



MINUTES

Ordinary Meeting of Council

Held Thursday 19 March 2026 at 6:00pm

Shire of Brookton Council Chambers

14 White Street, Brookton

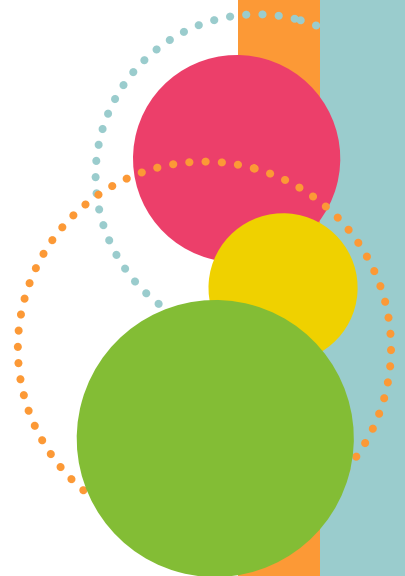
These minutes were confirmed by Council as a true and correct record of proceedings by the Ordinary Council Meeting held on / /

Presiding Member:.....**Date:**.....

Disclaimer

Please read the following important disclaimer before proceeding:

Statements or decision made at this meeting should not be relied or acted on by any applicant or any other person until they have received written notification from the Shire. Notice of all approvals, include planning and building approvals, will be given to applicants in writing. The Shire of Brookton expressly disclaims liability for any loss or damages suffered by a person who relies or acts on statements or decisions made at a Council or Committee meeting before receiving written notification from the Shire.



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

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1.03.26 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President, Cr Rod Wallis, declared the Meeting open at 6:00pm.

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.

2.03.26 RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

Elected Members (Voting)

Cr RJ Wallis	President
Cr L McCabe	Deputy President
Cr BJ Copping	
Cr G Crouch	
Cr PL Harben	
Cr KA Toop	

Staff (Non-Voting)

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

Apologies

Nil.

Leave of Absence

Nil.

Members of the Public

Mrs Jenny Windsor
Ms Sharon Williams
Mr Guy Teede

3.03.26 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.		

4.03.26 DELEGATED AUTHORITY – ACTIONS PERFORMED

The tables below detail 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
11-25/26	522 Corberding Road Brookton	New Dwelling	06/02/2026

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
Nil				

5.03.26 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Regulation 11 of the Local Government (Administration) Regulations 1996 requires that a summary of each public question asked, and the response given is included in Council Minutes. Questions Taken on Notice at one Council meeting will be researched and a written response provided to the questioner, assuming that Council has their contact information. These responses to questions taken on notice will be included in minutes of the following Meeting.

Nil.

6.03.26 PUBLIC QUESTION TIME

6.03.26.01 LEASES

Ms Jenny Windsor advised that her belief that the Shire of Brookton is entrusted by its ratepayers to make decisions that foster a sustainable, inclusive, and fair community. As the demographic landscape of the Shire shifts-with a median age of 51 and the population now at 929 residents, many of whom are older adults-it is essential that Council decisions reflect these changes and make optimal use of community infrastructure (REMPPLAN).

Local clubs and community groups are a vital part of Brookton's social fabric. They provide opportunities for recreation, social connection, and wellbeing, particularly as the area sees fewer young residents and a growing population of seniors. In this context, equitable access to community facilities is more important than ever.

Currently, there are significant discrepancies in the leasing arrangements for local Not for Profit clubs and groups. For example, some groups such as the Men's Shed and Our Craft Collective are charged \$900 per year, while others, including the Guides and the Country Club, operate on a peppercorn lease. There are also clubs that, to our knowledge, pay no lease at all. This inconsistency can create perceptions of unfairness and may place undue financial pressure on some clubs, particularly those serving the growing older population.

A review and standardisation of lease charges would help ensure all community groups are treated fairly and transparently. This would align with best practice from other local government areas, where clear, equitable policies support the ongoing viability of community clubs and reduce administrative burden. It would also ensure that all ratepayers see a fair return and benefit from the use of Shire-owned facilities.

I respectfully request that Council undertakes a review of all current leasing arrangements for community groups and considers moving towards a more equitable and transparent system. This would demonstrate the Shire's commitment to supporting all residents, regardless of which club or group they choose to participate in.

- Ms Windsor asked:
- Can the Shire provide a list of all current lease holders and the annual charges to illustrate the extent of discrepancy;
- What is the process for setting these reviews and reviewing lease charges for community groups?
- Are there existing guidelines or criteria for determining eligibility for peppercorn or discounted leases?
- Is the Shire considering population and demographic trends in planning for future facilities?

The Chief Executive Officer, Mr Gary Sherry, advised that:

- the Shire will provide a list of leases to Council including a written response to Ms Windsor;
- lease payments vary depending on the level of access and the type of building infrastructure. Some clubs are responsible for their own maintenance, while others have no maintenance obligations, with buildings differing in size and available facilities;
- currently some clubs have been utilising buildings that had safety issues and need additional services provided to allow them to full use the building.
- in making leasing decisions, the Council has in the past, reviewed the demographic makeup of the community and looked to positively supporting to keeping the younger demographic in town.

6.03.26.02 FEBRUARY LIST OF PAYMENTS

Ms Sharon Williams, asked the questions regarding the Shire of Brookton's February 2026 list of payments:

- Insurance claim for Memorial Hall for water damage, light fittings etc to be replaced. How was that damaged when we have a new roof on the Hall.

The Manager of Corporate and Community, Mrs Deanne Sweeney, explained the storm that impacted Brookton in November 2025 producing torrential rain resulted in the drainage of the Memorial Hall not being able to cope with that volume of water. The water went through the extraction fan in the kitchen, damaging the ceiling and wiring.

- What or who is the Harriyandle Family Trust?

The Chief Executive Officer, Mr Gary Sherry, advised that the Harriyandle Family Trust is the business trading name for a contract civil engineer.

- For what purpose was the payment made to Keen Brothers Driver Training?

The Manager of Corporate and Community, Mrs Deanne Sweeney, advised that the Shire purchased driver training for the professional development of a staff member to obtain a licence required for their employment.

- For what purpose was accommodation purchased from the Narrogin Motel.

The Manager of Corporate and Community, Mrs Deanne Sweeney, advised that the Shire's Community Emergency Services Manager (CESM) was stranded in Narrogin after parts required for warranty repairs for the vehicle used by the CESM unexpectedly did not arrive. The Shire provided accommodation to allow the CESM to stay overnight and collect the vehicle in the morning after the parts arrived and repairs were completed.

- Why does the Shire purchase Hepatitis A & B vaccines.

The Manager of Infrastructure and Works, Mr Kevin D'Alton, advised that Council provides workers the opportunity to receive this vaccine for those workers who complete tasks where Hepatitis is a safety risk. Such risks occur in tasks at the Shire sewerage treatment facility, the cleaning of Shire facilities and dealing with dead animals on roadsides.

- Why does the Shire make loan repayments to the WA Treasury Corporation when the Shire of Brookton maintains significant reserves?

The Manager of Corporate and Community, Mrs Deanne Sweeney, explained that this payment was for a Council Loan. This Loan 80 was for numerous purposes including staff housing, sewerage, grader and facilities at Kalkarni. The financial reserves retained by Council have been allocated by Council to specific areas of future use.

6.03.26.03 BROOKTON COUNTRY CLUB CROPPING

Ms Sharon Williams asked why does the Shire has the cropping Reserve 50860 ? Has the Shire always had that land and does the Shire have any plans for that land other than cropping?

The Chief Executive Officer, Mr Gary Sherry, advised that Reserve 50860 was 16 hectares in area. Mr Sherry was not aware of the history of this reserve, but the land is now vested with the Shire of Brookton for the purpose of cropping. It would be possible for the Shire to use the land for an alternative purpose, but the Shire would be required to go through a process with the State Government to change the purpose of Reserve 50860.

Cr Copping advised that her recollection was that this land had always been cropped by the Brookton Golf Club. This had continued with the Brookton Country Club now that the Brookton Golf Club and Brookton Bowling Club have merged.

6.03.26.04 BROOKTON COUNTRY CLUB LEASE

Mr Guy Teede supported Ms Windsor's statement about transparency over Council leasing. Mr Teede believes that the Council decision with over the lease of Reserve 50860 to the Brookton Country Club is a bad decision and the Shire should seek expressions of interest from other community groups. Council needs to be fair about the 16 hectares of land.

The Shire President, Cr Rod Wallis, asked Mr Teede if he was making a statement or asking a question.

Mr Sherry explained this is a matter before Council at this meeting with yet a decision to be made.

6.03.26.05 VERGE SPRAYING

Mr Guy Teede asked if the verge spraying would be carried out this year, as it has not been done for the past few years.

The Chief Executive Officer, Mr Gary Sherry, advised that verge spraying will occur this year and did occur last year.

6.03.26.06 10 YEAR ROAD MAINTENANCE PLAN

Mr Guy Teede asked if normal maintenance is in that 10 year road plan?

The Chief Executive Officer, Mr Sherry explained that general, unscheduled maintenance is not included in the 10 Year Road Maintenance Plan. This Plan focuses on specific, planned capital expenditure that improves the standard and condition of a road.

6.03.26.07 WASTE DISPOSAL SITE

Mr Guy Teede advised that he reported the Shire of Brookton's Waste Disposal Site to WorkSafe and asked if there is an update on this their inspection. Mr Teede has brought up the poor management of the Site numerous times over the last 15 years, and every time has been fobbed off.

The Chief Executive Officer, Mr Gary Sherry, advised that WorkSafe visited the Site on 2nd March 2026, and have provided the Shire's Waste Disposal Site contractor with specific matters that require addressing.

WorkSafe have issued a Prohibition Notice requiring that the contractor's front end loader was not in use until the specific matter were repaired. As an update, the Contractor has completed most of that work and expect the loader will be on site or in Brookton tomorrow.

Mr Teede stated that on Tuesday the loader was sitting at the Site with no tyres on it. The Manager of Infrastructure and Works, Mr Kevin D'Alton, advised that he had spoken to the contactor on Tuesday afternoon and that four new tyres were put on the with additional repairs being conducted.

Mr Sherry advised that WorkSafe have also issued Improvement Notices relating to:

- preparing a register of hazardous chemicals stored on site. These chemicals included kerosene, oils, brake fluid and herbicides;
- servicing three fire extinguishers;
- updating the first aid kit;
- enforcing a no-smoking requirement within the site office.

7.03.26 APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

8.03.26 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil.

9.03.26 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**9.03.26.01 ORDINARY MEETING OF COUNCIL – 19 FEBRUARY 2026****OCM 03.26-01****COUNCIL RESOLUTION**

MOVED Cr McCabe SECONDED Cr Copping

That the minutes of the Ordinary Meeting of Council held in the Shire of Brookton Council Chambers, on 19 February 2026, be confirmed as a true and correct record of the proceedings.

CARRIED BY SIMPLE MAJORITY VOTE 6/0

**For: Cr Wallis, Cr McCabe, Cr Crouch, Cr Copping, Cr Harben, Cr Toop
Against: Nil.**

9.03.26.02 LOCAL EMERGENCY MANAGEMENT COMMITTEE – 10 MARCH 2026**OCM 03.26-02****COUNCIL RESOLUTION**

MOVED Cr Crouch SECONDED Cr McCabe

That the minutes of the Local Emergency Management Committee Meeting held in the Shire of Brookton Council Chambers on 10th March 2026 be received by Council.

CARRIED BY SIMPLE MAJORITY VOTE 6/0

**For: Cr Wallis, Cr McCabe, Cr Crouch, Cr Copping, Cr Harben, Cr Toop
Against: Nil.**

10.03.26 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil.

11.03.26 DISCLOSURE OF INTERESTS

Item No.	Members	Type of Interest	Nature of Interest
15.03.26.03	Mr Gary Sherry	Impartiality	I am member of the Brookton Country Club Inc.
15.03.26.03	Cr Gary Crouch	Impartiality	Member of the Men's Shed

12.03.26.01 10 YEAR ROAD MAINTENANCE PROGRAM

File No:	
Date of Meeting:	19 March 2026
Location/Address:	N/A
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Kevin D'Alton– Acting Manager Infrastructure and Works
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	The authors have no financial interest in this matter
Voting Requirements:	Simple Majority
Previous Report:	Nil

Summary of Item:

This report seeks Council endorsement of the 10-Year Road Maintenance Program (2026/27 – 2035/36) for the Shire of Brookton. The program outlines the major planned works for road construction, gravel sheeting, reseals, and major reconstructions to maintain a safe and sustainable road network while supporting agricultural and regional transport needs.

Description of Proposal:

The 10-Year Road Maintenance Program includes a comprehensive range of works including:

- Full road reconstructions
- Gravel sheeting and resheeting
- Reseals (single and two-coat)
- Tree lopping and mulching
- Drainage improvements
- Car park upgrades and shoulder widening

Each year includes a structured and costed list of projects funded from the following revenue sources:

- BS - Brookton Shire funding
- RRG - Regional Road Group
- R2R - Roads to Recovery
- WSN - Wheatbelt Secondary Freight Network

Annual Breakdown of Works	
Year	Total Estimated Cost
2026/27	\$1,323,711
2027/28	\$1,291,224
2028/29	\$1,077,448
2029/30	\$1,077,448
2030/31	\$1,077,448
2031/32	\$1,077,448
2032/33	\$1,077,448
2033/34	\$1,077,448
2034/35	\$1,077,448
2035/36	\$1,077,448
Total Investment Over 10 Years	\$11,234,519

Background:

The Shire of Brookton is committed to delivering a sustainable, safe, and well-maintained road network that supports community needs, agricultural transport, and regional connectivity. This long-term plan consolidates previous planning efforts and integrates funding availability, asset condition assessments, and community priorities.

Long-term planning ensures the Shire can strategically allocate resources, secure external funding, and minimise reactive maintenance costs.

Consultation:

Internal consultation has been undertaken with the Chief Executive Officer and the Acting Manager Infrastructure and Works.

Statutory Environment:

The proposed works are aligned with the Local Government Act 1995 and the Integrated Planning and Reporting Framework.

All projects will be included in the relevant Annual Budgets and adopted Forward Capital Works Plans.

Relevant Plans and Policy: Nil

Financial Implications:

The program is subject to annual budget approval. Funding sources have been identified for each project. Council may revise works annually depending on asset condition and funding changes.

Risk Assessment:

Risks associated with under-maintaining the road network include asset deterioration, increased maintenance costs, and safety hazards. The risk of not implementing the program is assessed as Medium.

Risk	Consequence	Likelihood	Rating
Deferred or inadequate maintenance	Moderate	Possible	Medium
Budget overruns	Moderate	Possible	Medium
Road safety issues	Major	Unlikely	Medium

Mitigation includes annual review, prioritisation of works, and alignment with funding sources.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Extreme
	Almost Certain	Medium	High	High	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:

Supports delivery of core services and aligns with the Shire of Brookton Strategic Community Plan 2021–2032 and Corporate Business Plan 2022–2026, including:

- Sustainable infrastructure management
- Community safety and accessibility
- Regional connectivity and economic transport efficiency.

Comment:

Endorsing the 10-Year Road Maintenance Program provides a clear framework for asset management, strategic allocation of resources, and funding alignment. It enhances long-term operational efficiency and ensures roads remain safe and serviceable for the community.

OFFICER'S RECOMMENDATION

That Council:

1. Endorses the 10-Year Road Maintenance Program (2026/27 – 2035/36) as presented.
2. note that the implementation of projects is subject to annual budget adoption and funding availability.

