



AGENDA

Ordinary Meeting of Council

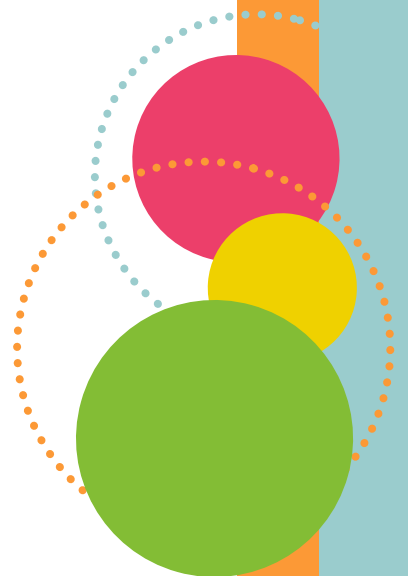
To be held on:

Wednesday 16th April 2025 at 6:00pm

Shire of Brookton Council Chamber

14 White Street, Brookton

**This meeting will be recorded in line
with Local Government Act.**





NOTICE OF MEETING

Dear Councillor, Resident or Ratepayer,

Notice is hereby given that the Ordinary Meeting of the Brookton Shire Council will be held on Wednesday 16th April 2025 in the Council Chambers at the Shire Administration Centre commencing at 6.00 pm.

The business to be transacted is shown in the agenda.

A handwritten signature in blue ink, appearing to read "G. Sherry".

Gary Sherry
CHIEF EXECUTIVE OFFICER
11 April 2025

DISCLAIMER

The recommendations contained in the Agenda are subject to confirmation by Council. The Shire of Brookton warns that anyone who has any application lodged with Council must obtain and should only rely on written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by the Council in respect of the application. No responsibility whatsoever is implied or accepted by the Shire of Brookton for any act, omission or statement or intimation occurring during a Council meeting.

Living Values

Collaborate

We will be supportive, applaud courage, celebrate success for us and the community. We will adapt to new circumstances, apply curiosity and share new things.

I will

- listen hard, speak less, and ask questions for understanding and clarity.
- share ideas, remind my colleagues of our work goals and demonstrate my leadership behaviours. acknowledge when things are going well and when we are facing difficulties.
- seek ways of working together and recognise when we succeed in our work.
- Compliment others when they are courageous and speak up.

We will grow our knowledge and experience and have pride in ourselves, our efforts and community.

I will

- seek and accept new ways of doing things.
- research and share newfound skills and knowledge.
- ask for assistance and input when I'm not sure.

Learn

Integrity

We will demonstrate honest and open behaviour at all times. Our communications will be respectful, with empathy and be fully accountable for our own actions.

I will

- communicate honestly with colleagues and respect their views.
- actively contribute to a culture of trust and openness in the Shire.
- be brave and speak up when things are not right.
- offer my colleagues support regardless of their background, role or experience.

We will meet the many challenges, identify and apply solutions and lean on our colleagues.

I will

- be sure to include and engage with my workmates in a positive and constructive manner.
- look after myself, be mindful of my self-esteem and that of others.
- maintain a 'can-do' approach and seek support from others. be aware that my behaviour may impact on others and reduce their confidence.
- know my strengths and aware of my weaknesses.

Resilient

TABLE OF CONTENTS

1.04.25	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	5
2.04.25	RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE	5
3.04.25	USE OF COMMON SEAL	6
4.04.25	DELEGATED AUTHORITY – ACTIONS PERFORMED	6
5.04.25	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	6
6.04.25	PUBLIC QUESTION TIME	6
7.04.25	APPLICATIONS FOR LEAVE OF ABSENCE	6
8.04.25	PETITIONS/DEPUTATIONS/PRESENTATIONS	6
9.04.25	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	7
9.04.25.01	ORDINARY MEETING OF COUNCIL – 20 MARCH 2025	7
9.04.25.02	BUSHFIRE ADVISORY COMMITTEE – 25 MARCH 2025	7
10.04.25	ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION.....	7
11.04.25	DISCLOSURE OF INTERESTS.....	7
12.04.25	TECHNICAL & DEVELOPMENT SERVICES REPORTS	8
12.04.25.01	FUTURE ROAD NAME REGISTER - NOMINATED NAMES FOR UNNAMED BROOKTON ROAD RESERVES.....	8
13.04.25	COMMUNITY SERVICES REPORTS	13
14.04.25	CORPORATE SERVICES REPORTS	13
14.04.25.01	BUDGET AMENDMENT CCTV ADMINISTRATION OFFICE	13
14.04.25.02	A389 24 RICHARDSON STREET BROOKTON - SEWERAGE BACK RATES.....	15
14.04.25.03	FEE REDUCTION – WHEATBELT STRENGTH AND CONDITIONING.....	18
14.04.25.04	BUDGET AMENDMENT PUMP FAILURE SEDIMENT POND	21
14.04.25.05	LIST OF PAYMENTS – MARCH 2025	23
14.04.25.06	STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2025	36
15.04.25	GOVERNANCE REPORTS	67
15.04.25.01	WESTERN AUSTRALIAN ELECTORAL COMMISSION – CONDUCT OF ORDINARY ELECTION – SATURDAY 18 th OCTOBER 2025	67
15.04.25.02	APPOINTMENT OF FIRE CONTROL OFFICERS – 2025/26.....	71
15.04.25.03	POSTPONING OF EXTRAORDINARY ELECTION	103
15.04.25.04	BROOKTON RAILWAY STATION COMMITTEE - CONSIDERATION OF NOMINATIONS.....	106
16.04.25	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	113
17.04.25	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING	113
18.04.25	CONFIDENTIAL REPORTS	113
19.04.25	NEXT MEETING & CLOSURE	113

1.04.25 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

On behalf of Council, I would like to acknowledge that this meeting is being held on the traditional lands of the Nyoongar People and pay respect to all Elders, past, present, and emerging. I wish to acknowledge and respect local people's continuing culture and the contribution they make to Country and its life.

Recording of Proceedings

In accordance with Regulation 14I Local Government (Administration) Regulations this meeting is being recorded. Recordings will be available on the Shire's website.

By being present at this meeting, members of the public consent to the possibility that their voice will be recorded.

2.04.25 RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

Elected Members (Voting)

Cr KL Crute	President
Cr T D de Lange	Deputy President
Cr HA Bell	
Cr B Copping	
Cr L McCabe	
Cr R Wallis	

Staff (Non-Voting)

Gary Sherry	Chief Executive Officer
Deanne Sweeney	Manager Corporate and Community
Kevin D'Alton	Acting Manager Infrastructure Works
Jennie Mason	Governance Officer

Apologies

Nil at this time.

Leave of Absence

Nil.

Members of the Public

Nil at this time.

3.04.25 USE OF COMMON SEAL

The Table below details the Use of Common Seal under delegated authority.

Use of Common Seal Register		
File Ref:	Purpose	Date Granted
Nil.		

4.04.25 DELEGATED AUTHORITY – ACTIONS PERFORMED

The Table below details the actions of Council performed under delegated authority.

Shire of Brookton, Delegation Register, 1.41 Building Matters – Permits, Certificates & Orders

BUILDING			
Permit No.	Lot & Street	Type of Building Work	Date Granted
Nil.			

Shire of Brookton, Delegation Register, 1.37 Specific Provisions under the Town Planning Scheme No. 4.

PLANNING				
File Ref	Application Ref	Subject Land (Inc. Scheme No.)	Purpose	Date Granted
A831	P2025-002	100 Brookton Highway Brookton	Covered Shelter	01/04/2025

5.04.25 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

6.04.25 PUBLIC QUESTION TIME**7.04.25 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil at this time.

8.04.25 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil at this time.

9.04.25	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS
----------------	---

9.04.25.01	ORDINARY MEETING OF COUNCIL – 20 MARCH 2025
-------------------	--

That the minutes of the Ordinary meeting of Council held in the Shire of Brookton Council Chambers, on 20th March 2025, be confirmed as a true and correct record of the proceedings.

9.04.25.02	BUSHFIRE ADVISORY COMMITTEE – 25 MARCH 2025
-------------------	--

That the minutes of the Bushfire Advisory Committee Meeting held in the West Brookton Fire Shed, on 25th March 2025, be received.

10.04.25	ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION
-----------------	---

Nil at this time.

11.04.25	DISCLOSURE OF INTERESTS
-----------------	--------------------------------

Members and Officers to declare Financial, Proximity or Impartiality Interests & submit forms to the Chief Executive Officer at the commencement of the meeting and prior to the item.

Disclosure of Financial & Proximity Interests

- a. Members must disclose the nature of their interest in matters to be considered at the meeting. (Sections 5.60B and 5.65 of the *Local Government Act 1995*).
- b. Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Sections 5.70 and 5.71 of the *Local Government Act 1995*).

Disclosure of Interest Affecting Impartiality

- a. Members and staff must disclose their interest in matters to be considered at the meeting in respect of which the member or employee has given or will give advice.

12.04.25.01 FUTURE ROAD NAME REGISTER - NOMINATED NAMES FOR UNNAMED BROOKTON ROAD RESERVES

File No:	PLA007
Date of Meeting:	16 April 2025
Location/Address:	Brookton
Name of Applicant:	Nil
Name of Owner:	Nil
Author/s:	Gary Sherry – Chief Executive Officer
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	The author and authorising officer do not have an interest in this item
Voting Requirements:	Simple Majority
Previous Report:	N/A

Summary of Report:

Council is to consider road names to include in a Future Road Names Register and to consider allocating two of these road names to unnamed road reserves in the Shire of Brookton.

Description of Proposal:

Council has a requirement an immediate requirement for one road name and several road names are likely to be required in the near future. Having a named road to residences allows the residence to have a unique street address that permits mail addressing and delivery and assists in locating and directions to the residence.

The Shire of Brookton advertised for the community to submit road names in February 2025. Council has now been provided with the following names:

- Valley View;
- Valley View Drive;
- Marlak Way or Marlak Court. "Marlak" is a Noongar word meaning "bush";
- Bilya Way or Bilya Rise/Court. "Bilya" is a Noongar word meaning "river"; and
- Walters Road.

Valley View Drive does not meet the Landgate requirement for single name element with a road type. Walters Road exists in the Shire of Brookton, running between Brookton Highway and Boyagarra Road.

Council has requirements to name a road reserve a road reserve, that runs from Great Southern Highway at the rear of the Brookton Country Club's leased cropping reserve, past Koornong Drive and across the Avon River South to the Railway Reserve. The reason for wanting to name this road is that the owners of the private property closer to the river are in the process of constructing a residence and will access the property from this road. Naming the road will allow the property to be given a street address.



Council has requirements to name a road reserve that runs from King Street to Hall Road. In the screen shots of a town map below, the road reserve is identified as King Street, but this is incorrect. Naming this road will provide the two properties behind 39 King Street with a Street address. They currently don't have one and a street address may assist in connecting these lots to Western Power.



Background:

At one time Landgate, through their Geographic Names Committee, kept a register of road name prefixes reserved by a local government for its specific future use. This is now no longer the case, with local governments responsible for keeping the register.

Local governments and individual can make submissions for road names. Any submission must meet the policy requirements of Landgate contained in their Policies and Standards for Geographical Naming in Western Australia Version 03:2017.

While have many specific requirements, in general this policy:

- Discourages changes to an existing approved names;
- names originating from an Australian Aboriginal language local to the area must be written in a standard recognised format and their use is subject to agreement from the relevant Aboriginal communities;
- Every road name should consist of a single name element followed by a road type, for example Smith Road, Jones Street etc. not Black Swan Drive, John Smith Avenue.

- All road names shall include a road type. Road types shall not be used to distinguish different roads of the same or similar sounding names, for example Reed Street, Reed Crescent and Reed Way. Such roads shall be considered as duplicates and are not acceptable. This also applies to similar sounding names such as Read Street, Rede Crescent and Reid Way.
- names starting with 'the definite article 'THE' shall not be approved for use as a road name, for example The Boardwalk, The Esplanade, The Strand are no longer acceptable road names.
- the use of prefixes and suffixes is not supported. The only exception that may be considered by Landgate is when the name is derived from a local feature of historical significance such as 'Lake Clifton Drive' or 'Mount Meharry Way
- Destination-to-destination names, for example Harvey-Quindanning Road, are not acceptable.
- Road names submitted for approval shall not be, regardless of road type:
 - o homonymous, for example similar in spelling to an existing road name
 - o similar in sound to an existing road name
 - o in the same locality as an existing road name
 - o in an adjoining locality
 - o in the same Australia Post postcode delivery area
 - o less than 10km from the existing duplication in the metropolitan area
 - o less than 50km from an existing duplication in rural areas.
- A naming proposal of a person will not be approved whilst they are still alive for a road. The approval of a name to commemorate an individual will only be considered;
 - o posthumously
 - o permission of the immediate family must be obtained. Where the person has been deceased for more than 10 years and contact with the immediate family could not be established appropriate consultation must be carried out based on a demonstrated record of achievement having had a direct and long-term association with the location and made a significant contribution to the area
 - o the proposal commemorating an individual with an outstanding national or international reputation has had a direct association with the area in which it is to be located
 - o such application is in the public interest
 - o there is evidence of broad community support for the proposal

The following will not be considered as appropriate grounds for a commemorative naming request:

- o current or past ownership of the land is not considered sufficient grounds
- o precedence of existing names
- o past or ongoing public service within all levels of government
- o names will not be supported after a person who has sponsored the development of the area, or was a commercial developer

Consultation:

The Shire of Brookton invited nomination of road names in the Brookton Telegraph and on the Shire of Brookton's Facebook page in February 2025.

Statutory Environment:

Land Administration Act. Road names are considered by Landgate with the ultimate decision made by the Minister for Lands.

Relevant Plans and Policy:

It is likely that Council will develop policy in relation to road names in the future.

Financial Implications:

There is no direct cost for naming roads .

Risk Assessment:

Under the Shire of Brookton's Risk Framework, the consequence rating of the Compliance Risk associated naming roads is assessed as Moderate. The likelihood of these consequences is assessed as Rare.

Under the Shire of Brookton's Risk Framework, the consequence rating of the Service Delivery Risk associated naming roads is assessed as Major. The likelihood of these consequences is assessed as Possible.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
LOW	Monitor for continuous improvement.
MEDIUM	Comply with risk reduction measures to keep risk as low as reasonably practical.
HIGH	Review risk reduction and take additional measures to ensure risk is as low as reasonably achievable.
SEVERE	Unacceptable. Risk reduction measures must be implemented before proceeding.

Community & Strategic Objectives:

It is important that the Council have a supply of agreed future road names. Delays to the issuing of final survey diagrams can occur where the Council has not approved appropriate road names.

Comment: Nil

OFFICER'S RECOMMENDATION

That Council:

- 1. prepare a register of road name prefixes and include on that register:***
 - a. Valley View;***
 - b. Marlak Court; and***
 - c. Bilya Rise; and***
- 2. submit to Landgate the names of:***
 - a. Bilya Rise as the preferred name for the unnamed road from Great Southern Highway past Koornong Drive and across the Avon River South to the Railway Reserve; and***
 - b. Marlak Court as the preferred name for the unnamed road from King Street to Hall Road.***

(Simple majority vote required)

13.04.25 COMMUNITY SERVICES REPORTS

Nil.

14.04.25 CORPORATE SERVICES REPORTS**14.04.25.01 BUDGET AMENDMENT CCTV ADMINISTRATION OFFICE**

File No:	FIN013
Date of Meeting:	16 April 2025
Location/Address:	N/A
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Deanne Sweeney - Manager Corporate & Community
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	The authors have no financial interest in this matter
Voting Requirements:	Absolute Majority
Previous Report:	20/03/2025 Council Resolution 17.03.25.02

Summary of Item:

Council is to consider approval for an amendment to their 2024/25 Budget to reallocate identified savings towards the out of budget expenditure, endorsed at the 20 March 2025 Ordinary Council Meeting.

Description of Proposal:

This proposal outlines the reallocation of identified savings of \$11,749 excluding GST from account E042020.327 Admin Operating Expenses to cover the unbudgeted expenditure for the CCTV cameras for the Administration Office.

The savings identified are requested to be redirected to ensure the necessary funding for the implementation and completion of the CCTV initiative, which was not included in the original budget.

Background:

At the March 2025 Ordinary Council Meeting (OCM), Council endorsed an unbudgeted expenditure for CCTV cameras due to current security concerns at the Shire Administration Building. This was an urgent item that required immediate action. Consequently, savings needed to be identified to cover the unbudgeted expenditure. After a thorough assessment, the reallocation of funds is now requested to address this expenditure.

Consultation:

Consultation was undertaken with the Chief Executive Officer.

Statutory Environment:

Section 6.8 of the Local Government Act 1995 refers to expenditure from the municipal fund that is not included in the annual budget. Any adjustments to a budget allocation must be made by an absolute majority decision of the Council.

Additionally, where no budget allocation exists, expenditure is not to be incurred until such time as it is authorised in advance, by an absolute majority decision of the Council.

Relevant Plans and Policy:

There is no Council Policy relevant to this item.

Financial Implications:

There are no financial implications relating to 2024/25 budget, as the necessary savings have been identified to offset the unbudgeted expenditure.

Risk Assessment:

The risk in relation to this matter is assessed as 'Medium'. Failure to reallocate the funds to the project will result in a budget deficit of \$11,749 GST Exclusive.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
LOW	Monitor for continuous improvement.
MEDIUM	Comply with risk reduction measures to keep risk as low as reasonably practical.
HIGH	Review risk reduction and take additional measures to ensure risk is as low as reasonably achievable.
SEVERE	Unacceptable. Risk reduction measures must be implemented before proceeding.

Community & Strategic Objectives:

This item relates to delivery of core business and services detailed in the Shire of Brookton Corporate Compendium – June 2032, duly appended to the BROOKTON Corporate Business Plan July 2022 to June 2032.

Comment:

The reallocation of the funds can take place with minimal risk to the organisation and with works undertaken in the current financial year.

OFFICER'S RECOMMENDATION

That Council reallocates the identified savings of \$11,749 from E042020.327 to CCTVCAP to cover the unbudgeted expenditure endorsed at the March 2025 Ordinary Council Meeting.

(Absolute majority vote required)

14.04.25.02 A389 24 RICHARDSON STREET BROOKTON - SEWERAGE BACK RATES

File No:	A389
Date of Meeting:	16 April 2025
Location/Address:	N/A
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Deanne Sweeney - Manager Corporate & Community
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	The authors have no financial interest in this matter
Voting Requirements:	Absolute Majority
Previous Report:	N/A

Summary of Item:

Council is to consider approval to exempt sewerage charges from being back rated for a duration of five years on A389 24 Richardson Street, Brookton.

Description of Proposal:

The current owners of 24 Richardson Street have requested that the charges for the period 2019/20 to 2023/24 totalling \$2,736.87 be exempt from being back rated. The owners have explained that they were not aware of Council's sewerage system when they purchased their property in 2008.

Background:

Properties with access to the sewerage system pay service charges, even if there is no connection. This contributes to the cost of providing and maintaining the essential service.

A recent internal audit of Council's sewerage connections has identified 24 Richardson Street, Brookton not being charged sewerage rates. According to Section 6.39 (2) (b) of the Local Government Act 1995, Council may charge back rates for a period of five years.

The property was recently connected to the Brookton sewerage system and the current owners have committed to paying the 2024/25 sewerage rates of \$731.20. The owners are collaborating with Council to ensure compliance and support the maintenance of the sewerage infrastructure.

This situation appears to have arisen due to incorrect Council records which contributed to an oversight during the property transaction process. To prevent similar issues, staff are implementing a procedure where sewerage records will undergo an annual internal audit to identify any additional properties that may be affected.

Consultation:

Internal consultation has occurred with the Chief Executive Officer.

Statutory Environment:

Local Government Act 1995

6.39. Rate record

- (1) *As soon as practicable after a local government has resolved to impose rates in a financial year it is to ensure that a record is compiled, at the time and in the form and manner prescribed, for that financial year of –*
- (a) *all rateable land in its district; and*
 - (b) *all land in its district on which a service charge is imposed.*

(2) *A local government —*

- (a) *is required, from time to time, to amend a rate record for the current financial year to ensure that the information contained in the record is current and correct and that the record is in accordance with this Act; and*
- (b) *may amend the rate record for the 5 years preceding the current financial year*

Relevant Plans and Policy:

There is no Council Policy relevant to this item.

Financial Implications:

There are no financial implications for previous financial years, as the sewerage rates were not budgeted. The 2024/25 financial year will see an increase in sewerage rates revenue of \$731.20.

Council has the ability to charge the following back rates:

Rating Year	GRV	Rate	Total
2019/2020	8,736.00	0.060438	527.99
2020/2021	8,736.00	0.060438	527.99
2021/2022	8,736.00	0.060438	527.99
2022/2023	8,736.00	0.064064	559.66
2023/2024	8,736.00	0.067908	593.24
TOTAL			\$2,736.87

Risk Assessment:

The risk in relation to this matter is assessed as 'Low'. The reputational risk associated with this matter is valued at \$2,736.87 and has been assessed as insignificant/rare.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
LOW	Monitor for continuous improvement.
MEDIUM	Comply with risk reduction measures to keep risk as low as reasonably practical.
HIGH	Review risk reduction and take additional measures to ensure risk is as low as reasonably achievable.
SEVERE	Unacceptable. Risk reduction measures must be implemented before proceeding.

Community & Strategic Objectives:

This item relates to delivery of core business and services detailed in the Shire of Brookton Corporate Compendium – June 2032, duly appended to the BROOKTON Corporate Business Plan July 2022 to June 2032.

Comment:

The decision to exempt sewerage back rates is supported by several factors. The current property owners were not informed about the sewerage system when they purchased the property, which was an oversight during the transaction process. Additionally, Council records were inaccurate, contributing to this issue. Given these circumstances, it is considered fair and reasonable to exempt the sewerage back rate charges.

OFFICER'S RECOMMENDATION

That Council exempt sewerage back rates for A389 24 Richardson Street, Brookton for the period 2019/2020 to 2023/2024 totalling \$2,736.87 and raises the sewerage rates for 2024/2025 totalling an estimated amount of \$731.20.

(Absolute majority vote required)

14.04.25.03 FEE REDUCTION – WHEATBELT STRENGTH AND CONDITIONING

File No:	PRO023
Date of Meeting:	16 April 2025
Location/Address:	N/A
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Deanne Sweeney - Manager Corporate & Community
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	The authors have no financial interest in this matter
Voting Requirements:	Absolute Majority
Previous Report:	N/A

Summary of Item:

Council is to consider a fee reduction for the hire of the WB Eva Pavilion for a 6 week period to assist Ms K Nelson of Wheatbelt Strength and Conditioning to establish their business in the Brookton community.

Description of Proposal:

Ms K Nelson from Wheatbelt Strength and Conditioning has requested a fee reduction for the WB Eva Pavilion hire to conduct private fitness classes. This reduction would see Council forgo income of \$1,968.00.

The fitness classes encourage healthier lifestyles and habits, and increase community engagement, creating a stronger sense of unity and participation in local activities and events.

Considering the significant health benefits to our community, the Officer has recommended that Council grant a fee reduction for a six week period. This is expected to encourage Ms Nelson to offer further classes through her business in the Brookton community.

Background:

Council recently offered a fully funded, six week exercise program to Brookton residents at no cost for a circuit class and an over 55's strength and condition exercise class. The exercise class initiatives were a resounding success, with a total of 112 attendees, and an average of 9 participants at each class. This initiative has brought numerous benefits to our community, including improved physical health, increased social interaction, and a greater sense of well-being among participants.

Given the positive impact from the Council provided classes, Ms Nelson has expressed a desire to continue the program as a private business endeavour through Wheatbelt Strength and Conditioning and has requested a fee reduction to assist with the ongoing classes. This request does not meet the criteria of 2.57 Fee Waiver Policy, as these classes will cost participants a \$25.00 fee.

Consultation:

Consultation has occurred with the applicant.

Statutory Environment:

Local Government Act 1995

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*

- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

Relevant Plans and Policy:

2.57 Fee Waiver Policy.

Financial Implications:

Under the Council's 2024/2025 Schedule of Fees and Charges, the following applies:

Particulars	Rate (including GST)	Total	Fee Reduction Charge - Total
WB Eva Pavilion – Flat Daily Rate (6am to 12midnight)	\$357.00	\$2,142.00	\$174.00
Gymnasium (per session)	\$29.00	\$174.00	\$174.00

The bond of \$250 for the facility is payable prior to the bookings.

Risk Assessment:

The risk in relation to this matter is assessed as 'Low'. The reputational risk associated with this matter is valued at \$1,968 and has been assessed as insignificant/rare.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
LOW	Monitor for continuous improvement.
MEDIUM	Comply with risk reduction measures to keep risk as low as reasonably practical.
HIGH	Review risk reduction and take additional measures to ensure risk is as low as reasonably achievable.
SEVERE	Unacceptable. Risk reduction measures must be implemented before proceeding.

Community & Strategic Objectives:

This item relates to delivery of core business and services detailed in the Shire of Brookton Corporate Compendium – June 2032, duly appended to the BROOKTON Corporate Business Plan July 2022 to June 2032.

Comment:

By supporting a fee reduction for Ms Nelson from Wheatbelt Strength and Conditioning, this initiative will promote a healthier lifestyle and enable a small business to continue offering a valuable service to the Brookton community.

OFFICER'S RECOMMENDATION

That Council approves the fee reduction for a six week period for the hire of the Shire of Brookton WB Eva Pavilion for Ms K Nelson of Wheatbelt Strength and Conditioning from a total of \$2,142 to \$174.00.

(Absolute majority vote required)

14.04.25.04 BUDGET AMENDMENT PUMP FAILURE SEDIMENT POND

File No:	WAS009
Date of Meeting:	16 April 2025
Location/Address:	N/A
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Deanne Sweeney - Manager Corporate & Community
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	The authors have no financial interest in this matter
Voting Requirements:	Absolute Majority
Previous Report:	N/A

Summary of Item:

Council is to consider approval of a 2024/25 budget amendment to replace the failed pump at the sediment pond at the Brookton sewerage facility at Robinson Road, Brookton.

Description of Proposal:

The proposal is to reallocate identified savings of \$5,500 from the sewage operating account *SEWEOP.379 Sewerage Treatment Works Operating Expenses* to the sewage capital account *E102530.502 Purchase Plant and Equipment* to cover the unbudgeted expenditure of the pump replacement at the sediment pond.

Council's accounting policy requires that equipment purchases greater than \$5,000 are capitalised. Council did not anticipate this type of capital purchase in 2024/25.

Background:

Pumps in sewerage treatment works can fail for several reasons including clogs from debris, mechanical seal leaks, bearing issues and power supply problems.

Although the exact cause of the pump failure is unknown, the pump needed to be replaced immediately to prevent any potential environmental impact. In accordance with the Council's Procurement Policy 2.35, permission was granted from the Shire President to obtain a single quote to proceed with the emergency purchase.

Replacing the pump ensured that the risk of a sewage spill, which had the potential to endanger public safety, was prevented.

Consultation:

Consultation was undertaken with the Chief Executive Officer, Shire President and Acting Manager Infrastructure Works.

Statutory Environment:

Local Government Act 1995

6.8. Expenditure from municipal fund not included in annual budget

- (1) *A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*
- (a) *is incurred in a financial year before the adoption of the annual budget by the local government; or*
 - (b) *is authorised in advance by resolution*; or*
 - (c) *is authorised in advance by the mayor or president in an emergency.*

** Absolute majority required*

Relevant Plans and Policy:

Policy 2.35 Procurement.

Financial Implications:

There are no financial implications relating to 2024/25 budget, as the necessary savings from the sewerage operating account SEWEOP have been identified to offset the unbudgeted expenditure at E102530.502.

Risk Assessment:

The risk in relation to this matter is assessed as 'Medium'. Not replacing the failed pump could have resulted in environmental damage.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
LOW	Monitor for continuous improvement.
MEDIUM	Comply with risk reduction measures to keep risk as low as reasonably practical.
HIGH	Review risk reduction and take additional measures to ensure risk is as low as reasonably achievable.
SEVERE	Unacceptable. Risk reduction measures must be implemented before proceeding.

Community & Strategic Objectives:

This item relates to delivery of core business and services detailed in the Shire of Brookton Corporate Compendium – June 2032, duly appended to the BROOKTON Corporate Business Plan July 2022 to June 2032.

Comment:

The reallocation of the funds can take place with minimal risk to the organisation and with works undertaken immediately.

OFFICER'S RECOMMENDATION

That Council approves the budget amendment transferring \$5,500 from SEWEOP.379 to E102530.502 for the unbudgeted expenditure of the failed pump at the sediment pond.

(Absolute majority vote required)

14.04.25.05 LIST OF PAYMENTS – MARCH 2025

File No:	N/A
Date of Meeting:	16 April 2025
Location/Address:	14 White Street, Brookton
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Jessika Ashworth – Finance Creditors & Records Officer
Authorising Officer:	Deanne Sweeney – Manager Corporate and Community
Declaration of Interest:	The author and authorising officer do not have an interest in this item
Voting Requirements:	Simple
Previous Report:	20 March 2025

Summary of Report:

The purpose of this report is to present the list of payments for the month of March 2025, as required under the *Local Government (Financial Management) Regulations 1996*.

Description of Proposal:

The accounts paid under Delegation 1.1 Power to Make Payments during March 2025 are included within Attachment 14.04.25.05A.

A detailed transaction listing of credit card expenditure paid during March 2025 is included at Attachment 14.04.25.05B.

A detailed transaction listing of fuel purchasing card expenditure paid during March 2025 is included at Attachment 14.04.25.05C.

Background

In accordance with *Local Government (Financial Management) Regulations 1996 Clause 13 (1)* schedules of all payments made through Council's bank accounts are presented to Council for inspection.