(Absolute majority vote required)

OCM 03.26-03

COUNCIL RESOLUTION

MOVED Cr McCabe SECONDED Cr Copping

That Council:

1. **Endorses the 10-Year Road Maintenance Program (2026/27 – 2035/36) as presented.**
2. **note that the implementation of projects is subject to annual budget adoption and funding availability.**

CARRIED BY ABSOLUTE MAJORITY VOTE 6/0

**For: Cr Wallis, Cr McCabe, Cr Crouch, Cr Copping, Cr Harben, Cr Toop
Against: Nil.**

Attachment

Attachment 12.03.26.01A – 10 Year Road Maintenance Program (2026/27 – 2035/36)

Summary of Jobs with Totals			
Road	Description of Works	Funded	Total
2026/27			
Brookton Highway	Footpath construction - both sides of the railway line.	BS	\$52,185
Rural Roads	Remove existing Tree Lopping and Mulching	BS	\$61,310
Brookton Kweda Road	Full Construction 3000m	RRG	\$825,431
Robinson Street Roundabout	Mill and fill, Black Asphalt	R2R	\$85,000
Avonbank and Koornong Streets	Full Construction and reseal works	R2R	\$176,893
Wills Road	Gravel Resheeting, 3000m	R2R	\$122,892
Dangin Mears Road	Reconstruct	WBSF	
			\$1,323,711
2027/28			
Withall Street	Footpath construction	BS	\$50,000
Rural Roads	Tree Lopping and Mulching	BS	\$50,000
Brookton Kweda Road	Full Construction 2000m	RRG	\$592,663
Walwalling Road	Gravel Sheeting, 3000m	R2R	\$128,262
Moorumbine and Corberding Roads	Repair and reseal works (sections) 2000m	R2R	\$128,262
Copping Road	Reseal, Drainage and Asphaltting		\$213,776
Hillcroft Road	Gravel Resheeting, 3000m	R2R	\$128,261
Aldersyde North Road	Reconstruct	WBSF	
			\$1,291,224
2028/29			
Corberding Road Town Side	Footpath construction	BS	\$50,000
Rural Roads	Tree Lopping and Mulching	BS	\$50,000
Brookton Kweda Road	Full Construction 2000m	RRG	\$592,663
Hillcroft Road	Gravel Sheeting, 3000m	R2R	\$155,955
Walwalling Road	Gravel Sheeting, 3000m	R2R	\$155,954
Collard Street	Reseal, 1 coat seal	R2R	\$72,876
Aldersyde North Road	Reconstruct	WBSF	
			\$1,077,448
2029/30			
Sports Pavillion Road Entry	Reseal, 1 coat seal	BS	\$50,000
Rural Roads	Tree Lopping and Mulching	BS	\$50,000
Moorumbine Road	Full Construction 2000m	RRG	\$592,663
Boyagarra Road	Widen shoulders, 2 coat seal, 2000m	R2R	\$125,726
Boyagarra Road	Gravel Sheeting, 4000m	R2R	\$259,059
Aldersyde North Road	Reconstruct	WBSF	
			\$1,077,448

Summary of Jobs with Totals			
Road	Description of Works	Funded	Total
2030/31			
Caravan Park Ring Road	100mm roadbase	BS	\$50,000
Rural Roads	Tree Lopping and Mulching	BS	\$50,000
Moorumbine Road	Full Construction 2000m	RRG	\$592,663
Boyagarra Road	Widen shoulders, 2 coat seal, 2000m	R2R	\$128,263
Austin Road	Gravel Sheeting, 2500m	R2R	\$128,261
Mills Road	Gravel Sheeting, 2500m	R2R	\$128,261
Aldersyde Pingelly Road	Reconstruct	WBSF	
			\$1,077,448
2031/32			
McGrath Street	Footpath Construction	BS	\$50,000
Rural Roads	Tree Lopping and Mulching	BS	\$50,000
Moorumbine Road	Full Construction 2000m	RRG	\$592,663
Richardson & Monger Streets Train line	Reseal, 1 coat seal	R2R	\$128,262
Tiller Street	Prepare and 2 coat seal (400m x 8m)	R2R	\$128,262
Mills Road	Gravel Sheeting, 2500m	R2R	\$128,261
Aldersyde Pingelly Road	Reconstruct	WBSF	
			\$1,077,448
2032/33			
McGrath Street	Footpath Construction	BS	\$50,000
Rural Roads	Tree Lopping and Mulching	BS	\$50,000
Yeo Road	Full Construction 2000m	RRG	\$592,663
Dangin Mears South	Gravel Sheeting, 4000m	R2R	\$259,060
Watts Road	Gravel Sheeting, 3000m	R2R	\$125,725
Aldersyde Pingelly Road	Reconstruct	WBSF	
			\$1,077,448
2033/34			
Withall Street	Footpath Construction	BS	\$50,000
Rural Roads	Tree Lopping and Mulching	BS	\$50,000
Yeo Road	Full Construction 2000m	RRG	\$592,663
McCooke Road	Gravel Sheeting, 2500m	R2R	\$128,262
Jaensch Road	Gravel Sheeting, 2500m	R2R	\$128,262
Fancote Road	Gravel Sheeting, 2500m	R2R	\$128,261
			\$1,077,448

Summary of Jobs with Totals			
Road	Description of Works	Funded	Total
2034/35			
Avonbank Close	Footpath Construction	BS	\$50,000
Rural Roads	Tree Lopping and Mulching	BS	\$50,000
Moorumbine Road	Full Construction 2000m	RRG	\$592,663
Mills Road	Gravel Sheeting, 2500m	R2R	\$128,262
South Kweda Road	Gravel Sheeting, 2500m	R2R	\$128,262
Brookton Kweda Road	Gravel Sheeting, 2500m	R2R	\$128,261
			\$1,077,448
2036/37			
Bodey Street	Footpath Construction	BS	\$50,000
Rural Roads	Tree Lopping and Mulching	BS	\$50,000
Moorumbine Road	Full Construction 2000m	RRG	\$592,663
Mills Road	Gravel Sheeting, 2500m	R2R	\$128,262
South Kweda Road	Gravel Sheeting, 2500m	R2R	\$128,262
North Kweda Road	Gravel Sheeting, 2500m	R2R	\$128,261
			\$1,077,448

13.03.26 COMMUNITY SERVICES REPORTS

Nil.

14.03.26 CORPORATE SERVICES REPORTS**14.03.26.01 LIST OF PAYMENTS – FEBRUARY 2026**

File No:	N/A
Date of Meeting:	19 March 2026
Location/Address:	14 White Street, Brookton
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Katie Rigg – Finance Officer Creditors
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 Majority
Previous Report:	19 February 2026

Summary of Report:

The purpose of this report is to present the list of payments for the month of February 2026, as required under the *Local Government (Financial Management) Regulations 1996*.

Description of Proposal:

The accounts paid under Delegation 1.1, Power to Make Payments, are included within Attachment 14.03.26.01A.

A detailed transaction listing of credit card expenditure paid for the period ended 28 February 2026 is contained within Attachment 14.03.26.01B.

A detailed transaction listing of purchasing expenditure paid for the period ended 28 February 2026 is contained within Attachment 14.03.26.01C.

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:

There has been no consultation on this matter.

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:

Policy 2.15 Procurement.

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
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 report 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 its power 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 provided to Council, where such delegation is made.

OFFICER’S RECOMMENDATION

That Council receive:

1. the list of accounts, totalling \$513,702.90 paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the month of February 2026, as contained within Attachment 14.03.26.01A;
2. the list of credit card transactions, totalling \$2,774.89 paid in February 2026, as contained within Attachment 14.03.26.01B; and
3. the list of purchasing card transactions, totalling \$1,459.59 paid in February 2026, as contained within Attachment 14.03.26.01C.

(Simple majority vote required)

COUNCIL RESOLUTION

MOVED Cr McCabe SECONDED Cr Crouch

That Council receive:

- 1. the list of accounts, totalling \$513,702.90 paid under delegated authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 for the month of February 2026, as contained within Attachment 14.03.26.01A;**
- 2. the list of credit card transactions, totalling \$2,774.89 paid in February 2026, as contained within Attachment 14.03.26.01B; and**
- 3. the list of purchasing card transactions, totalling \$1,459.59 paid in February 2026, as contained within Attachment 14.03.26.01C.**

CARRIED BY SIMPLE MAJORITY VOTE 6/0

For: Cr Wallis, Cr McCabe, Cr Crouch, Cr Copping, Cr Harben, Cr Toop

Against: Nil.

Attachments

Attachment 14.03.26.01A – List of accounts paid.

Attachment 14.03.26.01B – Credit card transactions.

Attachment 14.03.26.01C – Fuel card transactions.

List of Payments Paid in February 2026

Chq/EFT	Date	Name	Description	Amount
EFT17978	12/02/2026	ALCOLIZER TECHNOLOGY	CALIBRATION OF HH4 BREATHALYZER JANUARY 26	\$235.40
EFT17979	12/02/2026	AMPAC DEBT RECOVERY	RATES DEBT RECOVERY FEE FOR JANUARY 25, LANDGATE LODGE FEE A137, PALISADE DISBURSEMENT A2682, A137, PALISADE PROFESSIONAL FEES A2682, A137 & EXTERNAL SKIP TRACE A2682	\$4,782.51
EFT17980	12/02/2026	ATKINS MECHANICAL SERVICE	LINE MARKER REPAIRS JANUARY 26	\$93.50
EFT17981	12/02/2026	BEDFORD ARMS HOTEL	COUNCILLOR & STAFF MEALS & REFRESHMENTS DECEMBER 25 & FEBRUARY 26 MEETINGS	\$526.00
EFT17982	12/02/2026	BOB WADDELL & ASSOCIATES PTY LTD	1HR SPENT ON CONNECTIVITY ISSUES WITH IT SUPPORT JANUARY 26	\$176.00
EFT17983	12/02/2026	BOOKEASY AUSTRALIA PTY LTD	ONLINE BOOKING SYSTEM ROOM MANAGER MONTHLY FEE JANUARY 26 CARAOP	\$242.00
EFT17984	12/02/2026	BROOKTON BUNCH	AUSTRALIA DAY SUPPLIES TABLE CENTREPIECES JANUARY 26	\$220.00
EFT17985	12/02/2026	BROOKTON DHS P&C	DONATION PAYMENT FROM TERESA FANCOTE FOR BUS DRIVING FOR CHRISTMAS LIGHTS TOUR DECEMBER 25	\$42.00
EFT17986	12/02/2026	BROOKTON PLUMBING	FIX LEAKING GAS BOTTLE U1MSOP, REAPIRS TO MENS TOILET URINAL CARAOP FEBRUARY 26	\$341.00
EFT17987	12/02/2026	BROOKTON PROFESSIONAL SERVICES CENTRE	CRC MONTHLY RENT FEBRUARY 26	\$1,050.00
EFT17988	12/02/2026	C.A HARTL & C.E HARTL T/A JELCOBINE FARMS	WINNER BOUQUETS AUSTRALIA DAY X3 JANAURY 26	\$300.00
EFT17989	12/02/2026	CATHY DOWNES	CARAVAN PARK REFUND #15677197 4X NIGHTS POWERED CARAVAN BAY 02/04/26- 06/04/26	\$136.00
EFT17990	12/02/2026	CHARITY GISBORNE T/A CK KREATIONS	20X PRINTED WATER BOTTLES FOR SENIORS WEEK EVENT NOVEMBER 25	\$360.00
EFT17991	12/02/2026	CHILD SUPPORT AGENCY EMPLOYER SERVICES	PAYROLL DEDUCTIONS	\$292.04

Chq/EFT	Date	Name	Description	Amount
EFT17992	12/02/2026	DELTA AGRIBUSINESS WA- BROOKTON RURAL TRADERS	1X TECO 86 LITRE 2 DOOR BAR FRIDGE PUBLIC USE & 1X TECO 86 LITRE 2 DOOR BAR FRIDGE STAFF USE & 8X STORAGE CRATES CRC DECEMBER 25, 50M 75MM RED LAYFLAT HOSE SEWEOP, 1 X DECK BELT & 2 X BELT CUB CADET FOR MOWER PM9, URN - 8.8 LITRE WBOP, WORKS MONTHLY PURCHASES FORTUNE 500, TIMER TAP, CONNECTOR HOSE, MAKITA NYLON HEAD, CABLE TIES, ROPE, PRESSURE SPRAYER, JOINER, ELECTRICAL TAPE, PYRETHRYM 200ML YATES, WHEELIE BIN, TARZAN GRIP DECEMBER 25	\$3,033.77
EFT17993	12/02/2026	FLEET COMMERCIAL GYMNASIUMS	DELIVERY, INSTALLATION & WARRANTY FOR 1X MATRIX ENDURANCE ELLIPTICAL & 1X MATRIX ENDURANCE TREADMILL JANUARY 26	\$20,174.00
EFT17994	12/02/2026	FUEL DISTRIBUTORS OF WA	WORK BULK DIESEL 6600L @ \$1.57510 JANUARY 25	\$10,395.66
EFT17995	12/02/2026	GARY SHERRY	REIMBURSEMENT FOR ELECTRICITY AS PER EMPLOYMENT CONTRACT 25/11/25 TO 27/01/26	\$217.87
EFT17996	12/02/2026	GREAT SOUTHERN FUEL SUPPLIES	FUEL CARD PURCHASES DECEMBER 25 FOR MCC, CEO, CESM	\$1,459.59
EFT17997	12/02/2026	KENNEDYS (AUSTRALASIA) PARTNERSHIP	MEMBER RETAINED RISK PAYMENT (MRRP-EXCESS) - MANAGEMENT LIABILITY POLICY (SECTION 4 – EMPLOYMENT PROTECTION LIABILITY) JANUARY 26	\$9,122.85
EFT17998	12/02/2026	LG BEST PRACTICES	FINANCE 101 TRAINING FINANCE OFFICER - CREDITORS & RATES 101 TRAINING FOR AO 04/02/26 - 25/03/2026	\$3,960.00
EFT17999	12/02/2026	MARK HUTCHINSON	CARAVAN PARK REFUND #15553822 1X NIGHT SALMON GUM CHALET 15/01/2026	\$151.00
EFT18000	12/02/2026	NATALIE RAE ATKINS	PHOTOS FOR WEBSITE REFRESH FEBRUARY 26	\$150.00
EFT18001	12/02/2026	NOURISH BROOKTON	COMMUNITY CHRISTMAS PARTY SUPPLIES, ADMIN MONTHLY PURCHASES STAFF	\$488.93

Chq/EFT	Date	Name	Description	Amount
			REFRESHMENTS, PAPER TOWEL, HAND SOAP, SHEEN, DEPOT MONTHLY PURCHASES STAFF REFRESHMENTS, CRC MONTHLY PURCHASES STAFF REFRESHMENTS, BATTERIES, WATER, ICEY POLES, HAND SOAP DECEMBER 25	
EFT18002	12/02/2026	OFFICEWORKS BUSINESS DIRECT	AUSTRALIA DAY SUPPLIES JANUARY 26	\$408.80
EFT18003	12/02/2026	SHIRE OF BROOKTON	AUSTRALIA DAY FLYERS PRINTING, POSTERS PRINTING, VENUE HIRE JANUARY 26	\$688.00
EFT18004	12/02/2026	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$1,500.00
EFT18005	12/02/2026	STEAMWEST CARPET CLEANING	CARPET CLEANING 3 BEDROOMS U133WS FEBRUARY 26	\$322.00
EFT18006	12/02/2026	STUMPYS GATEWAY ROADHOUSE	CATERING FOR AUSTRALIA DAY POOL PARTY JANUARY 26	\$660.00
EFT18007	12/02/2026	UNIQUE STROKES WA	PIONEER PARK ROTUNDA PAINTING ROTUOP FEBRUARY 26	\$4,840.00
EFT18008	12/02/2026	WA CONTRACT RANGER SERVICES	ANIMAL CONTROL 3.25HRS 19/01/26 & ANIMAL CONTROL 3.5HRS 28/01/26	\$794.48
EFT18009	12/02/2026	WA LOCAL GOVERNMENT ASSN	THE ROLE OF MAYORS & PRESIDENTS - CR WALLIS, EARNING - CME - MODULE 3 - SERVING ON COUNCIL CR CROUCH, EARNING - CME MODULE 5 - UNDERSTANDING FINANCIAL REPORTS AND BUDGETS CR CROUCH, EARNING - CME MODULE 2: CONFLICTS OF INTEREST CR CROUCH DECEMBER 25	\$1,754.50
EFT18010	12/02/2026	WALLIS COMPUTER SOLUTIONS	TRAINEE LAPTOP REPLACEMENT & INSTALL, 2X HARDWARE TOKENS FOR MULTIFACTOR AUTHENTICATION SHIRE ADMIN COUNTER (WS61) & BCRC COUNTER (WS59) JANUARY 26, MONTHLY XENEX BUSINESS FIXED WIRELESS 100/100 MBPS UNLIMITED DATA FEBRUARY 26	\$3,630.00
EFT18011	12/02/2026	WINDSOR D & J	REPAIRS TO KITCHEN CEILING MENSSED JANUARY 26	\$1,650.00
EFT18012	23/02/2026	ATO	BAS RETURN FEBRUARY 2026	\$1,554.00

Chq/EFT	Date	Name	Description	Amount
EFT18013	26/02/2026	AC ELECTRICS WA	INSURANCE CLAIM FOR MEMORIAL HALL LGIS REF: PR0050189, SUPPLY & REPLACE ALL ELECTRICAL FIXTURES, ATTACHED TO CEILING, DUE TO WATER INGRESS AFTER STORM ON THE 05/11/25, REPLACE BREAKERS ON LIGHTING TOWER & DIAGNOSE ELECTRICAL ISSUE JANUARY 26 OVALOP	\$3,411.71
EFT18014	26/02/2026	ALTUS TRAFFIC PTY LTD	TRAFFIC CONTROL YORK/WILLIAMS ROAD 09/02/26 - 14/02/26	\$35,004.18
EFT18015	26/02/2026	ATKINS MECHANICAL SERVICE	CALLOUT TO SITE TO INSPECT & REPAIR FUEL LINE TIP TRUCK PT18 JANUARY 26	\$264.00
EFT18016	26/02/2026	AUSTRALIA POST	MONTHLY POSTAGE FEES FOR SHIRE ADMIN & CRC JANUARY 26	\$549.20
EFT18017	26/02/2026	B & N EYRE BROOKTON NEWSAGENCY	CRC 6X CARTONS A4 PAPER FEBRUARY 26, ADMIN MONTHLY PURCHASES JANUARY 26, PAPER, HIGHLIGHTERS, SHEET PROTECTORS, STATIONERY, CRC MONTHLY PURCHASES JANUARY 26 - PHOTO PAPER, METALLIQUE PAPER, RIBBON, GLUE	\$497.45
EFT18018	26/02/2026	BOC GASES	1 X OXYGEN INDUST G SIZE 1 X DISSOLVED ACETYLENE E SIZE 1 X ARGOSHIELD UNIVERSAL E2 SIZE FOR WELDER 29/12/26 - 28/01/26 DEPOOP	\$59.93
EFT18019	26/02/2026	BROOKTON MEATS	15KG SAUSAGES FOR COMMUNTIY CHRISTMAS PARTY DECEMBER 25, 9KG SAUSAGES FOR AUSTRALIA DAY EVENT JANAURY 26	\$456.90
EFT18020	26/02/2026	BROOKTON PHARMACY	HEPATITIS A & B VACCINE 2ND SHOT MIW JANUARY 26	\$114.00
EFT18021	26/02/2026	BROOKTON PLUMBING	REPAIRS TO PUMP PIT CARAOP, PUBLIC TOILET PUMP OUT RRTLOP FEBRUARY 26	\$2,219.00
EFT18022	26/02/2026	BROOKTON TYREPOWER	2 X DOUBLE COIN 11R22.5 148/145J RLB400 DRIVE DISPOSAL TRUCK TYRE PT14, PUNCTURE REPAIR PT15, JANUARY 26	\$1,335.00

Chq/EFT	Date	Name	Description	Amount
EFT18023	26/02/2026	BUNNINGS TRADE	LEMAAR SATIN CHROME MORTICE TOILET INDICATOR BOLT LOCK DDA X2 CARAOP JANUARY 26	\$75.96
EFT18024	26/02/2026	C & D CUTRI	PREVENTITIVE MAINTENANCE BRIDGE 3150A ALDERSYDE NORTH, FUNGICIDE TREATMENT, SEALING, TIGHTENING FEBRUARY 26	\$30,800.00
EFT18025	26/02/2026	CHILD SUPPORT AGENCY EMPLOYER SERVICES	PAYROLL DEDUCTIONS	\$292.04
EFT18026	26/02/2026	DARRY'S PLUMBING & GAS DARR BEST PLUMBING PTY LTD	EMERGENCY PUMP OUT DUMP POINT & SERVICING OF ATU SEPTIC SYSTEM FEBRUARY 26 CARAOP	\$1,955.00
EFT18027	26/02/2026	DAVID WILLS AND ASSOCIATES	STRUCTURAL CERTIFICATION OF EFFLUENT DAM & PIPE CROSSING JANUARY 26 SEWEOP	\$7,865.00
EFT18028	26/02/2026	DELTA AGRIBUSINESS WA- BROOKTON RURAL TRADERS	PURCHASE 3 BALL VALVE REPLACEMENT SEWEOP, PURCHASE GREASE TUBES FOR GRADER PG9, PORTASOL PORTABEL TOILET SANITISER 5LT TOWNOP, MONTHLY PURCHASES GARBAGE BAGS, GLOVES, JOINERS, TOOLS, VALVES, CLAMPS, POLYTUBE, BOLTS, STAKES, TRIMMER LINE, SD CARD, TIMER TAP, FENCING, PAINT, PIPE, TOILET SEAT, PLUNGER JANUARY 26	\$1,957.21
EFT18029	26/02/2026	EDGE PLANNING & PROPERTY	MONTHLY TOWN PLANNING SERVICES 5.5HRS JANUARY 26	\$898.42
EFT18030	26/02/2026	FARMARAMA	4X DRUMS OF BIOWET EASY PAR, 4X 25KG FERTGROW COMPLETE V9 JANUARY 26 MADIOP, RWPKOP	\$1,324.40
EFT18031	26/02/2026	GREAT SOUTHERN SUPPLIES T/AS G&M DETERGENTS	MONTHLY CLEANING SUPPLIES ORDER WBOP, CARAOP, MHALLOP, RRTOP, ADMIOP, DEPOOP, GYMOP JANUARY 26	\$1,987.88
EFT18032	26/02/2026	GREAT SOUTHERN WASTE DISPOSAL	DOMESTIC RUBBISH COLLECTION 26/06/25 - 31/07/25 451 HOUSEHOLDS X 5 WEEKS = 2255, RECYCLING COLLECTION 335 HOUSEHOLDS X 2 WEEKS = 670, REFUSE SITE 39 LABOUR HOURS X 5 WEEKENDS = 195, 3 MACHINE HOURS X 5 WEEKENDS = 15, 12 BINS OF WASTE, 12 BINS OF CARBOARD, 1	\$43,691.67

Chq/EFT	Date	Name	Description	Amount
			TRAILER OF WASTE & DOMESTIC RUBBISH COLLECTION 25/12/25 - 29/01/26 450 HOUSEHOLDS X 5 WEEKS = 2250, RECYCLING COLLECTION 334 HOUSEHOLDS X 2 WEEKS = 668, REFUSE SITE 33 LABOUR HOURS X 5 WEEKENDS = 165, 3 MACHINE HOURS X 5 WEEKENDS = 15, 6 BINS OF WASTE, 6 BINS OF CARBOARD, 1 TRAILER OF WASTE & DOMESTIC RUBBISH COLLECTION 27/11/25 - 25/12/25 450 HOUSEHOLDS X 4 WEEKS = 1800, RECYCLING COLLECTION 334 HOUSEHOLDS X 2 WEEKS = 668, REFUSE SITE 39 LABOUR HOURS X 4 WEEKENDS = 156, 3 MACHINE HOURS X 4 WEEKENDS = 12, 12 BINS OF WASTE, 612 BINS OF CARBOARD, 3 TRAILERS OF WASTE RUBBOP, TIPOP & CREDIT DUE TO OVERPAYMENT OF 6 LABOUR HOURS PER WEEK JULY 25 - DECEMBER 25	
EFT18033	26/02/2026	HARRIYANDLE FAMILY TRUST	TECHNICAL & PROJECT MANAGEMENT SERVICES JANUARY 26 & SITE VISIT 16/01/26 RICHR2R	\$3,652.00
EFT18034	26/02/2026	HERSEY SAFETY PTY LTD	PEDESTRIAN HOLDING RAIL YELLOW WITH RED AND WHITE REFLECTIVE TAPE ROBIAR FEBRUARY 26	\$563.20
EFT18035	26/02/2026	JA DAVEY PTY LTD	PURCHASE OF PHOTO KIOSK FOR CRC FEBRUARY 26	\$5,527.50
EFT18036	26/02/2026	KEEN BROS DRIVER TRAINING	HC AUTOMATIC LICENCE LESSON & ASSESSMENT PLANT OPERATOR/GENERAL HAND FEBRUARY 26	\$2,720.00
EFT18037	26/02/2026	MARKET CREATIONS AGENCY MARKET CREATIONS AGENCY PTY LTD	PHASE THREE WEBSITE DESIGN REFRESH JANUARY 26	\$5,675.34
EFT18038	26/02/2026	MOORE AUSTRALIA (WA) PTY LTD	2026 WA LOCAL GOVERNMENT ANNUAL BUDGET WORKSHOPS - 06/03/26 FO PAYROLL & 20/03/26 MCC	\$2,970.00
EFT18039	26/02/2026	NARROGIN GLASS	REPAIRS TO FLYSCREEN DOOR DECEMBER 25 U4MSOP	\$223.54

Chq/EFT	Date	Name	Description	Amount
EFT18040	26/02/2026	NARROGIN MOTEL	ACCOMMODATION FOR CESM 12/02/26	\$240.00
EFT18041	26/02/2026	NEW GROUND WATER SERVICES PTY LTD	PURCHASE COUPLING REPAIR CLAMP FEBRUARY 26 OVALOP	\$125.00
EFT18042	26/02/2026	NOURISH BROOKTON	SUPPLIES FOR AUSTRALIA DAY EVENT, DEPOT MONTHLY PURCHASES STAFF REFRESHMENTS, KEYS CUT, ADMIN MONTHLY PURCHASES STAFF REFRESHMENTS, KEYS CUT, DISHWASHING LIQUID, DUSTPAN, RATAK, CRC MONTHLY PURCHASES HOOKS, STAFF REFRESHMENTS, PAPER COFFEE CUPS, CABLE TIES, TAPE, WOODEN SPOONS, BOTTLED WATER, TISSUES, HAND SOAP JANUARY 26	\$1,182.10
EFT18043	26/02/2026	NYSSA SCHEFFLER	PAINT FOR CARAVAN PARK BOOK EXCHANGE CUPBOARD FEBRUARY 26	\$22.50
EFT18044	26/02/2026	OFFICEWORKS BUSINESS DIRECT	ERGONOMIC KEYBOARD AND MOUSE WIRELESS JANUARY 26 EV0015	\$68.95
EFT18045	26/02/2026	PRICES FABRICATION AND STEEL PTY LTD	INSURANCE WORKS & REPAIRS TO EAST BROOKTON FIRE SHED WATER TANK NOVEMBER 25	\$3,039.08
EFT18046	26/02/2026	PUMP ENGINEERS PTY LTD	PURCHASE LEVEL PROBE 4-20, 15M CABLE FOR OVAL TANK FEBRUARY 26 OVALOP	\$346.06
EFT18047	26/02/2026	SEEK LIMITED	ONLINE JOB ADVERTISING - (CESM) COMMUNITY EMERGENCY SERVICES MANAGER FEBRUARY 26	\$400.95
EFT18048	26/02/2026	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$2,200.00
EFT18049	26/02/2026	SKYE FISHER	ICE BREAKER GAME FOR END OF LIFE TRAINING FEBRUARY 26	\$78.10
EFT18050	26/02/2026	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	DEFIB PADS 1X KIDS SET & 1X ADULT SET POOLGO JANUARY 26	\$371.00
EFT18051	26/02/2026	STEAMWEST CARPET CLEANING	CARPET CLEANING SERVICES AT BCRC FEBRUARY 26	\$606.00
EFT18052	26/02/2026	STUMPYS GATEWAY ROADHOUSE	CATERING COUNCILLOR TRAINING 7 NOVEMBER 2025, MONTHLY FUEL PURCHASES JANUARY 26 PM3	\$101.65

Chq/EFT	Date	Name	Description	Amount
EFT18053	26/02/2026	TUTT BRYANT EQUIPMENT	ROLLER LP0402 WHEEL CHOCKS PR12 JANUARY 26	\$174.02
EFT18055	26/02/2026	WA CONTRACT RANGER SERVICES	RANGER SERVICES - 3.5HRS ANIMAL CONTROL 05/02/26, 4.25HRS ANIMAL CONTROL 11/02/26	\$912.18
EFT18056	26/02/2026	WA ELECTORAL COMMISSION	CONDUCTING 2025 LOCAL GOVERNMENT ORDINARY ELECTION POSTAL VOTING 18/10/25	\$17,442.76
EFT18057	26/02/2026	ZIRCODATA (TOTALLY CONFIDENTIAL RECORDS)	MONTHLY STORAGE CHARGES X214 ARCHIVE BOXES JANUARY 26	\$56.73
EFT18058	27/02/2026	RYAN HERMAN HUMPHRIES	FACILITY HIRE NO ALCOHOL BOND REFUND	\$250.00
DD9055.1	02/02/2026	WATER CORPORATION OF WA	WATER CHARGES TO 15/01/2026 23WHITOP	\$795.78
DD9055.2	02/02/2026	WA TREASURY CORPORATION	PRINCIPAL & INTEREST FOR LOAN 80 - FEBRUARY PAYMENT	\$31,595.76
DD9071.1	03/02/2026	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS	\$4,817.15
DD9071.2	03/02/2026	REST INDUSTRY SUPER	PAYROLL DEDUCTIONS	\$387.77
DD9071.3	03/02/2026	COLONIAL FIRST STATE CHOICE WHOLESALE PERSONAL SUPER	PAYROLL DEDUCTIONS	\$623.80
DD9071.4	03/02/2026	MLC NOMINEES PTY LIMITED	SUPERANNUATION CONTRIBUTIONS	\$465.23
DD9071.5	03/02/2026	SANDHURST TRUSTEES	SUPERANNUATION CONTRIBUTIONS	\$1,160.59
DD9071.6	03/02/2026	HUB24 SUPERFUND	SUPERANNUATION CONTRIBUTIONS	\$386.37
DD9071.7	03/02/2026	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	\$3,815.91
DD9071.8	03/02/2026	THE TRUSTEE FOR JOHNS FAMILY SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$566.47
DD9071.9	03/02/2026	EQUIP SUPER	SUPERANNUATION CONTRIBUTIONS	\$643.01
DD9078.1	04/02/2026	TELSTRA CORPORATION	MONTHLY WIRELESS M2M DATA PLAN 16/01/26 TO 15/02/26 150MB (RETIC CONTROLLER - OVAL) OVALOP, 5MB (SEWERAGE PUMP STATION ALARM) SEWEOP, (VMS BOARD #2) DEPOOP	\$31.48
DD9078.2	04/02/2026	SYNERGY	ELECTRICITY CHARGES 10/12/25 - 13/01/26 CARAOP, OVALOP, WBOP	\$3,815.63
DD9080.1	05/02/2026	WATER CORPORATION OF WA	WATER CHARGES 01/01/26 - 28/02/26 STANDPIPE 25MM	\$6,773.74
DD9082.1	06/02/2026	WATER CORPORATION OF WA	WATER CHARGES 11/11/25 - 15/01/26 MENSSED	\$1,331.31