Consultation: Nil

Statutory Environment

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* states:

13. *Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*
- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
 - (a) *the payee's name; and*
 - (b) *the amount of the payment; and*
 - (c) *the date of the payment; and*
 - (d) *sufficient information to identify the transaction.*
- (2) *A list of accounts for approval to be paid is to be prepared each month showing —*
 - (a) *for each account which requires council authorisation in that month —*
 - (i) *the payee's name; and*
 - (ii) *the amount of the payment; and*
 - (iii) *sufficient information to identify the transaction; and*
 - (b) *the date of the meeting of the council to which the list is to be presented.*

- (3) A list prepared under sub-regulation (1) or (2) is to be —
- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

13A. Payments by employees via purchasing cards

- (1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —
- (a) the payee's name;
 - (b) the amount of the payment;
 - (c) the date of the payment;
 - (d) sufficient information to identify the payment.
- (2) A list prepared under subregulation (1) must be —
- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

Local Government (Administration) Regulations 1996

13. Publication of unconfirmed minutes of meetings (Act s. 5.25(1)(i))

- (1) The CEO must publish on the local government's official website —
- (a) the unconfirmed minutes of each council and committee meeting that is open to members of the public;

Relevant Plans and Policy

The Chief Executive Officer, under relevant delegation, is authorised to arrange purchase of specific items in the budget, which do not require calling tenders, providing that it is within the approved and adopted budget.

Financial Implications

No financial implications have been identified at the time of preparing this report.

Risk Assessment

The risk in relation to this matter is assessed as 'Medium' on the basis that if Council does not accept the payments. The risk identified would be failure to fulfil statutory regulations or compliance requirements. Shire Officer's provide a full detailed listing of payments made in a timely manner.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
LOW	Monitor for continuous improvement.
MEDIUM	Comply with risk reduction measures to keep risk as low as reasonably practical.
HIGH	Review risk reduction and take additional measures to ensure risk is as low as reasonably achievable.
SEVERE	Unacceptable. Risk reduction measures must be implemented before proceeding.

Community & Strategic Objectives

This item relates to delivery of core business and services detailed in the Shire of Brookton Corporate Compendium – June 2032, duly appended to the BROOKTON Corporate Business Plan July 2022 to June 2032.

Comment

Council has delegated to the Chief Executive Officer the exercise of Council authority to make payments from the Shire's Municipal and Trust funds. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid is to be provide to Council, where such delegation is made.

OFFICER'S RECOMMENDATION

That Council receive:

- 1. the list of accounts, totalling \$648,620.62 paid under delegated authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 for the month of March 2025, included at Attachment 14.04.25.05A;***
- 2. the list of credit card transactions totalling \$3,248.85 paid in March 2025 included at Attachment 14.04.25.05B; and***
- 3. the list of fuel card transactions totalling \$1,098.86 paid in March 2025, included at Attachment 14.04.25.05C.***

(Simple majority vote required)

Attachments

Attachment 14.04.25.05A – List of Accounts Paid.

Attachment 14.04.25.05B – Credit Card Transactions.

Attachment 14.04.25.05C – Fuel Card Transactions.

List of Payments Paid in March 2025

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
DD8312.1	4/03/2025	WA TREASURY CORPORATION	PRINCIPAL AND INTEREST PAYMENT - SEWERAGE LOAN 83 MARCH 25	\$37,571.25
DD8314.1	4/03/2025	AWARE SUPER PTY LTD	Payroll deductions	\$7,201.05
DD8314.2	4/03/2025	AUSTRALIAN RETIREMENT TRUST	Superannuation contributions	\$298.44
DD8314.3	4/03/2025	COLONIAL FIRST STATE CHOICE WHOLESALE PERSONAL SUPER	Payroll deductions	\$598.44
DD8314.4	4/03/2025	MLC NOMINEES PTY LIMITED	Superannuation contributions	\$367.77
DD8314.5	4/03/2025	SANDHURST TRUSTEES	Superannuation contributions	\$1,058.23
DD8314.6	4/03/2025	HUB24 SUPERFUND	Superannuation contributions	\$356.05
DD8314.7	4/03/2025	HOSTPLUS	Superannuation contributions	\$714.42
DD8314.8	4/03/2025	AUSTRALIAN SUPER PTY LTD	Superannuation contributions	\$2,355.58
DD8314.9	4/03/2025	THE TRUSTEE FOR JOHNS FAMILY SUPER FUND	Superannuation contributions	\$559.02
DD8318.1	6/03/2025	SYNERGY	ELECTRICITY SUPPLY & USAGE CHARGES, CARAVAN PARK, OVAL& WB EVA PAVILION - MARCH 25	\$4,415.13
DD8321.1	7/03/2025	TELSTRA CORPORATION	MONTH TO MONTH - SERVICE CHARGES FOR WIRELESS DATA PLAN (RETIC CONTROLLER - OVAL) OVALOP & (SEWERAGE PUMP STATION ALARM) SEWEOP	\$16.98
DD8336.1	14/03/2025	SHIRE OF BROOKTON - MASTERCARD - CESM	CREDIT CARD PURCHASES CESM PERIOD FEBRUARY 25 - CARD FEE ONLY	\$4.00
DD8336.2	14/03/2025	SHIRE OF BROOKTON - MASTERCARD - MCC	CREDIT CARD PURCHASES MCC, HIRE BOND REFUND, REPLACEMENT CASTOR WHEELS, FAREWELL GIFT BCRCC POLICY 1.13, PARKING FOR WORKSHOP, BEANBAG FILLING POOLGO, REFRESHMENTS SMART SNACKING, COURSE FEE COMMUNITY DEVELOPMENT PERIOD FEBRUARY 25	\$673.09
DD8336.3	14/03/2025	SHIRE OF BROOKTON - MASTERCARD - CEO	CREDIT CARD PURCHASES CEO INCLUDES SITE SURVEY FEE PTA 00788/25, STARLINK INTERNET 40GB WB EVA PAVILION & 40GB WEST BROOKTON FIRE SHED 5/2/25-5/3/25, SINCH MESSAGE MEDIA 9735 OUTBOUND & MONTHLY FEES, 2 X BEVERAGES FOR TRAVEL TO CENTRAL COUNTRY ZONE MEETING 14/2/25, TEMPORARY MOVEMENT PERMIT FOR NEW CESM VEHICLE 17/2/25, DEPT OF WATER & ENVIRONMENTAL REGULATIONS	\$2,571.76

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
			WWTP ANNUAL LICENCE FEE L7994/2003/4, TEMPORARY MOVEMENT PERMIT FOR NEW CESM VEHICLE 26/02/25	
DD8339.1	15/03/2025	3E ADVANTAGE PTY LTD	PRINTING MONTHLY SERVICE FEE ADMIN OFFICE 10,300 X B&W 9,000 X COLOUR FEBRUARY 25	\$1,707.92
DD8339.2	17/03/2025	SYNERGY	ELECTRICITY & SUPPLY CHARGES FOR U1-8 40 WHITE ST 11/12/2024-11/02/2025	\$1,209.55
DD8341.1	18/03/2025	AWARE SUPER PTY LTD	Payroll deductions	\$7,305.22
DD8341.2	18/03/2025	AUSTRALIAN RETIREMENT TRUST	Superannuation contributions	\$298.44
DD8341.3	18/03/2025	COLONIAL FIRST STATE CHOICE WHOLESALE PERSONAL SUPER	Payroll deductions	\$598.44
DD8341.4	18/03/2025	MLC NOMINEES PTY LIMITED	Superannuation contributions	\$367.77
DD8341.5	18/03/2025	SANDHURST TRUSTEES	Superannuation contributions	\$1,058.23
DD8341.6	18/03/2025	HUB24 SUPERFUND	Superannuation contributions	\$356.05
DD8341.7	18/03/2025	HOSTPLUS	Superannuation contributions	\$708.76
DD8341.8	18/03/2025	AUSTRALIAN SUPER PTY LTD	Superannuation contributions	\$2,355.69
DD8341.9	18/03/2025	THE TRUSTEE FOR JOHNS FAMILY SUPER FUND	Superannuation contributions	\$559.02
DD8345.1	19/03/2025	TELSTRA CORPORATION	TELSTRA SERVICES & RENTAL CHARGES FOR SHIRE & CRC 22/2/25 TO 22/3/25	\$310.78
DD8351.1	21/03/2025	TELSTRA CORPORATION	PHONE USAGE CHARGES FOR BMO, PARKS LEADING HAND, CEO, MCC, WC, MP, C CARETAKER, CESM, SWIMMING POOL, W LEADING HAND & CESM NEW MOBILE PHONE REPAYMENTS MARCH 25	\$721.58
DD8354.1	25/03/2025	SYNERGY	ELECTRICITY SUPPLY CHARGES FOR STREET LIGHTS X 185 25/01/25 TO 24/02/25	\$2,911.05
DD8364.1	28/03/2025	WATER CORPORATION OF WA	WATER USAGE 10 JANUARY 25 TO 11 MARCH 25 & SERVICE CHARGES 1 MARCH 25 TO 30 APRIL 25 FOR U2MSOP, U3MSOP, U4MSOP, 28AWSOP, 28BWSOP, U5MSOP, 23WHITOP, 25WHITOP	\$1,300.00
DD8364.2	30/03/2025	WATER CORPORATION OF WA	WATER USAGE 10 JANUARY 25 TO 11 MARCH 25 & SERVICE CHARGES 1 MARCH 25 TO 30 APRIL 25 FOR U1MSOP	\$48.41
DD8366.1	31/03/2025	WATER CORPORATION OF WA	WATER USAGE & SERVICE CHARGE 10 JAN 25 TO 12 MAR 2025 - U1 / 4 MATTHEW ST	\$678.75
DD8314.10	4/03/2025	EQUIP SUPER	Superannuation contributions	\$647.34
DD8314.11	4/03/2025	REST INDUSTRY SUPER	Superannuation contributions	\$459.64
DD8341.10	18/03/2025	EQUIP SUPER	Superannuation contributions	\$647.34
DD8341.11	18/03/2025	REST INDUSTRY SUPER	Superannuation contributions	\$459.64

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16587	5/03/2025	BROOKTON TYRE SERVICE	TYRE PUNCTURE REPAIR - PG9 - JANUARY 25	\$1,376.65
EFT16588	5/03/2025	HARRIYANDLE FAMILY TRUST	ADDITIONAL ENGINEERING ADVICE, ADDITIONAL WORKS REQUIRED FOR DANGIN MEARS, JANUARY 25	\$1,320.00
EFT16589	14/03/2025	A1 LOCKSMITHS WA PTY LTD	CHANGING OF LOCKS AT 42 LENNARD ST AS PER FORM 6, REG 36 WARRANT TO ENTER - 6/02/2025	\$3,286.70
EFT16590	14/03/2025	ALLMARK & ASSOCIATES PTY LTD	ACRYLIC NAME PLATES FOR CHAMBER HONOUR BOARD & DELIVERY - FEBRUARY 25	\$324.50
EFT16591	14/03/2025	AMPAC DEBT RECOVERY	DEBT RECOVERY FOR A2682 LANDGATE LODGE FEE, PALISADE FEE, A388 PALISADE FEE, A2682 PALISADE FEE - FEBRUARY 2025	\$9,433.54
EFT16592	14/03/2025	ATO	BAS RETURN FOR PERIOD FEBRUARY 25	\$34,290.00
EFT16593	14/03/2025	B & N EYRE BROOKTON NEWSAGENCY	6 X BOXES A4 PAPER - CRC JANUARY 25	\$304.50
EFT16594	14/03/2025	BENCHMARK ENGINEERING	UNIVERSAL PENO KIT WITH CASE & FREIGHT - WBSF2 - DECEMBER 24	\$2,583.35
EFT16595	14/03/2025	BOB WADDELL & ASSOCIATES PTY LTD	ASSISTANCE WITH 24/25 ANNUAL BUDGET REVIEW FEBRUARY 25	\$44.00
EFT16596	14/03/2025	BOC GASES	MONTHLY RENTAL CHARGES INDUSTRIAL OXYGEN - ACETYLENE - ARGOSHIELD - MEDICAL OXYGEN 29/01/2025 TO 25/02/2025 DEPOOP	\$52.40
EFT16597	14/03/2025	BOOEASY AUSTRALIA PTY LTD	CARAVAN PARK ROOM MANAGER MONTHLY FEE - FEBRUARY 2025	\$242.00
EFT16598	14/03/2025	BROOKTON 24/7 TOWING	TOWING PU34 TO JOHN HUGHES TO FIX CORE PLUG, ROUND TRIP 264KM JANUARY 25	\$1,643.60
EFT16599	14/03/2025	BROOKTON BUNCH	FLOWERS ARRANGEMENTS FOR AUSTRALIAN CITIZENSHIP CEREMONY - 21/02/2025	\$125.00
EFT16600	14/03/2025	BROOKTON PROFESSIONAL SERVICES CENTRE	CRC BUILDING RENT FOR MARCH 2025	\$1,050.00
EFT16601	14/03/2025	BUILDING & ENERGY	BSL PAYMENT FOR THE MONTH OF FEBRUARY 2025	\$136.11
EFT16602	14/03/2025	CHILD SUPPORT AGENCY EMPLOYER SERVICES	Payroll deductions	\$307.06
EFT16603	14/03/2025	CLEANFLOW ENVIRONMENTAL SOLUTIONS	UV RELINING PIPES ON WHITTINGTON ST - SEWPIPE FEB 25	\$41,634.25
EFT16604	14/03/2025	DARRY'S PLUMBING & GAS DARR BEST PLUMBING PTY LTD	SERVICE OF SEPTIC SYSTEM CARAVAN PARK - FEBRUARY 25	\$360.00
EFT16605	14/03/2025	EDGE PLANNING & PROPERTY	PLANNING SERVICES INCLUDES ASSESSING DEVELOPMENT, SUBDIVISION AND BOUNDARY REALIGNMENT APPLICATIONS, PROVIDING ADVICE TO THE SHIRE, PROPONENTS AND COMMUNITY MEMBERS - DECEMBER 24 TO JANUARY 25	\$1,914.00
EFT16606	14/03/2025	FELTON INDUSTRIES	CEMETERY BENCH SEAT PLUS DELIVERY - CEMEOP FEBRUARY 2025	\$1,259.50

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16607	14/03/2025	FUEL DISTRIBUTORS OF WA	DIESEL DELIVERED TO DEPOT 7000L @ \$1.7312 PER LITRE - FEBRUARY 25	\$12,118.40
EFT16608	14/03/2025	GERALDTON TRANSPORT	FREIGHT CHARGES GRADER BLADE ORDER FROM ITR - PG9 FEBRUARY 25	\$134.75
EFT16609	14/03/2025	GREAT SOUTHERN SUPPLIES T/AS G&M DETERGENTS	MONTHLY CLEANING ORDER FOR CRC, DEPOT, SHIRE ADMIN, WB EVA, PUBLIC TOILETS, CARAVAN PARK FEBRUARY 2025	\$817.56
EFT16610	14/03/2025	GREAT SOUTHERN WASTE DISPOSAL	DOMESTIC RUBBISH COLLECTION - 450 HOUSEHOLDS X 5 WEEKS = 2250 - RECYCLING COLLECTION - 335 HOUSEHOLDS X 2 WEEKS = 670 - TIP SITE MANAGEMENT 39 LABOUR HOURS X 5 WEEKENDS = 195 + 18 EXTRA HOURS - TIP SITE MANAGEMENT - 3 MACHINE HOURS X 5 WEEKENDS = 15 - 6 WASTE BINS - 7 BINS OF CARBOARD - RUBBOP, TIPOP - 26/12/2024 TO 30/01/2025	\$20,922.00
EFT16611	14/03/2025	LANDGATE (DOLA)	RURAL UV CHARGEABLE SHEDULE:R2025/01 06/07/2024 TO 14/02/2025	\$103.41
EFT16612	14/03/2025	LGRCEU	Payroll deductions	\$66.00
EFT16613	14/03/2025	NEW GROUND WATER SERVICES PTY LTD	REPAIR RETIC AT MEMORIAL PARK - 1 BOX PGP-04 TOWNOP FEBRUARY 25	\$3,845.60
EFT16614	14/03/2025	NOURISH BROOKTON	AUSTRALIA DAY POOL PARTY SUPPLIES INCLUDING SPATULA, TONGS, FOIL TRAY, SUNSCREEN, MARGARINE SPREAD, SERVIETTES, ONIONS - EV0001 26/01/2025	\$130.74
EFT16615	14/03/2025	OFFICEWORKS BUSINESS DIRECT	FRAMES FOR CITIZENSHIP CEREMONY, TAPE FOR SHIRE ADMIN AND DELIVERY - FEBRUARY 25	\$52.82
EFT16616	14/03/2025	OR VALLENTINE PTY LTD	CONTIGUOUS RATES REFUND FOR ASSESSMENT A108 YOURALING-WILLIAMS ROAD BROOKTON 6306	\$816.83
EFT16617	14/03/2025	PINGELLY GARAGE	70000KM SERVICE & INSPECTION FOR 2022 TRITON PAV3	\$623.50
EFT16618	14/03/2025	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$1,350.00
EFT16619	14/03/2025	SHIRE OF BROOKTON	ADVERTISING & HIRE OF MEMORIAL HALL X 6 DAYS FOR STAY ON YOUR FEET - INJURY MATTERS FEBRUARY 25	\$2,125.00
EFT16620	14/03/2025	STALLION BUILDING CO PTY LTD T/AS STALLION HOMES & MULTICON COMMERCIAL CONSTRUCTIONS	FEBRUARY PROGRESS CLAIM FOR WORKS COMPLETE EAST BROOKTON FIRE SHED	\$95,695.40
EFT16621	14/03/2025	TIANCO TRANSPORT	TRANSPORT OF ROLLER FROM YOURALING RD & BO DEPOT TO DANGIN-MEARS RD - 16/02/2025	\$814.00
EFT16622	14/03/2025	TOLL TRANSPORT PTY LTD	FREIGHT COSTS INTERFIRE EMERGENCY SERVICES PPE BFB JANUARY 25	\$74.06
EFT16623	14/03/2025	WA CONTRACT RANGER SERVICES	RANGER SERVICES 5/2/2025 3.75 HOURS - 13/2/25 3.5 HOURS	\$1,617.01

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16624	14/03/2025	WA LOCAL GOVERNMENT ASSN	SERVING ON COUNCIL ELEARNING - CR BERYL COPPING - FEBRUARY 25	\$495.00
EFT16625	14/03/2025	WANDERING HVAC	INSTALL NEW OUTDOOR SENSORS FOR FLOOD LIGHTS DEPO - OTHMRRM FEBRUARY 25	\$5,219.06
EFT16626	14/03/2025	WHEATBELT STRENGTH AND CONDITIONING	STRENGTH AND BALANCE CLASSES 14/2/25, 15/2/25, 21/2/25, 22/2/25 - FITNESS INITIATIVES EV0013	\$1,046.10
EFT16627	24/03/2025	FLICK ANTICIMEX	6 MONTHLY INVOICE FOR SANITARY SERVICES. INCLUDES 4 WEEKLY SERVICE & PODS FOR DISPOSAL UNITS X 10, 4 WEEKLY SERVICE URINAL SANITISER X 10, 4 WEEKLY SERVICE OF URINAL TREATMENT X 8 & 8 WEEKLY SERVICE OF SHARPS BINS X 3	\$5,307.13
EFT16628	24/03/2025	GREAT SOUTHERN FUEL SUPPLIES	FUEL CARD PURCHASES CESM, DIESEL 51.27L @ \$1.899, 35.85L @ \$1.899, 38.45L @ \$1.899, 52.99L @ \$1.859, 54.49L @ \$1.899, 41.53L @ \$1.8990 FEBRUARY 25	\$1,098.86
EFT16629	24/03/2025	KEVIN D'ALTON	REIMBURSEMENT FOR INTERNET SERVICE, AS PER AMIW EMPLOYMENT CONTRACT SUBSIDIES DECEMBER 24 TO MARCH 25 & ASBESTOS AWARENESS TRAINING 19 FEBRUARY 25	\$462.00
EFT16630	24/03/2025	MICHAEL BACHYNSKY	REIMBURSEMENT FOR ONLINE ASBESTOS AWARENESS COURSE - 19 FEBRUARY 25	\$45.00
EFT16631	24/03/2025	TONY MADDOX REAL ESTATE	ADVERTISING THE SALE/AUCTION OF 42 LENNARD ST FEBRUARY 25	\$669.00
EFT16632	28/03/2025	ARMADALE BYFORD PATIOS PTY LTD	DEPOSIT FOR SUPPLY & INSTALL THE REPLACEMENT PATIO AT AQUATIC CENTRE - POOLCAP	\$473.00
EFT16633	28/03/2025	BEDFORD ARMS HOTEL	CATERING FOR CBF MEETING 5 X COUNCIL 3 X STAFF MEALS MARCH 25	\$217.00
EFT16634	28/03/2025	BERYL JOYCE COPPING	QUARTER 3 COUNCILLOR SITTING FEES 1 JANUARY 25 TO 31 MARCH 25	\$971.00
EFT16635	28/03/2025	BOHAN (WA) PTY LTD T/A VINES MEDICAL PRACTICE	PRE-EMPLOYMENT MEDICAL & DRUG SCREENING FOR ADMINISTRATION TRAINEE - MARCH 25	\$200.00
EFT16636	28/03/2025	BRANDWORX AUSTRALIA	PURCHASE OF UNIFORMS FOR 24/25FY FOR FO, 453, 433, 449, 635 FEBRUARY 25	\$1,603.95
EFT16637	28/03/2025	BROOKTON PLUMBING	LOCATING SEPTIC TANKS INCLUDING REMOVING FENCING & REINSTALLING FENCING FOR U140WS, U240WS, U340WS, U440WS, U540WS, U640WS, 23WHITOP, 25WHITOP – ADDITIONAL COSTS FOR REPLACEMENT VANITY U3MSOP U2MSOP, U1MSOP – SEPTIC TANK PUMP OUT X2 POOLOP MARCH 25	\$6,152.00

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16638	28/03/2025	BROOKTON TYRE SERVICE	TYRE REPLACED WITH SPARE DUE TO PUNCTURE & CALL OUT FEE - PG8 FEBRUARY 25	\$720.50
EFT16639	28/03/2025	C & D CUTRI	INSTALL NEW PILE BAND UNDER HALF CAP PILE 4 PIER 3 - BRIDGE 3154 DAVIS ROAD, BRDGOP MARCH 25	\$660.00
EFT16640	28/03/2025	CHARLENE HAYDEN	COUNCILLOR SITTING FEES QUARTER 3, 1 JANUARY 25 - 31 MARCH 25	\$610.76
EFT16641	28/03/2025	CHILD SUPPORT AGENCY EMPLOYER SERVICES	Payroll deductions	\$307.06
EFT16642	28/03/2025	COLGAN INDUSTRIES PTY LTD	MEMORIAL HALL ROOF REFURBISHMENT 5% RETENTION - RFT-02-2023 - MARCH 25	\$21,627.07
EFT16643	28/03/2025	CORSIGN WA PTY LTD	VARIOUS REPLACEMENT STREET SIGNS - OTHMRRM & CARAOP FEBRUARY 25	\$1,322.20
EFT16644	28/03/2025	CROMAG PTY LTD T/A SIGMA TELFORD GROUP	FLEXI HEAD VACUUM HEAD, WATER TEST LOGBOOK & FREIGHT POOLGO - FEBRUARY 25	\$295.90
EFT16645	28/03/2025	DAWSONS CONCRETE & REINFORCING	FOOTPATH CONSTRUCTION FROM TILLER ST TO NOVACK ST ALONG WILLIAM ST WINKFP MARCH 25	\$35,640.00
EFT16646	28/03/2025	H RUSHTON & CO	REPLACE HYDRAULIC HOSE PG9 MARCH 25	\$247.90
EFT16647	28/03/2025	HAROLD ATHOL BELL	QUARTER 3 COUNCILLOR SITTING FEES 1 JANUARY 25 TO 31 MARCH 25	\$971.00
EFT16648	28/03/2025	INDUSTRIAL AUTOMATION GROUP PTY LTD (WATERMAN IRRIGATION)	REMOTE ACCESS OPERATIONAL COSTS FOR STANDPIPES & IRRIGATION, CARAOP, MADIOP, MEMPOP, RWPPOP 1 JANUARY 25 TO 30 JUNE 25	\$2,170.85
EFT16649	28/03/2025	INTEGRATED ICT	NBN INTERNET FOR SHIRE ADMIN & CRC, NBN PHONE SYSTEM SHIRE OFFICE FEBRUARY 25	\$303.00
EFT16650	28/03/2025	ITR PACIFIC PTY LTD	GRADER BLADES X 20 PG8 10 X PG9 FEBRUARY 25	\$7,975.00
EFT16651	28/03/2025	KATRINA LOUISE CRUTE	QUARTER 3 COUNCILLOR SITTING FEES, PRESIDENTS ALLOWANCE 1 JANUARY 25 TO 31 MARCH 25	\$3,625.00
EFT16652	28/03/2025	LACHLAN MCCABE	QUARTER 3 COUNCILLOR SITTING FEES 1 JANUARY 25 TO 31 MARCH 25	\$971.00
EFT16653	28/03/2025	LANDGATE (DOLA)	GROSS RENTAL VALUATIONS CHARGEABLE SCHEDULE NO: G2025/01 7/12/25 TO 14/2/25	\$150.93
EFT16654	28/03/2025	LGC TRAFFIC MANAGEMENT	TRAFFIC MANAGEMENT PLANNING FOR DANGIN-MEARS RD, ALDERSYDE & SOUTH QUAIRADING WIDENING WORKS - 24/02/2025 TO 04/04/2025	\$3,300.00
EFT16655	28/03/2025	MARKETFORCE	ADVERTISING FORM 5 AUCTION 42 LENNARD ST - WEST AUSTRALIAN 15/02/2025	\$1,289.90

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16656	28/03/2025	MORLEY CANVAS	50% DEPOSIT SHADE SAIL BROOKTON AQUATIC CENTRE - POOLOP MARCH 25	\$2,634.50
EFT16657	28/03/2025	NEIL WALKER	QUARTER 3 AUDIT & RISK COMMITTEE MEMBER 1 JANUARY 25 TO 31 MARCH 25	\$159.20
EFT16658	28/03/2025	NORTH DANDALUP TURNER MECHANICAL SERVICE PTY LTD	4000HR SERVICE - PG9 - FEBRUARY 25	\$7,535.00
EFT16659	28/03/2025	NORTHAM AUTOS PTY LTD T/A NORTHAM MAZDA, SUZUKI & GWM	FIX DAMAGED CAR SENSOR DUE TO BIRD STRIKE PAV3 FEBRUARY 25	\$468.41
EFT16660	28/03/2025	PREPLAN PTY LTD	BUSHFIRE MITIGATION WORKS ON STREET RESERVES 27875 & 27876, BENNELL STREET & MONGER STREET, FIREM25, MARCH 25	\$14,792.00
EFT16661	28/03/2025	QUAIRADING EARTHMOVING CO	PLANT HIRE & TRANSPORT FOR GRAVEL PUSHING ON GLENROY FARM (SEABROOK) OTHMRRM & YORK WILLIAMS ROAD DAVIR2R FEBRUARY 25	\$11,193.05
EFT16662	28/03/2025	RODERICK WALLIS	QUARTER 3 COUNCILLOR SITTING FEES 1 JANUARY 25 TO 31 MARCH 25	\$971.00
EFT16663	28/03/2025	RSEA PTY LTD	WORK SHIRTS WITH LOGO - CLEANER & SQWINCHER ELECTROLYTE STIKS - FEB 25	\$229.17
EFT16664	28/03/2025	SECURUS	UPDATING ALARM CODES FOR CRC BUILDING - FEBRUARY 25	\$85.00
EFT16665	28/03/2025	SHIRE OF BROOKTON	Payroll deductions	\$1,350.00
EFT16666	28/03/2025	SHIRE OF PINGELLY	REIMBURSEMENT FOR FEASIBILITY STUDY BEVERLEY TO NARROGIN TRANSPORT TRIAL, MARCH 25	\$4,400.00
EFT16667	28/03/2025	STUMPYS GATEWAY ROADHOUSE	MONTHLY WORKS DEPARTMENT UPL FUEL PURCHASES & 2X BAGS ICE FROM 14/12/25 TO 7/2/25	\$149.60
EFT16668	28/03/2025	SUPER SIGNS WA	AQUATIC CENTRE 2X SIGNS INCLUDING ARTWORK AND DELIVERY - POOLGO FEBRUARY 2025	\$1,573.00
EFT16669	28/03/2025	TAMARA DE LANGE	QUARTER 3 COUNCILLOR SITTING FEES, DEPUTY PRESIDENT ALLOWANCE 1 JANUARY 25 TO 31 MARCH 25	\$1,439.75
EFT16670	28/03/2025	TEEDE'S AUTO ELECTRICS	REACTIVE MAINTENANCE FOR REPAIR OF TWO WAY ON COMMUNITY BUS - PCB1 FEBRUARY 25	\$280.00
EFT16671	28/03/2025	WA LIBRARY SUPPLIES	CHAIRS FOR SHIRE OFFICE, ADMIOF MARCH 25	\$2,050.00
EFT16672	28/03/2025	ZONE 50 ENGINEERING SURVEYS PTY LTD	DANGIN-MEARS RD - CLEARING SETOUT SKL 3.15 - SLK 7.15, PEGS AND ACCOMMODATION WBSF2 MARCH 25	\$7,741.80
18522	27/03/2025	DEPARTMENT OF TRANSPORT	PAYMENT OF LICENCE REGISTRATION FOR SHIRE CARS AND PLANT VEHICLES, VEHICLES X 46 01/04/25 TO 31/03/26	\$9,580.30
1390.1	1/03/2025	CBA MERCHA - BANK FEE - MERCHANT FEE	BANK FEE - MERCHANT FEE	\$50.00