Chq/EFT	Date	Name	Description	Amount
DD9086.1	09/02/2026	WATER CORPORATION OF WA	WATER CHARGES 10MAOP 11/11/25 - 15/01/26	\$1,255.36
DD9093.1	12/02/2026	WATER CORPORATION OF WA	WATER CHARGES 11/11/25 - 15/01/26 MHALLOP, OVALOP, U1SSWS, U233WS, U333WS, MEMPOP, POOLGO	\$9,045.04
DD9095.1	14/02/2026	SHIRE OF BROOKTON - MASTERCARD - CEO	CEO CREDIT CARD PURCHASES JANUARY 26, STARLINK INTERNET CHARGES WB EVA PAVILION, WBSHEDOP, EBSHEDOP 06/01/26 - 05/02/2026, STARLINK INTERNET CHARGES CESM VEHICLE 06/01/26 TO 05/02/26, SINCH MESSAGE MEDIA - MONTHLY ACCESS FEE 01/01/26 - 31/01/26 & USAGE FEE X 1600 SMS 01/12/25 TO 31/12/25, LIBERTY ALBANY FUEL, LIBERTY WEST BUSSELTON FUEL, DUNNINGS NORTHAM FUEL, CITY OF PERTH PARKING FOR ARBITRATION CONFERENCE	\$2,640.99
DD9095.2	14/02/2026	SHIRE OF BROOKTON - MASTERCARD - MCC	MCC CREDIT CARD PURCHASES JANUARY 26, TEACHER SUPERSTORE AUSTRALIA DAY EVENT SUPPLIES	\$125.90
DD9095.3	14/02/2026	SHIRE OF BROOKTON - MASTERCARD - CESM	CESM CREDIT CARD PURCHASES JANUARY 26 FEES ONLY	\$4.00
DD9102.1	16/02/2026	TELSTRA CORPORATION	MESSAGE BANK FOR HARVEST & FIRE BANS 23/01/26 - 22/02/26	\$6.00
DD9102.2	16/02/2026	SYNERGY	ELECTRICITY CHARGES 22/11/2025 - 23/01/2026 MHALLOP, MADIOP	\$373.19
DD9104.1	16/02/2026	3E ADVANTAGE PTY LTD	ADMIN MONTHLY PRINTING CHARGES 4,500 B&W, 4,500 COLOUR & CRC MONTHLY PRINTING CHARGES 10,300 B&W, 9,000 COLOUR JANUARY 26	\$2,718.71
DD9106.1	17/02/2026	SYNERGY	ELECTRICITY CHARGES 25/11/25 - 27/01/26 SEWEOP, MENSSHED, MEMPOP, DRAIOP, POOLGO, DEPOOP, OVALOP, WAHPOP	\$7,452.95
DD9108.1	17/02/2026	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS	\$5,029.24
DD9108.2	17/02/2026	REST INDUSTRY SUPER	PAYROLL DEDUCTIONS	\$387.77
DD9108.3	17/02/2026	COLONIAL FIRST STATE CHOICE WHOLESAL PERSONAL SUPER	PAYROLL DEDUCTIONS	\$623.80

Chq/EFT	Date	Name	Description	Amount
DD9108.4	17/02/2026	MLC NOMINEES PTY LIMITED	SUPERANNUATION CONTRIBUTIONS	\$553.13
DD9108.5	17/02/2026	SANDHURST TRUSTEES	SUPERANNUATION CONTRIBUTIONS	\$1,066.16
DD9108.6	17/02/2026	HUB24 SUPERFUND	SUPERANNUATION CONTRIBUTIONS	\$386.37
DD9108.7	17/02/2026	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	\$3,793.97
DD9108.8	17/02/2026	THE TRUSTEE FOR JOHNS FAMILY SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$566.47
DD9108.9	17/02/2026	EQUIP SUPER	SUPERANNUATION CONTRIBUTIONS	\$641.56
DD9111.1	18/02/2026	SYNERGY	ELECTRICITY CHARGES 25/11/25 - 27/01/26 U5MSOP	\$79.53
DD9115.1	20/02/2026	AMP SIGNATURE SUPER	SUPERANNUATION CONTRIBUTIONS CR HARBEN - 2ND QTR 01.10.2025 TO 30.12.2025	\$97.68
DD9115.2	20/02/2026	THE TRUSTEE FOR DE LANGE & LILLY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS CR DE LANGE 2ND QTR 01.10.2025 TO 30.12.2025	\$131.28
DD9115.3	20/02/2026	AWARE SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS CR WALLIS 2ND QTR 01.10.2025 TO 30.12.2025	\$381.21
DD9115.4	20/02/2026	UNISUPER	SUPERANNUATION CONTRIBUTIONS CR TOOP 2ND QTR 01.10.2025 TO 30.12.2025	\$97.68
DD9117.1	19/02/2026	SYNERGY	ELECTRICITY CHARGES 25/11/25 - 27/01/26 RWSTOP, ADMIOP	\$1,658.01
DD9125.1	23/02/2026	TELSTRA CORPORATION	ADMIN MOBILE CHARGES FEBRUARY 26	\$725.79
DD9127.1	24/02/2026	SYNERGY	ELECTRICITY CHARGES 22/11/25 TO 30/01/26 - HAPPY VALLEY	\$2,812.67
DD9130.1	25/02/2026	SYNERGY	185X STREETLIGHTS ELECTRICITY CHARGES 25/12/25 - 24/01/26	\$3,059.18
DD9140.1	27/02/2026	SYNERGY	ELECTRICITY CHARGES 25/11/25 - 19/01/26 BCRC	\$588.82
DD9071.10	03/02/2026	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	\$521.66
DD9071.11	03/02/2026	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$304.59
DD9108.10	17/02/2026	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	\$525.10
DD9108.11	17/02/2026	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$319.34
1539.1	02/02/2026	CBA MERCHA - BANK FEE - MERCHANT FEE	BANK FEE - EFTPOS RENTAL	\$29.21
1539.1	04/02/2026	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$3.38
1539.1	05/02/2026	CBA MERCHA - BANK FEE - MERCHANT FEE	BANK FEE - MERCHANT FEE	\$50.00
1539.1	05/02/2026	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$12.24

Chq/EFT	Date	Name	Description	Amount
1539.1	06/02/2026	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$1.76
1539.1	03/02/2026	CBA MERCHA - BANK FEE - MERCHANT FEE	BANK FEE - MERCHANT FEE	\$98.71
1539.1	03/02/2026	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$31.66
1539.1	02/02/2026	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$2.16
1540.1	09/02/2026	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$6.92
1541.1	10/02/2026	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$8.56
1542.1	11/02/2026	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$12.52
1543.1	12/02/2026	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$10.08
1544.1	13/02/2026	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$6.16
1545.1	16/02/2026	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$20.24
1547.1	18/02/2026	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$12.62
1548.1	19/02/2026	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$21.77
1548.1	20/02/2026	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$10.14
1549.1	23/02/2026	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$18.92
1549.1	24/02/2026	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$7.55
1549.1	25/02/2026	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$15.34
1550.1	26/02/2026	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$22.24
1551.1	27/02/2026	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$7.01
PAYJRUN*1309	3/02/2026	SALARIES & WAGES	WEEK 32 - PPE 03/02/2026	\$74,379.37
PAYJRUN*1311	17/02/2026	SALARIES & WAGES	WEEK 34 - PPE 17/02/2026	\$71,433.46
				\$510,864.68

List of Credit Card Transactions Paid in February 2026

Shire of Brookton - Bendigo Bank Mastercard – CESM

Direct Debit	Date	Description	Amount
DD9095.3	14/02/2026	BENDIGO BANK CARD FEE	\$4.00
		TOTAL	\$4.00

Shire of Brookton - Bendigo Bank Mastercard – MCC

Direct Debit	Date	Description	Amount
DD9095.2	14/02/2026	BENDIGO BANK CARD FEE	\$4.00
		TEACHER SUPERSTORE - AUSTRALIA DAY EVENT SUPPLIES	\$121.90
		TOTAL	\$125.90

Shire of Brookton - Bendigo Bank Mastercard - CEO

Direct Debit	Date	Description	Amount
DD9095.1	14/02/2026	STARLINK MONTHLY INTERNET CHARGES WB EVA PAVILION	\$108.00
		STARLINK MONTHLY INTERNET CHARGES WEST BROOKTON FIRE SHED	\$108.00
		STARLINK MONTHLY INTERNET CHARGES EAST BROOKTON FIRE SHED	\$108.00
		STARLINK MONTHLY INTERNET CHARGES CESM VEHICLE	\$80.00
		SINCH MESSAGE MEDIA MONTHLY ACCESS FEE JANUARY 26 & MONTHLY USAGE FEE DECEMBER 25	\$1,945.56
		LIBERTY ALBANY - FUEL CEO VEHICLE	\$75.97
		LIBERTY WEST BUSSELTON - FUEL CEO VEHICLE	\$87.67
		LIBERTY WEST BUSSELTON - FUEL CEO VEHICLE	\$43.41
		DUNNINGS NORTHAM - FUEL CEO VEHICLE	\$61.20
		CITY OF PERTH - PARKING FOR ARBITRATION CONFERENCE 29/01/26	\$19.18
		BENDIGO BANK CREDIT CARD FEE	\$4.00
		TOTAL	\$2,640.99

List of Fuel Card Transactions Paid in February 2026

Shire of Brookton - Fuel card - CESM

Chq/EFT	Date	Description	Amount
EFT17996	12/02/2026	28/11/2025 30.02L @ \$1.9149	57.49
		02/12/2025 31.17L @ \$1.839	57.32
		02/12/2025 29.36L @ \$1.9149	56.22
		04/12/2025 70.49L @ \$1.8691	131.75
		10/12/2025 71.17L @ \$1.9149	136.28
		12/12/2025 53.79L @ \$1.9149	103.00
		22/12/2025 57.27L @ \$1.9149	109.67
		25/12/2025 54.64L @ \$1.9149	104.63
		30/12/2025 60.44L @ \$2.005	121.18
		7X CARD FEES	2.66
		1X DISTRIBUTOR CARD	2.75
		TOTAL	\$ 882.95

Shire of Brookton - Fuel Card - MCC

Chq/EFT	Date	Description	Amount
EFT17996	12/02/2026	03/12/25 38.96L @ \$1.92	74.80
		12/12/25 51.07L @ \$1.92	98.05
		20/12/25 49.45L @ \$1.92	94.94
		20/12/25 60.24L @ \$1.85	111.44
		4X CARD FEES	1.52
		TOTAL	\$380.75

Shire of Brookton - Fuel Card - CEO

Chq/EFT	Date	Description	Amount
EFT17996	12/02/2026	05/12/25 57.42L @ \$1.92	110.44
		21/12/25 44.11L @ \$1.92	84.69
		2X CARD FEES	0.76
		TOTAL	\$195.89

14.03.26.02 STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 28 FEBRUARY 2026

File No:	FIN007
Date of Meeting:	19 March 2026
Location/Address:	N/A
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Bob Waddell - Bob Waddell and Associates Pty Ltd
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:	19 February 2026

Summary of Item:

The Statement of Financial Activity for the period ending 28 February 2026 together with associated commentaries are present for Council's consideration.

Description of Proposal:

That Council receives the Statement of Financial Activity for the period ended 28 February 2026, as presented.

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. December and January's reports 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 and the Manager Corporate & Community. 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 14.03.26.02A.

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 28 February 2026, as presented in Attachment 14.03.26.02A.

(Simple majority vote required)

OCM 03.26-05

COUNCIL RESOLUTION

MOVED Cr McCabe SECONDED Cr Crouch

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 28 February 2026, as presented in Attachment 14.03.26.02A.

CARRIED BY SIMPLE MAJORITY VOTE 6/0

***For: Cr Wallis, Cr McCabe, Cr Crouch, Cr Copping, Cr Harben, Cr Toop
Against: Nil.***

Attachment

Attachment 14.03.26.02A – Statement of Financial Activity for 28 February 2026.

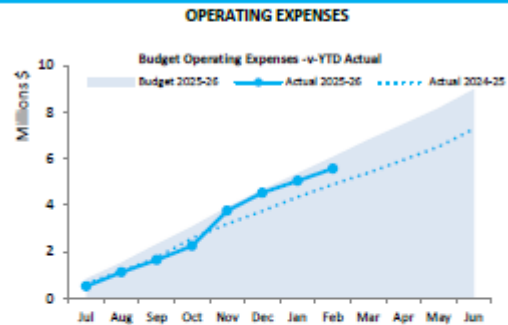
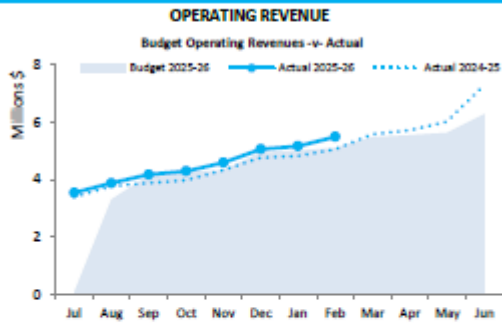
SHIRE OF BROOKTON
MONTHLY FINANCIAL REPORT
 (Containing the Statement of Financial Activity)
FOR THE PERIOD ENDED 28 FEBRUARY 2026

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

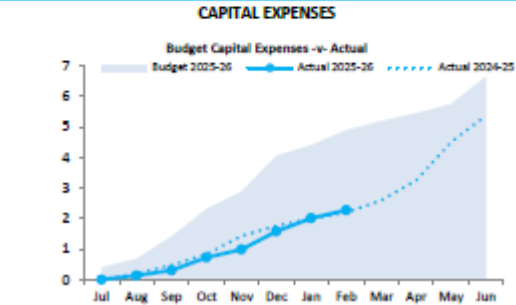
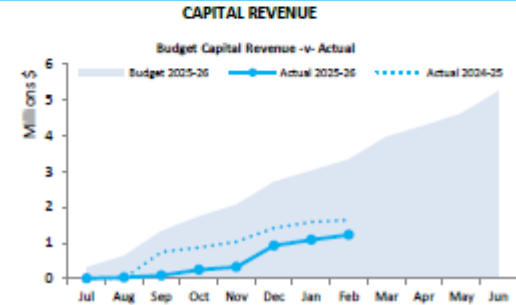
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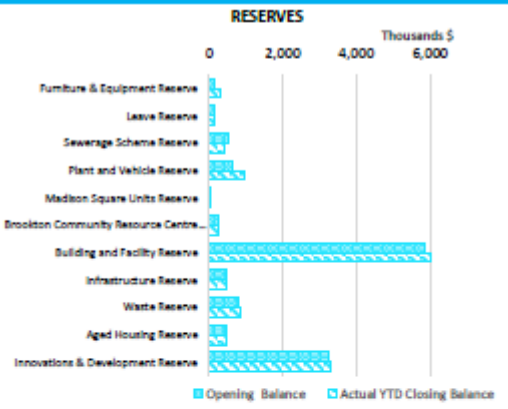
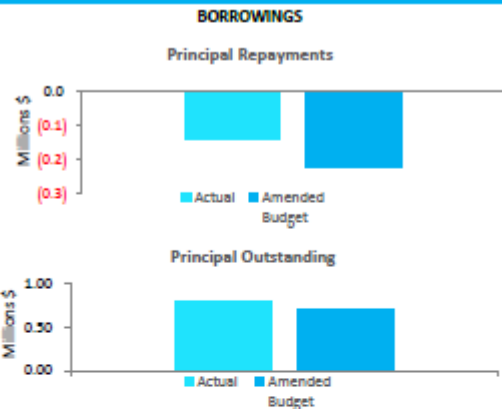
OPERATING ACTIVITIES



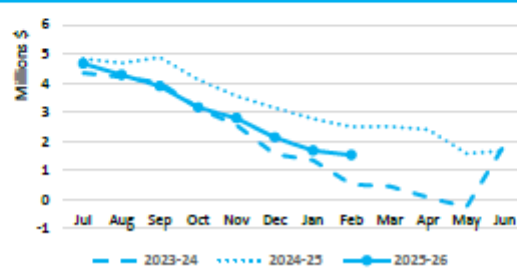
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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	\$1.58 M	\$1.66 M	\$1.66 M	\$0.00 M
Closing	\$0.00 M	\$0.76 M	\$1.52 M	\$0.76 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$14.50 M	9.2%
Restricted Cash	\$13.17 M	90.8%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$0.10 M	
0 to 30 Days		92.3%
Over 30 Days		4.0%
Over 90 Days		3.7%

Refer to Note 5 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$1.03 M	87.2%
Trade Receivable	\$0.48 M	
Over 30 Days	\$0.55 M	1.4%
Over 90 Days		43.2%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.49 M)	\$0.65 M	\$1.67 M	\$1.02 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$3.26 M	0.0%
YTD Budget	\$3.26 M	

Refer to Statement of Financial Activity

Grants, Subsidies and Contributions		
	\$	% Variance
YTD Actual	\$0.94 M	31.9%
YTD Budget	\$0.71 M	

Refer to Note 13 - Operating Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.68 M	24.9%
YTD Budget	\$0.55 M	

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)
(\$3.22 M)	(\$2.70 M)	(\$1.10 M)	\$1.60 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.10 M	
Adopted Budget	\$0.16 M	(37.1%)

Refer to Note 7 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$1.99 M	
Adopted Budget	\$5.20 M	(61.7%)

Refer to Note 8 - Capital Acquisitions

Capital Grants and Contributions		
	\$	% Received
YTD Actual	\$0.77 M	
Adopted Budget	\$1.80 M	(56.9%)

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)
\$2.12 M	\$1.14 M	(\$0.71 M)	(\$1.85 M)

Refer to Statement of Financial Activity

Borrowings	
	\$
Principal repayments	\$0.14 M
Interest expense	\$0.02 M
Principal due	\$0.79 M

Refer to Note 9 - Borrowings

Reserves		
	\$	
Reserves balance	\$13.17 M	
Interest earned	\$0.23 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.