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
1390.1	3/03/2025	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$0.83
1390.1	3/03/2025	CBA MERCHA - BANK FEE - MERCHANT FEE	BANK FEE - MERCHANT FEE	\$8.24
1390.1	4/03/2025	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$10.62
1390.1	3/03/2025	CBA MERCHA - BANK FEE - MERCHANT FEE	BANK FEE - MERCHANT FEE	\$164.87
1391.1	5/03/2025	CBA MERCHA - BANK FEE - MERCHANT FEE	BANK FEE - MERCHANT FEE	\$38.64
1391.1	5/03/2025	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$12.18
1391.1	6/03/2025	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$24.66
1392.1	7/03/2025	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$8.01
1393.1	10/03/2025	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$35.73
1394.1	11/03/2025	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$36.49
1395.1	12/03/2025	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$5.77
1396.1	13/03/2025	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$19.45
1397.1	14/03/2025	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$2.44
1398.1	18/03/2025	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$3.88
1399.1	19/03/2025	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$13.98
1399.1	19/03/2025	CBA MERCHA - BANK FEE - MERCHANT FEE	BANK FEE - MERCHANT FEE	\$3.50
1400.1	20/03/2025	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$10.12
1401.1	21/03/2025	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$0.92
1401.1	24/03/2025	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$5.61
1402.1	25/03/2025	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$20.14
1404.1	27/03/2025	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$11.71
1405.1	28/03/2025	CBA MERCHA - BANK FEE - MERCHANT FEE	BANK FEE - MERCHANT FEE	\$4.10
1405.1	28/03/2025	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$17.59
1406.1	31/03/2025	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$4.71
PAYJRUN*1257	04/03/2025	SALARIES & WAGES	WEEK 32 - PPE 04/03/2025	\$73,464.47
PAYJRUN*1259	18/03/2025	SALARIES & WAGES	WEEK 33 - PPE 18/03/2025	\$75,397.94
			TOTAL	\$648,620.62

List of Credit Card Transactions Paid in March 2025

SHIRE OF BROOKTON - BENDIGO BANK MASTERCARD - CEO

DIRECT DEBIT	DATE	DESCRIPTION	AMOUNT
DD8336.3	14/03/2025	ARC INFRASTRUCTURE - APPLICATION FEE - PTA REF - 00788/25 SITE SURVEY - SEWEOP	\$385.00
		2 X BEVERAGES, TRAVELLING TO CENTRAL COUNTRY ZONE MEETING IN DARKAN	\$14.19
		SINCH MESSAGE MEDIA OUTBOUND 9735 MESSAGES @ \$0.0792	\$899.82
		CREDIT CARD FEE	\$4.00
		STARLINK INTERNET 40GB SUBSCRIPTION WB EVA PAVILION 5/2/25-5/3/25	\$176.00
		STARLINK INTERNET 40GB SUBSCRIPTION WEST BROOKTON FIRE SHED 5/2/25-5/3/25	\$176.00
		TEMPORARY MOVEMENT PERMIT - NEW CESM VEHICLE 17/2/25	\$31.00
		TEMPORARY MOVEMENT PERMIT - NEW CESM VEHICLE 26/2/25	\$31.00
		TOTAL	\$2571.76

SHIRE OF BROOKTON - BENDIGO BANK MASTERCARD – MCC

DIRECT DEBIT	DATE	DESCRIPTION	AMOUNT
DD8336.2	14/03/2025	AUSTRALIAN ONLINE COURSES - CERT OF COMMUNITY DEVELOPMENT FOR CRCAO	\$539.10
		BCF GIFT VOUCHER - BCRCC FAREWELL GIFT, POLICY 1.16	\$150.00
		COLES - REFRESHMENTS SMART SNACKING DEMONSTRATION 25/2/25	\$80.82
		CREDIT CARD FEE	\$4.00
		HIRE KING - BOND RETURNED FOR THE HIRE OF BEANBAGS FOR AUSTRALIA DAY POOL PARTY	-\$100.00
		HIRE KING - BOND RETURNED FOR THE HIRE OF EASELS FOR AUSTRALIA DAY	-\$200.00
		KMART - BEAN BAG FILLING FOR OUTDOOR BEAN BAGS AT THE AQUATIC CENTRE	\$66.00
		KMART - BEAN BAG FILLING FOR OUTDOOR BEAN BAGS AT THE AQUATIC CENTRE	\$66.00
		OFFICEWORKS - REPLACEMENT OF CHAIR CASTOR WHEELS IN ADMIN	\$49.00
		TRAINING MCC - TERRACE RD CAR PARK - PARKING FEE & CARD SURCHARGE	\$18.17
		Total	\$673.09

SHIRE OF BROOKTON - BENDIGO BANK MASTERCARD - CESM

DIRECT DEBIT	DATE	DESCRIPTION	AMOUNT
DD8279.1	14/03/2025	BENDIGO BANK CARD FEE	\$ 4.00
		TOTAL	\$ 4.00

List of Fuel Card Transactions Paid in March 2025

SHIRE OF BROOKTON - FUEL CARD - CESM

EFT	DATE	DESCRIPTION	AMOUNT
EFT16628	24.03.2025	DIESEL 51.27L @ \$1.899	\$97.36
		DIESEL 35.85L @ \$1.899	\$68.08
		DIESEL 38.45L @ \$1.899	\$73.02
		DIESEL 52.99L @ \$1.859	\$98.51
		DIESEL 54.49L @ \$1.899	\$103.48
		DIESEL 41.53L @ \$1.899	\$78.87
		Total	\$ 519.32

SHIRE OF BROOKTON - FUEL CARD - MCC

EFT	DATE	DESCRIPTION	AMOUNT
EFT16628	24.03.2025	DIESEL 43.01L @ \$2.010	\$86.45
		DIESEL 54.10L @ \$2.010	\$108.74
		DIESEL 69.55L @ \$2.010	\$139.80
		DIESEL 71.50L @ \$1.894	\$135.42
		CARD FEE X 4	\$1.52
		Total	\$471.93

SHIRE OF BROOKTON - FUEL CARD - CEO

EFT	DATE	DESCRIPTION	AMOUNT
EFT16628	24.03.2025	DIESEL 53.64L @ \$1.999	\$107.23
		CARD FEE X 1	\$0.38
		TOTAL	\$ 107.61

14.04.25.06 STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2025

File No:	FIN007
Date of Meeting:	16 April 2025
Location/Address:	N/A
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Deanne Sweeney - Manager Corporate & Community
Authorising Officer:	Deanne Sweeney - Manager Corporate & Community
Declaration of Interest:	The authors have no financial interest in this matter
Voting Requirements:	Simple Majority
Previous Report:	Nil

Summary of Item:

Council is to consider the Statement of Financial Activity for the Period Ending 31 March 2025 together with associated commentaries.

Description of Proposal:

The Statement of Financial Activity for the Period Ended 31 March 2025 is presented for Council's consideration

Background:

In accordance with regulation 34 of the *Local Government (Financial Management) Regulations 1996*, the Shire is to prepare a monthly Statement of Financial Activity for approval by Council. Reports for December and January are presented in February as Council does not meet in January.

Consultation:

Reporting officers receive monthly updates to track expenditure and income.

Statutory Environment:

Section 6.4 of the *Local Government Act 1995* requires a Local Government to prepare an annual financial statement for the preceding year and other financial reports as they prescribed. Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* as amended requires the Local Government to prepare monthly financial statements and report on actual performance against what was set out in the annual budget.

Relevant Plans and Policy:

There is no Council Policy relevant to this item.

Financial Implications:

The Budget is regularly monitored on at least a monthly basis, by the Chief Executive Officer, the Manager Corporate & Community and the Senior Finance Officer. Responsible Officers are also required to review their particular line items for anomalies each month, with a major review in accordance with the *Local Government (Financial Management) Regulations 1996*, regulation 33A, council is required to carry out a review of its annual budget for that year by the last day of February.

Any material variances that have an impact on the outcome of the budgeted closing surplus position are detailed in the Monthly Financial Report contained within attachment 14.04.25.06A.

Risk Assessment:

The risk in relation to this matter is assessed as 'Low' on the basis that if Council does not receive the Monthly Financial Reports for the month reported leading to the Shire not meeting legislative requirements on financial reporting. The risk identified would be failure to fulfil statutory regulations or compliance requirements.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
LOW	Monitor for continuous improvement.
MEDIUM	Comply with risk reduction measures to keep risk as low as reasonably practical.
HIGH	Review risk reduction and take additional measures to ensure risk is as low as reasonably achievable.
SEVERE	Unacceptable. Risk reduction measures must be implemented before proceeding.

Community & Strategic Objectives:

This item relates to delivery of core business and services detailed in the Shire of Brookton Corporate Compendium – June 2032, duly appended to the BROOKTON Corporate Business Plan July 2022 to June 2032.

Comment:

The Monthly Financial Reports has been prepared in accordance with statutory requirements.

OFFICER'S RECOMMENDATION

That Council, accordance with Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government (Financial Management) Regulations 1995, receives the Monthly Statements of Financial Activity for the Period Ended 31 March 2025, as presented in Attachment 14.04.25.06A.

(Simple majority vote required)

Attachment

Attachment 14.04.25.06A – Statement of Financial Activity for 31 March 2025.

SHIRE OF BROOKTON
MONTHLY FINANCIAL REPORT
 (Containing the Statement of Financial Activity)
FOR THE PERIOD ENDED 31 MARCH 2025

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

TABLE OF CONTENTS

Summary Information - Graphs	2
Executive Summary	3
Statement of Financial Activity by Nature	4
Statement of Financial Activity by Program	6
Basis of Preparation	8
Note 1 Statement of Financial Activity Information	9
Note 1 Statement of Financial Activity Information (Alternative Presentation)	10
Note 2 Cash and Financial Assets	11
Note 3 Receivables	12
Note 4 Other Current Assets	13
Note 5 Payables	14
Note 6 Rate Revenue	15
Note 7 Disposal of Assets	16
Note 8 Capital Acquisitions	17
Note 9 Borrowings	19
Note 10 Lease Liabilities	20
Note 11 Reserve Accounts	21
Note 12 Other Current Liabilities	22
Note 13 Grants, subsidies and contributions	23
Note 14 Capital grants, subsidies and contributions	24
Note 15 Trust Fund	25
Note 16 Budget Amendments	26
Note 17 Explanation of Material Variances	27



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	\$1.81 M	\$1.89 M	\$1.89 M	\$0.00 M
Closing	\$0.00 M	(\$0.53 M)	\$2.71 M	\$3.23 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$15.49 M	% of total
Unrestricted Cash	\$3.02 M	19.5%
Restricted Cash	\$12.47 M	80.5%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$0.25 M	% Outstanding
Trade Payables	\$0.06 M	
0 to 30 Days		4.3%
Over 30 Days		95.6%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables		
	\$1.07 M	% Collected
Rates Receivable	\$0.26 M	92.7%
Trade Receivable	\$0.81 M	% Outstanding
Over 30 Days		0.4%
Over 90 Days		3.1%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.10 M	(\$0.15 M)	\$2.15 M	\$2.30 M

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$2.88 M	% Variance
YTD Budget	\$2.87 M	0.1%

Refer to Statement of Financial Activity

Grants, Subsidies and Contributions		
YTD Actual	\$1.01 M	% Variance
YTD Budget	\$1.21 M	(16.8%)

Refer to Note 13 - Operating Grants and Contributions

Fees and Charges		
YTD Actual	\$0.96 M	% Variance
YTD Budget	\$0.81 M	18.1%

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)
(\$5.23 M)	(\$4.74 M)	(\$1.21 M)	\$3.53 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.16 M	%
Adopted Budget	\$0.22 M	(27.3%)

Refer to Note 7 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$2.64 M	% Spent
Adopted Budget	\$9.03 M	(70.8%)

Refer to Note 8 - Capital Acquisitions

Capital Grants and Contributions		
YTD Actual	\$1.25 M	% Received
Adopted Budget	\$3.51 M	(64.4%)

Refer to Note 8 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$3.32 M	\$2.47 M	(\$0.12 M)	(\$2.60 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.13 M
Interest expense	\$0.03 M
Principal due	\$0.98 M

Refer to Note 9 - Borrowings

Reserves	
Reserves balance	\$12.47 M
Interest earned	\$0.28 M
	0.0%

Refer to Note 11 - Cash Reserves

Lease Liability	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.02 M

Refer to Note 10 - 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 2025

NATURE 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.

GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

CAPITAL 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 REVENUE

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

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

FINANCE COSTS

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 2025

BY NATURE

	Ref	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
	Note	(a)		(b)	(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	\$	%	
OPERATING ACTIVITIES								
Revenue from operating activities								
Rates		2,874,905	2,874,905	2,874,905	2,878,260	3,355	0.12%	
Grants, subsidies and contributions	13	1,513,445	1,511,837	1,212,335	1,008,517	(203,818)	(16.81%)	▼
Fees and charges		910,585	917,185	809,325	955,718	146,393	18.09%	▲
Interest revenue		347,470	565,470	422,231	390,900	(31,331)	(7.42%)	
Other revenue		2,049,227	2,083,927	227,582	327,802	100,220	44.04%	▲
Profit on disposal of assets	7	12,042	12,042	9,286	12,972	3,686	39.69%	
		7,707,674	7,965,366	5,555,664	5,574,169	18,505	0.33%	
Expenditure from operating activities								
Employee costs		(2,623,566)	(2,625,416)	(1,940,160)	(1,819,438)	120,722	6.22%	
Materials and contracts		(4,288,616)	(4,270,178)	(3,216,622)	(1,117,609)	2,099,013	65.26%	▲
Utility charges		(267,774)	(267,774)	(200,574)	(160,667)	39,907	19.90%	▲
Depreciation		(2,297,086)	(2,297,086)	(1,722,627)	(1,848,051)	(125,424)	(7.28%)	
Finance costs		(65,317)	(52,395)	(34,525)	(31,021)	3,504	10.15%	
Insurance expenses		(228,961)	(236,174)	(234,154)	(237,213)	(3,059)	(1.31%)	
Other expenditure		(125,302)	(94,191)	(70,602)	(45,609)	24,993	35.40%	▲
Loss on disposal of assets	7	(64,405)	(64,405)	(49,619)	(117,526)	(67,907)	(136.86%)	▼
		(9,961,027)	(9,907,619)	(7,468,883)	(5,377,134)	2,091,749	(28.01%)	
Non-cash amounts excluded from operating activities	1(a)	2,349,449	2,349,449	1,762,960	1,952,605	189,645	10.76%	▲
Amount attributable to operating activities		96,096	407,196	(150,259)	2,149,640	2,299,899	(1530.62%)	
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions	14	3,508,256	3,603,844	2,726,295	1,248,537	(1,477,758)	(54.20%)	▼
Proceeds from disposal of assets	7	260,000	224,027	168,003	162,942	(5,061)	(3.01%)	
Proceeds from financial assets at amortised cost - self supporting loans	9	29,967	29,967	14,983	14,728	(255)	(1.70%)	
		3,798,223	3,857,838	2,909,281	1,426,207	(1,483,074)	(50.98%)	
Outflows from investing activities								
Payments for inventories, property, plant and equipment and infrastructure	8	(9,027,010)	(9,251,757)	(7,650,183)	(2,635,240)	5,014,943	65.55%	▲
		(9,027,010)	(9,251,757)	(7,650,183)	(2,635,240)	5,014,943	(65.55%)	
Amount attributable to investing activities		(5,228,787)	(5,393,919)	(4,740,902)	(1,209,033)	3,531,869	(74.50%)	
FINANCING ACTIVITIES								
Inflows from financing activities								
Proceeds from new debentures	9	600,000	600,000	600,000	600,000	0	0.00%	
Transfer from reserves	11	4,377,069	4,405,729	3,304,296	13,056	(3,291,240)	(99.60%)	▼
		4,977,069	5,005,729	3,904,296	613,056	(3,291,240)	(84.30%)	
Outflows from financing activities								
Repayment of borrowings	9	(210,570)	(185,929)	(127,650)	(132,793)	(5,143)	(4.03%)	
Payments for principal portion of lease liabilities	10	(1,568)	(1,568)	(1,568)	(1,568)	(0)	(0.01%)	
Transfer to reserves	11	(1,446,331)	(1,735,409)	(1,301,553)	(602,645)	698,908	53.70%	▲
		(1,658,469)	(1,922,906)	(1,430,771)	(737,006)	693,765	(48.49%)	
Amount attributable to financing activities		3,318,600	3,082,823	2,473,525	(123,950)	(2,597,475)	(105.01%)	
MOVEMENT IN SURPLUS OR DEFICIT								
Net current assets at start of financial year - surplus/(deficit)	1(c)	1,814,091	1,892,153	1,892,153	1,892,153	0	(0.00%)	
Amount attributable to operating activities		96,096	407,196	(150,259)	2,149,640	2,299,899	(1530.62%)	▲
Amount attributable to investing activities		(5,228,787)	(5,393,919)	(4,740,902)	(1,209,033)	3,531,869	(74.50%)	▲
Amount attributable to financing activities		3,318,600	3,082,823	2,473,525	(123,950)	(2,597,475)	(105.01%)	
Net current assets at end of financial year - surplus/(deficit)	1(c)	0	(11,749)	(525,483)	2,708,811	3,234,294	615.49%	

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 17 for an explanation of the reasons for the variance.

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

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

PROGRAM NAME AND OBJECTIVES	ACTIVITIES
GOVERNANCE To provide a decision making process for the efficient allocation of scarce resources.	Administration and operations of facilities and services to members of Council. Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific council services.
GENERAL PURPOSE FUNDING To collect revenue to allow for the provision of services.	Rates, general purpose grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY To provide services to help ensure a safer community.	Supervision of various by-laws, fire prevention, emergency services and animal control.
HEALTH To provide an operational framework for good community health.	Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.
EDUCATION AND WELFARE The Shire of Brookton provides low cost housing and Seniors accommodation units.	Support and provide assistance to senior citizens and other voluntary services.
HOUSING Provision and maintenance of rental housing to staff and non-staff tenants.	Provision and maintenance of rental housing to staff and non-staff tenants.
COMMUNITY AMENITIES Provision and maintenance of a sewerage overflow system; street; household and commercial refuse collection; refuse disposal site; administration of a town planning scheme; public conveniences and Brookton cemetery.	Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning scheme, cemetery and public conveniences
RECREATION AND CULTURE To establish and manage efficiently infrastructure and resources which will help the social well being of the community. To establish and manage efficiently infrastructure and resources which will help the social well being of the community.	Maintenance of halls, aquatic centre, recreation centre and reserves, parks and gardens, library service, cultural and heritage services and facilities.
TRANSPORT Construction and maintenance of RAV network including traffic signs, footpaths, bridges, culverts and other drains, street cleaning and lighting of streets. Townscape projects and the maintenance of a works depot.	Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.
ECONOMIC SERVICES Tourism and promotion of Brookton, operation of Brookton Caravan Park, Brookton Community Resource Centre, building control and land care development of the Brookton district.	Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and stand pipes. Building control.
OTHER PROPERTY AND SERVICES Private works and indirect cost allocation pools for plant operation and public works.	Private works operations, public works operation, plant operation costs, gross salaries and wages.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

BY PROGRAM

	Note	Adopted Annual Budget	Amended Annual Budget (d)	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
		\$	\$	\$	\$	\$	%		
OPERATING ACTIVITIES									
Revenue from operating activities									
Governance		6,034	15,554	12,908	19,414	6,506	50.41%	▲	
General Purpose Funding - Rates	6	2,874,905	2,874,905	2,874,905	2,878,260	3,355	0.12%	▲	
General Purpose Funding - Other		964,796	1,157,675	866,156	851,953	(14,203)	(1.64%)	▼	
Law, Order and Public Safety		609,420	598,688	447,867	171,677	(276,190)	(61.67%)	▼	\$
Health		300	300	225	669	444	197.33%	▲	
Education and Welfare		57,700	57,700	43,272	50,346	7,074	16.35%	▲	
Housing		98,687	99,007	74,241	79,956	5,715	7.70%	▲	
Community Amenities		501,902	504,902	498,810	507,935	9,125	1.83%	▲	
Recreation and Culture		34,133	41,533	33,684	45,878	12,194	36.20%	▲	\$
Transport		2,114,406	2,114,406	328,250	443,906	115,656	35.23%	▲	\$
Economic Services		414,791	430,096	321,039	450,528	129,489	40.33%	▲	\$
Other Property and Services		30,600	70,600	54,307	73,646	19,339	35.61%	▲	\$
		7,707,674	7,965,366	5,555,664	5,574,169	18,505	0.33%	▲	
Expenditure from operating activities									
Governance		(646,730)	(622,733)	(459,762)	(423,282)	36,480	7.93%	▲	
General Purpose Funding		(432,578)	(440,978)	(328,616)	(303,535)	25,081	7.63%	▲	
Law, Order and Public Safety		(980,658)	(949,647)	(716,381)	(407,449)	308,932	43.12%	▲	\$
Health		(23,316)	(23,316)	(17,180)	(13,912)	3,268	19.02%	▲	
Education and Welfare		(112,939)	(112,939)	(85,975)	(75,488)	10,487	12.20%	▲	\$
Housing		(187,323)	(166,823)	(126,985)	(98,156)	28,829	22.70%	▲	\$
Community Amenities		(708,559)	(678,729)	(510,145)	(440,850)	69,295	13.58%	▲	\$
Recreation and Culture		(1,065,083)	(1,075,233)	(810,801)	(770,409)	40,392	4.98%	▲	
Transport		(4,870,895)	(4,867,895)	(3,662,797)	(2,295,821)	1,366,976	37.32%	▲	\$
Economic Services		(878,643)	(903,423)	(676,243)	(564,606)	111,637	16.51%	▲	\$
Other Property and Services		(54,303)	(65,903)	(73,998)	16,375	90,373	122.13%	▲	\$
		(9,961,027)	(9,907,619)	(7,468,883)	(5,377,134)	2,091,749	28.01%	▲	
Non-cash amounts excluded from operating activities	1(a)	2,349,449	2,349,449	1,762,960	1,952,605	189,645	10.76%	▲	
Amount attributable to operating activities		96,096	407,196	(150,259)	2,149,640	2,299,899	(1530.62%)		
INVESTING ACTIVITIES									
Inflows from investing activities									
Proceeds from capital grants, subsidies and contributions	14	3,508,256	3,603,844	2,726,295	1,248,537	(1,477,758)	(54.20%)	▼	\$
Proceeds from Disposal of Assets	7	260,000	224,027	168,003	162,942	(5,061)	(3.01%)	▼	
Proceeds from financial assets at amortised cost - self supporting loans	9	29,967	29,967	14,983	14,728	(255)	(1.70%)	▼	
		3,798,223	3,857,838	2,909,281	1,426,207	(1,483,074)	(50.98%)	▼	
Outflows from investing activities									
Payments for inventories, property, plant and equipment and infrastructure	8	(9,027,010)	(9,251,757)	(7,650,183)	(2,635,240)	5,014,943	65.55%	▲	\$
		(9,027,010)	(9,251,757)	(7,650,183)	(2,635,240)	5,014,943	(65.55%)	▲	
Amount attributable to investing activities		(5,228,787)	(5,393,919)	(4,740,902)	(1,209,033)	3,531,869	(74.50%)	▲	
FINANCING ACTIVITIES									
Inflows from financing activities									
Proceeds from New Debentures	9	600,000	600,000	600,000	600,000	0	0.00%		
Transfer from Reserves	11	4,377,069	4,405,729	3,304,296	13,056	(3,291,240)	(99.60%)	▼	\$
		4,977,069	5,005,729	3,904,296	613,056	(3,291,240)	(84.30%)	▼	
Outflows from financing activities									
Repayment of borrowings	9	(210,570)	(185,929)	(127,650)	(132,793)	(5,143)	(4.03%)	▼	
Payments for principal portion of lease liabilities	10	(1,568)	(1,568)	(1,568)	(1,568)	(0)	(0.01%)	▼	
Transfer to Reserves	11	(1,446,331)	(1,735,409)	(1,301,553)	(602,645)	698,908	53.70%	▲	\$
		(1,658,469)	(1,922,906)	(1,430,771)	(737,006)	693,763	(48.49%)	▲	
Amount attributable to financing activities		3,318,600	3,082,823	2,473,525	(123,950)	(2,597,475)	(103.01%)	▼	
MOVEMENT IN SURPLUS OR DEFICIT									
Net current assets at start of financial year - surplus/(deficit)	1	1,814,091	1,892,153	1,892,153	1,892,153	0	(0.00%)		
Amount attributable to operating activities		96,096	407,196	(150,259)	2,149,640	2,299,899	(1530.62%)	▲	
Amount attributable to investing activities		(5,228,787)	(5,393,919)	(4,740,902)	(1,209,033)	3,531,869	(74.50%)	▲	
Amount attributable to financing activities		3,318,600	3,082,823	2,473,525	(123,950)	(2,597,475)	(103.01%)		
Net current assets at end of financial year - surplus/(deficit)	1	0	(11,749)	(525,483)	2,708,811	3,234,294	613.49%		

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.
The material variance adopted by Council for the 2024/25 year is \$10,000 and 10%.

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. A separate statement of those monies appears at Note 15 to these financial statements.

SIGNIFICANT ACCOUNTING POLICIES

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 31 March 2025

(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	Amended Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$	\$
Adjustments to operating activities					
Less: Profit on asset disposals	7	(12,042)	(12,042)	(9,286)	(12,972)
Add: Loss on asset disposals	7	64,405	64,405	49,619	117,526
Add: Depreciation on assets		2,297,086	2,297,086	1,722,627	1,848,051
Total non-cash items excluded from operating activities		2,349,449	2,349,449	1,762,960	1,952,605

(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 2024	Amended Budget Opening 30 June 2024	Last Year Closing 30 June 2024	Year to Date 31 March 2025
Adjustments to net current assets					
Less: Reserves - restricted cash	11	(11,880,663)	(11,880,665)	(11,880,665)	(12,470,253)
Less: - Financial assets at amortised cost - self supporting loans	4	(29,967)	(29,967)	(29,967)	(15,239)
Add: Borrowings	9	210,570	161,834	161,834	53,137
Add: Lease liabilities	10	1,568	1,568	1,568	0
Total adjustments to net current assets		(11,698,492)	(11,747,230)	(11,747,230)	(12,432,356)

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

Current assets					
Cash and cash equivalents	2	14,503,939	14,728,692	14,728,692	15,488,243
Financial assets at amortised cost	4	29,967	0	0	0
Rates receivables	3	126,600	105,539	105,539	194,936
Receivables	3	109,370	160,262	160,262	812,761
Other current assets	4	32,367	77,315	77,315	24,741
Less: Current liabilities					
Payables	5	(388,358)	(226,525)	(226,525)	(245,636)
Borrowings	9	(151,836)	(161,834)	(161,834)	(53,137)
Contract liabilities	12	(549,668)	(688,741)	(688,741)	(726,986)
Lease liabilities	10	(1,568)	(1,568)	(1,568)	0
Provisions	12	(199,079)	(353,756)	(353,756)	(353,756)
Less: Total adjustments to net current assets	1(b)	(11,698,492)	(11,747,230)	(11,747,230)	(12,432,356)
Closing funding surplus / (deficit)		1,813,242	1,892,153	1,892,153	2,708,811

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.

STATEMENT OF FINANCIAL ACTIVITY INFORMATION (ALTERNATE PRESENTATION)

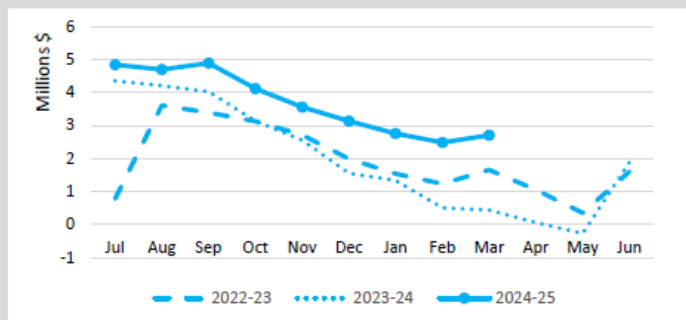
Adjusted Net Current Assets	Note	Last Years Closing 30/06/2024	This Time Last Year 31/03/2024	Year to Date Actual 31/03/2025
		\$	\$	\$
Current Assets				
Cash Unrestricted	2	2,848,027	1,078,514	3,017,990
Cash Restricted - Reserves	2	11,880,665	13,036,363	12,470,253
Receivables - Rates	3	105,539	137,517	194,936
Receivables - Other	3	160,262	145,419	812,761
Other Financial Assets	4	29,967	14,233	15,239
Inventories	4	25,544	26,195	9,502
		15,071,807	14,438,241	16,520,681
Less: Current Liabilities				
Payables	5	(211,045)	(36,914)	(225,899)
Contract Liabilities/Capital Grant and Contribution Liabilities	12	(688,741)	(546,223)	(726,986)
Bonds & Deposits	5	(15,480)	(18,277)	(19,737)
Loan and Lease Liability	9	(163,402)	(49,627)	(53,137)
Provisions	12	(353,756)	(343,905)	(353,756)
		(1,432,424)	(994,947)	(1,379,515)
Less: Cash Reserves	11	(11,880,665)	(13,036,363)	(12,470,253)
Add Back: Loan and Lease Liability		163,402	49,627	53,137
Less : Loan Receivable - clubs/institutions		(29,967)	(14,233)	(15,239)
Net Current Funding Position		1,892,153	442,326	2,708,811

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.



This Year YTD

Surplus(Deficit)

\$2.71 M

Last Year YTD

Surplus(Deficit)

\$.44 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Cash on hand								
Cash Floats	Cash and cash equivalents	450		450		N/A	NIL	On hand
At Call Deposits								
Municipal Cash At Bank	Cash and cash equivalents	535,129		535,129		Bendigo	0.00%	N/A
Municipal Cash At Bank (Cash Management A/C)	Cash and cash equivalents	213,121		213,121		Bendigo	1.25%	N/A
Municipal Term Deposit	Cash and cash equivalents	2,250,000		2,250,000		WATC	4.05%	OCD
Bond Cash At Bank	Cash and cash equivalents	19,290		19,290		Bendigo	0.00%	N/A
Term Deposits								
Reserves Cash At Bank	Cash and cash equivalents		2,434,752	2,434,752		Bendigo	3.40%	20/06/2025
Reserves Cash At Bank	Cash and cash equivalents		4,898,425	4,898,425		WATC	4.48%	23/06/2025
Reserves Cash At Bank	Cash and cash equivalents		2,137,077	2,137,077		WATC	4.47%	23/06/2025
Reserves Cash At Bank	Cash and cash equivalents		3,000,000	3,000,000		WATC	4.46%	23/06/2025
Total		3,017,990	12,470,253	15,488,243	0			
Comprising								
Cash and cash equivalents		3,017,990	12,470,253	15,488,243	0			
		3,017,990	12,470,253	15,488,243	0			

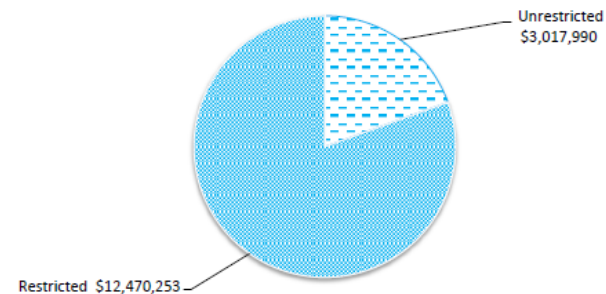
KEY INFORMATION

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.

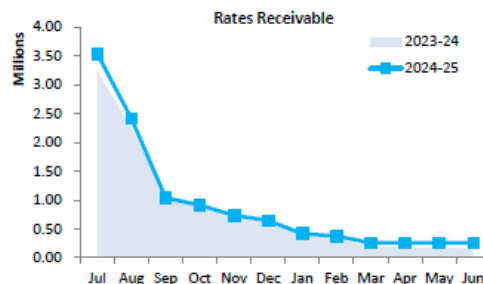
The local government classifies financial assets at amortised cost if both of the following criteria are met:

- 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 2024	31 Mar 2025
	\$	\$
Opening arrears previous years	155,777	167,905
Levied this year	3,140,401	3,362,216
Less - collections to date	(3,128,273)	(3,272,818)
Gross rates collectable	167,905	257,302
Net rates collectable	167,905	257,302
% Collected	94.9%	92.7%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	676,094	3,048	0	22,000	701,142
Percentage	0.0%	96.4%	0.4%	0%	3.1%	
Balance per trial balance						
Sundry receivable						701,142
GST receivable						38,206
Other Receivables						19,641
Receivable - Employee Related Provisions - Current						53,772
Total receivables general outstanding						812,761

Amounts shown above include GST (where applicable)

KEY INFORMATION

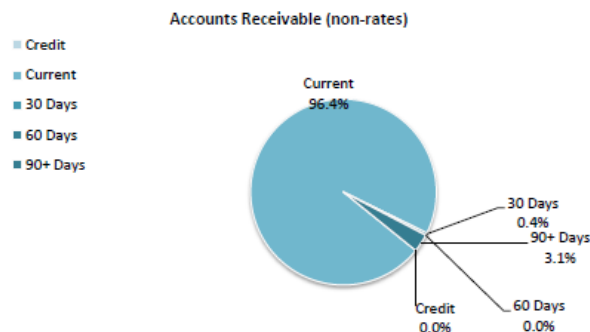
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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 2024	Asset Increase	Asset Reduction	Closing Balance 31 March 2025
Other current assets	\$	\$	\$	\$
Other financial assets at amortised cost				
Financial assets at amortised cost - self supporting loans	29,967	0	(14,728)	15,239
Inventory				
Fuel and materials (including gravel)	25,544	0	(16,042)	9,502
Accrued income/prepayments	21,804	0	(21,804)	0
Total other current assets	77,315	0	(52,574)	24,741
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.

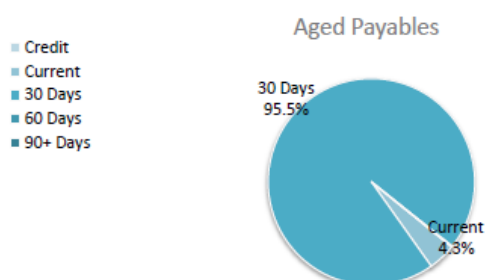
Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	2,467	54,316	74	0	56,857
Percentage	0%	4.3%	95.5%	0.1%	0%	
Balance per trial balance						
Sundry creditors						56,857
Other creditors						30,726
ATO liabilities						61,873
Payroll creditors						43,396
Bonds and deposits held						19,737
Prepaid (Excess) Rates						33,046
Total payables general outstanding						245,636
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.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

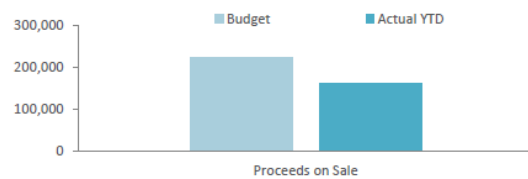
OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
Residential	0.10550	250	2,986,366	315,062	0	0	315,062	315,062	3,502	0	318,564
Industrial	0.10550	5	78,870	8,321	0	0	8,321	8,321	0	0	8,321
Commercial	0.10550	19	641,536	67,682	0	0	67,682	67,682	950	0	68,632
GRV	0.10550	2	392,500	41,409	0	0	41,409	41,409	0	0	41,409
Unimproved value											
Unimproved	0.00604	201	337,966,003	2,042,667	0	0	2,042,667	2,042,667	(1,609)	486	2,041,544
Non Rateable											
Sub-Total		477	342,065,275	2,475,141	0	0	2,475,141	2,475,140	2,843	486	2,478,469
Minimum payment	Minimum \$										
Gross rental value											
Residential	939	67	184,411	62,913	0	0	62,913	62,913	0	0	62,913
Industrial	939	2	9,280	939	0	0	939	1,878	0	0	1,878
Commercial	939	11	60,396	10,329	0	0	10,329	10,329	0	0	10,329
GRV	939	1	7,825	1,878	0	0	1,878	939	0	0	939
Unimproved value											
Unimproved	1,569	178	24,594,994	279,282	0	0	279,282	279,282			279,282
Sub-total		259	24,856,906	355,341	0	0	355,341	355,341	0	0	355,341
		736	366,922,181	2,830,482	0	0	2,830,482	2,830,481	2,843	486	2,833,810
Discount							-1,300				(1,274)
Amount from general rates							2,829,182				2,832,536
Ex-gratia rates (CBH)	Tonnage	2		45,723	0	0	45,723	45,723	0	0	45,723
Total general rates							2,874,905				2,878,260
Total		736					2,874,905				2,878,260

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2024 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book		Proceeds	Profit	Net Book		Profit	(Loss)
		Value	(Loss)			Value	(Loss)		
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Governance								
PAV5	2021 Mazda Cx-30 G25 - 1B0	23,976	19,091	1,024	0	27,731	19,091	0	(8,640)
	Law, order, public safety								
PU35	Mitsubishi Mr4W47 2019 Triton Ute	30,267	25,000	0	(5,267)	0	0	0	0
	Transport								
PU36	2020 MR MITSUBISHI TRITON GLX-R 4X4 DUAL CAB	23,414	24,545	1,586	0	25,729	24,545	0	(1,184)
PU37	2014 FOTON TUNLAND UTE	5,590	5,000	0	(590)	0	0	0	0
PU34	2020 MITSUBISHI MR4T40 TRITON DUAL CAB UTE	25,959	25,000	0	(959)	0	0	0	0
PU118	2020 MR4W47 MITSUBISHI TRITON 4X4 GLX	25,929	20,909	0	(929)	26,653	20,909	0	(5,744)
PBH4	2012 CASE 581PCS BACKHOE - B05418	58,058	35,000	0	(23,058)	57,121	31,510	0	(25,611)
PR8	2012 BOMAG BW25RH MULTI WHEEL ROLLER-1DUK617	48,429	20,100	1,571	0	47,707	17,505	0	(30,202)
PR10	E TYRE ROLLER ET002	21,801	1,054	0	(16,801)	21,682	1,054	0	(20,628)
PR11	E TYRE ROLLER ET003	21,801	1,129	0	(16,801)	21,682	1,129	0	(20,553)
PMUL	DEBRIS BILLY GOAT MOUNTED MULCHER	8,679	3,645	6,321	0	8,609	3,645	0	(4,964)
PPT12	CHIPPER/MULCHER - HANSA C27	18,460	23,554	1,540	0	17,168	23,554	6,386	0
	Economic services								
6935	LOT 50 - CORBERDING ROAD BROOKTON - A2787	13,414	20,000	0	0	13,414	20,000	6,586	0
		325,777	224,027	12,042	(64,405)	267,497	162,942	12,972	(117,526)



Capital acquisitions	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$	\$
Buildings	4,252,494	3,946,766	3,091,892	748,848	(2,343,044)
Furniture and equipment	65,356	147,518	113,548	74,991	(38,557)
Plant and equipment	747,487	762,497	712,594	494,314	(218,280)
Bushfire equipment	0	10,660	10,660	10,660	0
Infrastructure - roads	3,201,621	3,201,621	2,834,494	830,247	(2,004,247)
Infrastructure - footpaths	0	138,600	103,950	85,500	(18,450)
Infrastructure - parks and gardens	60,000	181,150	135,855	0	(135,855)
Infrastructure - sewerage	700,052	797,645	598,221	374,930	(223,291)
Infrastructure - water	0	65,300	48,969	15,750	(33,219)
Payments for Capital Acquisitions	9,027,010	9,251,757	7,650,183	2,635,240	(5,014,943)
Capital Acquisitions Funded By:					
	\$	\$	\$	\$	\$
Capital grants and contributions	3,508,256	3,603,844	2,720,784	1,248,537	(1,472,247)
Borrowings	600,000	600,000	600,000	600,000	0
Other (disposals & C/Fwd)	260,000	224,027	168,003	162,942	(5,061)
Plant and Vehicle Reserve	700,000	700,000	0	0	0
Furniture & Equipment Reserve	103,016	103,016	13,056	13,056	0
Sewerage Scheme Reserve	197,645	197,645	0	0	0
Building and Facility Reserve	1,006,452	1,006,452	0	0	0
Infrastructure Reserve	355,916	355,916	0	0	0
Innovations & Development Reserve	2,042,700	2,042,700	0	0	0
Contribution - operations	253,025	418,157	4,148,340	610,705	(3,537,635)
Capital funding total	9,027,010	9,251,757	7,650,183	2,635,240	(5,014,943)

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.

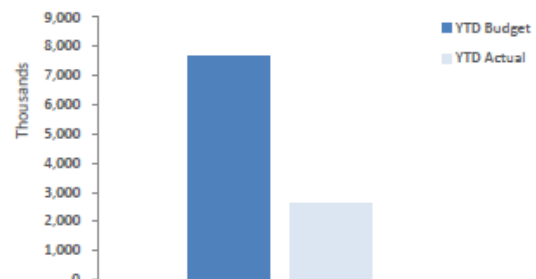
Initial recognition and measurement for assets held at cost

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

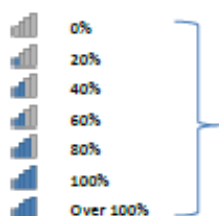
In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The 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 Number	Job Number	Balance Sheet Category	Account/Job Description	Adopted	Amended	YTD Budget	YTD Actual	Variance (Under)/Over
				Budget	Budget			
				\$	\$	\$	\$	\$
Buildings								
E042510	ADMINCAP	9230	ADMINISTRATION OFFICE - CHAMBERS & ADMINISTRATION	(30,000)	(25,455)	(19,089)	(25,455)	6,366
Total - Governance				(30,000)	(25,455)	(19,089)	(25,455)	6,366
E054510	EBSHEDCAP	9230	EAST BROOKTON BFB SHED	(770,709)	(743,476)	(557,604)	(458,948)	(98,656)
E054510	WBSHEDCAP	9230	WEST BROOKTON BFB - APPLIANCE BAY FACILITY AND AI	(239,932)	(239,932)	(179,946)	(195,589)	15,643
Total - Law, Order & Public Safety				(1,010,641)	(983,408)	(737,550)	(654,537)	(83,013)
Housing								
E092510	RLANDCAP	9230	PURCHASE ADDITIONAL RESIDENTIAL LAND - STOCK	(45,000)	(45,000)	(33,750)	0	(33,750)
Total - Housing				(45,000)	(45,000)	(33,750)	0	(33,750)
Recreation And Culture								
E111510		9230	PURCHASE BUILDINGS	(25,000)	(20,000)	(14,994)	0	(14,994)
E111511	MHALLSFC	9230	MEMORIAL HALL RENEWALS	(755,303)	(755,303)	(566,469)	(19,661)	(546,808)
E112510	POOLCAP	9230	POOL - CAPITAL	(5,000)	(7,500)	(5,625)	(430)	(5,195)
E112510	SHEDCAP	9230	BROOKTON AQUATIC CENTRE STORAGE SHED AND CON	(27,400)	(27,400)	(27,396)	(25,415)	(1,981)
E115510	RWSTCAP	9230	RAILWAY STATION BUILDING REFURBISHMENT	(1,838,150)	(1,582,700)	(1,187,019)	(21,550)	(1,165,469)
Total - Recreation And Culture				(2,650,853)	(2,392,903)	(1,801,503)	(67,056)	(1,734,447)
Economic Services								
E132510		9230	PURCHASE BUILDINGS	(6,000)	0	0	0	0
E136510	INDLCAP	9230	LAND FOR BROOKTON COMMERCIAL/INDUSTRIAL HUB	(500,000)	(500,000)	(500,000)	(1,800)	(498,200)
E136510	CRCCAP	9230	BROOKTON CRC LAND & BUILDING CAPITAL	(10,000)	0	0	0	0
Total - Economic Services				(516,000)	(500,000)	(500,000)	(1,800)	(498,200)
				0	0	0	0	0
Total - Buildings				(4,252,494)	(3,946,766)	(3,091,892)	(748,848)	(2,343,044)
Plant & Equipment								
Governance								
E042532		9234	ADMIN PURCHASE DCEO VEHICLE	(50,000)	(50,000)	(50,000)	(50,428)	428
Total - Governance				(50,000)	(50,000)	(50,000)	(50,428)	428
Law, Order & Public Safety								
E055530		9234	PURCHASE PLANT & EQUIPMENT - BRMP & CESM	(93,487)	(101,587)	(76,185)	(28,732)	(47,453)
E054000	CCTV	9234	TOWN CCTV INSTALLTION - SECURITY & SAFETY	(9,000)	(6,671)	(4,995)	(6,671)	1,676
E054530		9236	BUSHFIRE PURCHASE PLANT & EQUIPMENT	0	(10,660)	(10,660)	(10,660)	0
Total - Law, Order & Public Safety				(102,487)	(118,918)	(91,840)	(46,063)	(45,777)
Community Amenities								
Total - Community Amenities				0	0	0	0	0
Recreation & Culture								
E112530		9234	PURCHASE PLANT & EQUIPMENT	(28,000)	(28,000)	(27,996)	(25,480)	(2,516)
Total - Recreation & Culture				(28,000)	(28,000)	(27,996)	(25,480)	(2,516)
Other Property & Services								
E142530		9234	PURCHASE PLANT & EQUIPMENT	(7,000)	(7,000)	(5,247)	(6,536)	1,289
				PURCHASE P&E - REPLACEMENT PU36 2020 MR				
E143530	LIGHTV1	9234	MITSUBISHI TRITON GLX-R 4X4 DUAL CAB	(50,000)	(50,000)	(50,000)	(49,238)	(762)
E143530	LIGHTV3	9234	PURCHASE P&E - REPLACEMENT 2014 FOTON TUNLAND	(30,000)	(35,000)	(26,244)	0	(26,244)
				PURCHASE P&E - REPLACEMENT 2020 MITSUBISHI				
E143530	LIGHTV4	9234	MR4T40 TRITON DUAL CAB UTE	(45,000)	(45,000)	(45,000)	0	(45,000)
				PURCHASE P&E - REPLACEMENT 2020 MR4W47				
E143530	LIGHTV5	9234	MITSUBISHI TRITON 4X4 GLX	(45,000)	(49,239)	(36,927)	(49,238)	12,311
				PURCHASE P&E - REPLACEMENT PBH4 2012 CASE				
E143530	EP003	9234	581PCS BACKHOE - B05418	(190,000)	(190,000)	(190,000)	(86,990)	(103,010)
				PURCHASE P&E - REPLACEMENT 2012 BOMAG BW25RH				
E143530	EP004	9234	MULTI WHEEL ROLLER-1DUK617	(200,000)	(200,000)	(200,000)	(191,000)	(9,000)
Total - Other Property & Services				(567,000)	(576,239)	(553,418)	(383,003)	(170,415)
Total - Plant & Equipment				(747,487)	(773,157)	(723,254)	(504,974)	(218,280)

Furniture & Equipment									
Governance									
E042520	ELECCAP	9232	CAPEX - ELECTRONIC EQUIPMENT	(13,056)	(14,056)	(10,539)	(14,016)	3,477	
E042520	COMPCAP	9232	INTEGRITY ATTAIN SOFTWARE - COMPLIANCE RECORDS	(12,500)	(8,500)	(6,372)	(8,500)	2,128	
E042520	SERVCAP	9232	ADMIN SERVER UPGRADE	0	(8,052)	(6,039)	(8,051)	2,012	
E042520	OFFICAP	9232	ADMIN OFFICER FURNITURE	0	(7,156)	(5,364)	0	(5,364)	
E042520	OCTVCAP	9232	ADMIN OFFICE CCTV	0	(11,749)	(11,749)	0	(11,749)	
Total - Governance				(25,556)	(49,513)	(40,063)	(30,567)	(9,496)	
Law, Order & Public Safety									
E054520		9232	PURCHASE FURNITURE & EQUIPMENT	0	(27,233)	(20,421)	(23,129)	(2,708)	
Total - Law, Order & Public Safety				0	(27,233)	(20,421)	(23,129)	(2,708)	
Recreation & Culture									
E111520		9232	PURCHASE FURNITURE & EQUIPMENT	(39,800)	(41,282)	(30,960)	(14,304)	(16,656)	
E116520		9232	PURCHASE FURNITURE & EQUIPMENT	0	(6,990)	(5,238)	(6,990)	(1,752)	
E113520		9232	PURCHASE FURNITURE & EQUIPMENT	0	(10,000)	(7,497)	0	7,497	
Total - Recreation & Culture				(39,800)	(58,272)	(43,695)	(21,294)	(10,911)	
Economic Services									
E132520		9232	PURCHASE FURNITURE & EQUIPMENT	0	(12,500)	(9,369)	0	9,369	
Total - Economic Services				0	(12,500)	(9,369)	0	9,369	
Total - Furniture & Equipment				(65,356)	(147,518)	(113,548)	(74,991)	(13,746)	
Infrastructure - Roads									
Transport									
E121555	YORKRRG	9250	YORK-WILLIAMS ROAD	(592,662)	(592,662)	(592,660)	(105,578)	(487,082)	
E121560	DAVIR2R	9250	DAVIS ROAD R2R	(109,563)	(109,563)	(109,562)	(99,533)	(10,029)	
E121560	MATTR2R	9250	MATTINGLY ROAD R2R	(109,563)	(109,563)	0	(12,491)	12,491	
E121560	MATCR2R	9250	MATTINGLY ROAD CULVERT R2R	(60,024)	(60,024)	(60,024)	(9,644)	(50,380)	
E121560	STKWR2R	9250	SOUTH KWEDA ROAD R2R	(105,635)	(105,635)	0	(107,982)	107,982	
E121565	TILLSFC	9250	TILLER STREET - CAPITAL WORKS	(45,000)	(45,000)	(45,000)	0	(45,000)	
E121565	BODESFC	9250	BODEY STREET - CAPITAL WORKS	(5,520)	(5,520)	(1,416)	(2,901)	1,485	
E121565	WOODSFC	9250	WOODS LOOP ROAD CAPITAL WORKS	(110,349)	(110,349)	0	(98,711)	98,711	
E121565	MATRSFC	9250	MATTINGLY ROAD CAPITAL WORKS	(37,000)	(37,000)	(37,000)	0	(37,000)	
DANGIN-MEARS ROAD WHEATBELT SECONDARY									
E121565	WBSF1	9250	FREIGHT NETWORK	(187,316)	(187,316)	(149,844)	(15,780)	(134,064)	
DANGIN-MEARS ROAD WHEATBELT SECONDARY									
E121565	WBSF2	9250	FREIGHT NETWORK 23/24	(1,102,939)	(1,102,939)	(1,102,938)	(202,577)	(900,361)	
E121570	BRIDGE04	9250	BRIDGE 3146A BOYAGARRA ROAD	(77,500)	(77,500)	(77,500)	(77,500)	0	
E121570	BRIDGE07	9250	BRIDGE 3163A JAENSCH ROAD	(49,200)	(49,200)	(49,200)	(49,200)	0	
E121570	BRIDGE09	9250	BRIDGE 3158A MATTHEWS ROAD	(24,970)	(24,970)	(24,970)	(24,970)	0	
E121570	BRIDGE10	9250	BRIDGE 4863 YORK-WILLIAMS ROAD	(23,380)	(23,380)	(23,380)	(23,380)	0	
E121572		9250	BRIDGE CONSTRUCTION - MRWA & WALGGC	(561,000)	(561,000)	(561,000)	0	561,000	
Total - Transport				(3,201,621)	(3,201,621)	(2,834,494)	(830,247)	(882,247)	
Total - Infrastructure - Roads				(3,201,621)	(3,201,621)	(2,834,494)	(830,247)	(882,247)	
Infrastructure - Sewerage									
Community Amenities									
E102541	SEWPIPE	9254	SEWERAGE PIPE RELINING/UPGRADE	(542,407)	(600,000)	(450,000)	(357,480)	(92,520)	
BROOKTON WASTEWATER (EFFLUENT) OXIDATION									
E102540	SEWEFE	9254	POND - FENCE	(17,445)	(17,445)	(13,077)	(17,450)	4,373	
BROOKTON WASTEWATER (EFFLUENT) OXIDATION									
E102540	SEWEDS	9254	POND - DESLUDGING	(140,200)	(180,200)	(135,144)	0	(135,144)	
Total - Community Amenities				(700,052)	(797,645)	(598,221)	(374,930)	(223,291)	
Total - Infrastructure - Sewerage				(700,052)	(797,645)	(598,221)	(374,930)	(223,291)	
Infrastructure - Footpaths									
Transport									
E121575	FALLFP	9252	FOOTPATH - FALLS STREET - FROM NOACK TO KING	0	(32,400)	(24,300)	(32,400)	(8,100)	
FOOTPATH - KING STREET - NORTH SIDE OF STREET									
E121575	KINGFP	9252	BETWEEN WILLIAMS AND WHITE STREETS	0	(20,700)	(15,525)	(20,700)	(5,175)	
FOOTPATH - NOACK STREET - NORTH SIDE WILLIAMS									
E121575	NOACFP	9252	TO WHITE STREETS	0	(20,700)	(15,525)	0	15,525	
FOOTPATH - WILLIAMS STREET - BETWEEN NOACK AND									
E121575	WINKFP	9252	KING STREETS	0	(32,400)	(24,300)	(32,400)	(8,100)	
FOOTPATH - WILLIAMS STREET - BETWEEN TILLER AND									
E121575	WTNFP	9252	NOACK STREETS	0	(32,400)	(24,300)	0	24,300	
Total - Transport				0	(138,600)	(103,950)	(85,500)	18,450	
Total - Infrastructure - Footpaths				0	(138,600)	(103,950)	(85,500)	18,450	
Infrastructure - Water									
Community Amenities									
E107541	HVCAP03	9262	HAPPY VALLEY BORE PUMP	0	(15,750)	(11,808)	(15,750)	3,942	
E107541	HVCAP04	9262	HAPPY VALLEY UPGRADE PIPELINE	0	(49,550)	(37,161)	0	(37,161)	
Total - Community Amenities				0	(65,300)	(48,969)	(15,750)	(33,219)	
Total - Infrastructure - Water				0	(65,300)	(48,969)	(15,750)	(33,219)	
Infrastructure - Parks & Gardens									
Recreation And Culture									
E113531	BOUCAP	9256	BASKETBALL COURT (HALF SIZE)	(20,000)	(40,000)	(29,997)	0	(29,997)	
E113531	ELEBCAP	9256	ELECTRONIC SIGNAGE BOARD	(40,000)	0	0	0	0	
E113531	LIGHCAP	9256	UPGRADE BROOKTON OVAL LIGHTS	0	(106,850)	(80,136)	0	80,136	
E113531	RETICCAP	9256	RETICULATION PARKS & GARDENS	0	(34,300)	(25,722)	0	25,722	
Total - Recreation And Culture				(60,000)	(181,150)	(135,855)	0	75,861	
Total - Infrastructure - Parks & Gardens				(60,000)	(181,150)	(135,855)	0	75,861	
Grand Total					(9,027,010)	(9,251,757)	(7,650,183)	(2,635,240)	(3,619,516)

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

FINANCING ACTIVITIES

NOTE 9

BORROWINGS

Repayments - borrowings

Information on borrowings			New Loans			Principal Repayments			Principal Outstanding			Interest Repayments		
Particulars	Loan No.	1 July 2024	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Education and welfare														
Kalkarni Residency (20%)	80	23,593	0	0	0	(11,469)	(11,469)	(11,469)	12,124	12,124	12,124	(721)	(1,356)	(1,356)
Housing														
Staff Housing (33%)	80	38,929	0	0	0	(18,924)	(18,924)	(18,924)	20,005	20,005	20,005	(1,190)	(2,238)	(2,238)
Community amenities														
Sewerage (14%)	80	16,515	0	0	0	(8,029)	(8,029)	(8,029)	8,487	8,486	8,486	(505)	(949)	(949)
Effluent Loan	83	0	600,000	600,000	600,000	(24,095)	(48,736)	(24,095)	575,905	551,264	575,905	(14,869)	(28,933)	(16,011)
Recreation and culture														
Sport & Recreation	81	284,694		0	0	(36,624)	(74,520)	(74,520)	248,070	210,174	210,174	(10,022)	(20,674)	(20,674)
Other property and services														
Grader (33%)	80	38,929	0	0	0	(18,924)	(18,925)	(18,925)	20,005	20,004	20,004	(1,190)	(2,238)	(2,238)
		402,661	600,000	600,000	600,000	(118,065)	(180,603)	(155,962)	884,596	822,058	846,699	(28,495)	(56,388)	(43,466)
Self supporting loans														
General purpose funding														
Country Club	82	114,485		0	0	(14,728)	(29,967)	(29,967)	99,758	84,518	84,518	(1,912)	(8,315)	(8,315)
		114,485	0	0	0	(14,728)	(29,967)	(29,967)	99,758	84,518	84,518	(1,912)	(8,315)	(8,315)
Total		517,147	600,000	600,000	600,000	(132,793)	(210,570)	(185,929)	984,354	906,577	931,218	(30,408)	(64,703)	(51,781)
Current borrowings		161,834							53,137					
Non-current borrowings		355,313							931,217					
		517,147							984,354					

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

New borrowings 2024-25

Particulars	Amount Borrowed Actual	Amount Borrowed Budget	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used) Actual	Amount (Used) Budget	Balance Unspent
	\$	\$				\$	%	\$	\$	\$
Effluent Loan	600,000	600,000	WATC	Debenture	10	152,064	4.49	357,480	(600,000)	242,520
	600,000	600,000				152,064		357,480	(600,000)	242,520

The Shire has no unspent debenture funds as at 30th June 2025, nor is it expected to have unspent funds as at 30th June 2026.