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 28 FEBRUARY 2026

BY NATURE

	Ref Note	Adopted Budget (a)	Amended Budget	YTD Budget (b)	YTD Actual (c)	Variance \$ (c) - (b)	Variance % ((c) - (b))/(b)	Var.
		\$	\$	\$	\$	\$	%	
OPERATING ACTIVITIES								
Revenue from operating activities								
Rates		3,264,056	3,264,056	3,264,056	3,264,851	795	0.02%	
Grants, subsidies and contributions	13	1,183,646	1,237,525	714,611	942,592	227,981	31.90%	▲
Fees and charges		695,934	745,166	547,221	683,580	136,359	24.92%	▲
Interest revenue		309,326	513,836	266,087	290,669	24,582	9.24%	
Other revenue		459,197	490,562	270,168	295,027	24,859	9.20%	
Profit on disposal of assets	7	23,502	23,502	23,502	1,852	(21,650)	(92.12%)	▼
		5,935,661	6,274,647	5,085,645	5,478,571	392,926	7.73%	
Expenditure from operating activities								
Employee costs		(2,947,669)	(2,860,829)	(1,864,930)	(1,603,698)	261,232	14.01%	▲
Materials and contracts		(2,797,644)	(2,939,343)	(1,998,284)	(1,756,782)	241,502	12.09%	▲
Utility charges		(262,666)	(257,166)	(171,216)	(121,500)	49,717	29.04%	▲
Depreciation		(2,428,295)	(2,428,295)	(1,618,696)	(1,744,657)	(125,961)	(7.78%)	
Finance costs		(53,632)	(53,632)	(43,145)	(21,264)	21,881	50.72%	▲
Insurance expenses		(232,447)	(232,447)	(232,412)	(232,068)	344	0.15%	
Other expenditure		(103,278)	(152,442)	(101,046)	(70,762)	30,284	29.97%	▲
Loss on disposal of assets	7	(45,524)	(45,524)	(45,524)	(20,702)	24,822	54.53%	▲
		(8,871,155)	(8,969,678)	(6,075,253)	(5,571,432)	503,821	(8.29%)	
Non-cash amounts excluded from operating activities	1(a)	2,450,317	2,450,317	1,640,718	1,763,507	122,789	7.48%	
Amount attributable to operating activities		(485,177)	(244,714)	651,110	1,670,646	1,019,536	156.58%	
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions	14	1,796,744	2,118,900	1,202,050	774,456	(427,594)	(35.57%)	▼
Proceeds from disposal of assets	7	156,000	156,000	156,000	98,182	(57,818)	(37.06%)	▼
Proceeds from financial assets at amortised cost - self supporting loans	9	32,086	32,086	16,043	15,769	(274)	(1.71%)	
		1,984,830	2,306,986	1,374,093	888,407	(485,686)	(35.35%)	
Outflows from investing activities								
Payments for inventories, property, plant and equipment and infrastructure	8	(5,202,033)	(5,092,120)	(4,073,710)	(1,991,665)	2,082,045	51.11%	▲
		(5,202,033)	(5,092,120)	(4,073,710)	(1,991,665)	2,082,045	51.11%	▲
Amount attributable to investing activities		(3,217,203)	(2,785,134)	(2,699,617)	(1,103,258)	1,596,359	(59.13%)	▲
FINANCING ACTIVITIES								
Inflows from financing activities								
Transfer from reserves	11	3,383,589	2,938,129	1,958,752	330,863	(1,627,889)	(83.11%)	▼
		3,383,589	2,938,129	1,958,752	330,863	(1,627,889)	(83.11%)	▼
Outflows from financing activities								
Repayment of borrowings	9	(222,321)	(222,321)	(141,467)	(140,238)	1,229	0.87%	
Payments for principal portion of lease liabilities	10	(1,622)	(1,622)	(1,622)	(1,622)	0	0.03%	
Transfer to reserves	11	(1,035,169)	(1,345,095)	(672,547)	(896,839)	(224,292)	(33.35%)	▼
		(1,259,112)	(1,569,038)	(815,636)	(1,038,699)	(223,063)	27.33%	▼
Amount attributable to financing activities		2,124,477	1,369,091	1,143,116	(707,836)	(1,830,932)	(161.92%)	
MOVEMENT IN SURPLUS OR DEFICIT								
Net current assets at start of financial year - surplus/(deficit)	1(c)	1,577,903	1,660,757	1,660,757	1,660,758	1	0.00%	
Amount attributable to operating activities		(485,177)	(244,714)	651,110	1,670,646	1,019,536	156.58%	
Amount attributable to investing activities		(3,217,203)	(2,785,134)	(2,699,617)	(1,103,258)	1,596,359	(59.13%)	▲
Amount attributable to financing activities		2,124,477	1,369,091	1,143,116	(707,836)	(1,830,932)	(161.92%)	
Net current assets at end of financial year - surplus/(deficit)	1(c)	0	0	755,366	1,520,310	764,944	(101.27%)	▲

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
<p>GOVERNANCE</p> <p>To provide a decision making process for the efficient allocation of scarce resources.</p>	<p>Administration and operations of facilities and services to members of Council.</p> <p>Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific council services.</p>
<p>GENERAL PURPOSE FUNDING</p> <p>To collect revenue to allow for the provision of services.</p>	<p>Rates, general purpose grants and interest revenue.</p>
<p>LAW, ORDER, PUBLIC SAFETY</p> <p>To provide services to help ensure a safer community.</p>	<p>Supervision of various by-laws, fire prevention, emergency services and animal control.</p>
<p>HEALTH</p> <p>To provide an operational framework for good community health.</p>	<p>Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.</p>
<p>EDUCATION AND WELFARE</p> <p>The Shire of Brookton provides low cost housing and Seniors accommodation units.</p>	<p>Support and provide assistance to senior citizens and other voluntary services.</p>
<p>HOUSING</p> <p>Provision and maintenance of rental housing to staff and non-staff tenants.</p>	<p>Provision and maintenance of rental housing to staff and non-staff tenants.</p>
<p>COMMUNITY AMENITIES</p> <p>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.</p>	<p>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</p>
<p>RECREATION AND CULTURE</p> <p>To establish and manage efficiently infrastructure and resources which will help the social well being of the community.</p> <p>To establish and manage efficiently infrastructure and resources which will help the social well being of the community.</p>	<p>Maintenance of halls, aquatic centre, recreation centre and reserves, parks and gardens, library service, cultural and heritage services and facilities.</p>
<p>TRANSPORT</p> <p>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.</p>	<p>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.</p>
<p>ECONOMIC SERVICES</p> <p>Tourism and promotion of Brookton, operation of Brookton Caravan Park, Brookton Community Resource Centre, building control and land care development of the Brookton district.</p>	<p>Tourism and area promotion including the maintenance and operation of a caravan park.</p> <p>Provision of rural services including weed control, vemin control and stand pipes.</p> <p>Building control.</p>
<p>OTHER PROPERTY AND SERVICES</p> <p>Private works and indirect cost allocation pools for plant operation and public works.</p>	<p>Private works operations, public works operation, plant operation costs, gross salaries and wages.</p>

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2026

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		5,010	5,875	5,240	5,885	645	12.31%	▲	
General Purpose Funding - Rates	6	3,264,056	3,264,056	3,264,056	3,264,851	795	0.02%	▲	
General Purpose Funding - Other		779,663	1,051,152	429,471	633,444	203,973	47.48%	▲	\$
Law, Order and Public Safety		394,225	398,475	225,200	154,567	(70,633)	(31.36%)	▼	\$
Health		300	300	200	327	127	63.64%	▲	
Education and Welfare		57,338	62,780	41,848	47,128	5,280	12.62%	▲	
Housing		136,186	136,186	61,320	78,080	16,760	27.33%	▲	\$
Community Amenities		470,081	493,721	481,107	492,055	10,948	2.28%	▲	
Recreation and Culture		34,540	39,940	28,622	42,330	13,708	47.89%	▲	\$
Transport		338,025	338,025	241,771	274,978	33,207	13.72%	▲	\$
Economic Services		430,837	428,737	269,890	389,618	119,728	44.36%	▲	\$
Other Property and Services		25,400	55,400	36,920	95,307	58,387	158.11%	▲	\$
		5,935,661	6,274,647	5,085,645	5,478,571	392,926	7.73%	▲	
Expenditure from operating activities									
Governance		(735,385)	(784,896)	(511,459)	(442,236)	69,223	13.53%	▲	\$
General Purpose Funding		(485,778)	(510,179)	(339,078)	(326,529)	12,549	3.70%	▲	
Law, Order and Public Safety		(780,050)	(774,378)	(519,504)	(548,948)	(29,444)	(5.67%)	▼	
Health		(24,067)	(23,567)	(15,578)	(13,053)	2,525	16.21%	▲	
Education and Welfare		(135,611)	(120,111)	(81,580)	(61,530)	20,050	24.58%	▲	\$
Housing		(186,353)	(162,853)	(110,756)	(86,599)	24,157	21.81%	▲	\$
Community Amenities		(763,673)	(786,456)	(541,938)	(435,726)	106,212	19.60%	▲	\$
Recreation and Culture		(1,165,801)	(1,195,088)	(823,176)	(762,872)	60,304	7.33%	▲	
Transport		(3,593,672)	(3,599,442)	(2,421,028)	(2,342,815)	78,213	3.23%	▲	
Economic Services		(946,337)	(916,795)	(623,655)	(485,828)	137,827	22.10%	▲	\$
Other Property and Services		(54,428)	(95,913)	(87,501)	(65,296)	22,205	25.38%	▲	\$
		(8,871,155)	(8,969,678)	(6,075,253)	(5,571,432)	503,821	8.29%	▲	
Non-cash amounts excluded from operating activities	1(a)	2,450,317	2,450,317	1,640,718	1,763,507	122,789	7.48%		
Amount attributable to operating activities		(485,177)	(244,714)	651,110	1,670,646	1,019,536	156.58%		
INVESTING ACTIVITIES									
Inflows from investing activities									
Proceeds from capital grants, subsidies and contributions	14	1,796,744	2,118,900	1,202,050	774,456	(427,984)	(35.57%)	▼	\$
Proceeds from Disposal of Assets	7	156,000	156,000	156,000	98,182	(57,818)	(37.06%)	▼	\$
Proceeds from financial assets at amortised cost - self supporting loans	9	32,086	32,086	16,043	15,769	(274)	(1.71%)	▼	
		1,984,830	2,306,986	1,374,093	888,407	(485,686)	(35.33%)	▼	
Outflows from investing activities									
Payments for inventories, property, plant and equipment and infrastructure	8	(5,202,033)	(5,092,120)	(4,073,710)	(1,991,665)	2,082,045	51.11%	▲	\$
		(5,202,033)	(5,092,120)	(4,073,710)	(1,991,665)	2,082,045	51.11%	▲	
Amount attributable to investing activities		(3,217,203)	(2,785,134)	(2,699,617)	(1,103,258)	1,596,359	(59.13%)	▲	
FINANCING ACTIVITIES									
Inflows from financing activities									
Transfer from Reserves	11	3,383,589	2,938,129	1,958,752	330,863	(1,627,889)	(83.11%)	▼	\$
		3,383,589	2,938,129	1,958,752	330,863	(1,627,889)	(83.11%)	▼	
Outflows from financing activities									
Repayment of borrowings	9	(222,321)	(222,321)	(141,467)	(140,238)	1,229	0.87%	▲	
Payments for principal portion of lease liabilities	10	(1,622)	(1,622)	(1,622)	(1,622)	0	0.03%	▲	
Transfer to Reserves	11	(1,035,169)	(1,345,095)	(672,547)	(896,839)	(224,292)	(33.33%)	▼	\$
		(1,259,112)	(1,569,038)	(815,636)	(1,038,699)	(223,063)	27.35%	▼	
Amount attributable to financing activities		2,124,477	1,369,091	1,143,116	(707,836)	(1,830,952)	(161.92%)	▼	
MOVEMENT IN SURPLUS OR DEFICIT									
Net current assets at start of financial year - surplus/(deficit)	1	1,577,903	1,660,757	1,660,757	1,660,758	1	0.00%	▲	
Amount attributable to operating activities		(485,177)	(244,714)	651,110	1,670,646	1,019,536	156.58%		
Amount attributable to investing activities		(3,217,203)	(2,785,134)	(2,699,617)	(1,103,258)	1,596,359	(59.13%)	▲	
Amount attributable to financing activities		2,124,477	1,369,091	1,143,116	(707,836)	(1,830,952)	(161.92%)	▼	
Net current assets at end of financial year - surplus/(deficit)	1	0	0	755,366	1,520,310	764,944	(101.27%)	▲	

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.

The material variance adopted by Council for the 2025/26 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 POLICES

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 28 February 2026

(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	(23,502)	(23,502)	(23,502)	(1,852)
Add: Loss on asset disposals	7	45,524	45,524	45,524	20,702
Add: Depreciation on assets		2,428,295	2,428,295	1,618,696	1,744,657
Total non-cash items excluded from operating activities		2,450,317	2,450,317	1,640,718	1,763,507

(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	Amended Budget Opening	Last Year Closing	Year to Date
	30 June 2025	30 June 2025	30 June 2025	28 February 2026
Adjustments to net current assets				
Less: Reserves - restricted cash	11	(12,600,298)	(12,600,298)	(13,166,274)
Less: - Financial assets at amortised cost - self supporting loans	4	(32,086)	(32,086)	(16,317)
Add: Borrowings	9	222,321	222,321	82,082
Add: Lease liabilities	10	1,622	1,622	0
Total adjustments to net current assets		(12,408,441)	(12,408,442)	(13,100,509)

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

Current assets					
Cash and cash equivalents	2	2,089,647	2,089,647	2,172,337	4,047,520
Financial assets at amortised cost	4	12,632,384	12,632,384	12,600,298	10,453,177
Rates receivables	3	152,766	152,766	152,766	409,438
Receivables	3	356,315	356,315	356,315	554,622
Other current assets	4	105,749	105,749	137,836	69,103
Less: Current liabilities					
Payables	5	(593,222)	(593,222)	(608,764)	(255,718)
Borrowings	9	(222,321)	(222,321)	(222,321)	(82,082)
Contract liabilities	12	(160,528)	(160,528)	(144,822)	(202,418)
Lease liabilities	10	(1,622)	(1,622)	(1,622)	0
Provisions	12	(372,824)	(372,824)	(372,824)	(372,824)
Less: Total adjustments to net current assets	1(b)	(12,408,441)	(12,408,441)	(12,408,442)	(13,100,509)
Closing funding surplus / (deficit)		1,577,903	1,577,903	1,660,758	1,520,310

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)