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.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

**FINANCING ACTIVITIES
NOTE 10
LEASE LIABILITIES**

Movement in carrying amounts

Information on leases			New Leases			Principal Repayments			Principal Outstanding			Interest Repayments		
Particulars	Lease No.	1 July 2024	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Community amenities														
Re-Use Water Dam	LE-03	19,037	0	0	0	(1,568)	(1,568)	(1,568)	17,469	17,469	17,469	(614)	(614)	(614)
Total		19,037	0	0	0	(1,568)	(1,568)	(1,568)	17,469	17,469	17,469	(614)	(614)	(614)
Current lease liabilities		1,568							0					
Non-current lease liabilities		17,469							17,469					
		19,037							17,469					

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

**OPERATING ACTIVITIES
NOTE 11
RESERVE ACCOUNTS**

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
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Furniture & Equipment Reserve	115,326	4,921	4,648	113,016	97,000	(103,016)	(13,056)	130,247	203,919
Leave Reserve	152,717	6,517	3,562	0	0	0	0	159,234	156,279
Sewerage Scheme Reserve	518,155	22,112	12,545	19,625	19,625	(197,645)	0	362,247	550,325
Plant and Vehicle Reserve	616,660	26,316	14,385	625,000	0	(700,000)	0	567,976	631,045
Madison Square Units Reserve	33,945	1,449	799	297	297	0	0	35,691	35,041
Brookton Community Resource Centre F	231,318	9,871	5,396	0	0	0	0	241,189	236,714
Building and Facility Reserve	5,371,134	229,211	128,674	414,007	145,000	(1,006,452)	0	5,007,900	5,644,808
Infrastructure Reserve	563,091	24,030	13,135	0	0	(355,916)	0	231,205	576,226
Waste Reserve	733,151	31,287	17,816	30,596	30,596	0	0	795,034	781,563
Aged Housing Reserve	417,078	17,799	10,332	25,866	25,866	0	0	460,743	453,277
Innovations & Development Reserve	3,128,088	133,489	72,968	0	0	(2,042,700)	0	1,218,877	3,201,057
	11,880,665	507,002	284,261	1,228,407	318,384	(4,405,729)	(13,056)	9,210,345	12,470,253

	Note	Opening Balance 1 July 2024	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 Mar 2025
Other current liabilities		\$		\$	\$	\$
Other liabilities						
- Contract liabilities		5,511	0	189,825	(33,708)	161,628
- Capital grant/contribution liabilities		683,230	0	997,236	(1,115,108)	565,358
Total other liabilities		688,741	0	1,187,061	(1,148,816)	726,986
Employee Related Provisions						
Annual leave		152,915	0	0	0	152,915
Long service leave		167,392	0	0	0	167,392
Provision for long service leave oncosts - Current		12,851	0	0	0	12,851
Provision for annual leave oncosts - Current		20,599	0	0	0	20,599
Total Employee Related Provisions		353,756	0	0	0	353,756
Total other current assets		1,042,497	0	1,187,061	(1,148,816)	1,080,742

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13 and 14

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.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

NOTE 13
GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue					
	Liability	Increase	Liability	Liability	Current	Adopted	Adopted	Amended	Budget		YTD
	1 July 2024	in Liability	Reduction (As revenue)	31 Mar 2025	Liability 31 Mar 2025	Budget Revenue	YTD Budget	Annual Budget	Variations	Expected	Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Governance											
Admin Grants & Subsidies	0	0	0	0	0	0	2,187	2,920	2,920	5,840	4,137
PW Grants & Subsidies	0	0	0	0	0	0	7,497	10,000	10,000	20,000	10,000
General purpose funding											
Grants Commission - General (WALGGC)	0	0	0	0	0	147,382	111,762	149,020	1,638	150,658	111,765
Grants Commission - Roads (WALGGC)	0	0	0	0	0	74,074	31,734	42,315	(31,759)	10,556	31,736
Grants Commission - Bridges (WALGGC)	0	0	0	0	0	374,000	280,500	374,000	0	374,000	280,500
Law, order, public safety											
DFES Grant - Fire Mitigation Activity Fund 23/24	5,511	0	(5,511)	0	0	5,511	0	0	(5,511)		0
DFES Grant - Fire Mitigation Activity Fund 24/25	0	175,075	(13,447)	161,628	161,628	366,150	262,611	350,150	(16,000)		13,447
DFES Grant - ESL operating Grant	0	0	0	0	0	84,464	76,509	102,013	17,549		79,513
All West Australians Reducing Emergencies (AWARE)	0	6,750	(6,750)	0	0	7,500	5,063	6,750	(750)		6,750
Recreation and culture											
Streets Alive Grant	0	0	0	0	0	0	3,744	5,000	5,000		5,000
Transport											
MRWA Direct Grant Funding	0	0	0	0	0	319,988	319,988	319,988	0		319,988
Economic services											
Seniors Week Event	0	0	0	0	0	1,000	0	0	(1,000)		0
Community Events & Programs Revenue	0	0	0	0	0	0	545	734	734		734
Community Christmas Party Revenue	0	0	0	0	0	2,000	0	0	(2,000)		0
Australia Day Celebrations Revenue	0	8,000	(8,000)	0	0	5,000	7,497	10,000	5,000		8,000
Youth Week Event Revenue	0	0	0	0	0	2,000	0	2,000	0		0
Grant Revenue - Stay On Your Feet	0	0	0	0	0	4,376	3,276	4,376	0		4,376
Grant Revenue - Dpird Crc Development Grant	0	0	0	0	0	3,000	2,250	3,000	0		3,000
Grant Revenue - Fitness Initiatives	0	0	0	0	0	5,000	0	0	(5,000)		0
CRC Operating Grant Revenue	0	0	0	0	0	112,000	97,173	129,571	17,571		129,571
	5,511	189,825	(33,708)	161,628	161,628	1,513,445	1,212,335	1,511,837	(1,608)	561,054	1,008,517

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

NOTE 14
CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue					
	Liability 1 July 2024	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Mar 2025	Current Liability 31 Mar 2025	Adopted Budget Revenue	Adopted YTD Budget	Amended Annual Budget	Budget Variations	Expected	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies											
General purpose funding											
LRCI - Replacement Public Bins - Robinson Road	0	4,114	(4,114)	0	0	4,114	4,114	4,114	0	4,114	4,114
LRCI - Waterless Public Toilet Cemetery	0	36,751	(36,751)	0	0	36,751	36,751	36,751	0	36,751	36,751
LRCI - Robinson Rd Toilets, Upgrade including Planting	0	52,954	(52,954)	0	0	52,954	52,954	52,954	0	52,954	52,954
LRCI 4 - Woods Loop Road	0	0	0	0	0	110,349	82,761	110,349	0	110,349	0
LRCI 4 - Mattingly Road	0	0	0	0	0	37,000	27,750	37,000	0	37,000	0
LRCI 4 - Railway Station Building Refurbishment	241,680	(241,680)	0	0	0	170,522	0	0	(170,522)	0	0
LRCI 4 - Footpath - Falls Street - From Noack To King Streets	0	32,400	(32,400)	0	0	0	24,300	32,400	32,400	32,400	32,400
LRCI 4 - Footpath - King Street - North Side Of Street Between Williams And White Streets	0	20,700	(20,700)	0	0	0	15,525	20,700	20,700	20,700	20,700
LRCI 4 - Footpath - Noack Street - North Side Williams To White Streets	0	20,700	0	20,700	20,700	0	15,525	20,700	20,700	20,700	0
LRCI 4 - Footpath - Williams Street - Between Noack And King Streets	0	32,400	0	32,400	32,400	0	24,300	32,400	32,400	32,400	0
LRCI 4 - Footpath - Williams Street - Between Tiller And Noack Streets	0	32,400	0	32,400	32,400	0	24,300	32,400	32,400	32,400	0
WBDC - Railway Station Building Refurbishment	0	20,000	0	20,000	20,000	40,000	29,997	40,000	0	40,000	0
LRCI 4 - UPGRADE BROOKTON OVAL LIGHTS	0	93,080	0	93,080	93,080	0	80,136	106,850	106,850	106,850	0
LRCI 4 - PARK FURNITURE MEMORIAL PARK/WB EVA	0	10,000	0	10,000	10,000	0	7,497	10,000	10,000	10,000	0
Law, order, public safety	0	0									0
DFES Capital Grant Income (West Brookton BFB Shed)	0	286,906	(195,589)	91,316	91,316	286,906	215,172	286,906	0	286,906	195,589
Esl Grant - Emergency Services Levy - Capital East Brookton Shed	314,564	0	(314,564)	0	0	670,709	503,028	670,709	0	670,709	314,564
DFES adjustment to value of PF11	0	10,660	(10,660)	0	0	0	7,992	10,660	10,660	10,660	10,660
WSFN 1 - Dangin-Mears Road - Income - 2022/23	0	0	0	0	0	804,625	603,468	804,625	0	804,625	0
WSFN 2 - Dangin-Mears Road - Income - 2023/24	126,986	0	(126,986)	(0)	0	514,433	385,824	514,433	0	514,433	260,415
Davis Road - R2R Income	0	109,563	(99,533)	10,030	10,030	109,563	82,170	109,563	0	109,563	99,533
Mattingly Road - R2R Income	0	0	0	0	0	109,563	82,170	109,563	0	109,563	0
South Kweda Road - R2R Income	0	105,635	(105,635)	0	0	105,635	79,218	105,635	0	105,635	105,635
Mattingly Road Culvert - R2R Income	0	54,567	(9,644)	44,923	44,923	60,024	45,018	60,024	0	60,024	9,644
York Williams Road RRG	0	316,086	(105,578)	210,508	210,508	395,108	296,325	395,108	0	395,108	105,578
TOTALS	683,230	997,236	(1,115,108)	565,358	565,358	3,508,256	2,726,295	3,603,844	95,588	3,603,844	1,248,537

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

**NOTE 15
BONDS & DEPOSITS AND TRUST FUNDS**

In previous years, bonds and deposits were held as trust monies. They are still reported in this Note but also included in Restricted Cash - Bonds and Deposits and as a current liability in the books of Council.

Trust funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2024	Amount Received	Amount Paid	Closing Balance 31 Mar 2025
	\$	\$	\$	\$
Restricted Cash - Bonds and Deposits				
Bus Bonds	2,080	1,750	(1,050)	2,780
Facility Hire Bonds	6,830	4,750	(3,250)	8,330
Gym Bonds	6,570	2,800	(1,190)	8,180
Other Bonds	0	6,000	(6,000)	0
Sub-Total	15,480	15,300	(11,490)	19,290
	15,480	15,300	(11,490)	19,290

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
Budget adoption							
OTHMRRM	Rural Road Maintenance	OCM 10.24-07	Operating Expenditure			(17,000)	(17,000)
HVCAP03	Happy Valley Bore Pump	OCM 10.24-07	Capital Expenditure		17,000		0
	Adjustment of C/F Surplus Budgeted for 2023/2024		Opening Surplus(Deficit)		78,060		78,060
CLI014.150	Esl Grant - Bushfire Mitigation		Operating Revenue			(5,511)	72,549
CLI041.150	Esl Grant - Bushfire Mitigation 24/25		Operating Revenue			(16,000)	56,549
	Esl Grant - Emergency Services Levy - Operating Gen		Operating Revenue		17,549		74,098
I054010.150	Emergency Management Grant Funding Gen		Operating Revenue			(7,500)	66,598
	Aware (All West Asutralians Reducing Emergencies Program 2024/25)		Operating Revenue		6,750		73,348
I032010.150	Gpg Grants Commission - General Gen		Operating Revenue		1,638		74,986
I136101.150	Crc Operating Grants Revenue Gen		Operating Revenue		17,571		92,557
I032020.150	Gpg Grants Commission - Roads Gen		Operating Revenue			(31,759)	60,798
GR0013.150	Grant Revenue - Fitness Initiatives		Operating Revenue			(5,000)	55,798
GR0007.150	Australia Day Celebrations Revenue		Operating Revenue			(5,000)	50,798
GR0005.150	Community Events & Programs Revenue		Operating Revenue		734		51,532
GR0006.150	Community Christmas Party Revenue		Operating Revenue			(2,000)	49,532
GR0003.150	Grant Revenue - Seniors Week Event		Operating Revenue			(1,000)	48,532
CLI046.150	Nadc (National Australia Day Council)		Operating Revenue		10,000		58,532
I042020.152	Admin Grants & Subsidies Gen		Operating Revenue		2,920		61,452
I115020.150	Oth-Cult Grants & Subsidies Gen		Operating Revenue		5,000		66,452
I142030.152	Pw-Oh Reimbursements & Donations Gen		Operating Revenue		10,000		76,452
Fees and charges							
I104010.129	Tpb Fees & Charges Gen		Operating Revenue		3,000		79,452
I052010.111	Anim Fees & Charges Gen		Operating Revenue		1,200		80,652
I111011.116	Halls Fees & Charges - Memorial Hall Gen		Operating Revenue		1,400		82,052
I111012.116	Halls Fees & Charges Wb Eva Pavilion Gen		Operating Revenue		1,000		83,052
I031030.141	Rate Interest Earnings Gen		Operating Revenue		2,000		85,052
I033020.140	Genfin Interest On Investments Gen		Operating Revenue		27,000		112,052
I033020.142	Genfin Interest On Investments Gen		Operating Revenue		189,000		301,052
Other revenue							
I055010.160	Emergency Management Grant Funding Gen		Operating Revenue			(7,220)	293,832
I031020.109	Rate Other Rates Income Gen		Operating Revenue		5,000		298,832
I042030.160	Admin Reimbursements & Donations Gen		Operating Revenue		6,600		305,432
I091030.160	Staffh Reimbursements & Donations Gen		Operating Revenue		320		305,752
I147010.160	Sal Reimbursement - Workers Comp Gen		Operating Revenue		30,000		335,752
Profit on asset disposals							
I042499.210	Admin Profit On Sale Of Asset Gen		Operating Revenue	(1,024)			335,752
I136499.210	Econ Profit On Sale Of Asset Gen		Operating Revenue	6,586			335,752
I123499.210	Poc Profit On Sale Of Asset Gen		Operating Revenue	(4,632)			335,752
Employee costs							
E042010.302	Admin Employee Costs Gen		Operating Expenses			(1,850)	333,902
E042010.307	Admin Employee Costs Gen		Operating Expenses		2,000		335,902
E142010.307	Pw-Oh Employee Costs Gen		Operating Expenses		4,000		339,902
E142010.311	Pw-Oh Employee Costs Gen		Operating Expenses			(6,000)	333,902
Materials and contracts							
E041020.327	Memb General Operating Expenses Gen		Operating Expenses		6,500		340,402
E041020.338	Memb General Operating Expenses Gen		Operating Expenses			(400)	340,002
E041020.340	Memb General Operating Expenses Gen		Operating Expenses		2,000		342,002
E041020.349	Memb General Operating Expenses Gen		Operating Expenses		500		342,502
E041020.351	Memb General Operating Expenses Gen		Operating Expenses		6,000		348,502
E041020.604	Memb General Operating Expenses Gen		Operating Expenses		5,000		353,502
FIREOP.327	Fire Fighting		Operating Expenses		1,500		355,002
FIREGO.379	Fire General Operating		Operating Expenses		7,000		362,002
FIREM25.327	Bushfire Mitigation Activities 2024/25		Operating Expenses		16,000		378,002
E055010.379	Emergency Management Gen		Operating Expenses		1,000		379,002
E104030.327	Tpb General Operating Expenses Gen		Operating Expenses			(3,000)	376,002
E031020.336	Rate General Operating Expenses Gen		Operating Expenses			(5,000)	371,002
E042020.323	Admin General Operating Expenses Gen		Operating Expenses		15,900		386,902
E042020.335	Admin General Operating Expenses Gen		Operating Expenses			(3,000)	383,902
E042020.340	Admin General Operating Expenses Gen		Operating Expenses		1,000		384,902
POOLGO.325	Swimming Pool General Operating		Operating Expenses			(250)	384,652
POOLGO.340	Swimming Pool General Operating		Operating Expenses		340		384,992
POOLOP.379	Swimming Pool Maintenance		Operating Expenses			(3,000)	381,992
BOWLOP.379	Bowling Club		Operating Expenses			(1,000)	380,992
MENSSHED.379	Mens Shed		Operating Expenses			(4,000)	376,992
E115040.379	Oth-Cult Community Events Gen		Operating Expenses			(5,000)	371,992
GYMOP.340	Gymnasium Operating		Operating Expenses		3,460		375,452
E148020.354	Uncias Insurance Claims Expense Gen		Operating Expenses			(1,000)	374,452

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
TIPOP.611	Refuse Site		Operating Expenses			(2,940)	371,512
TIPOP.613	Refuse Site		Operating Expenses			(6,360)	365,152
SEWEOP.327	Sewerage Treatment Works		Operating Expenses		4,000		369,152
SEWEOP.350	Sewerage Treatment Works		Operating Expenses			(292)	368,860
WAHPOP2.379	Water Harvesting Project Operating		Operating Expenses			(4,500)	364,360
OVALOP.379	Oval Maintenance		Operating Expenses			(5,000)	359,360
TOWNOP.379	Town Street Maintenance		Operating Expenses			(10,000)	349,360
DEPOOP.379	Shire Depot - Building Maintenance		Operating Expenses			(4,000)	345,360
PRWKOP.379	Private Works - General		Operating Expenses			(4,000)	341,360
E142020.335	Pw-Oh General Operating Expenses Gen		Operating Expenses			(600)	340,760
E143020.621	Pw-Oh General Operating Expenses Gen		Operating Expenses			(4,000)	336,760
ADMOP.340	Administration Centre		Operating Expenses			(2,440)	334,320
10MAOP.379	10 Marsh Ave Brookton		Operating Expenses		1,500		335,820
23WHITOP.379	23 Whittington Street Brookton		Operating Expenses		2,000		337,820
28AWSOP.379	U5 28 William Street		Operating Expenses		2,000		339,820
28BWSOP.379	U6 28 William Street		Operating Expenses		2,000		341,820
U1MSOP.379	Unit 1 Madison Square Units		Operating Expenses		2,000		343,820
U2MSOP.379	Unit 2 Madison Square Units		Operating Expenses		2,000		345,820
U3MSOP.379	Unit 3 Madison Square Units		Operating Expenses		2,000		347,820
U4MSOP.379	Unit 4 Madison Square Units		Operating Expenses		7,000		354,820
KHALLOP.379	Kweda Hall		Operating Expenses		2,000		356,820
MHALLOP.340	Memorial Hall		Operating Expenses			(700)	356,120
MHALLOP.379	Memorial Hall		Operating Expenses		1,000		357,120
MUSEOP.379	Historical Society Museum		Operating Expenses		2,000		359,120
E136101.327	Crc General Operating Expenses Gen		Operating Expenses			(43,380)	315,740
E136101.338	Crc General Operating Expenses Gen		Operating Expenses		1,000		316,740
E136101.340	Crc General Operating Expenses Gen		Operating Expenses			(1,000)	315,740
EV0001.379	Australia Day Event		Operating Expenses			(5,000)	310,740
EV0002.379	Community Christmas Party		Operating Expenses		4,000		314,740
EV0013.379	Fitness Initiatives		Operating Expenses		5,000		319,740
LANDOP.379	Land Related Expenses		Operating Expenses			(1,000)	318,740
CARAOP.327	Caravan Park		Operating Expenses		12,600		331,340
E132030.379	Tour Other Tourism Gen		Operating Expenses		4,000		335,340
Finance costs							335,340
E102050.400	Sew Interest On Effluent Loan # 83 Gen		Operating Expenses		12,922		348,262
Insurance							348,262
E042020.413	Admin General Operating Expenses Gen		Operating Expenses			(7,213)	341,049
Other expenditure							341,049
FIREGO.420	Fire General Operating		Operating Expenses		5,511		346,560
E033020.355	General Operating Expenses Gen		Operating Expenses			(3,400)	343,160
CARAOP.355	Caravan Park		Operating Expenses			(1,000)	342,160
SEWEOP.420	Sewerage Treatment Works		Operating Expenses		30,000		372,160
Loss on asset disposals							372,160
E042499.440	Admin Loss On Sale Of Asset Gen		Operating Expenses	(8,640)			372,160
E123499.440	Poc Loss On Sale Of Asset Gen		Operating Expenses	(46,327)			372,160
Revenue							
I054020.151	Esl Grant - Emergency Services Levy - Capital Gen		Capital Revenue		10,660		382,820
CLI034.151	Railway Station Building Refurbishment - Income		Capital Revenue			(170,522)	212,298
CLI047.151	Footpath - Williams Street - Between Tiller And		Capital Revenue		32,400		244,698
CLI048.151	Noack Streets - Lrci Phase 4 Income		Capital Revenue		106,850		351,548
CLI049.151	Upgrade Brookton Oval Lights - Lrci Pahse 4		Capital Revenue		10,000		361,548
CLI050.151	Income		Capital Revenue		32,400		393,948
CLI051.151	Park Furniture Memorial Park/Wb Eva - Lrci		Capital Revenue		32,400		426,348
CLI052.151	Phase 4 Income		Capital Revenue		20,700		447,048
CLI053.151	Footpath - Williams Street - Between Noack And		Capital Revenue		20,700		467,748
CLI042.151	King Streets - Lrci Phase 4 Income		Capital Revenue		45,611		513,359
CLI043.151	Footpath - Falls Street - From Noack To King		Capital Revenue			(45,611)	467,748
I143497.201	Streets - Lrci Phase 4 Income		Capital Revenue	50,064			467,748
I143498.200	Footpath - King Street - North Side Of Street		Capital Revenue			(50,064)	417,684
I042497.201	Between Williams And White St - Lrci Phase 4		Capital Revenue				417,684
I042498.200	Income		Capital Revenue			(5,909)	411,775
I136497.201	Footpath - Noack Street - North Side Williams To		Capital Revenue	(20,000)			411,775
	White Streets - Lrci Pahse 4 Income		Capital Revenue				
	South Kweda Road - R2R Income		Capital Revenue				
	Mattingly Road Culvert - R2R Income		Capital Revenue				
	Poc - Realisation On Disposal Of Assets Gen		Capital Revenue				
	Poc - Proceeds On Disposal Of Assets Gen		Capital Revenue				
	Admin - Realisation On Disposal Of Assets Gen		Capital Revenue				
	Admin - Proceeds On Disposal Of Assets Gen		Capital Revenue				
	Econ - Realisation On Disposal Of Assets Gen		Capital Revenue				

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

NOTE 16
BUDGET AMENDMENTS

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
I136498.200	Econ - Proceeds On Disposal Of Assets Gen		Capital Revenue		20,000		431,775
	Purchase of land and buildings						431,775
ADMINCAP.500	Administration Office - Chambers & Administration		Capital Expenses		4,545		436,320
E111510.500	Purchase Buildings Gen		Capital Expenses		5,000		441,320
POOLCAP.500	Pool - Capital		Capital Expenses			(2,500)	438,820
RWSTCAP.500	Railway Station Building Refurbishment		Capital Expenses		255,450		694,270
CRCCAP.500	Brookton Crc Land & Building Capital		Capital Expenses		10,000		704,270
EBSHEDCAP.500	East Brookton Bfb Shed		Capital Expenses		27,233		731,503
BCOUCAP.500	Basketball Court (Half Size)		Capital Expenses			(20,000)	711,503
E132510.500	Purchase Buildings Gen		Capital Expenses		6,000		717,503
E054530.502	Bushfire Purchase Plant & Equipment Gen		Capital Expenses			(10,660)	706,843
HVCAP03.502	Happy Valley Bore Pump		Capital Expenses		1,250		708,093
CCTV.327	Town Cctv Installtion - Security & Safety Purchase P&E - Replacement 2020 Mr4W47		Capital Expenses		2,329		710,422
LIGHTV5.502	Mitsubishi Triton 4X4 Glx Purchase P&E - Replacement 2020 Mitsubishi		Capital Expenses			(4,239)	706,183
LIGHTV4.502	Mr4T40 Triton Dual Cab Ute		Capital Expenses			(5,000)	701,183
E055530.502	Purchase Plant & Equipment - Brmp & Cesm Gen		Capital Expenses			(8,100)	693,083
E116520.501	Purchase Furniture & Equipment Gen		Capital Expenses			(6,990)	686,093
E111520.501	Purchase Furniture & Equipment Gen		Capital Expenses			(1,482)	684,611
SERVCAP.501	Admin Server Upgrade		Capital Expenses			(8,052)	676,559
E113520.501	Purchase Furniture & Equipment Gen		Capital Expenses			(10,000)	666,559
E054520.501	Purchase Furniture & Equipment Gen		Capital Expenses			(27,233)	639,326
OFFICAP.501	Admin Officer Furniture		Capital Expenses			(7,156)	632,170
ELECCAP.501	Capex - Electronic Equipment Integrity Attain Software - Compliance Records Management		Capital Expenses		4,000	(1,000)	631,170
COMPCAP.501	Management		Capital Expenses				635,170
E132520.501	Purchase Furniture & Equipment Gen		Capital Expenses			(12,500)	622,670
FALLFP.504	Footpath - Falls Street - From Noack To King Streets		Capital Expenses			(32,400)	590,270
KINGFP.504	Footpath - King Street - North Side Of Street Between Williams And White Streets		Capital Expenses			(20,700)	569,570
NOACFP.504	Footpath - Noack Street - North Side Williams To White Streets		Capital Expenses			(20,700)	548,870
WINKFP.504	Footpath - Williams Street - Between Noack And King Streets		Capital Expenses			(32,400)	516,470
WITNFP.504	Footpath - Williams Street - Between Tiller And Noack Streets		Capital Expenses			(32,400)	484,070
SEWEDS.504	Brookton Wastewater (Effluent) Oxidation Pond - Desludging		Capital Expenses			(40,000)	444,070
HVCAP04.504	Happy Valley Upgrade Pipeline		Capital Expenses			(49,550)	394,520
SEWPIPE.504	Sewerage Pipe Relining/Upgrade		Capital Expenses			(57,593)	336,927
ELEBCAP.327	Electronic Signage Board		Capital Expenses		40,000		376,927
RETICCAP.327	Reticulation Parks & Gardens		Capital Expenses			(34,300)	342,627
LIGHCAP.327	Upgrade Brookton Oval Lights		Operating Expenses			(106,850)	235,777
	Transfers from reserve accounts						235,777
I033550.230	Transfer From Reserve To Muni Gen		Capital Revenue		28,660		264,437
	Repayment of borrowings						264,437
E102601.225	Loan Payment - Sewerage Gen		Capital Expenses		24,641		289,078
	Transfers to reserve accounts						289,078
E033550.520	Transfer To Reserve From Muni Gen		Capital Expenses			(100,078)	189,000
E033551.520	Transfer Interest From Muni To Reserve Gen		Operating Expenses			(189,000)	0
CCTVCAP.501	Integrity Attain Software - Compliance Records Management		Capital Expenses			(11,749)	(11,749)
							(11,749)
				(18,064)	1,256,244	(1,346,053)	(11,749)

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 2024-25 year is \$10,000 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	\$	%				
Grants, subsidies and contributions	(203,818)	(16.81%)	▼		There are a number of variances with the main variance relating to the Fire Mitigation funding and the recognition of revenue under accounting standard AASB 15 Contract with Customers	
Fees and charges	146,393	18.09%	▲	The main variance relates to higher income due to increase occupancy rates - Other Rental Income, increased usage Carsen Park and Standpipe usage		
Other revenue	100,220	44.04%	▲	The main variance relates to the DR FAWA funding and CESM MOU costs to be recouped		
Expenditure from operating activities						
Materials and contracts	2,099,013	63.26%	▲	The main factors contributing to the variances relate to the the Bushfire Mitigations works and the DR FAWA storm damage works that have not been substantially undertaken		
Utility charges	39,907	19.90%	▲	The main variances relate to Oval & Parks water and Streetlighting - Budget profiling		
Other expenditure	24,993	33.40%	▲	The variance is due to limited applications for the Community Chest Fund and the low uptake of the sewerage incentive scheme		
Loss on disposal of assets	(67,907)	(136.86%)	▼		Actual loss on disposal of assets greater than budgeted	
Investing activities						
Proceeds from capital grants, subsidies and contributions	(1,477,758)	(54.20%)	▼	Variance due to Accounting Standard AASB1058 recognition of revenue for East Brookton Shed, LRCI Phase 4 projects and WBSFN		
Payments for inventories, property, plant and equipment and infrastructure	3,014,943	63.53%	▲	The variance relates to a number of capital projects which have not yet commenced in FY24/25. Railway Station, Memorial Hall WBSFN Stage 2 & Yeo Rd Bridge		
Financing activities						
Transfer from reserves	(3,291,240)	(99.60%)	▼	Capital projects were not complete by the December 24 transfer date. Transfer will be completed June 25		
Transfer to reserves	698,908	33.70%	▲	Interest received on Term Deposit investments higher than budgeted		

15.04.25.01 WESTERN AUSTRALIAN ELECTORAL COMMISSION – CONDUCT OF ORDINARY ELECTION – SATURDAY 18TH OCTOBER 2025

File No:	GOV029A
Date of Meeting:	16 th April 2025
Location/Address:	N/A
Name of Applicant:	Western Australian Electoral Commission
Name of Owner:	N/A
Author/s:	Sandie Spencer – Executive Governance Officer
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	The authorising officer has an Impartiality Interest in this matter as the default Returning Officer by legislation
Voting Requirements:	Simple Majority
Previous Report:	N/A

Summary of Report:

Council is to consider of the conduct of the 2025 Ordinary Election as a postal voting election by the Western Australian Electoral Commission (WAEC).

Description of Proposal:

The WAEC can conduct a Postal Voting election for the Shire of Brookton for the 2025 Ordinary Election.

The Shire of Brookton has received an estimate from the WAEC to complete the election for \$13,197 (GST Exclusive). The basis of the quotation is that:

- The Shire having 800 electors;
- 3 Councillor vacancies
- A 55% response rate of electors;
- appointment of a local Returning Officer; and
- the count to be conducted at the Shire of Brookton using CountWA software.

The State Government is currently implementing reforms to the Local Government Act 1995, which include how elections are to be conducted. These cost increases arising from the proposed reforms have been included.

Council's recent elections costs are:

Question	2025	2024	2023	2022	2021	2019	2017
Election Type	Postal	Postal	Postal	Postal	Postal	Postal	In Person
	Ord	ExOrd	Ord	ExOrd	Ord	Ord	Ord
Original Cost Estimate	13,197	16,000	17,000				
Final Cost		15,825	6,455	2,747	14,635	13,295	2,693
Councillor Vacancies	3	2	4	1	3	5	3
Candidates		3	2	1	4	7	3
Elected Unopposed / Full Election		Elect	Unop	Unop	Elect	Elect	Unop

The WAEC estimate does not incorporate costs of:

- non-statutory advertising (i.e. additional advertisements in community newspapers and

- promotional advertising);
- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission in a Court of Disputed Returns; and
- the cost of any casual staff to assist the Returning Officer on election day or night. In the past one local government staff member worked in the polling place on election day at the Shire of Brookton's cost.

In providing the estimate, the WA Electoral Commissioner has, in accordance with section 4.20(4) of the Local Government Act 1995, agreed to be responsible for the conduct of the 2025 Ordinary Election for the Shire of Brookton on Saturday 18th October 2025.

Background:

The WAEC has conducted the Local Government elections in the Shire of Brookton since 2008.

The Ordinary Election will be held on Saturday 18th October 2025. Key dates of the election process are:

- Close of Rolls 5pm, Friday 22nd August 2025
- Candidate Nomination Commences Thursday 28th August 2025
- Candidate Nomination Close..... 4pm, Thursday 4 September 2025
- Election Day..... Saturday 18th October 2025

The required statutory advertising and additional local advertising will be held during this time period.

Consultation:

Council has received correspondence from the WAEC.

The Shire will increasingly advertise the 2025 Ordinary Election through the year.

Statutory Environment:

Local Government Act 1995

4.20 CEO to be returning officer unless other arrangements made

- (1) Subject to this section the CEO is the returning officer of a local government for each election.
- (2) A local government may, having first obtained the written agreement of the person concerned and the written approval of the Electoral Commissioner, appoint* a person other than the CEO to be the returning officer of the local government for —
 - (a) an election; or
 - (b) all elections held while the appointment of the person subsists.

* Absolute majority required.

- (3) An appointment under subsection (2) —
 - (a) is to specify the term of the person's appointment; and
 - (b) has no effect if it is made after the 80th day before an election day.
- (4) A local government may, having first obtained the written agreement of the Electoral Commissioner, declare* the Electoral Commissioner to be responsible for the conduct of an election, or all elections conducted within a particular period of time, and, if such a declaration is made, the Electoral Commissioner is to appoint a person to be the returning officer of the local government for the election or elections.

* Absolute majority required.

- (5) A declaration under subsection (4) has no effect if it is made after the 80th day before election day unless a declaration has already been made in respect of an election for the local government and the declaration is in respect of an additional election for the

same local government.

- (6) A declaration made under subsection (4) on or before the 80th day before election day cannot be rescinded after that 80th day.

4.61. Choice of methods of conducting election

- (1) The election can be conducted as a —
postal election which is an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day; or
voting in person election which is an election at which the principal method of casting votes is by voting in person on election day but at which votes can also be cast in person before election day, or posted or delivered, in accordance with regulations.
- (2) The local government may decide* to conduct the election as a postal election.

* Absolute majority required.