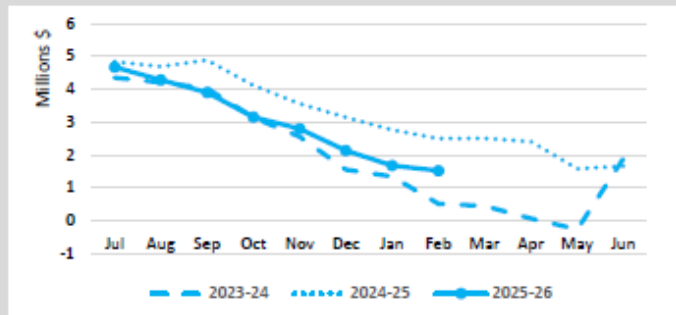
Adjusted Net Current Assets	Note	Last Years Closing	This Time Last Year	Year to Date Actual
		30/06/2025	28/02/2025	28/02/2026
		\$	\$	\$
Current Assets				
Cash Unrestricted	2	2,172,337	3,086,751	1,334,423
Cash Restricted - Reserves	2	12,600,298	12,448,575	13,166,274
Receivables - Rates	3	152,766	311,330	409,438
Receivables - Other	3	356,315	256,120	554,622
Other Financial Assets	4	32,086	15,239	16,317
Inventories	4	57,012	27,322	52,786
		15,419,552	16,145,337	15,533,861
Less: Current Liabilities				
Payables	5	(591,407)	(65,699)	(233,754)
Contract Liabilities/Capital Grant and Contribution Liabilities	12	(144,822)	(749,309)	(202,418)
Bonds & Deposits	5	(17,357)	(17,266)	(21,964)
Loan and Lease Liability	9	(223,942)	(77,230)	(82,082)
Provisions	12	(372,824)	(353,756)	(372,824)
		(1,350,352)	(1,263,261)	(913,041)
Less: Cash Reserves	11	(12,600,298)	(12,448,575)	(13,166,274)
Add Back: Loan and Lease Liability		223,942	77,230	82,082
Less: Loan Receivable - clubs/institutions		(32,086)	(15,239)	(16,317)
Net Current Funding Position		1,660,758	2,495,492	1,520,310

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)
\$1.52 M
Last Year YTD
Surplus(Deficit)
\$2.5 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2026

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	550		550		N/A	NIL	On hand
At Call Deposits								
Municipal Cash At Bank	Cash and cash equivalents	180,761		180,761		Bendigo	0.00%	N/A
Municipal Cash At Bank (Cash Management A/C)	Cash and cash equivalents	132,422		132,422		Bendigo	1.25%	N/A
Municipal Term Deposit	Cash and cash equivalents	1,000,000		1,000,000		WATC	3.55%	OCD
Bond Cash At Bank	Cash and cash equivalents	20,690		20,690		Bendigo	0.00%	N/A
Term Deposits								
Reserves Cash At Bank	Cash and cash equivalents		2,713,097	2,713,097		Bendigo	2.95%	20/03/2026
Reserves Cash At Bank	Financial assets at amortised cost		10,453,177	10,453,177		WATC	4.01%	22/06/2026
Total		1,334,423	13,166,274	14,500,697	0			
Comprising								
Cash and cash equivalents		1,334,423	2,713,097	4,047,520	0			
Financial assets at amortised cost		0	10,453,177	10,453,177	0			
		1,334,423	13,166,274	14,500,697	0			

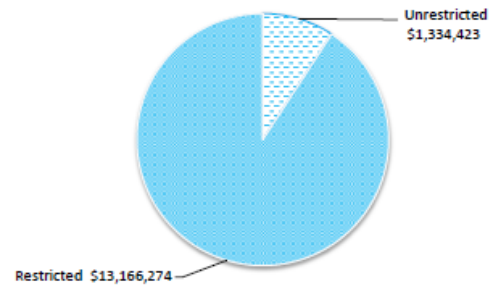
KEY INFORMATION

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.

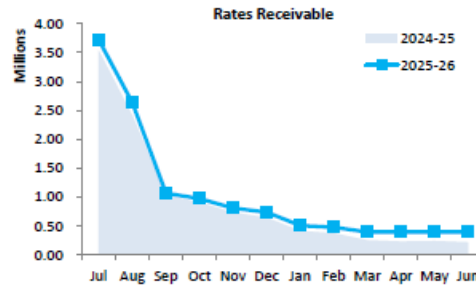
The local government classifies financial assets at amortised cost if both of the following criteria are met:

- 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 2025	28 Feb 2026
	\$	\$
Opening arrears previous years	167,905	221,097
Levied this year	3,375,487	3,501,071
Less - collections to date	(3,322,294)	(3,244,399)
Gross rates collectable	221,097	477,769
Net rates collectable	221,097	477,769
% Collected	93.8%	87.2%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(27)	245,904	121	6,386	191,979	444,363
Percentage	0.0%	55.3%	0%	1.4%	43.2%	
Balance per trial balance						
Sundry receivable						444,363
GST receivable						32,856
Other Receivables						22,043
Receivable - Employee Related Provisions - Current						55,361
Total receivables general outstanding						554,622

Amounts shown above include GST (where applicable)

KEY INFORMATION

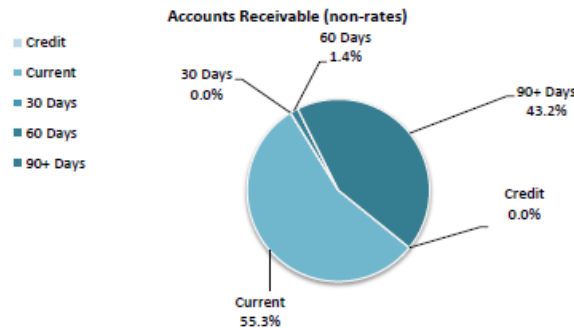
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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 2025	Asset Increase	Asset Reduction	Closing Balance 28 February 2026
	\$	\$	\$	\$
Other current assets				
Other financial assets at amortised cost				
Financial assets at amortised cost - self supporting loans	32,086	0	(15,769)	16,317
Inventory				
Fuel and materials (including gravel)	57,012	0	(4,226)	52,786
Accrued income/prepayments	48,737	0	(48,737)	0
Total other current assets	137,836	0	(68,732)	69,103

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.

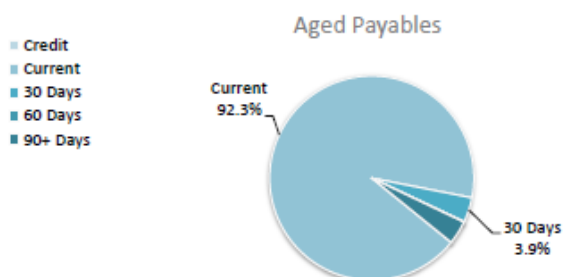
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	93,692	3,991	70	3,800	101,553
Percentage	0%	92.3%	3.9%	0.1%	3.7%	
Balance per trial balance						
Sundry creditors						101,553
Other creditors						33,568
ATO liabilities						27,565
Payroll creditors						44,554
Bonds and deposits held						21,964
Prepaid (Excess) Rates						26,514
Total payables general outstanding						255,718

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 28 FEBRUARY 2026

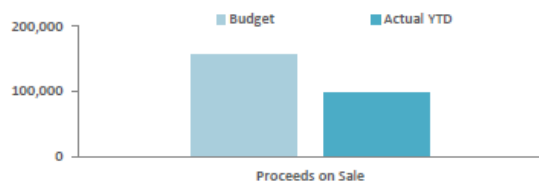
OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

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	0.07217	257	4,991,820	360,260	0	0	360,260	360,260	1,611	115	361,985
Industrial	0.07217	5	106,990	7,721	0	0	7,721	7,721	0	0	7,721
Commercial	0.07217	19	867,425	63,739	0	0	62,602	65,729	(313)	0	65,416
GRV	0.07217	2	387,500	27,966	0	0	27,966	27,966	0	0	27,966
Unimproved value											
Unimproved	0.00535	201	404,271,000	2,162,850	0	0	2,162,850	2,162,850	(43)	(3,273)	2,159,534
Sub-Total		484	410,624,735	2,622,536	0	0	2,621,399	2,624,526	1,255	(3,158)	2,622,623
Minimum payment	Minimum \$										
Residential	995	73	235,473	72,635	0	0	72,635	72,635	0	0	72,635
Industrial	995	2	10,920	1,990	0	0	1,990	1,990	0	0	1,990
Commercial	995	14	108,046	13,930	0	0	13,930	13,930	0	0	13,930
GRV	995	1	8,100	995	0	0	995	995	0	0	995
Unimproved	1,663	174	29,400,490	289,362	0	0	289,362	289,362			289,362
Sub-total		264	29,763,029	378,912	0	0	378,912	378,912	0	0	378,912
		748	440,387,764	3,001,448	0	0	3,000,311	3,003,438	1,255	(3,158)	3,001,535
Concession							(1,900)				(1,039)
Amount from general rates							2,998,411				3,000,495
Sewerage - GRV - Rate in Dollar	0.05411	163	369,085	196,911			196,911	198,790	(1,554)	0	197,236
Sewerage Rates Minimum	731	36	190,314	26,316			26,316	24,854	0	0	24,854
Ex-gratia rates (CBH)	Tonnage	2		42,418			42,418				42,266
Total general rates							3,264,056		0	0	3,264,851
Total		748					3,264,056				3,264,851

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 2025 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	(Loss)	Net Book		Profit	(Loss)
		Value					Value			
\$	\$	\$	\$	\$	\$	\$	\$	\$		
	Plant and equipment									
	Governance									
PAV6	2021 MAZDA CX-8 DIESEL FWD - 01B0	39,570	25,000	0	(14,570)	42,000	25,455	0	(16,545)	
PAV317	2022 MITSUBISHI TRITON MR4X47 4X4 DUAL CAB - MIW	28,113	25,000	0	(3,113)	30,344	29,091	0	(1,254)	
PU38	2022 ISUZU D-MAX 4X2 SINGLE CAB - BMO	25,925	15,000		(10,925)	25,630	22,727	0	(2,903)	
	Transport									
PR9	2012 BOMAG SMOOTH DRUM ROLLER - BO5416	37,292	50,000	12,708	0	0	0	0	0	
PPT4	BARTCO PORTABLE TRAFFIC LIGHT SYSTEM & TRAILER	7,792	1,000	0	(6,792)	0	0	0	0	
PT5	PORTABLE MESSAGE BOARD TRAILER	10,062	5,000	0	(5,062)	0	0	0	0	
PT6	PORATABLE MESSAGE BOARD TRAILER	10,062	5,000	0	(5,062)	0	0	0	0	
PU33	2014 MITSUBISHI MR4L20 GLX 4.2 SINGLE CAB UTILITY-BO039	15,000	15,000	0	0	15,000	16,364	1,364	0	
PU37	2014 FOTON TUNLAND UTE	4,206	15,000	10,794	0	4,057	4,545	489	0	
		178,022	156,000	23,502	(45,524)	117,031	98,182	1,852	(20,702)	



Capital acquisitions	Adopted Budget	Amended Budget		YTD Actual	YTD Actual Variance
		Budget	YTD Budget		
	\$	\$	\$	\$	\$
Buildings	2,684,583	2,562,704	1,718,597	355,873	(1,362,724)
Furniture and equipment	151,500	146,500	134,330	117,105	(17,225)
Plant and equipment	593,000	593,000	593,000	508,764	(84,236)
Infrastructure - roads	1,320,111	1,338,088	1,296,247	759,045	(537,202)
Infrastructure - footpaths	75,000	75,000	66,664	15,912	(50,752)
Infrastructure - parks and gardens	41,000	41,000	41,000	10,164	(30,836)
Infrastructure - sewerage	329,339	329,339	219,552	218,312	(1,240)
Infrastructure - water	7,500	6,489	4,320	6,489	2,169
Payments for Capital Acquisitions	5,202,033	5,092,120	4,073,710	1,991,665	(2,082,045)
Capital Acquisitions Funded By:					
	\$	\$	\$	\$	\$
Capital grants and contributions	1,796,744	2,118,900	1,168,178	774,456	(393,722)
Other (disposals & C/Fwd)	156,000	156,000	156,000	98,182	(57,818)
Plant and Vehicle Reserve	593,000	593,000	178,132	178,132	0
Furniture & Equipment Reserve	178,710	178,710	10,010	10,010	0
Sewerage Scheme Reserve	199,680	199,680	130,950	130,950	0
Building and Facility Reserve	304,583	304,583	11,770	11,770	0
Infrastructure Reserve	97,616	97,616	0	0	0
Innovations & Development Reserve	1,564,540	1,564,540	0	0	0
Contribution - operations	311,160	(120,909)	2,418,669	788,164	(1,630,505)
Capital funding total	5,202,033	5,092,120	4,073,710	1,991,665	(2,082,045)

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.

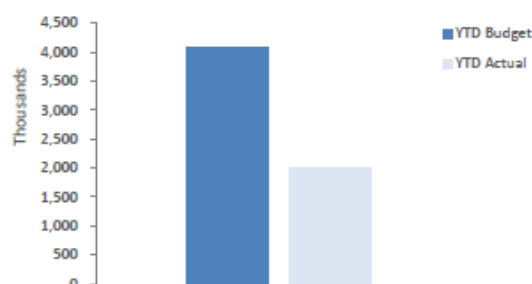
Initial recognition and measurement for assets held at cost

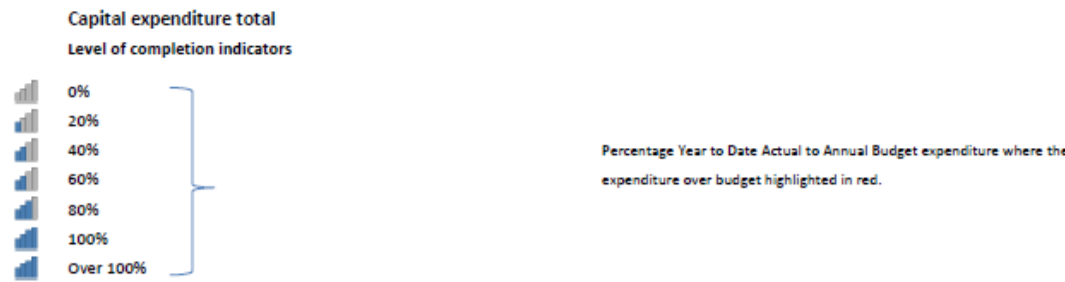
Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

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.

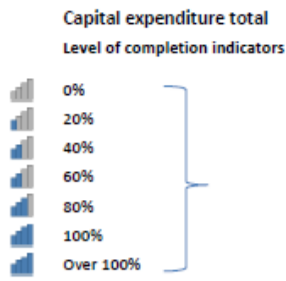
Payments for Capital Acquisitions





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	SHADCAP	9230	SHADE SHETER - ADMINISTRATION OFFICE	(15,000)	(15,000)	(15,000)	(10,169)	(4,831)
Total - Governance				(15,000)	(15,000)	(15,000)	(10,169)	(4,831)
E054510	EBSHEDCAP	9230	EAST BROOKTON BFB SHED	(56,583)	(56,583)	(37,720)	(61,933)	24,213
Total - Law, Order & Public Safety				(56,583)	(56,583)	(37,720)	(61,933)	24,213
E087511	U133CAP	9230	INDE U1 33 WHITTINGTON ST IMPROVEMENTS	0	(14,172)	(9,448)	0	(9,448)
Total - Education & Welfare				0	(14,172)	(9,448)	0	(9,448)
Housing								
E091511	SHCOSFC3	9230	HOSUING PROGRAM ADDITIONAL STAFF HOUSING	(500,000)	0	0	0	0
E091515	10MACAP	9230	10 MARSH AVE	(12,000)	(12,000)	(8,000)	(11,770)	3,770
E092510	RLANDCAP	9230	PURCHASE ADDITIONAL RESIDENTIAL LAND - STOCK	(45,000)	(45,000)	(30,000)	0	(30,000)
Total - Housing				(557,000)	(57,000)	(38,000)	(11,770)	(26,230)
Community Amenities								
E105510	ROBIATU	9230	FUJICLEAN ATU SEWER TREATMENT SYSTEM ROBINSON RD PUB	0	(26,300)	(17,528)	0	(17,528)
Total - Community Amenities				0	(26,300)	(17,528)	0	(17,528)
Recreation And Culture								
E111512		9230	KWEDA HALL RENEWAL	(8,500)	0	0	0	0
E111511	MHALLSFC	9230	MEMORIAL HALL RENEWALS	(100,000)	(100,000)	(60,000)	0	(60,000)
E112510	POOLCAP	9230	POOL - CAPITAL	(51,000)	(51,000)	(42,500)	0	(42,500)
E112510	STBLOC	9230	STARTING BLOCKS - POOL	(20,000)	(20,000)	(16,665)	0	(16,665)
E115510	RWSTCAP	9230	RAILWAY STATION BUILDING REFURBISHMENT	(1,700,000)	(2,077,529)	(1,385,016)	(266,881)	(1,118,135)
E112510	POOLFP	9230	FOOTPATHS BROOKTON AQUATIC CENTRE	(20,000)	(20,000)	(13,328)	0	(13,328)
E115510	MUSECAP	9230	MUSEUM - CAPITAL	(10,500)	0	0	0	0
E113510	TENNCAP	9230	OLD TENNIS PAVILION - REFURBISHMENT	(50,000)	(50,000)	(33,328)	0	(33,328)
E113510	MENSCAP	9230	MENSSHED - OLD BOWLING CLUB CAPITAL	(20,000)	0	0	0	0
Total - Recreation And Culture				(1,980,000)	(2,318,529)	(1,550,837)	(266,881)	(1,283,956)
Economic Services								
E132510		9230	PURCHASE BUILDINGS	(20,000)	(20,000)	(13,328)	0	(13,328)
E136510	INDLCAP	9230	LAND FOR BROOKTON COMMERCIAL/INDUSTRIAL HUB	(50,000)	(50,000)	(33,328)	0	(33,328)
E136510	SEACON	9230	SEA CONTAINER STORAGE	(6,000)	(5,120)	(3,408)	(5,120)	1,712
Total - Economic Services				(76,000)	(75,120)	(50,064)	(5,120)	(44,944)
Total - Buildings				(2,684,583)	(2,562,704)	(1,718,597)	(355,873)	(1,362,724)
Plant & Equipment								
Governance								
E042531		9234	ADMIN PURCHASE CEO VEHICLE	(60,000)	(60,000)	(60,000)	(60,626)	626
E042534		9234	ADMIN PURCHASE MIW VEHICLE	(55,000)	(55,000)	(55,000)	(54,525)	(475)
E042533		9234	ADMIN PURCHASE BMO VEHICLE	(48,000)	(48,000)	(48,000)	(41,267)	6,733
Total - Governance				(163,000)	(163,000)	(163,000)	(156,418)	6,884
Total - Community Amenities				0	0	0	0	0
Other Property & Services								
E143530	EP005	9234	PURCHASE P&E - REPLACEMENT PR9 2012 BOMAG SMOOTH DR	(230,000)	(230,000)	(230,000)	(179,990)	(50,010)
E143530	LIGHTV6	9234	PURCHASE P&E - REPLACEMENT PPT4 BARTCO PORTABLE TRAFFIC LIGHT SYSTEM & TRAILER	(30,000)	(30,000)	(30,000)	(29,285)	(715)
E143530	LIGHTV7	9234	PURCHASE P&E - REPLACEMENT PT5 PORTABLE MESSAGE BOARD TRAILER	(40,000)	(40,000)	(40,000)	(30,365)	(9,635)
E143530	LIGHTV8	9234	PURCHASE P&E - REPLACEMENT PT6 PORTABLE MESSAGE BOARD TRAILER	(40,000)	(40,000)	(40,000)	(30,365)	(9,635)
E143530	LIGHTV9	9234	PURCHASE P&E - REPLACEMENT PU33 MITSUBISHI MR4L20 GLX 4.2 SINGLE CAB UTILITY-BO039	(45,000)	(45,000)	(45,000)	(41,113)	(3,888)
E143530	LIGHTV3	9234	PURCHASE P&E - REPLACEMENT 2014 FOTON TUNLAND UTE	(45,000)	(45,000)	(45,000)	(41,228)	(3,773)
Total - Other Property & Services				(430,000)	(430,000)	(430,000)	(352,346)	(77,654)
Total - Plant & Equipment				(593,000)	(593,000)	(593,000)	(508,764)	(70,769)
Furniture & Equipment								
Governance								
E042520	ELECCAP	9232	CAPEX - ELECTRONIC EQUIPMENT	(31,500)	(31,500)	(31,500)	(27,159)	(4,341)
E042520	SERVCAP	9232	ADMIN SERVER	(75,000)	(75,000)	(75,000)	(72,596)	(2,404)
E042520	COMPCAP	9232	INTEGRITY ATTAIN SOFTWARE - COMPLIANCE RECORDS MANAC	0	0	0	0	0
Total - Governance				(106,500)	(106,500)	(106,500)	(99,755)	(6,745)
Recreation & Culture								
E115520	ARTCAP	9232	ARTWORK - PUBLIC AND VISUAL	(20,000)	(15,000)	(10,000)	0	(10,000)
E116520		9232	PURCHASE FURNITURE & EQUIPMENT	(18,000)	(18,000)	(12,000)	(17,350)	5,350
E113520		9232	PURCHASE FURNITURE & EQUIPMENT	(7,000)	(7,000)	(5,830)	0	(5,830)
Total - Recreation & Culture				(45,000)	(40,000)	(27,830)	(17,350)	(10,480)
Total - Furniture & Equipment				(151,500)	(146,500)	(134,330)	(117,105)	(17,225)
Infrastructure - Roads								
Transport								
E121555	YORKRRG	9250	YORK-WILLIAMS ROAD	(709,036)	(709,036)	(709,032)	(243,036)	(465,996)
E121560	RICHR2R	9250	RICHARDSON STREET - RESEAL (RTR)	(55,000)	(55,000)	(55,000)	(56,013)	1,013
E121560	YOURR2R	9250	YOURALLING ROAD R2R	(85,097)	(85,097)	(85,096)	(87,149)	2,053
E121560	YOUNR2R	9250	YOUNG ROAD R2R	(57,000)	(57,000)	(57,000)	(46,833)	(10,167)
E121560	MCGSR2R	9250	MCGRATH STREET R2R	(12,000)	(12,000)	(12,000)	(13,357)	1,357
E121560	RAMR2R	9250	RAMSAY ROAD R2R	(88,785)	(88,785)	(88,785)	(78,198)	(10,587)
E121560	WHISR2R	9250	WHITE STREET	(55,000)	(55,000)	(55,000)	(51,262)	(3,738)
E121565	SODAR2R	9250	SOUTH DALE ROAD R2R	(91,927)	(91,927)	(91,926)	(83,879)	(8,047)



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
				Budget	Budget			(Under)/Over
				\$	\$	\$	\$	\$
E121565	WBSF3	9250	DANGIN-MEARS ROAD WBSF ENVIRONMENTAL REPORTS 25/26	(38,000)	(61,747)	(41,160)	(30,796)	(10,364)
E121565	WBSF2	9250	DANGIN-MEARS ROAD WHEATBELT SECONDARY FREIGHT NETWORK 23/24	(63,696)	(63,696)	(42,448)	(40,522)	(1,926)
E121570	BRIDGE11	9250	BRIDGE 3150A ALDERSYDE NORTH ROAD	(39,017)	(28,000)	(28,000)	(28,000)	0
E121570	BRIDGE12	9250	BRIDGE 4878A BROOKTON KWEDA ROAD	(25,553)	(30,800)	(30,800)	0	(30,800)
Total - Transport				(1,320,111)	(1,338,088)	(1,296,247)	(759,045)	(537,202)
Total - Infrastructure - Roads				(1,320,111)	(1,338,088)	(1,296,247)	(759,045)	(537,202)
Infrastructure - Sewerage								
Community Amenities								
E102541	SEWPIPE	9254	SEWERAGE PIPE RELINING/UPGRADE	(172,292)	(172,292)	(114,856)	(87,362)	(27,494)
E107541	HVCAPO5	9262	HAPPY VALLEY SMART TECH BORE TANK CONTROL SYSTEM	(7,500)	(6,489)	(4,320)	(6,489)	2,169
E102540	SEWEDS	9254	BROOKTON WASTEWATER (EFFLUENT) OXIDATION POND - DESLUDGING	(157,047)	(157,047)	(104,696)	(130,950)	26,254
Total - Community Amenities				(336,839)	(335,828)	(223,872)	(224,801)	929
Total - Infrastructure - Sewerage				(336,839)	(335,828)	(223,872)	(224,801)	929
Infrastructure - Footpaths								
Transport								
E121575	CORBFP	9252	FOOTPATH - CORBERDING ROAD - GAYNOR AND MCGRATH ST	(50,000)	(50,000)	(50,000)	0	(50,000)
E121575	ROBIAR	9252	ACCESSIBLE RAMP - ROBINSON ROAD	(5,000)	(9,600)	(6,400)	(512)	(5,888)
E121575	MEMPPF	9252	MEMORAL PARK FOOTPATH	(20,000)	(15,400)	(10,264)	(15,400)	5,136
Total - Transport				(75,000)	(75,000)	(66,664)	(15,912)	(50,752)
Total - Infrastructure - Footpaths				(75,000)	(75,000)	(66,664)	(15,912)	(50,752)
Infrastructure - Parks & Gardens								
Recreation And Culture								
E111550	WBSPCAP	9256	WB EVA SPORT PAVILION	(41,000)	(41,000)	(41,000)	(10,164)	(30,836)
Total - Recreation And Culture				(41,000)	(41,000)	(41,000)	(10,164)	(30,836)
Total - Infrastructure - Parks & Gardens				(41,000)	(41,000)	(41,000)	(10,164)	(30,836)
Grand Total				(5,202,033)	(5,092,120)	(4,073,710)	(1,991,665)	(2,068,579)

Repayments - borrowings

Information on borrowings	Particulars	Loan No.	1 July 2025	New Loans			Principal Repayments			Principal Outstanding			Interest Repayments		
				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		12,124	0	0	0	(12,124)	(12,124)	(12,124)	(0)	0	0	(401)	(593)	(593)
Housing										0					
Staff Housing (33%)	80		20,005	0	0	0	(20,005)	(20,005)	(20,005)	0	(0)	(0)	(632)	(979)	(979)
Community amenities										0					
Sewerage (14%)	80		8,487	0	0	0	(8,487)	(8,487)	(8,487)	0	(0)	(0)	(268)	(415)	(415)
Effluent Loan	83		575,905	0	0	0	(24,636)	(49,825)	(49,825)	551,270	526,080	526,080	(8,432)	(29,148)	(29,148)
Recreation and culture										0					
Sport & Recreation	81		210,174	0	0	0	(39,213)	(79,789)	(79,789)	170,961	130,385	130,385	(8,488)	(14,947)	(14,947)
Other property and services										0					
Grader (33%)	80		20,005	0	0	0	(20,005)	(20,005)	(20,005)	0	(0)	(0)	(632)	(978)	(978)
			846,700	0	0	0	(124,469)	(190,235)	(190,235)	722,230	656,465	656,465	(18,853)	(47,060)	(47,060)
Self supporting loans															
General purpose funding															
Country Club	82		84,518	0	0	0	(15,769)	(32,086)	(32,086)	68,749	52,431	52,431	(1,851)	(6,012)	(6,012)
			84,518	0	0	0	(15,769)	(32,086)	(32,086)	68,749	52,431	52,431	(1,851)	(6,012)	(6,012)
Total			931,218	0	0	0	(140,238)	(222,321)	(222,321)	790,979.83	708,896	708,896	(20,704)	(53,072)	(53,072)
Current borrowings			222,321							82,082					
Non-current borrowings			708,898							708,898					
			931,218							790,980					

All debenture repayments were financed by general purpose revenue.
Self supporting loans are financed by repayments from third parties.

Unspent borrowings

Particulars	Date Borrowed	Unspent Balance 30-06-2025	Borrowed During Year	Expended During Year	Unspent Balance 28 February 2026
		\$	\$	\$	\$
Effluent Loan	2/09/2024	148,862	0	(87,362)	61,500
		148,862	0	(87,362)	61,500

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 28 FEBRUARY 2026

FINANCING ACTIVITIES
NOTE 10
LEASE LIABILITIES

Movement in carrying amounts

Information on Leases	Lease No.	1 July 2025	New Leases			Principal Repayments			Principal Outstanding			Interest Repayments		
			Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget
Particulars		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Community amenities														
Re-Use Water Dam	LE-03	17,469	0	0	0	(1,622)	(1,622)	(1,622)	15,847	15,847	15,847	(560)	(560)	(560)
Total		17,469	0	0	0	(1,622)	(1,622)	(1,622)	15,847	15,847	15,847	(560)	(560)	(560)
Current lease liabilities		1,622							0					
Non-current lease liabilities		15,847							15,847					
		<u>17,469</u>							<u>15,847</u>					

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 28 FEBRUARY 2026

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	153,337	5,517	4,622	129,000	129,000	(178,710)	(10,010)	109,144	276,948
Leave Reserve	159,363	5,734	2,801	0	0	0	0	165,097	162,164
Sewerage Scheme Reserve	520,587	18,732	7,029	0	0	(199,680)	(130,950)	339,639	396,666
Plant and Vehicle Reserve	655,510	23,587	15,886	531,000	447,727	(593,000)	(178,132)	617,097	940,991
Madison Square Units Reserve	35,732	1,286	633	311	311	0	0	37,329	36,676
Brookton Community Resource Centre	241,385	8,686	4,242	0	0	0	0	250,071	245,628
Building and Facility Reserve	5,857,969	210,785	104,033	78,347	78,347	(304,583)	(11,770)	5,842,518	6,028,579
Infrastructure Reserve	474,945	17,090	8,347	138,534	0	(97,616)	0	532,953	483,292
Waste Reserve	796,986	28,678	14,242	14,511	14,511	0	0	840,175	825,740
Aged Housing Reserve	462,222	16,632	8,124	0	0	0	0	478,854	470,346
Innovations & Development Reserve	3,242,262	116,665	56,983	0	0	(1,564,540)	0	1,794,387	3,299,245
	12,600,298	453,392	226,942	891,703	669,896	(2,938,129)	(330,863)	11,007,264	13,166,274

	Note	Opening Balance 1 July 2025	Liability Increase	Liability Reduction	Closing Balance 28 Feb 2026
		\$	\$	\$	\$
Other current liabilities					
Other liabilities					
- Contract liabilities		33,872	16,000	(44,943)	4,929
- Capital grant/contribution liabilities		110,951	860,994	(774,456)	197,489
Total other liabilities		144,822	876,994	(819,399)	202,418
Employee Related Provisions					
Annual leave		181,697	0	0	181,697
Long service leave		150,841	0	0	150,841
Provision for long service leave oncosts - Current		14,744	0	0	14,744
Provision for annual leave oncosts - Current		25,542	0	0	25,542
Total Employee Related Provisions		372,824	0	0	372,824
Total other current assets		517,646	876,994	(819,399)	575,241
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 28 FEBRUARY 2026

NOTE 13
GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability				Grants, subsidies and contributions revenue			
	Liability	Increase	Liability	Current	Adopted	Adopted	Amended	YTD
	1 July 2025	in	Reduction	Liability	Budget	YTD	Annual	Revenue
	Liability	Liability	(As revenue)	28 Feb 2026	Revenue	Budget	Budget	Actual
	\$	\$	\$	\$	\$	\$	\$	\$
General purpose funding								
Grants Commission - General (WALGGC)	0	0	0	0	454,038	243,078	486,157	364,618
Grants Commission - Roads (WALGGC)	0	0	0	0	201,237	117,798	235,597	176,698
Law, order, public safety	0					0		
DFES Grant - Fire Mitigation Activity Fund 24/25	33,872	0	(33,872)	0	143,430	95,616	143,430	33,872
DFES Grant - ESL operating Grant	0	0	0	0	105,000	52,500	105,000	78,750
Transport	0							
MRWA Direct Grant Funding	0	0	0	0	130,413	130,413	130,413	130,413
Economic services	0							
Seniors Week Event	0	0	0	0	1,000	1,000	1,000	1,000
Other Community Events Revenue	0	0	0	0	100	664	1,000	1,000
Community Christmas Party Revenue	0	0	0	0	2,000	0	0	0
Nadc (National Australia Day Council)	0	8,000	(8,000)	0	10,000	10,000	10,000	8,000
Youth Week Event Revenue	0	0	0	0	2,000	0	0	0
Grant Revenue - Stay On Your Feet	0	0	0	0	5,000	0	0	0
Grant Revenue -Dpird Crc Development Grant	0	0	0	0	3,000	2,000	3,000	0
Grant Revenue - Fitness Initiatives	0	0	0	0	5,000	0	0	0
Grant Revenue - Carers Week Grant	0	500	(500)	0	0	500	500	500
Grant Revenue - Technology and Digital Inclusion	0	2,500	(2,500)	0	0	0	0	2,500
Grant Revenue - End of Life Planning Capacity	0	5,000	(71)	4,929	0	0	0	71
CRC Operating Grant Revenue	0	0	0	0	119,428	59,714	119,428	143,171
Grant Funding The Lbw Trust Library Grant	0	0	0	0	2,000	1,328	2,000	2,000
	33,872	16,000	(44,943)	4,929	1,183,646	714,611	1,237,525	942,592