Relevant Plans and Policy: Nil

Financial Implications:

While the WAEC have provided an estimate, legislation requires that the WAEC charge the actual cost will be determined by the actual election. Should candidates be elected unopposed, the cost will be significantly less. If a large number of candidates nominate and the election has a high turnout, the cost will be greater than the estimate.

The estimate of the election cost will be included in the draft 2025/26 Council Budget.

Risk Assessment:

The reputational consequences of failing to properly conduct an election are Major for the Shire of Brookton. While Council could conduct a Voting in Person Election, staff are not experienced in conducting elections. The move to Optional Preferential voting increases the complexity of vote counting. The lack of staff experience and complex counting system has increased the risk of likelihood of issues arising with the conduct of a Voting in Person Election.

Consequence	Insignificant	Minor	Moderate	Major	Extreme
Likelihood					
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
LOW	Monitor for continuous improvement.
MEDIUM	Comply with risk reduction measures to keep risk as low as reasonably practical.
HIGH	Review risk reduction and take additional measures to ensure risk is as low as reasonably achievable.
SEVERE	Unacceptable. Risk reduction measures must be implemented before proceeding.

Community & Strategic Objectives: Nil

Comment

Most local governments have gravitated to using the WAEC to conduct postal elections because:

- Postal voting is seen as more convenient, and therefore more likely to engage the electorate and increase participation;
- The broader community places considerable weight on conduct and accountability in relation to an election process. The WAEC presents as impartial and therefor negates any perceptions of interference and conflict of interest by Shire staff; and
- The WAEC are experienced in delivering elections. This will be more important in 2025 with the move to the Optional Preferential Voting System.

OFFICER'S RECOMMENDATION - 1

That Council declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Western Australian Electoral Commissioner to be responsible for the conduct of the ordinary election to be held on Saturday 18th October 2025.

(Simple majority vote required)

OFFICER'S RECOMMENDATION - 2

That Council decide, in accordance with section 4.61(2) of the Local Government Act 1995 that the method of conducting the ordinary election to be held on Saturday 18th October 2025 will be as a postal election.

(Simple majority vote required)

15.04.25.02 APPOINTMENT OF FIRE CONTROL OFFICERS – 2025/26

File No:	EME 002
Date of Meeting:	16 April 2025
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author/s:	Sandie Spencer – Executive Governance Officer
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previous Report:	N/A

Summary of Report:

Council is to consider the annual recommendation of the Shire of Brookton Bush Fire Advisory Committee (BFAC) for appointment of Fire Control Officers (FCOs).

Description of Proposal:

The latest BFAC Meeting made the following recommendations to Council regarding the appointment of FCO's for the 2025/26 fire season:

1. appoint Travis Eva as Chief Bush Fire Control Officer. Murray Hall has stepped down from the long standing role as CBFCO.
2. appoint Tim Evans and Brad Bassett as Deputy Chief Bush Fire Control Officers. Tim Evans has been the long standing Captain of West Brigade. Brad Bassett has been a long standing senior member of the Central Brigade.
3. appoint the following persons as Fire Control Officers for the following regions
Central Brookton BFB Blair Montague, Anton de Lange, Troy Bassett, Brad Bassett, Andrew Pike, Ashley Hobbs, Murray Hall and Neville Messenger.
East Brookton BFB Bevan Walters, Travis Eva, Darrell Turner, Michael Eva, Jarrad Turner.
West Brookton BFB Tim Evans, Mark Whittington, Len Simmons, Ross Evans, Trystan Guinness and Toby Blechynden.
Shire of Brookton Jason Carrall

The appointed Fire Control Officers are authorised under Section 18 of the Bush Fires Act to issue Permits to Burn to local residents and ratepayers during the restricted burning period.

4. All appoint appointed Fire Control Officers are required to be able to provide evidence of the completion of the Fire Control Officer course.

The Officer's Recommendation includes only those FCOs where the Shire of Brookton has evidence of the completion of the Fire Control Officer course. The Shire of Brookton intends to hold a number of FCO courses this year, and as volunteers complete this course staff will provide a report to Council to appoint them as FCOs.

5. appoint Mr Gary Sherry and Ms Jennie Mason as Fire Control Officers to provide the authority to conduct Fire Break inspections and other Bush Fire Act enforcement activities.

Council will shortly consider policy to restrict the authority of Shire employees appointed as FCOs to not include the authority under Section 18 of the Bush Fires Act to issue Permits to Burn to local residents and ratepayers during the restricted burning period. At that time the employees will be appointed as FCOs.

6. appoint as Fire Weather Officers Travis Eva, Tim Evans as 1st Deputy and Brad Bassett and 2nd Deputy.

An appointed Fire Weather Officers is authorised to override the conditions of a Permit to Burn in the Shire of Brookton on days when the fire danger forecast issued by the Bureau of Meteorology in Perth for the shire of Brookton is “catastrophic”, “extreme” or “high”.

While this authority has always existed, there was never a practical requirement to do so. Recent changes to the classification of fire danger ratings, the classification of “high” fire danger is not significantly higher than the moderate fire danger rating where Permits to Burn allow burning.

The BFAC believe there may be some occasions where the local fire danger rating may only reach the classification of “high” for a short period before reducing. On these occasions, once the weather conditions have fallen to a moderate fire danger, a decision by the Fire Weather Officer may allow burning to proceed under the conditions of an issued Permit to Burn.

The recommended officers for appointment as Fire Weather Officers are the most senior and experienced of the Shire of Brookton’s Fire Control Officers.

7. seek to have neighbouring Council’s appoint the following persons as Dual Fire Control Officers:

Shire of Beverley	Ashley Hobbs, Blair Montague, Brad Bassett
Shire of Corrigin	Bevan Walters, Travis Eva, Darrell Turner
Shire of Pingelly	Tim Evans, Murray Hall, Neville Messenger
Shire of Wandering	Tim Evans

Dual Fire Control Officers have authority to act in fire situations that cross or are located just across the Shire boundary.

The Shire of Brookton will consider nominations made to the Shire of Brookton by neighbouring local governments for FCO’s of those neighbouring shires to serve as Dual FCO’s in the Shire of Brookton later in 2025.

Background:

The Shire of Brookton considers annually the appointment of Fire Control Officers (FCO) recommended by the Shire of Brookton’s Bush Fire Advisory Committee (BFAC). The Minutes of the March 2025 BFAC Meeting are included at attachment 15.04.25.02A.

In 2024/25 the Shire of Brookton made the following appointments as permit writing Fire Control Officers.

Position	Appointment
Chief Bush Fire Control Officer	Murray Hall
Deputy Chief Bush Fire Control Officer	Travis Eva
FCO's – Central Brigade	Anton de Lange, Troy Bassett, Brad Bassett.
FCO's – East Brigade	Bevan Walters, Michael Eva.
FCO's – West Brigade	Tim Evans, Mark Whittington.
FCO – Shire of Brookton	Jason Carrall

In 2024/25 the Shire of Brookton made the following appointments as permit writing Fire Control Officers.

Position	Appointment
<i>FCO's – Central Brigade</i>	<i>Andrew Pike, Ashley Hobbs, William Wilkinson</i>
<i>FCO's – East Brigade</i>	<i>Darrell Turner, Dennis Wilkinson</i>
<i>FCO's – West Brigade</i>	<i>Ross Evans, Len Simmons</i>

Consultation:

The BFAC's Recommendation reflects the minutes of the Shire of Brookton Bushfire Advisory Committee Meeting held on 25th March 2025.

Statutory Environment:

Bush Fires Act 1954

38. Local government may appoint Bush Fire Control Officer

(1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.

(17) A fire weather officer of an approved local government, or a deputy of that fire weather officer while acting in the place of that officer, may authorise a person who has received a permit under section 18(6)(a), to burn the bush in the district of the local government notwithstanding that for any day, or any period of a day, specified in the notice the fire danger forecast issued by the Bureau of Meteorology in Perth, in respect to the locality where the bush proposed to be burnt is situated, is "catastrophic", "extreme" or "high", and upon the authority being given the person, if the person has otherwise complied with the conditions prescribed for the purposes of section 18, may burn the bush.

40. Local governments may join in appointing and employing bush fire control officers

(1) Two or more local governments may by agreement join in appointing, employing and remunerating bush fire control officers for the purposes of this Act.

(2) Bush fire control officers so appointed may exercise their powers and authorities and shall perform their duties under this Act in each and every one of the districts of the local governments which have joined in appointing them.

Relevant Plans and Policy:

The Shire of Brookton has two policies that are aligned to these appointments being:

- 4.4 – Use of Council Equipment and Machinery for Bushfire Control; and
- 4.5 – Expenditure Limit – Bush Fire Control Officers.

Financial Implications: Nil

Risk Assessment:

Without the required authorisation from Council there is a perceived medium level risk in relation to the duties performed by the newly appointed Dual Fire Control Officers, which could be deemed unlawful and potentially invalid should their actions be challenged through a judicial process. Therefore, the level of risk is assessed against the following matrix table as 'Medium'.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
LOW	Monitor for continuous improvement.
MEDIUM	Comply with risk reduction measures to keep risk as low as reasonably practical.
HIGH	Review risk reduction and take additional measures to ensure risk is as low as reasonably achievable.
SEVERE	Unacceptable. Risk reduction measures must be implemented before proceeding.

Community & Strategic Objectives: Nil

Comment: Nil

OFFICER'S RECOMMENDATION

That Council:

- appoint Travis Eva Chief Bush Fire Control Officer;***
- appoint Tim Evans and Brad Bassett Deputy Chief Bush Fire Control Officers;***
- appoint the following persons as Fire Control Officers:***

<i>Anton de Lange</i>	<i>Central Brookton BFB</i>
<i>Troy Bassett</i>	<i>Central Brookton BFB</i>
<i>Brad Bassett</i>	<i>Central Brookton BFB</i>
<i>Murray Hall</i>	<i>Central Brookton BFB</i>
<i>Bevan Walters,</i>	<i>East Brookton BFB</i>
<i>Travis Eva,</i>	<i>East Brookton BFB</i>
<i>Darrell Turner,</i>	<i>East Brookton BFB</i>
<i>Michael Eva</i>	<i>East Brookton BFB</i>
<i>Jarrad Turner</i>	<i>East Brookton BFB</i>
<i>Tim Evans,</i>	<i>West Brookton BFB</i>
<i>Mark Whittington</i>	<i>West Brookton BFB</i>
<i>Jason Carrall</i>	<i>Shire of Brookton</i>

4. *appoint Travis Eva as Fire Weather Officer;*
5. *appoint Tim Evans and Brad Bassett as Deputy Fire Weather Officers; and*
6. *seek neighbouring local governments to appoint the following as Dual Fire Control Officers:*

<i>Brad Bassett</i>	<i>Shire of Beverley</i>
<i>Bevan Walters,</i>	<i>Shire of Corrigin</i>
<i>Darrell Turner</i>	<i>Shire of Corrigin</i>
<i>Travis Eva</i>	<i>Shire of Corrigin</i>
<i>Tim Evans</i>	<i>Shire of Pingelly</i>
<i>Murray Hall</i>	<i>Shire of Pingelly</i>
<i>Tim Evans</i>	<i>Shire of Wandering</i>

Attachments

Attachment 15.04.25.02A – Minutes of BFAC Meeting held 25 March 2025.

1.03.25 DECLARATION OF OPENING/ATTENDANCE

The Presiding Member Cr Cr McCabe opened the meeting at 7:00pm and welcomed Councillors, Committee members and Staff.

On behalf of Council, I would like to acknowledge that this meeting is being held on the traditional lands of the Nyoongar People and pay respect to all Elders, past, present, and emerging. I wish to acknowledge and respect local people's continuing culture and the contribution they make to Country and its life.

Elected Members (Voting)

Cr L McCabe

Elected Members (Non-Voting)

Cr K Crute Shire President

Committee Members (Voting)

Murray Hall	Chief Bushfire Control Officer
Travis Eva	Deputy Chief Bushfire Control Officer
Blair Montague	Central Brigade
Brad Bassett	Central Brigade
Ashley Hobbs	Central Brigade
Shanahan Fowler	East Brigade
Darrell Turner	East Brigade
Jarrad Turner	East Brigade
Michael Eva	East Brigade
Tim Evans	West Brigade
Holly Blechynden	West Brigade
Len Simmons	West Brigade

Staff (Non-Voting)

Gary Sherry	Chief Executive Officer
Sandie Spencer	Executive Governance Officer
Jason Carrall	Community Emergency Services Manager

Other Agencies

Ben Davies	Department of Fire and Emergency Services Area Officer
------------	--

Apologies

Cr de Lange	Deputy President
Bevan Walters	East Brigade
Scott Atkins	Brookton Volunteer Fire Rescue Service

2.03.25 CONFIRMATION OF PREVIOUS MINUTES

BFAC 03.25-01

BFAC RESOLUTION

MOVED M Hall

SECONDED T Eva

That the Minutes of the Bushfire Advisory Committee Meeting held in the Shire of Brookton Council Chambers, on 27th August 2025, be confirmed as a true and correct record of the proceedings.

CARRIED BY SIMPLE MAJORITY VOTE

3.03.25 PRESENTATIONS

Nil.

4.03.25. APPOINTMENT OF FIRE CONTROL OFFICERS

In 2024/25 the Shire of Brookton made the following appointments permit writing Fire Control Officers.

Position	Appointment
Chief Bush Fire Control Officer	Murray Hall
Deputy Chief Bush Fire Control Officer	Travis Eva
FCO's – Central Brigade	Anton de Lange, Troy Bassett, Brad Bassett.
FCO's – East Brigade	Bevan Walters, Michael Eva.
FCO's – West Brigade	Tim Evans, Mark Whittington.
FCO – Shire of Brookton	Jason Carrall
Dual FCO – Shire of Beverley	
Dual FCO – Shire of Corrigin	
Dual FCO – Shire of Pingelly	
Dual FCO – Shire of Wandering	

The Shire of Brookton request that the Shire CEO and Ms Jennie Mason be appointed Fire Control Officer, with limits to conduct Fire Break and other enforcement activities.

OFFICER'S RECOMMENDATION

That the BFAC recommend that the Shire of Brookton make the following appointments for the 2025/26 fire season.

Position	Nominee(s)
Chief Bush Fire Control Officer	
Deputy Chief Bush Fire Control Officer	
FCO's – Central Brigade	
FCO's – East Brigade	
FCO's – West Brigade	
FCO – Shire of Brookton	
Dual FCO – Shire of Beverley	
Dual FCO – Shire of Corrigin	
Dual FCO – Shire of Pingelly	
Dual FCO – Shire of Wandering	

That the Bushfire Advisory Committee recommend that the Shire of Brookton:

- 1. make the following Fire Control Officer appointments for the 2025/26 fire season, subject to that all nominees satisfy the completion of the Fire Control Officer course.*

Position	Nominee(s)
Chief Bush Fire Control Officer	Travis Eva
Deputy Chief Bush Fire Control Officer	Tim Evans Brad Bassett
FCO's – Central Brigade	Blair Montague, Anton de Lange, Troy Bassett, Brad Bassett, Andrew Pike, Ashley Hobbs and Murray Hall, Neville Messenger.
FCO's – East Brigade	Bevan Walters, Travis Eva, Darrell Turner, Michael Eva, Jarrad Turner
FCO's – West Brigade	Tim Egans, Mark Whittington, Len Simmons, Ross Evans, Trystan Guinness and Toby Blechynden.
FCO – Shire of Brookton	Jason Carrall
Dual FCO – Shire of Beverley	Ashley Hobbs, Blair Montague, Brad Bassett
Dual FCO – Shire of Corrigin	Bevan Walters, Travis Eva, Darrell Turner
Dual FCO – Shire of Pingelly	Tim Evans, Murray Hall, Neville Messenger
Dual FCO – Shire of Wandering	Tim Evans
Fire Weather Officers	Travis Eva – CBFCO Tim Evans – Deputy 1 Brad Bassett – Deputy 2

- 2. appoint the Shire CEO and Ms Jennie Mason be appointed Fire Control Officers with limits on their appointment to only conduct Fire Break inspections and other Bush Fire Act enforcement activities.*

CARRIED BY SIMPLE MAJORITY VOTE

5.03.25 GENERAL BUSINESS

5.03.25.01 FIRE BREAK NOTICE & ENFORCEMENT - 2024/25

The Shire CEO outlined enforcement process in 2024/25 including:

1. Inspection
2. Letters issued to potential non-compliance properties requiring action in 14 days to meet compliance;
3. Re-Inspection of potential non-compliance properties;
4. Issue infringement to non-compliant properties and letter requiring compliance or Shire will respond; and
5. Shire completing on-ground activities.

	Inspected	Letters issued	Infringements issued	Non-Compliant
Residential	415	36	3	1
Rural	89	37	10	0

5.03.25.02 FIRE BREAK NOTICE & ENFORCEMENT - REQUIREMENT FOR INSPECTIONS

FCOs (and only FCOs) have authority under Section 14 of Bush Fires Act to enter land for the purposes of the Act.

Volunteer FCOs and the Shire CESM don't have time to inspect fire breaks in November.

Therefore there is a requirement to have either a staff member/or Shire Contractor appointed as a FCO with limits to review fire break order compliance. This allows the staff member/or Shire Contractor to have the authority to enter property to inspect fire breaks.

Bush Fires Act

14. Certain persons may enter land or building for purposes of Act

- (1) A person employed in the Department who is authorised by the FES Commissioner so to do, a bush fire liaison officer and a **bush fire control officer, designated or appointed in accordance with the provisions of this Act**, and, subject to subsection (1A), a member of the Police Force, is empowered to enter any land or building at any time to—
 - (a) examine a fire which he has reason to believe has been lit, or maintained, or used in contravention of this Act;
 - (b) examine a fire which he believes is not under proper control;
 - (c) **examine fire breaks on the land;**
 - (d) **examine anything which he considers to be a fire hazard existing on the land;**
 - (e) investigate the cause and origin of a fire which has been burning on the land or building;
 - (f) **inspect fire precaution measures taken on the land;**
 - (g) investigate and examine the equipment of a bush fire brigade;
 - (h) **do all things necessary for the purpose of giving effect to this Act.**
- (1A) Despite subsection (1), a member of the Police Force is not empowered under this section to enter any land or building for any purpose other than those specified in subsection (1)(a), (b) and (e).
- (2) A bush fire liaison officer or a member of the Police Force exercising the power conferred by subsection (1)(e) may remove from the land or building, and keep possession of, anything which may tend to prove the origin of the fire.

5.03.25.03 HARVEST AND VEHICLE MOVEMENT BANS

The meeting discussed weather conditions and if they are adequate for the Shire of Brookton and clarification on what a harvest and vehicle movement ban (HVMB) means.

Agreed - BFI of 40 is a good indicator of the level required to impose a HVMB.

5.03.25.04 TOTAL FIRE BAN

The meeting discussed the meaning of a total fire ban to members and the community.

5.03.25.05 MITIGATION BURNING

Jason Carrall outlined planned mitigation burning to take place for the Waste Disposal Site, Golf Club and site on Lennard Street, Brookton.

- Waste Disposal Site – Commence Friday 28th March 2025 and continue of the weekend. Roleystone to assist.
- Golf Course – before 12th April 2025.

5.03.25.06 APPLIANCE MAINTENANCE – AFTER INCIDENT

At a recent incident, a fire appliance turned out with no water in tank.

- Ensure appliances are filled with water.
- Tyres damage, pressure.
- Pumps have fuel.
- Appliance is fuelled.

Travis Eva requested the Shire investigate the purchase of a Turret Engineering foot valve. This equipment allows the pumping of water from very shallow dams/streams.

5.03.25.07 BALCO – HARVEST AND VEHICLE MOVEMENT BAN

Cr McCabe enquired about the HVMB for Balco. As his understanding that there was an agreement in place in 2010 that permitted trucks to be unloaded at the hardstand into A shed and B shed, a lot has changed in the last 15 years at Balco with more sheds and changed location of hardstand for container loading, there seems to be a lack of records kept on lots of things by Balco, the Shire and DFES and there are concerns that neighbouring farmers, Balco, the Shire and DFES all have different ideas of what the current arrangement is.

Cr McCabe would like to see it discussed with a clear outline on a map as well as what the conditions are (for example a spotter manning a fire unit).

- Jason Carrall to organise a site visit with the Chief Bushfire Control Officer to inspect the Balco site.
- CEO outlined that other rural industrial operations have Fire Management Plans under their Shire Development Approval. Balco is one such operation. The Shire of Brookton does not have good records of the approved Fire Management Plans and needs to approach the operations to renew the plans.

6.03.25 REPORTS

6.03.25.01 CHIEF BUSHFIRE CONTROL OFFICER – MURRAY HALL

Mr Murray Hall delivered his final report as Chief Bushfire Control Officer.

2024/25 so far has seen most of our larger campaigns being contributions to neighbouring shires.

The Fire season in Autumn 2024 extended with restricted season extended until May 5 where rain across the Shire saw conditions ease. There were more permits written than most seasons given the extension.

This enabled some of the heaviest fuel loads to be reduced by pre planned mitigation in the recreation reserve near the country club very successfully. Careful burn plan saw very little scorch on large vegetation and shouldn't stimulate heavy grass understory. Thankyou Jason Carrol CESM in the groundwork.

There was a burn carried out before the rain nearby, by private operators under permit that caused discussion around the intensity of the burn and potential risk. This stimulated a review of how permits are issued across the Shire. FCO's are requested to refresh their FCO training now and we have had a pre-restricted season meeting to set out some base guidelines on permits minimums with two templates created for low and higher risk periods.

We welcomed the opening of the Brand-New West Brigade on 13th September 2024. Unfortunately, I was an apology for the opening of the shed, but it was well attended by all accounts. This will be a great asset to the West Brigade and bringing the 2 trucks together in a central location is already seeing more efficient deployment of the trucks and volunteer support. The well-set offices and kitchen has been well utilised since and has created a great community networking centre. Thank you to Shire of Brookton and their staff facilitating the build and liaising with DFES over funding and fitting out.

The East Brigade is well on the way to receiving their shed – I would hope that its ready for the upcoming Fire season.

Prior to these Brigade sheds being built the trucks were kindly hosted by the Roberts Family and Craig Family out West and the Turner Family out East. I extend my personal thanks to these people for their generous contribution to our volunteer network.

The return into the Spring Restricted season saw rangers conducting extensive inspections or rural with a range of fire break compliance and some infringements. Thank you to those that put the efforts in to make yourselves safe and assists firefighters immensely if they must defend property.

We purchase FLIR handheld thermal cameras – these were put to significant use at the Pike fire and rubbish tip fire. Andrew Pike and Ash Hobbs put some valuable time in calibrating one to better suit our vegetation types. Again tested at the local tip fire.

As stated last year I will retire this year as Chief.

It has been a privilege to be Chief and have been supported by fantastic volunteers who are the backbone of our defence of any situation either fire and other incidents that

require a group of dedicated, organised and hard working volunteers. I've watched generation of firefighters retire and seen many more be recruited.

I often watch a fire ground from a vantage point for decision making and communications and am always humbled by the bravery, dedication, sweat and skill that is on show. There are many people that contribute in all areas in an event – from those at front line, others at fill stations, others at road blocks and some thinking about sustenance and drinks for crew all the way to the less active that offer to fuel and clean the trucks after a campaign.

I would like to also thank the Shire of Brookton that have supported our volunteers and funded and woven through the various legislation and Community requirements.

We have grown immensely under the current administration and council with the engagement of the position of a CESM, fire shed built, equipment replaced and kept up in 1st class condition. Gary and his staff never hesitate to put aside time for me or our members if there are issues to be dealt with and we have a great rapport with councillors and a special mention to President Katrina Crute along with Gary Sherry canvassing Government Ministers and DFES to secure the position of CESM for Brookton Pingelly and Corrigin. This position brought in CESM Jason Carrall who has been, fantastic in his role hitting the ground in mitigation work all around the shire and adding essential equipment, catching up brigade compliance in everything from uniforms to training. Not to mention attracting funding for the two new fire sheds just built and soon to be built.

During my tenure there has been a huge change in the fire landscape. Be it legislation, (communications esp., phones, Apps, social media) evolving weather, (the days are hotter for longer with more wind – or maybe I'm showing some softness as years roll on) equipment, farming practices and community engagement.

But some things never change.

- Fire is life threatening dangerous and challenges the best when affected.
 - Volunteer Firefighters are resolute at their attack on fire and their bravery and effort is never in question.
 - Never forgetting the families and partners that are left at home wondering of the safety of their volunteer partners.
 - And the victims of fire where we strive to limit damage.

I am proud to have served in a fantastic Community.

6.03.25.02 DEPUTY CHIEF BUSHFIRE CONTROL OFFICER – TRAVIS EVA

Mr Travis Eva thanked Murray for his 13 years of service as Chief Bushfire Control Officer. Murray has been a wealth of knowledge and Murray's experience cannot be replaced.

6.03.25.03 WEST BRIGADE – CAPTAIN: TIM EVANS

Tim Evans thanked Murray for his service.

This year the West Brigade:

- had the opening of the new Fire Station;
- attended 6 fires. Having a centrally located Station has made an incredible difference for access.

- Are waiting for the Fire Station carpark completion. This is planned for to occur with works on the York Williams Road.
- Is concerned about the vegetation encroachment and washouts on rural roads. Tim will provide a list to CEO.
- the West Brigade holding funds for other brigades for the completion of fire mitigation works.

The West Brigade has made the following appointments:

Captain – Tim Evans
 Vice-Captain – Cullum Pech
 FCO's – Tim Evans, Mark Whittington, Len Simmons, Ross Evans, Toby Blechynden, Trystan Guinness.
 Lieutenants – Eric Pech, Rick Meecham, Peter Brechin, Mark Blechynden.

6.03.25.04 CENTRAL BRIGADE – CAPTAIN

The Central Brigade has made the following appointments:

Captain – Blair Montague
 FCO's – Troy Bassett, Brad Bassett,

Central Brigade Captain Blair Montague:

- Thanked Anton de Lange for his time serving as Captain;
- Thanked Murray Hall for his service and mentoring of volunteers.

6.03.25.05 EAST BRIGADE

Central Brigade Vice - Captain Jarrad Turner advised of the following appointments:

Captain – Bevan Walters
 Vice-Captain – Jarrad Turner
 FCO's – Bevan Walters, Travis Eva, Darrell Turner, Jarrad Turner, Dennis Wilkinson, Michael Eva
 BFAC proxy – Jarrad Turner

Jarrad Turner advised that:

The East Brigade had had a quieter year. Only 2 incidents. One was a Header fire and the other was a deliberate rubbish bin fire in the truck bay.

This year the East Brigade:

- was on stand-by a few times.
- Some members were busy assisting surrounding area callouts.
- Still waiting for fire shed to be completed. Will be more convenient for member hands-on training days in the future.
- Had concerns with security of the new fire station. The shed erectors installed their own surveillance after the first night.
- Suggested that Aldersyde water tanks at CBH have satellite water level monitoring installed. This would allow easy monitoring. The Brigade still has concern on reliability of water supply security in fire season when the tank is deemed community use.

- Had concerns that the fire mitigation around Aldersyde townsite was done too late in the season. CESM acknowledge that the DFES planned mitigation was not carried out and discussion had already occurred with DFES to ensure that this did happen this year.

6.03.25.06 DFES – BEN DAVIES AREA OFFICER

Busy Fire Season - There has been many Fires across the region, many of which have been controlled quickly by the efforts of Local Government Bushfire Brigades and Farm Response. There have been a few incidents where the Department of Fire and Emergency Services have provided assistance and assumed control under Section 13 of the Bushfires Act 1954 due to the size and scale of incidents.

- **Thank you for the Assistance** – Thank you to all crews who have attended fires in and outside of their normal area of responsibility. These include Hastings, Dunleath and West Arthur fires on top of your own busy season.
- **Debriefing** - Post these incidents the Local Crews, Leaders and DFES Officers have conducted After Action Reviews.

A few Key Points relevant to the BFAC following those After-Action Reviews:

- **Operation Information Flow** – Ensuring that Sitreps and Incident information are being communicated to the DFES COMCEN (first 15 mins), the quicker they get information the better informed we are, and we can ensure you are being supported and resources appropriately.
- **Personal Protective Equipment** – Please ensure BFB members and Volunteers have Personal Protective Equipment and Clothing issued to them and they are wearing it at incidents.
- **AIIMS Training and IMT (Incident Management Team)** – One of the key themes out of a few debriefs have been around IMT structures and when to start delegating functions and roles. One process that some Shires are implementing is the 2 tanks rule for FCO's. Meaning if an FCO is having to leave the fire ground to fill their fire unit up and the fire is still not contained or controlled, then that FCO should step back and assume the role of an Incident Controller and start delegating some tasks and functions, as other FCOs should be doing the same.
- **Training Standards** - Ensuring you have training members to undertake key tasks and roles such as Incident Controller and Sector Commanders.
- **Communication** – A few Challenges around communication in remote areas, use of WAERN radios and Comms plans – pre-set sectors and use of command channel key.
- **Cross Border Arrangements** – Establishing Cross Border Arrangements with neighbouring Local Government Areas prior to an incident starting.
- **BFB/FCO Powers** – There has been a few instances where fires have not actioned due to Brigades not knowing whose land it is, ie. being in a reserve or near DBCA land, Under the Bushfires Act 1954, the Bushfire Brigade can enter tenure and property to prevent the spread of fire as long as they are taking due care and informing the property owners of attendance.
- **Handing over Incidents** – Incidents that occur outside of the Gazetted Fire District (Townsite) are the responsibility of the Local Government; these fires are managed under the Bushfires Act 1954, however, if the Fire is in DBCA Land a Section 45 can be completed for DBCA to manage. This process needs to involve the LG IC and DBCA . Section 13 is the same process to go from LG to DFES.

Here are some of the reasons a Fire can be handed over for the following reasons:

- At the request of the Current Controlling Agency
- It's Beyond the capacity of the current Controlling Agency

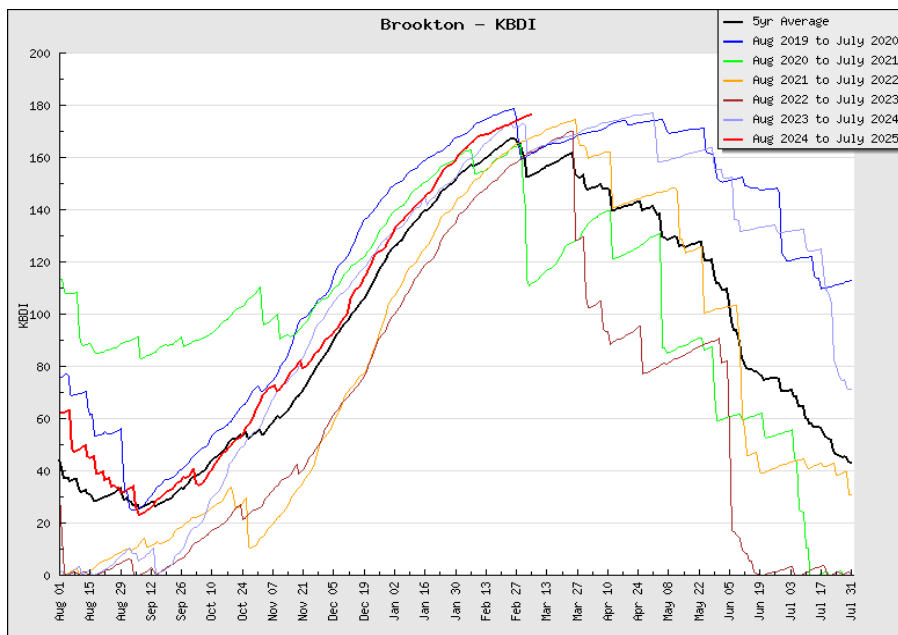
- It's a Complex Incident
- Over multiple Local Government Areas

Seasonal Outlook

KBDI Graph - The Keetch-Byram Drought Index (KBDI) is a numerical value reflecting the dryness of the top layer of soils, deep forest litter, logs and living vegetation. The KBDI is expressed as a scale from 0–200, where the number represents the amounts of rainfall (in millimetres) to return the soil to saturation.

The index is calculated daily using:

- the areas mean annual rainfall
- the maximum temperature for the day
- the previous 24 hours' rainfall
- the previous day's drought index value.



Review of Brookton's KBDI – With the current Graph and Seasonal conditions it appears the soil dryness is well above the 5 year average and would require an additional 10+mm of rain in the landscape to bring the current soil dryness to the 5 year average. For Reference the region will generally enter High Threat Period when the Scale reaches 120mm and generally exits HTP around 120mm.

Additional Updates

- **Local Government Grant Scheme** – Reminder for Local Governments that Submissions due 28th March, The Regional is here to assist where possible.
- **Fire Break Notices** – Reminder to review Fire Break Notices.
- **Restricted Burning Period** – As most Shires start to exit Restrict Burning Period, Just a reminder that entering restricted but “not writing permits” does not prevent fire in the landscape. Campfires and other fires are allowed, this may be an issue. Best practice is to extend the Prohibited period, noting that it can be moved 14 days, however, notice must be given prior to changing.
- **Emergency WA** – Use Emergency WA as your source of Truth for Incident Information. Stay up to date with [Emergency WA](#), with the New Emergency WA App now available on IOS and Android devices. Allowing you to stay up to date with real-life live data and updates. Able to set watch zones and receive updates if an incident occurs nearby.

Preparedness

- **Rural Fire Awareness Course** – Rural Fire Awareness Training Course is still available online – This is the minimum recommended requirement for Farm Response Unit. Training Link [Here](#).
- **Guideline for Operating Private Fire Equipment at Fire** – Useful resource available to Local Governments and Farm Response Members [Here](#).
- **Training Calendar** - As we exit Bushfire Season, the DFES Narrogin Team start the Training season, with the Upper Great Southern Training Calendar now being published and will be circulated to Local Governments. Training Calendar [Here](#).
- **Training Standards** - A reminder that the recommended minimum training for LGs/BFBs is below: Reference Link [Here](#).
- **High Season Appliances** - The Region has allocated High Season fire appliances across the region to areas based upon risk and appropriately trained members to crew appliances.

Response

- **Not out of High Threat Period Yet** - We are still in High Threat Period for Bushfire; this means that there is still a risk of fire escalating.
- **Calling 000** - Please ensure all fires and incidents are being called through to 000 to ensure they are captured, managed and resourced appropriately. By logging each job we are ensuring that incidents are being captured, this supports big picture stuff like funding and additional appliances and requests.
- **Communication** - Please ensure LG/BFBs attending incidents are providing incident details to the DFES COMCEN as soon as possible (first 15 minutes) so we can ensure the incident is being supported and resourced appropriately.
- **Checklist** – A range of helpful checklist have been developed to assist you in reporting incident details.
- **Personal Protective Equipment** - Please ensure that Personal Protect Equipment and Clothing is being supplied to Bushfire Brigade members and is being wore on Fire Grounds, there have been a few recent safety incidents. incidents where Brigade members have been injured due to lack of PPC.
- **Public Information** – Ensuring that we are contacting Public Information to issue relevant warnings. A Bushfire Trigger Point Document is available [here](#).
- **Safety** - Safety is the main priority, there have been a few incidents where members have been injured due to complacency, please ensure your LG/BFB members are taking care at incidents.

COMMUNITY EMERGENCY SERVICES MANAGER (CESM)

Jason Carrall:

- Thanked brigades for being patient during my time off this season;
- encouraged all brigades to have members obtain the required PPE.
- Advised Mitigation activities have commenced in Brookton.
- Thanked Murray Hall for your time as CBFCO and support of Jason in his role.

7.03.25.01 TRAINING UPDATE

- Location all three Shires have availability.
- FCO course is priority.

7.03.25.02 CESM STATUS TABLE

Action	Task	Current Status	Comment
General Duties	Brookton Mitigation program 2024-2025	Current	37 new treatments approved total sum awarded \$350,150.00. Please refer to works program provided. Request for quote completed and sent to CEO for approval to send out to contractors. Location Maps completed. All new treatments mapped in fire mapper and pre photos taken with GPS time date etc on them. Request for tender completed and advertised and waiting for contractors to complete tender process before engaging a contractor. January progress report now completed and sent to DFES> multiple email replies and information provided for contractors tendering on works. bush land to north of town near Brookton HWY traffic bridge burn prescription. bush land to west of tip burn prescription. made contact with main roads and will discuss further about burning road verge in this section. Traffic management plan completed and will forward to main roads. tendering process completed and council agenda item created. contractor engagement within next week. Program reporting spreadsheet now completed.
	Shire of Brookton ESL 2024-2025 and Brigade purchases.	Current	Approved funding \$90,000.00. Truck maintenance completed and ready for fire season. New Brookton West fire shed cleaning products ordered and sent to Jenny for pick up. All fire trucks yearly service completed before fire season and B class service forms filled out and saved in shire system. Water purchased and delivered to central fire station, West fire station, and east fire truck. extra water purchased and delivered to central fire brigade and 10x packs to storage container. Foam delivered to west shed x10 and x5 to central shed. Hydrate sachets ordered and delivered to all 4 fire trucks. thermal image cameras delivered to west shed and central shed. Star link now installed in new west fire shed. new radio for west shed ordered and follow ups done with no success yet of installation will continue to follow up. Central fire truck brake down at Beverly fire organised for pick up and fixed. request for quote sent for PPE order for Graeme Elliott. PPE for West Brookton ordered and in process of being delivered. PO sent for PPE order. New PPE request came in and request for quotes have been requested.
	Shire of Brookton BFAC	Current	BFAC to be held 27th August. CESM report completed and sent to Sandie for agenda. BFAC has been set for March 25th 2025. Agenda items sent to Sandie.
	Shire of Brookton LEMC	Current	Shire of Brookton LEMC to be held 10th September. Communication exercise created and sent to Sandie for agenda.

Action	Task	Current Status	Comment
	Training Program	Current	August 5th 6th Bushfire safety Awareness Corrigin, 13th 14th bushfire safety awareness Brookton, 19th 20th bushfire safety awareness Pingelly 29th 30th Bushfire safety awareness Aldersyde. September 3rd 4th firefighting skills Corrigin 9th 10th firefighting skills Brookton 16th 17th firefighting skills Pingelly 25th 26th Structural firefighting Aldersyde, October 2nd Rural Fire Awareness Corrigin x2, 7th rural fire awareness Brookton x2, 14th rural fire awareness Pingelly x2, 21st rural fire awareness Aldersyde. New options for online training have been produced and looking at changing training to this structure. Training courses cancelled until further notice. online training being created were possible. FCO course request sent to DFES to be created. ran rural fire awareness training shire of Corrigin works department. FCO competencies reports created for three shires and one member from Corrigin has been notified to do course. other two shires to be completed soon.
	Shire of Brookton Brigade lists updates	Current	West Brookton members list updated and no correct. Central spreadsheet sent to captain and awaiting changes to be sent back for updating.
	Shires high seasonal fleet applications		Shire of Brookton application completed and sent off to Adam Whitford. Shire of Pingelly application completed and sent off to Adam Whitford. Shire of Corrigin will be done direct through VFRS as they will man LT if required. This will be managed through VFRS. High seasonal fleet now delivered and in fire sheds.
	Brigade meetings	Current	Pre-season brigade meetings will commence end of September going into October. Pingelly Central AGM Monday 17th March 2025, West Brookton AGM Thursday 20th March 2025, East Pingelly AGM Wednesday 26th March 2025, West Pingelly AGM Thursday 27th March 2025.
	Shire of Brookton ESL 2025-2026 Submission	Current	2025-2026 ESL Flyer Distribution Requirements survey completed.

Action	Task	Current Status	Comment
SPECIAL PROJECTS	Brookton West BFB Shed		plans reviewed and suggested changes made through Kevin Project manager Brookton. Meeting with contractor to go over plans and suggested final changes. Construction of shed has started with concrete slab being installed. Shed well underway with all frames installed, roofs completed and cladding being finalised. Fast fill trailer shed now completed, water tank has been installed. Construction completed and fit out being organised. opening of shed to be held Friday 13th September. radio installations have been organised and will be installed Wednesday 5th March.
	Brookton East Fire Shed	Current	with shire to continue Site has been cleared. Under construction
Incidents 2024-2025	Incident 697023 - Brookton Corrigin road	Closed	farmer response extinguished no requirement of myself to attend.
	Incident 699200 - 223 Wilkinson Rd Kweda	Closed	2HA stubble fire extinguished with local crews no requirement for myself to attend.
	Incident 700926 - 2145 Bullaring road East Pingelly	Closed	stubble fire 30HA local crews extinguished no requirement for my attendance.
	Incident 702927 - Brookton Tip.	Closed	rubbish dumped the day before combusted and caused rubbish fire. VFRS took control due to Hazmat fire. Local crews and shire equipment used to extinguish. Support provided by myself onsite.
	Incident 705197 - Yealering-Kulin road Bullaring	Closed	bush fire caused by lightening. Local crews extinguished and no requirement of assistance from myself.
	Incident 705213 - Doyle rd Bullaring	Closed	stubble fire caused by lightening. Local crews extinguished with no requirement of assistance from myself.
	Incident 706713 - Brookton Corrigin road Corrigin	Closed	verge fire on side of road. Extinguished via local crews. No requirement of myself for this incident.



Bushfire Operations Committee Communique

Meeting date: Friday, 28th February 2025

Location: Geraldton Multipurpose Centre, Geraldton

ESL/LGGS updates

LGGS reform

Presentation by Assistant Commissioner Asset Management Peter Sutton

- An overview of the LGGS reform package was provided to the BOC. This package is currently being reviewed within DFES prior to stakeholder engagement.
- The package seeks to enhance the LGGS program, funding model, application of funding, governance and decision making, and performance reporting.
- Once finalised, the LGGS reform is intended to be run as a project over a two year period.
- A presentation will be given at BOC once the project is formalised.

LGGS Working Group

Presentation by BOC Deputy Chair Craig Stewart

- The working group have drafted an interim report which was circulated to the members.
- The report focuses on the five topics taken from the previous WALGA submission and audit reports. The recommendations from those reports are still current.
- Report common themes:
 - Inequities of overspend and underspend
 - The importance of the CESM role and their impact on outcomes and equity
- The members will provide feedback prior to finalising the report for escalation through DFES.

LGGS eligible items – Fast fill trailer specifications

Presentation by DFES Rural Fire Division Executive Director Murray Carter

- The BOC formed a working group to provide guidance in developing a minimum standard, noting the significant number of requests to fund fast fill trailers received and the variability in cost and specifications.
- The working group met in early February and a draft list of minimum specifications was agreed.
- At this meeting, members discussed the specifications list and options with a number of members providing comment on their region's current trailers and history of individual brigades resourcing.
- The BOC endorsed the list of minimum specifications for escalation back to DFES.

For BOC related information or enquiries please email Jo.Harding@dfes.wa.gov.au

July 2024

LGGS applications Great Southern regional trial

Presentation by Great Southern member Rob Lynn

- The Great Southern region has recently trialled a whole of region approach to Capital Grants applications with positive feedback and results.
- Once the concept was approved through the ROAC and Local Government (LG), a working group was established with a Terms of Reference to oversee and assist LGs with the process. The working group consisted of Chiefs and CESMs from across the region.
- The process included examining resources to identify gaps and then to rank priorities from a regional perspective.
- Checklists which aligned to the assessment criteria were circulated to LGs through CESMs.
- A regional LGGS endorsement subcommittee was nominated, and they evaluated and ranked the applications prior to submission.
- This approach improves the probability of successful submissions and identifies and informs of regional facility and appliance requirements to the region and the LGGS Capital Grants Committee.

CBFCO Forum 2025

Presentation by DFES Rural Fire Division Executive Director Murray Carter

- The BCoE propose to host a 3-day CBFCO forum in June 2025 at the Bushfire Centre of Excellence, with a similar format to the previous forum.
- The forum will be open to all CBFCOs and will be encouraged to send a proxy if they are unable to attend.
- The forum will encourage collaboration across the CBFCO network by offering the opportunity to share experiences and lessons learnt.
- The forum aims to be an information sharing and professional development, rather than a decision-making forum.
- The BCoE propose to hold an online session in March 2025 to share the plans of the 2025 forum with the CBFCO cohort, encouraging attendance and exploring forum topics.

Starlink mini – availability request

Item raised by Mid-West Gascoyne member Ben Plozza

- Request information on the availability of Starlink mini kits through the LGGS.
- The US is currently shifting satellite to phones. Elon Musk has partnered with T-Mobile and are offering 6 months free access with immediate access for plan users, with no upgrade to phones with compatible hardware and settings.
- Optus will be the first Australian provider and are currently working with SpaceX, with rollout expected **this year**. Telstra are also working to the same plan.
- It is anticipated that Starlink kits will become obsolete in this process, with big changes over the next 6 months.
- With this huge shift about to take place, at this stage approval of Starlink kits will be on hold until more is known.

For BOC related information or enquiries please email Jo.Harding@dfes.wa.gov.au

July 2024

Doctrine support for Local Governments

Item raised by DFES Rural Fire Division Executive Director Murray Carter

- LG access to doctrine is currently being addressed. LG and WALGA identified an inability to access DFES doctrine, procedures and guidelines with the original issue being raised with access to the Volunteer hub.
- Communication to LG CEOs last year received positive feedback.
- This would allow a consistent approach across LGs including minimum training standards, noting Section 33 guidelines provide best practice.
- Members discussed concerns with minimum training standards
- A working group will be created from ROAC/DOACs, a representative WALGA and an LG CEO. Nominations will be sought from ROAC/DOACs.

The next BOC meeting will be scheduled for July 2025.

For BOC related information or enquiries please email Jo.Harding@dfes.wa.gov.au

July 2024



Government of Western Australia
Department of Fire & Emergency Services



DFES General Circular No: 19/2025

File: 25/026697

11 February 2025

Aurora Fire Behaviour Calculator now includes Incident Weather Forecasts

Key Message

The Aurora Fire Behaviour Calculator provides enhanced situational awareness for planned burns and bushfire response. Outputs include graphed fire weather and behaviour metrics. Until now, these outputs have been based on the Bureau of Meteorology's (BoM) Australian Digital Forecast Database (ADF) gridded weather. An enhancement released this week allows Bureau of Meteorology Registered Users to now also select the current Incident Weather Forecasts (IWF) for outputs.

What are the advantages?

The Aurora Fire Behaviour Calculator uses published fire behaviour models for the predominant bushfire vegetation types. Outputs include the fire weather forecast, fire behaviour index, potential rates of spread, fire line intensity, flame length and head fire direct attack considerations. The calculator is publicly available and mobile device friendly <https://aurora.landgate.wa.gov.au/fbc/#/>



IWFs are incident-specific forecasts issued by the BoM to assist emergency services with decision making when planning and undertaking bushfire operations. IWFs are provided upon request by emergency management agencies for bushfires, planned burns, structural fires, HAZMAT operations or for training purposes.



IWFs provide greater detail than the ADFD datasets alone, with additional text-based information on temporal and spatial uncertainty as well as forecasts tailored for local topography and other effects by fire weather meteorologists. An urgent IWF can be received within one hour of receiving the request. In contrast, the complete ADFD gridded forecasts are routinely updated twice per day in the early morning and afternoon.

What does it mean for me?

The option to select the current IWF data in the allows users to access and compare these site-specific forecasts with the ADFD and calculate key fire behaviour metrics. On the main menu of the Aurora Fire Behaviour Calculator BoM Registered Users can now chose to 'View Incident' and login to BoM Incident Weather using their BoM Registered User credentials. All current IWFs now appear in the 'Available Incidents' drop-down menu. Users can select the incident and calculate fire behaviour metrics using the default fuel type and model parameters or by defining their own.

For more information and advice, please contact Bushfire Technical Services on environment@dfes.wa.gov.au

JACKSON PARKER
DIRECTOR BUSHFIRE TECHNICAL SERVICES



Seasonal Bushfire Outlook

Autumn | 2025



KEY: Increased risk of fire

Figure 1 Seasonal Bushfire Outlook Autumn 2025. Areas are based on the interim biogeographic regionalisation for Australia and other geographical features.



Increased risk of fire is the likelihood of an increased number of significant bushfires occurring in the outlook period compared to average.

Overview

The Seasonal Bushfire Outlook for autumn 2025 identifies a heightened risk of fire for patchy areas between Perth and Carnarvon in WA, and stretching across most of the Australian mainland's southern coastline to southwest Gippsland in Victoria.

From August 2024 to January 2025, very much below average rainfall fell across much of the southern coastline of Australia. Rainfall patterns were average to above average across much of the remaining parts of WA and coastal Queensland.

In that same August to January period, mean temperatures for Australia were generally well above average with large areas recorded their warmest period on record. The area-averaged temperature for Australia was the highest on record since records began in 1910.

Looking ahead, an increased chance of above average rainfall has been forecast for parts of northwest Australia over autumn, while there is an increased chance of below average rainfall being forecast for parts of the northeast.

Temperatures are very likely to be above average across most areas, with an increased chance of unusually high maximum temperatures for most of Australia south of the tropics. There is an increased chance of unusually high minimum temperatures nationwide.

Communities are encouraged to be vigilant and stay alert this autumn, even in areas of Australia that show a normal risk of fire this season. Under the right fuel and weather conditions destructive fires can occur during normal bushfire seasons across Australia.

The Seasonal Bushfire Outlook combines expert analysis of bushfire fuels, past rainfall and temperature, and climate outlooks prepared by the Bureau of Meteorology.

About the Outlook

Fire management is a year-round process. The Seasonal Bushfire Outlook reflects the priorities in each state and territory for the coming months given the expected climate conditions. It identifies areas of increased risk of fire so communities are aware and primed to take appropriate action. It is not intended as a prediction of where and when bushfires will occur.

Fire risk can vary greatly, even at the smaller scale, between bordering states and territories. Each state and territory's assessment takes into account different land use types and vegetation types. This is influenced by different forecasts for temperature and rainfall over these regions. It should be noted that forecasting for longer time periods can be less accurate as the atmospheric system is dynamic; the more time passes, the less certain forecasters can be of its state.

A significant bushfire is defined as being of such size, complexity, duration or other impact that requires resources (from both a pre-emptive management and suppression capability) beyond the region in which fires originate. Increased bushfire risk depends on many factors including weather and climate, fuel amount and availability, recent fire and disturbance history, natural and human barriers, and how quickly and effectively firefighting resources are able to suppress fires in an area.

AFAC is the National Council for fire and emergency services, supporting the sector to create safer, more resilient communities. AFAC drives national consistency through collaboration, innovation and partnerships. It delivers enhanced capability by developing doctrine and supporting operations.

New South Wales



Seasonal Bushfire Outlook for Autumn 2025 in New South Wales

Summary

- The rainfall forecast for early autumn is expected to maintain generally normal fire potential across most of NSW.
- Parts of northern and western NSW have high grass fuel loads and are currently drier than usual. These areas will remain at risk of difficult-to-control fires until they receive significant rainfall.

For further information see: rfs.nsw.gov.au

NSW experienced varied rainfall throughout spring, leading to increased grass and crop growth in some areas. Summer also saw mixed rainfall, with the northeast receiving high totals. However, a drier period in early summer led to several fires in eastern and northern NSW over the Christmas and New Year period.

Meanwhile, parts of the northwest slopes and far western NSW continue to receive below-average rainfall, leaving them drier than usual for this time of year.

Above-average rainfall is forecast for early to mid-autumn, which should generally maintain normal fire potential across most of NSW but may hinder prescribed burning efforts.

Autumn temperatures are expected to be higher than normal, increasing the risk that areas receiving little rainfall may remain dry or become drier. The northwest slopes (around Tamworth) and far western NSW currently have above-average grass fuel loads and are drier than usual. If these areas continue to miss out on rainfall, they could face challenging fire conditions.

Additionally, grasses west of the Great Dividing Range are dry (cured). Until these areas receive sufficient rainfall to support new grass growth, they could remain at risk for fast-moving, intense grass fires. ■

Australian Capital Territory



Seasonal Bushfire Outlook for Autumn 2025 in Australian Capital Territory

Summary

- There is a normal risk of bushfire expected for the ACT this autumn.
- The long-range outlook for autumn forecasts warmer than usual conditions with above average rainfall somewhat likely.
- Fire agencies and land managers will continue to implement mitigation activities during autumn where conditions allow.

For further information see: esa.act.gov.au

The ACT experienced above average rainfall in summer after dry conditions in winter and spring 2024. The rainfall has allowed continued grassland fuel growth. Despite increased fuel loads, the ACT can expect a normal risk of bushfires during autumn.

The long range outlook for autumn in the ACT forecasts above average, even unusually warm, day- and night-time temperatures. Above average rainfall is somewhat likely, but unusually wet weather is not likely.

If below average rainfall is received in the first part of autumn, with the increased fuel loads and warm conditions, there could be more risk of bush and grass fires.

To manage bushfire risk, fire agencies and land managers will continue to implement mitigation activities, including prescribed burns, physical removal, and grass slashing or grazing, throughout the season. ACT residents can keep track of planned and ongoing prescribed burns through the ACT Emergency Services Agency and ACT Parks and Conservation Service websites or the Hazards Near Me NSW app.

It is important for community members to continue to be emergency ready by maintaining the preparedness of their properties and creating or updating their survival plans. For information on how to prepare for bushfires, visit esa.act.gov.au.

By staying informed and prepared we can collectively work towards minimising the impact of potential bushfires. Let's prioritise safety and ensure a proactive approach to safeguarding our community and environment. ■

Victoria*Seasonal Bushfire Outlook for Autumn 2025 in Victoria***Summary**

- An increased risk of fire is indicated for the western and central parts of Victoria as well as south and west Gippsland during early autumn.
- Fire authorities will continue to monitor conditions for any changes in fire risk.

For further information see: emergency.vic.gov.au

Severe rainfall deficits over the last 12-to-24-month period have affected much of western and central parts of Victoria, where increased fuel availability in forests and heathlands has resulted in significant fires across the Grampians and the Little Desert. Central parts of Victoria and southeast Gippsland have shown a strong drying signal over the past year, resulting in increased vegetation drying.

Recent rainfall patterns have continued to follow the long-term drying trend, with January rainfall totals ranging from 50-100mm in the far east and less than 10mm in the far west. Most of southwest Victoria has experienced well below-average precipitation, while the remainder of Victoria has received average rainfall for January.

While the outlook has a higher chance of warmer maximum temperatures, the rainfall outlook does not indicate a wetter or drier signal in the forecast. As a result, an extended drying pattern may translate to continued increases in fuel availability in the west and central parts of the state. Without significant rainfall, the flammability of fuels in forests, woodlands and heathlands will remain high with elevated potential for fires to start and spread into early autumn. As a result, most of western and central parts of Victoria, along with south and west Gippsland, are identified as areas of increased risk during the early autumn outlook period.

Elsewhere across the state, the fire risk potential is assessed to be normal, noting that, at any time, areas dominated by dry or cured vegetation can support fast running fires under the onset of hot, dry and windy weather conditions. Landscape conditions will be monitored to identify any significant changes to fire risk.

The autumn break is likely to start slightly later than usual, which may delay the emergence of planned burning in some parts of the state while raising opportunities elsewhere to target areas that are not usually available for burning under autumn conditions. ■

Tasmania*Seasonal Bushfire Outlook for Autumn 2025 in Tasmania***Summary**

- Normal bushfire risk is expected for autumn.
- Grassland curing is well advanced across the state. Dry forests are available to burn in the east and parts of the west.
- An early commencement for planned burning is expected in the east and north of the state.

For further information see: fire.tas.gov.au

Tasmania experienced relatively quiet fire conditions during December and January as mild temperatures and moderate rainfalls generally slowed landscape drying and grassland curing across the island. There was not sufficient rain to recharge the underlying deep soil dryness in western Tasmania which has persisted for several years.

A short drying spell in late January increased the availability of wet and moist forest fuels as well as organic soils. A significant fire in the Snug Tiers in late January was followed by over 20 lighting ignitions on the West Coast in early February. The Western Complex of fires became a significant interagency campaign and is likely to require management for many weeks.

As summer ends, grassland curing is well advanced across the state and on the Bass Strait islands. Dry forests are fully available to burn in the eastern half of the state and to a lesser extent in the west. As a result, landscape connectivity is high in the east and along the northern coastal strip.

Autumn is unlikely to provide significant recharge of the underlying deep layer soil moisture and the peat in western Tasmania but there may be sufficient rainfall to moisten the upper soil layer which will assist fire suppression of any remaining going fires. An early commencement for planned burning is expected in the east and north of the state. ■

South Australia



Seasonal Bushfire Outlook for Autumn 2025 in South Australia

Summary

- SA enters autumn with below average rainfall across a majority of the state
- The forecast warm dry conditions create potential for a prolonged period of higher fire risk, extending well into autumn.
- There is a slightly elevated fire risk across the southern coastal parts of the state and the far northwest.

For further information see: cfs.sa.gov.au

After a very dry start to January, SA enters autumn with below average rainfall across a majority of the state, particularly western parts of Kangaroo Island, Mid North and Eastern Eyre Peninsula. Rain deficiencies are expected to abate as autumn progresses.

There is a very high likelihood of well above average temperatures continuing, especially in the southeast of the state.

Autumn rain is forecast to exceed averages in central and northern areas of the state, while the Upper Eyre, Mount Lofty Ranges and Yorke Peninsula are expected to receive below average rainfall.

The forecast warm dry conditions create potential for a prolonged period of higher fire risk, extending well into autumn, with a slightly elevated fire risk across the southern coastal parts of the state and the far northwest.

With the forecasted dry period extending into autumn, South Australians will need to remain vigilant, continue to maintain their properties, monitor the fire risks throughout their district and be prepared to enact their bushfire survival plan well into autumn. ■

Western Australia



Seasonal Bushfire Outlook for Autumn 2025 in Western Australia

Summary

- Severe moisture deficits have increased fire risk in the Mallee, Esperance Plains, and Mardabilla Bioregions.
- Significant grass fuels and forecast warmer conditions have increased fire risk in the Nullarbor Bioregion.
- Moisture stress has increased fire risk in the southeastern part of Southwest Land Division, Lesueur Sandplains, and northern Swan Coastal Plain Bioregions.

For further information see: dfes.wa.gov.au

An average fire risk is expected for the Pilbara, Central Interior, and northern Kimberley due to broadly above-average root-zone soil moisture and forecast above-average rainfall for autumn. Moist conditions may limit early prescribed burning opportunities in northern parts of the Kimberley. However, in southern parts of the Kimberley with below-average root-zone soil moisture, fire risk may increase in woody fuels and spinifex due to higher flammability, while grazing and reduced growth are expected to mitigate fire risk for tussock grass fuels.

Increased fire risk is unlikely across inland areas of Midwest-Gascoyne due to recent and forecasted average to above-average rainfall and broadly average soil moisture. However, in the Geraldton Sandplains, Yalgoo, and southern Carnarvon bioregions, higher fuel availability and forecasted high temperatures may elevate fire risk in grassy woodlands. Moisture deficits in the Lesueur Sandplains and the northern Swan Coastal Plain contribute to increased fire risk.

The Nullarbor Bioregion faces an increased fire risk due to the persistence of significant grass fuel loads following the previous March floods. In addition, average to below-average rainfall and soil moisture deficits over the past six months, along with forecast warmer conditions, and a low probability of exceeding average rainfall contribute to the increased fire risk.

In the Mallee, Esperance Plains and Mardabilla (East Coolgardie) Bioregions, severe root-zone moisture deficits, combined with forecasted warmer conditions and a low likelihood of exceeding average rainfall, are expected to increase fire risk. Moisture deficits extend into the southeastern part of the Southwest Land Division, where increased flammability of moisture stressed woody vegetation has increased fire risk. ■

Queensland



Seasonal Bushfire Outlook for Autumn 2025 in Queensland

Summary

- Normal levels of bushfire risk across Queensland for Autumn.
- Significant rainfalls in northern Queensland will produce grass growth across large areas.
- Current weather conditions provide clear opportunity for early season hazard reduction burning.

For further information see: fire.qld.gov.au

There are significant tracts of grasslands across Queensland, some of which have received record rains in late summer. This will contribute to above average grass growth and fuel accumulation in areas where there may have been limited fuel previously. In areas of the South East Coast, Wide Bay, Burnett, Darling Downs and Granite Belt regions, this rainfall was predominately been in early summer. Due to fast growth rates fuelled by above average temperatures, the grass remains green but has developed a large thatch layer of dry material which may help to fuel grass fires as conditions continue to dry out in these districts. This means it is important to closely monitor local conditions.

Recent record rain in northern Queensland means most fuel is unavailable for burning this autumn. However, these conditions may present opportunities to conduct hazard reduction burning in country that may have not been possible due to the risk, particularly in large scale landscapes away from major metropolitan centres.

In southern Queensland, conditions are favorable for mitigation to be undertaken during autumn. Rainfall seen across much of the state in summer may present opportunities for hazard reduction burning which may not have been possible in previous years.

Forested areas of the state remain wet and the risk of fire in these locations is significantly reduced during the outlook period, however there may be some opportunities for hazard mitigation burning for the forest areas of the state. Fire agencies will continue to work with landholders and Indigenous land management groups to ensure planning is coordinated during this critical mitigation period across the state. A more in-depth understanding of future risk areas for the 2025 fire season will be possible once the full extent of the late summer rainfall events is known. ■

Northern Territory



Seasonal Bushfire Outlook for Autumn 2025 in Northern Territory

Summary

- The NT has a normal risk of bushfire for the outlook period.
- If a dry spell occurs, there is a risk of fires spreading in all areas with available fuel in central Australia.
- Higher fuel loads are concentrated southwest of Alice Springs, including the southern Tanami and Macdonnell regions.
- Landholders across the Territory are strongly encouraged to prepare their properties for ongoing fire risk.

For further information see pfes.nt.gov.au or [Bushfires NT](#)

Minimum temperatures across the Territory are expected to remain above median, with rainfall in the Barkly and Alice Springs Fire Management Zones ranging from average to slightly above average.

Soil moisture is forecast to be above average in the Savanna, southern Arnhem, Vernon Arfura, the western Tanami and eastern Barkly districts. Fuel curing in central Australia is between 75-90%, with fire dangers easing to moderate. Available fuels are mainly found in areas with low grazing pressure that have remained unburned for more than 12 months, due to cumulative rainfall and rapid regrowth of surface fuels, including buffel grass. Higher fuel loads are concentrated southwest of Alice Springs, in the Macdonnell and southern Tanami regions.

If a dry spell occurs in the forecast period, there is a risk of wildfires spreading across all areas with available fuel in Alice Springs and Barkly regions. However, the frequency and scale of these events are unlikely to lead to back-to-back campaign fires throughout the forecast period.

Conditions in April and May may be more favourable for bushfire mitigation burning across all regions in the NT. The monsoon's late arrival this year may disrupt burn programs in the Top End.

Landholders across NT are strongly encouraged to prepare their properties for ongoing fire risk, ensuring that fire management plans are up-to-date and all firefighting equipment is in working condition. In central Australia, fire activity is recurring, even in areas previously affected by last year's fires, so it's essential to monitor grass regrowth and perform regular maintenance. ■

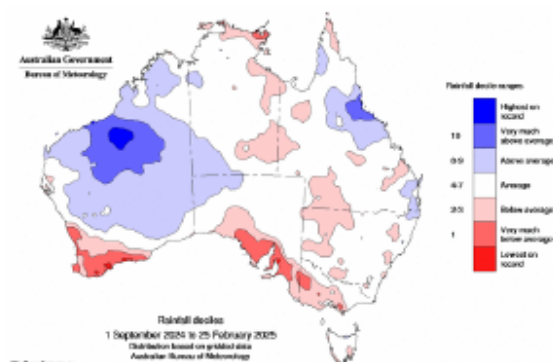


Figure 2a Spring–summer to date (1 September 2024 to 25 February 2025) rainfall deciles relative to all years since 1900.

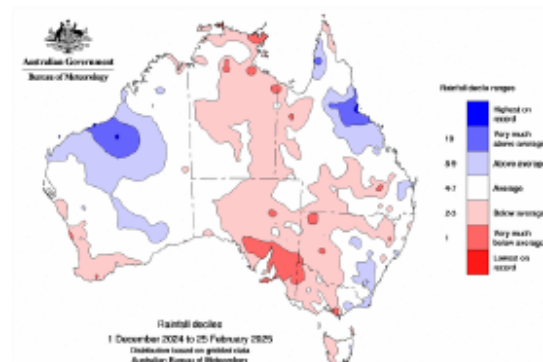


Figure 2b Month to date (1 to 25) February rainfall deciles relative to all years since 1900 [preliminary that includes forecast rainfall].

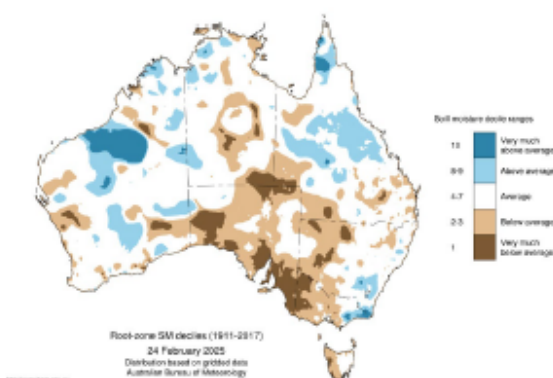


Figure 3 Latest root zone soil moisture (top 100 cm) deciles, at 24 February, relative to average soil moisture on this date for all years between 1911 and 2017.

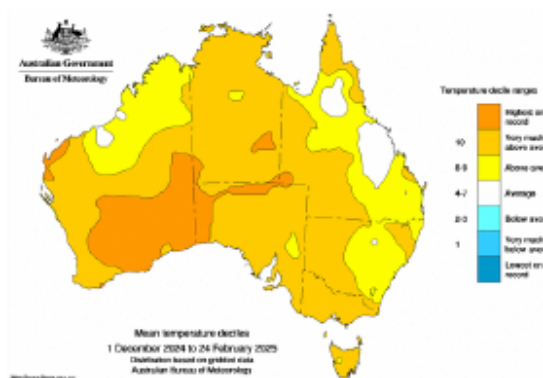


Figure 4 Summer to date (1 December 2024 to 24 February) mean temperature deciles relative to all years since 1910.

The risk of grass fires and bushfires in Australia is dependent on many factors, including the amount and type of fuel (vegetation), and the dryness of the fuel. Fuel conditions are influenced by recent rainfall, temperatures, and soil moisture.

Rainfall for the six-month period from September 2024 to February 2025 was below to very much below average¹ over the southern mainland, from the southwest of WA to southern SA and the west and south of Victoria (Figure 2a) with serious or severe rainfall deficiencies (rainfall totals in the lowest 5% or 10% of periods, respectively, since 1900) persisting in these regions. Below average rainfall was also seen over some inland parts of the mainland's east and north.

Rainfall was above to very much above average for most of northern and central WA, extending into central Australia. Above average rainfall was also observed over the central Queensland coast and the far northern NSW coast to the southeastern Queensland coast.

Summer to date rainfall has been average to below average for much of the country with the main exceptions being WA's northern Pilbara and Queensland's central coast where Tropical Cyclone Zelia and a deep tropical low, respectively, brought heavy falls in late January and early February (Figure 2b).

Areas northeast of Port Hedland and around Townsville have exceeded their highest monthly totals on record for the month of February. Drier than average conditions have persisted in the south, while a delayed onset to the monsoon has contributed to drier than average conditions over the NT.

Soil moisture as at 24 February 2025 is below average for this time of year across much of SA, extending into central Australia, western NSW, and western and central Victoria (Figure 3). Soil moisture is above to very much above average for eastern Victoria, southeastern NSW, much of northern and central Queensland, and parts of northern and central WA.

The mean temperature for 2024–25 summer to date has been very much above average for most of Australia with some western and central areas in Australia on track to see their warmest summer on record. Maximum and minimum temperatures have also been above to very much above average for most of Australia, although maximum temperatures were close to average over WA's northern Pilbara and Queensland's central coast, where heavy rainfall events occurred (see earlier section on rainfall).

The Bureau of Meteorology's long-range forecasts are based on global dynamical modelling of the oceans, atmosphere, land surfaces and sea ice. The model simulates the evolution in the state of the atmosphere and oceans for coming months. It implicitly captures climate indicators including the El Niño–Southern Oscillation (ENSO) and the Indian Ocean Dipole (IOD), as well as long-term trends due to climate change.

For March to May 2025 (Figure 5) there is an increased chance of above average¹ rainfall for the northern Kimberley and parts of the Top End of the NT. There is an increased chance of below average rainfall for most of central and northern Queensland, extending into central Australia. For most other parts of Australia, there is no strong signal suggesting above or below average rainfall over the forecast period.

For central and northern Queensland, the likelihood of below average rainfall is greater in March than in April or May, with rainfall in April and May more likely to be within the typical range for those months.

Both maximum (Figure 6) and minimum temperatures during March to May are very likely (greater than 80% chance) to be above average across most states and territories. There is an increased chance of unusually high maximum temperatures across much of Australia, with the highest chances in Tasmania, southern Victoria, west of the Pilbara, and the southern half of Queensland extending into northern NSW and central Australia, where the likelihood is at least 3.5–4 times the usual chance. The chance of unusually high minimum temperatures is 3–4 times the usual chance for most of Australia, and greater than 4 times the usual chance for parts of WA, the far tropical north, and eastern Australia.

For March, below average soil moisture is forecast for much of Australia (Figure 7). Above average soil moisture is forecast for interior parts of the mainland's west. In May, average soil moisture is likely for most of the country, except for parts of the Top End of the NT, where soil moisture is likely to be above average, and southern and interior parts Australia, where soil moisture is likely to be below average.

The Bureau's long-range forecasts are updated regularly and are prepared for seasonal, monthly, fortnightly and weekly periods. In addition to forecasts on rainfall and temperature, they include forecasts on the Indian Ocean Dipole and El Niño–Southern Oscillation. The Bureau's long-range forecasts are published at www.bom.gov.au/climate/ahead and <https://awo.bom.gov.au/>

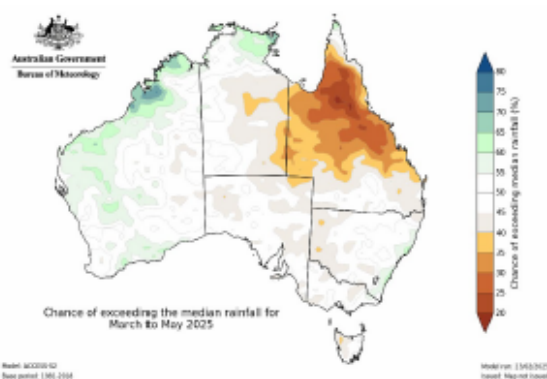


Figure 5 March to May 2025 chance of above median rainfall.

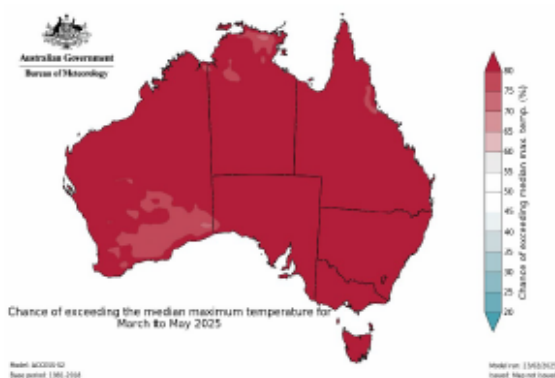
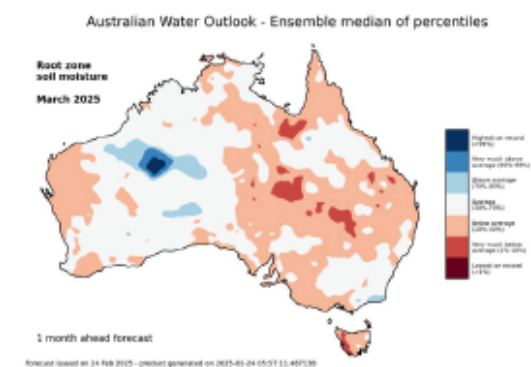


Figure 6 March to May 2025 chance of exceeding median maximum temperatures.



1. The term 'average' is used throughout the text to denote either mean or median. The method used for a particular variable is stated in the relevant figure.

Waters around most of the Australian coastline are warmer than average, particularly along the western and southern coasts, contributing to increased atmospheric moisture and energy that may influence the intensity and frequency of weather systems. Sea surface temperatures (SSTs) in the Australian region during January 2025 were the warmest on record for all Januarys since records began in 1900. Additionally, the January SST anomaly was the equal highest positive anomaly on record for any month.

The Madden-Julian Oscillation contributed to enhanced tropical activity in the Australian region in early to mid-December and again in late January and early February. This season's monsoon onset was the latest since records began in 1957–58, and it coincided with an active MJO over the Australian region.

The El Niño–Southern Oscillation (ENSO) is neutral, despite changes in sea surface temperature patterns during 2024 that were consistent with a developing La Niña. Since late December, the tropical Pacific has become more La Niña-like, with signs of interactions between oceanic and atmospheric indices. However, these interactions have not been consistently sustained and do not meet the Bureau's La Niña criteria. Model forecasts indicate ENSO is likely to return to a more neutral ENSO state by the end of autumn and persist at neutral levels through to at least the middle of 2025.

The Indian Ocean Dipole (IOD) is neutral. The IOD typically has little association with Australian climate from December to April.

Australia's climate has warmed by 1.55 ± 0.25 °C between 1910 and 2024. This warming is consistent with global trends, with the degree of warming similar to the global average for land areas.

The background global warming trend means Australia will experience ongoing changes to its weather and climate, including:

- more heat extremes, and fewer cold extremes
- reduced average cool season (April to October) rainfall over the southern half of the continent
- more intense heavy rainfall events, even in regions where average rainfall has decreased
- a longer fire season, with more dangerous fire weather days.

Further information

For further information about climate forecasts and conditions, please visit the following pages

- bom.gov.au/climate/ahead
- bom.gov.au/weather-services/fire-weather-centre/fire-weather-services
- www.bom.gov.au/climate/about/australian-climate-influences.shtml

This Seasonal Outlook was developed by AFAC, the Bureau of Meteorology, Queensland Fire Department, NSW Rural Fire Service, ACT Emergency Services Agency, ACT Parks and Conservation Service, Country Fire Authority, Department of Energy, Environment and Climate Action VIC, Tasmania Fire Service, SA Country Fire Service, Department of Fire and Emergency Services, Department of Biodiversity, Conservation and Attractions WA, and Bushfires NT.

AFAC is the National Council for fire and emergency services afac.com.au

9.03.25 NEXT MEETING & CLOSURE

The next BFAC Meeting will be held at 7pm on Wednesday 27th August 2025 at the East Brookton Fire Station, Aldersyde.

There being no further business, the Presiding Member Cr McCabe declared the meeting closed at 9:10pm.

15.04.25.03 POSTPONING OF EXTRAORDINARY ELECTION

File No:	GOV029A
Date of Meeting:	16 April 2025
Location/Address:	N/A
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Gary Sherry – Chief Executive Officer
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	The author and authorising officer do not have an interest in this item
Voting Requirements:	Simple Majority
Previous Report:	N/A

Summary of Report:

Council is to formally consider postponing the election of a replacement Councillor after the resignation of Cr Hayden

Description of Proposal:

The Shire of Brookton has been in discussion with the WA Electoral Commission (WAEC) to postpone the replacement of Councillor Charlene Hayden after her resignation in February 2025.

The WAEC will permit the replacement of Cr Hayden to be completed with the Ordinary Elections in October 2025.

Background:

Cr Hayden was elected in 2021, with her term as Councillor scheduled to expire in October 2025.

The election process for a Councillor takes nearly 3 months from start to finish. If Council was to commence an election now, the replacement Councillor may only be elected and able to take their place on Council in July 2025, with their term to expire three months later in October 2025. This process could cost over \$10,000.

Consultation:

Council has consulted with the WAEC.

Statutory Environment:

Local Government Act 1995

2.32. How extraordinary vacancies occur in offices elected by electors

- (1) The office of a member of a council as an elector mayor or president or as a councillor becomes vacant if the member —
 - (a) dies; or
 - (b) resigns from the office; or

4.16. Postponement of elections to allow consolidation

- (4) If a member's office becomes vacant under section 2.32 —
 - (a) after the third Saturday in October in the year before an election year; but
 - (b) before the third Saturday in July in that election year,the council may, with the approval of the Electoral Commissioner, fix the ordinary elections day in that election year as the day for holding any poll needed for the extraordinary election to fill that vacancy.

Schedule 4.1A — Filling extraordinary vacancy without extraordinary election of the Local Government Act, does allow for an extraordinary vacancy to be filled by a losing candidate from an election. However, this is only possible in the first 12 months after elections commencing in 2023.

Relevant Plans and Policy: Nil.

Financial Implications:

Conducting the October 2023 ordinary election where insufficient candidates were received to require electors to vote cost \$6,454.70. Conducting the extraordinary election in June 2024 cost \$15,825.43.

Council had budgeted \$5,000 for election expenses for 2024/25, but this amount was reallocated as part of the 2024/25 Budget Review in February 2025. It is likely that any invoice for extraordinary election expenses will not be received until the 2025/26 financial year.

Risk Assessment:

Under the Shire of Brookton's Risk Framework, the consequence rating of the reputational risk associated with not holding this extraordinary election is assessed as Minor. The likelihood of these consequences is assessed as Low.

Under the Shire of Brookton's Risk Framework, the consequence rating of the reputational risk associated holding this extraordinary assessed as Minor. The likelihood of these consequences is assessed as Possible.

Consequence	Insignificant	Minor	Moderate	Major	Extreme
Likelihood					
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
LOW	Monitor for continuous improvement.
MEDIUM	Comply with risk reduction measures to keep risk as low as reasonably practical.
HIGH	Review risk reduction and take additional measures to ensure risk is as low as reasonably achievable.
SEVERE	Unacceptable. Risk reduction measures must be implemented before proceeding.

Community & Strategic Objectives:

Nil

Comment:

Nil

OFFICER'S RECOMMENDATION

That Council postpone the replacement of the extraordinary vacancy created by the resignation of Cr Hayden until the Ordinary Council Election schedule for Saturday 18th October 2025.

(Simple majority vote required)

15.04.25.04 BROOKTON RAILWAY STATION COMMITTEE - CONSIDERATION OF NOMINATIONS
--

File No:	PRO016
Date of Meeting:	16 April 2025
Location/Address:	Robinson Road, Brookton
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Gary Sherry – Chief Executive Officer
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	The author and authorising officer does not have an interest in this item
Voting Requirements:	Simple Majority
Previous Report:	20 February 2025, 21 December 2024, 9 December 2024

Summary of Report:

Council is to consider

Description of Proposal:

The Terms of Reference for the Brookton Railway Station Committee include

1. two (2) Elected Members appointed by Council. Council may choose to appoint Deputy Committee members to perform the functions of either member when that member is unable to do so by reason of illness, absence or other cause;
2. at least four (4) and up to six (6) Brookton community members;
3. two (2) members with relevant skills and experience in building and/or construction;
4. two (2) Brookton community members who identify as indigenous

While only 3 nominations were received by due date, Council has now received the following nominations to Brookton Railway Station Committee.

- Dannica Ford
- Wendy Gault
- Charne Hayden
- Kelly Partington
- Rosalie Pech Eva
- Wendy Rose
- Terry Thorpe
- Kerry Toop

Council has been advised that at least one other applicant has tried to submit a nomination, but no record of this has been discovered.

The nominated persons include:

- An architect;
- six Brookton community members. Several of these members have considerable experience in heritage refurbishments; and
- A Brookton community member who identify as indigenous.

A possible course of future actions and timelines with the Brookton Railway Station include:

Deadline	Shire Administration	Brookton Railway Station Committee	Council
16 April 2025			Formally Appoint • Committee members • Councillors to Committee • Independent Committee Chair
15 May 2025	• Continue to publicise existing design • Re-engage with SCA • Arrange first meeting /meeting schedule of Committee • Recommend Design to Committee	• Consider design elements including ramps, fencing • Suggest any modifications • Recommend a Design	Decide the Design for a Tender
19 June 2025	• Obtain a new Quantity Survey • Present a purchase plan including tender documents	• Consider Quantity survey • Review the tender specification • Review tender deliverables/ assessment priorities • Comment/Recommend purchase plan	Agree to go to Tender
21 August 2025	• Review of tender • Review potential non-conforming tenders • Review value for money	• Review assessment of Tenders • Review potential non-conforming tenders • Review value for money • Recommend Preferred Tenderer	Decide on preferred tenderer

Comments on this process:

- Council needs to appoint a Chair for the Brookton Railway Station Committee. Staff will attempt to have the potential committee members advise if they wish to seek the position. Under the Committee's Terms of Reference, Councillors are not able to be the Chair.
- Council will need to re-engage with Stephen Carrick Architects (SCA) over the use of the design. This process and any involvement required by SCA, may have an impact on meeting the planned schedule.
- Staff will seek to schedule meetings of the Brookton Railway Station Committee during the first week of each month to allow staff sufficient time to prepare reports to Council.

Background:

A Special Meeting of Electors of the Shire of Brookton was held on Monday 9th December 2024 at request of not less than 5% of the number of electors. At that Meeting, the following resolution was passed:

That the Shire of Brookton form an independently chaired Working Group with Terms of Reference to include:

- a. Comprised of locals, experts, indigenous advisors & railway Heritage groups,
- b. To explore alternative outcomes other than demolition for the place including supplementary funding sources & building contract procurement options,
- c. Independent costing by a Quantity Surveyor of the cost to demolish and redevelop and compare to cost and community value of restoration,
- d. Develop a vision for community activation of the existing place beyond the most recent uses.

At the December 2024 Ordinary Meeting Council formally resolved:

1. to adopt the Terms of Reference for a Brookton Railway Station Committee. The Terms of Reference substantially meet the requirements of the decision of the Special Electors Meeting held on 9th December 2024
2. acknowledgement that that the decision of the Special Electors Meeting held on 9th December 2024 broadly indicated that a majority of the Brookton community wishes to retain the Brookton Railway Station.
3. To commit to work with the Brookton Railway Station Committee to retain the Brookton Railway Station; and
4. To request staff to advertise for prospective committee members.

Following this decision, the Shire of Brookton has widely advertised the opportunity to nominate for the Brookton Railway Station Committee through direct mail, social media and public newsletters.

By the close of nominations on Monday 10th February 2024 Council had received only three nominations for the ten available independent community/specialist positions on the Brookton Railway Station Committee. Subsequently

That because of the lack of community support to provide more than three nominations for the ten independent positions available on the Brookton Railway Station Committee by the extensively advertised nomination period, Council is concerned that this committee may be unrepresentative of the wider Brookton community's view, Council:

1. reaffirms that the decision of the Special Electors Meeting held on 9th December 2024 indicates that a majority of the Brookton community wishes to retain the Brookton Railway Station;
2. reaffirms Council's commitment to retain the Brookton Railway Station;
3. not proceed with the Brookton Railway Station Committee at this time;

4. conduct further community consultation on the support for the Shire's plans for restoring the Brookton Railway Station. This consultation could include, but not be limited to:
 - a) publication of the Shire's plans around the Shire of Brookton;
 - b) presentations to interested community groups on the Shire's plans
 - c) a community survey of options around the Brookton Railway Station restoration; and
 - d) a public meeting to consider results of a survey results and the Shire's plans; and
5. Investigate the implications of completing the refurbishment of the Brookton Railway by constructing all stages concurrently to minimize disruption to rail traffic and rail safety compliance costs utilising the scope of works from Tender RFT 07-2023;
6. Consider the results of the public consultation and the review of the implications of completing concurrently all stages of the refurbishment of the Brookton Railway Station at their April Ordinary meeting.

The presentations and discussions undertaken by staff with community groups including the Brookton Museum, Brookton Mens Shed, Brookton Onward Town Teams and some of the community members who have sought to members of the Brookton Railway Station Committee. These information discussions have focused on:

- The scope of the design. There was always considerable initial interest ensuring that the Station retains most of its current features. There hasn't been significant interest in the detail of the design;
- The cost identified in the initial quantity survey. There was a general reluctant acceptance of the cost.
- A common desire to have action on the project and return the Station as soon as possible.
- There remains a general mistrust in the Shire of Brookton's handling of the Railway Station.
- The longest discussion was generally around how the Station would or could be used. While there is general expectation that the station will have a positive impact on Robinson Road and be popular with tourists/visitors, there was no real indication of specific activities that could occur in the station other than the previous use by the stalls operated by the local arts and crafts and op-shop community groups.

Consultation:

Council held a Special Electors Meeting held on Monday 9 December 2024 at request of not of at least 143 electors. This meeting was attended by at least 91 people.

The Shire of Brookton widely advertised the opportunity to nominate for the Brookton Railway Station Committee through a letter drop to all Brookton residents, articles in the Brookton Telegraph, posters around Brookton and in the Shire of Brookton's social media.

Statutory Environment:

Local Government Act 1995

5.10. Committee members, appointment of

(1) A committee is to have as its members —

- (a) persons appointed* by the local government to be members of the committee

- (other than those referred to in paragraph (b)); and
- (b) persons who are appointed to be members of the committee under subsection (4) or (5).

* Absolute majority required.

5.11. Committee membership, tenure of

- (1) Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —
- (a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be; or
 - (b) the person resigns from membership of the committee; or
 - (c) the committee is disbanded; or
 - (d) the next ordinary elections day,
- whichever happens first.
- (2) Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until —
- (a) the term of the person's appointment as a committee member expires; or
 - (b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant; or
 - (c) the committee is disbanded; or
 - (d) the next ordinary elections day,
- whichever happens first.

5.12. Presiding members and deputies

- (1) The local government must appoint* a member of a committee to be the presiding member of the committee.

* Absolute majority required.

- (2) The local government may appoint* a member of a committee to be the deputy presiding member of the committee.

* Absolute majority required.

Relevant Plans and Policy:

Policy 1.13 Council Committee Terms of Reference includes simple terms of Reference for 4 Committees of Council. This policy is now out of date with Council adopting a more comprehensive Terms of Reference for Council's Audit And Risk Committee in September 2024. These more comprehensive Terms of Reference stand alone as Council documents.

Financial Implications:

The activation of a Brookton Railway Station will require a commitment of resources from the Shire of Brookton to operate.

The Committee will require staff resources to manage agendas, minutes and other administration. Commitment of additional staff resources may be required over the current staffing levels. The Committee will likely need an allocation of operational expenses to complete activities associated with the responsibilities of the committee. Resourcing will be reviewed as either part of the annual budget review or separately as a future report to Council.

Risk Assessment:

The future of the Brookton Railway Station has considerable risk associated with any works. A review of these risks through the Shire of Brookton's Risk Framework include:

- the consequence rating of Reputational Risk associated with the Railway Station restoration is Major, with potential for substantial community concern and adverse impacts. This project has already had substantial media and political attention. The likelihood of these consequences is assessed as Almost Certain.
- Financial risk is attached to the currently cost of works and currently unknown costs of aspects of any works. The consequence rating of the Financial Risk associated with the Railway Station restoration is assessed as Moderate to Major. The likelihood of these consequences is assessed as Possible; and
- Compliance Risk is present in dealing with a project so near to an active railway line. The consequence rating of the Compliance Risk associated with the Railway Station restoration is assessed as Moderate. The likelihood of these consequences is assessed as Possible.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
LOW	Monitor for continuous improvement.
MEDIUM	Comply with risk reduction measures to keep risk as low as reasonably practical.
HIGH	Review risk reduction and take additional measures to ensure risk is as low as reasonably achievable.
SEVERE	Unacceptable. Risk reduction measures must be implemented before proceeding.

Community & Strategic Objectives:

The restoration of the Brookton Railway Station is a high profile community project.

Comment:

While the Officer is confident that the Shire would be able to move immediately to complete concurrently all the stages of the restoration of the Brookton Railway Station by using the scope of works from Tender RFT 07-2023, the biggest identified risk to this project is the potential impact on Council's reputation.

This project has already had:

- Significant interest from local media and state politicians;
- significant social media interest from around Western Australia; and
- at least 143 electors sign a request to hold a Special Meeting;
- on the 9th December had least 91 people attend a public meeting. Another 60 people followed a livestream of the meeting;

It is highly likely that such actions could occur again.

The process of involving the community committee to oversee aspects of the process of the Brookton Railway Station Restoration project will reduce the potential for reputation damage

during the construction phase and beyond.

The Officer's Recommendations are likely to delay the commencement of the project by a month.

Should Council wish to consider an alternative motion to move quicker with this project, the following meets this requirement:

That Council:

1. reaffirms that the decision of the Special Electors Meeting held on 9th December 2024 that indicates that a majority of the Brookton community wishes to retain the Brookton Railway Station;
2. reaffirms Council's commitment to retain the Brookton Railway Station;
3. not proceed with the Brookton Railway Station Committee at this time; and
4. direct staff to complete the refurbishment of the Brookton Railway Station by constructing all stages concurrently utilising the scope of works from Tender RFT 07-2023.

A simple majority is required for this alternative.

OFFICER'S RECOMMENDATION - 1

That Council appoint to the Brookton Railway Station Committee:

1. ***as a community member:***
 - a. ***Kelly Partington;***
 - b. ***Terry Thorpe;***
 - c. ***Kerry Toop;***
 - d. ***Wendy Rose;***
 - e. ***Wendy Gault; and***
 - f. ***Dannica Ford;***
2. ***as a member with relevant skills and experience in building and/or construction:***
 - a. ***Rosalie Pech Eva;***
3. ***as a Brookton community member who identifies as indigenous:***
 - a. ***Charne Hayden;***
4. ***as an Elected Member of the Shire of Brookton:***
 - a. ***Cr _____; and***
 - b. ***Cr _____***

(Absolute majority vote required)

OFFICER'S RECOMMENDATION - 2

That Council appoint _____ as the Presiding Member of the Brookton Railway Station Committee:

(Absolute majority vote required)

16.04.25	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
-----------------	--

Nil.

17.04.25	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING
-----------------	---

Nil at this time.

18.04.25	CONFIDENTIAL REPORTS
-----------------	-----------------------------

Nil at this time.

19.04.25	NEXT MEETING & CLOSURE
-----------------	-----------------------------------

The next Ordinary meeting of the Council will be held on Thursday 15th May 2025 commencing at 6.00 pm.