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2026

NOTE 14
CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities				Capital grants, subsidies and contributions revenue				
	Liability 1 July 2025	Increase in Liability	Liability Reduction (As revenue)	Current Liability 28 Feb 2026	Adopted Budget Revenue	Adopted YTD Budget	Amended Annual Budget	YTD Revenue Actual	Forecast 30 June Closing
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies									
General purpose funding									
LRCI 4 - Woods Loop Road	0	110,349	(110,349)	0	110,349	55,174	110,349	110,349	55,174
LRCI 4 - Mattingly Road	0	36,595	(36,595)	0	37,000	18,500	37,000	36,595	18,095
Refurbishment/Construction BCI Old Tennis Court Building	0	0	0	0	50,000	33,328	50,000	0	(16,672)
WBDC & BPFS - Railway Station Building Refurbishment	20,000	20,000	0	40,000	240,000	270,000	540,000	0	(270,000)
LRCI 4 - UPGRADE BROOKTON OVAL LIGHTS	0	13,671	(13,671)	0	13,671	6,834	13,671	13,671	6,834
Law, order, public safety									
Esl Grant - Emergency Services Levy - Capital East Brookton Shed	0	0	0	0	333,055	222,032	333,055	0	(111,023)
Transport									
Dangin-Mears Road WBSFN Stage 2- Environmental Reports	0	0	0	0	35,454	28,804	57,610	0	(28,806)
WSFN 2 - Dangin-Mears Road - Income - 2023/24	0	0	0	0	59,715	29,856	59,715	0	(29,859)
Mcgrath Street - R2R Income	0	12,000	(12,000)	0	12,000	6,000	12,000	12,000	6,000
Youralling Road - R2R Income	0	85,097	(85,097)	0	85,097	42,548	85,097	85,097	42,548
Young Road - R2R Income	0	5,369	(5,369)	0	57,000	28,500	57,000	5,369	(23,131)
Ramsay Road - R2R Income	0	88,785	(78,198)	10,587	88,785	44,392	88,785	78,198	33,805
Richardson Street - R2R Income	0	55,000	(55,000)	0	55,000	27,500	55,000	55,000	27,500
White Street - R2R Income	0	55,000	(51,262)	3,738	55,000	27,500	55,000	51,262	23,762
Southdale Road - R2R Income	0	91,927	(83,879)	8,048	91,927	45,962	91,927	83,879	37,914
York Williams Road RRG	0	378,152	(243,036)	135,116	472,691	315,120	472,691	243,036	85,465
Davis Road - R2R Income	10,030	(10,030)	0	0	0	0	0	0	0
Mattingly Road - R2R Income	20,896	(20,896)	0	0	0	0	0	0	0
Mattingly Road Culvert - R2R Income	60,024	(60,024)	0	0	0	0	0	0	0
TOTALS	110,951	860,994.00	(774,456)	197,489	1,796,744	1,202,050	2,118,900	774,456	(142,394)

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	Amount	Amount	Closing Balance
	1 July 2025	Received	Paid	28 Feb 2026
	\$	\$	\$	\$
Restricted Cash - Bonds and Deposits				
Bus Bonds	1,730	370	0	2,100
Facility Hire Bonds	7,360	7,890	(5,750)	9,500
Gym Bonds	8,040	3,080	(2,030)	9,090
Other Bonds	0	1,080	(1,080)	0
Sub-Total	17,130	12,420	(8,860)	20,690
	17,130	12,420	(8,860)	20,690

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						
DEPOOP	Shire depot - Building Maintenance	OCM 10.25-02	Operating Expenditure		7,000		7,000
RWSTCAP	Railway Station Building Refurbishment	OCM 08.25-04	Capital Expenditure			(322,989)	(315,989)
RWSTCAP	Railway Station Building Refurbishment	OCM 09.25-03	Capital Expenditure			(36,540)	(352,529)
ROUTCAP	Pioneer Park Refurbishment	OCM 10.25-02	Capital Expenditure			(15,500)	(368,029)
KWHCAP	Kweda Hall Renewal	OCM 10.25-02	Capital Expenditure		8,500		(359,529)
I033550	Transfer from Reserve - Railway Station Building Refurbishment	OCM 09.25-03	Capital Revenue		36,540		(322,989)
	Adjustment of C/F Surplus Budgeted for 2024/2025	OCM 02.25-11	Opening Surplus(Deficit)		82,854		(240,135)
	Grants, subsidies and contributions						(240,135)
I032010	Gpg Grants Commission - General	OCM 02.25-11	Operating Revenue		32,119		(208,016)
I032020	Gpg Grants Commission - Roads	OCM 02.25-11	Operating Revenue		34,360		(173,656)
CLI062	Grant Revenue - Other Community Events	OCM 02.25-11	Operating Revenue		500		(173,156)
GR0006	Community Christmas Party Revenue	OCM 02.25-11	Operating Revenue			(2,000)	(175,156)
GR0008	Other Community Events Revenue	OCM 02.25-11	Operating Revenue		900		(174,256)
GR0009	Youth Week Event Revenue	OCM 02.25-11	Operating Revenue			(2,000)	(176,256)
GR0011	Grant Revenue - Stay On Your Feet	OCM 02.25-11	Operating Revenue			(5,000)	(181,256)
GR0013	Grant Revenue - Fitness Initiatives	OCM 02.25-11	Operating Revenue			(5,000)	(186,256)
	Fees and charges						(186,256)
I051010	Fire Fees & Charges	OCM 02.25-11	Operating Revenue		1,750		(184,506)
I052010	Anim Fees & Charges	OCM 02.25-11	Operating Revenue		1,500		(183,006)
I052010	Anim Fees & Charges	OCM 02.25-11	Operating Revenue		1,000		(182,006)
I104010	Tpb Fees & Charges	OCM 02.25-11	Operating Revenue		4,000		(178,006)
I031020	Rate Other Rates Income	OCM 02.25-11	Operating Revenue		500		(177,506)
I087040	Independent Living Units - Other Income	OCM 02.25-11	Operating Revenue		5,442		(172,064)
I102011	Sewerage Rates Charges	OCM 02.25-11	Operating Revenue		6,640		(165,424)
I105010	Amen Fees & Charges	OCM 02.25-11	Operating Revenue		8,000		(157,424)
I111011	Halls Fees & Charges - Memorial Hall	OCM 02.25-11	Operating Revenue		700		(156,724)
I111012	Halls Fees & Charges Wb Eva Pavilion	OCM 02.25-11	Operating Revenue		1,500		(155,224)
I112010	Pool Fees & Charges	OCM 02.25-11	Operating Revenue		1,600		(153,624)
I113010	Oth-Rec Fees & Charges	OCM 02.25-11	Operating Revenue		1,600		(152,024)
I132010	Tour Fees & Charges	OCM 02.25-11	Operating Revenue		10,000		(142,024)
I101010	Refuse Fees & Charges	OCM 02.25-11	Operating Revenue		5,000		(137,024)
	Interest revenue						(137,024)
I031030	Rate Interest Earnings	OCM 02.25-11	Operating Revenue		1,000		(136,024)
I031030	Rate Interest Earnings	OCM 02.25-11	Operating Revenue		1,900		(134,124)
I033020	Genfin Interest On Investments	OCM 02.25-11	Operating Revenue		30,218		(103,906)
I033020	Genfin Interest On Investments	OCM 02.25-11	Operating Revenue		171,392		67,486
	Other revenue						67,486
I042030	Admin Reimbursements & Donations	OCM 02.25-11	Operating Revenue		500		67,986
I042040	Admin Other Revenue	OCM 02.25-11	Operating Revenue		365		68,351
I147010	Sal Reimbursement - Workers Comp	OCM 02.25-11	Operating Revenue		30,000		98,351
GR0008	Community Christmas Party Revenue	OCM 02.25-11	Operating Revenue		500		98,851
	Employee costs						98,851
E055010	Emergency Management	OCM 02.25-11	Operating Expenses		1,000		99,851
E071010	Hea Employee Costs	OCM 02.25-11	Operating Expenses		500		100,351
E134020	Build-B General Operating Expenses	OCM 02.25-11	Operating Expenses		500		100,851
E042010	Admin Employee Costs	OCM 02.25-11	Operating Expenses			(2,700)	98,151
E042010	Admin Employee Costs	OCM 02.25-11	Operating Expenses		2,000		100,151
E042010	Admin Employee Costs	OCM 02.25-11	Operating Expenses		2,000		102,151
E112010	Pool Employee Costs	OCM 02.25-11	Operating Expenses		67,749		169,900
E112010	Pool Employee Costs	OCM 02.25-11	Operating Expenses		9,959		179,859
E112010	Pool Employee Costs	OCM 02.25-11	Operating Expenses			(1,683)	178,176
E112010	Pool Employee Costs	OCM 02.25-11	Operating Expenses		600		178,776
E112010	Pool Employee Costs	OCM 02.25-11	Operating Expenses		2,000		180,776
E112010	Pool Employee Costs	OCM 02.25-11	Operating Expenses		1,200		181,976
DEPOOP	Shire Depot - Building Maintenance	OCM 02.25-11	Operating Expenses			(7,000)	174,976
E142010	Pw-Oh Employee Costs	OCM 02.25-11	Operating Expenses			(1,485)	173,491
E142010	Pw-Oh Employee Costs	OCM 02.25-11	Operating Expenses		4,000		177,491
E136100	Crc Employee Costs	OCM 02.25-11	Operating Expenses		1,200		178,691
	Materials and contracts						178,691
E041020	Memb General Operating Expenses	OCM 02.25-11	Operating Expenses			(4,500)	174,191
E041020	Memb General Operating Expenses	OCM 02.25-11	Operating Expenses			(10,000)	164,191
E041020	Memb General Operating Expenses	OCM 02.25-11	Operating Expenses			(4,587)	159,604
FIREGO	Fire General Operating	OCM 02.25-11	Operating Expenses		672		160,276

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
				\$	\$	\$	\$
FIREGO	Fire General Operating	OCM 02.25-11	Operating Expenses		4,000		164,276
E042020	Admin General Operating Expenses	OCM 02.25-11	Operating Expenses		4,000		168,276
E042020	Admin General Operating Expenses	OCM 02.25-11	Operating Expenses			(27,124)	141,152
E042020	Admin General Operating Expenses	OCM 02.25-11	Operating Expenses			(11,000)	130,152
E042020	Admin General Operating Expenses	OCM 02.25-11	Operating Expenses			(1,600)	128,552
POOLGO	Swimming Pool General Operating	OCM 02.25-11	Operating Expenses		500		129,052
POOLGO	Swimming Pool General Operating	OCM 02.25-11	Operating Expenses			(101,250)	27,802
		OCM 02.25-11					27,802
E115040	Oth-Cult Community Events	OCM 02.25-11	Operating Expenses			(5,000)	22,802
GYMOP	Gymnasium Operating	OCM 02.25-11	Operating Expenses		2,000		24,802
GYMOP	Gymnasium Operating	OCM 02.25-11	Operating Expenses		2,500		27,302
PUMTRAC	Youth Precinct - Pumptrack - Loop Track, Flying Fox / Zipline Nature Play Area	OCM 02.25-11	Operating Expenses		1,500		28,802
	Youth Precinct Shed / Building (Youth Group / Girl Guide) Reserve 43158	OCM 02.25-11	Operating Expenses		2,500		31,302
YGGOP	Caravan Park	OCM 02.25-11	Operating Expenses		10,000		41,302
CARAOP	Caravan Park	OCM 02.25-11	Operating Expenses		4,290		45,592
E148020	Unclass Insurance Claims Expense	OCM 02.25-11	Operating Expenses			(27,000)	18,592
RRTLOP	Public Toilets Robinson Road	OCM 02.25-11	Operating Expenses			(4,000)	14,592
CEMEOP	Cemetery	OCM 02.25-11	Operating Expenses		500		15,092
CEMEOP	Cemetery	OCM 02.25-11	Operating Expenses		3,000		18,092
MEMPOP	Memorial Park	OCM 02.25-11	Operating Expenses			(1,000)	17,092
RESEOP	Reserve 43158 Beautification Works	OCM 02.25-11	Operating Expenses		2,000		19,092
RWPKOP	Railway Station Park	OCM 02.25-11	Operating Expenses		2,000		21,092
ROTUOP	Rotunda - Pioneer Park	OCM 02.25-11	Operating Expenses			(4,073)	17,019
BRDGOP	Bridge Maintenance	OCM 02.25-11	Operating Expenses			(5,770)	11,249
DEPOOP	Shire Depot - Building Maintenance	OCM 02.25-11	Operating Expenses		3,250		14,499
DEPOOP	Shire Depot - Building Maintenance	OCM 02.25-11	Operating Expenses			(3,250)	11,249
E143020	Poc General Operating Expenses	OCM 02.25-11	Operating Expenses			(17,000)	(5,751)
ADMIOOP	Administration Centre	OCM 02.25-11	Operating Expenses		1,500		(4,251)
ADMIOOP	Administration Centre	OCM 02.25-11	Operating Expenses		500		(3,751)
ADMIOOP	Administration Centre	OCM 02.25-11	Operating Expenses			(2,000)	(5,751)
U133WS	Unit 1 33 Whittington Street Brookton - Independent Living Units	OCM 02.25-11	Operating Expenses			(1,500)	(7,251)
U140WS	Unit 2 33 Whittington Street Brookton - Independent Living Units	OCM 02.25-11	Operating Expenses		1,500		(5,751)
U233WS	Unit 2 40 White Street Brookton - Independent Living Units	OCM 02.25-11	Operating Expenses		1,000		(4,751)
U240WS	Unit 3 33 Whittington Street Brookton - Independent Living Units	OCM 02.25-11	Operating Expenses		1,500		(3,251)
U333WS	Unit 3 40 White Street Brookton - Independent Living Units	OCM 02.25-11	Operating Expenses		1,000		(2,251)
U340WS	Unit 4 40 White Street Brookton - Independent Living Units	OCM 02.25-11	Operating Expenses		1,500		(751)
U440WS	Unit 5 40 White Street Brookton - Independent Living Units	OCM 02.25-11	Operating Expenses		2,500		1,749
U540WS	Unit 6 40 White Street Brookton - Independent Living Units	OCM 02.25-11	Operating Expenses		1,500		3,249
U640WS	Unit 7 40 White Street Brookton - Independent Living Units	OCM 02.25-11	Operating Expenses		1,500		4,749
U740WS	Unit 8 40 White Street Brookton - Independent Living Units	OCM 02.25-11	Operating Expenses		1,500		6,249
U840WS	10 Marsh Ave Brookton	OCM 02.25-11	Operating Expenses		3,500		9,749
10MAOP	23 Whittington Street Brookton	OCM 02.25-11	Operating Expenses		2,500		12,249
23WHITOP	U5 28 William Street	OCM 02.25-11	Operating Expenses		2,500		14,749
28AWSOP	U6 28 William Street	OCM 02.25-11	Operating Expenses		2,500		17,249
28BWSOP	U2 4 Matthew Street	OCM 02.25-11	Operating Expenses		4,000		21,249
U2MSUOP	Unit 1 Madison Square Units	OCM 02.25-11	Operating Expenses		2,000		23,249
U1MSOP	Unit 2 Madison Square Units	OCM 02.25-11	Operating Expenses		2,500		25,749
U2MSOP	Unit 3 Madison Square Units	OCM 02.25-11	Operating Expenses		2,500		28,249
U3MSOP	Wb Eva Pavilion	OCM 02.25-11	Operating Expenses		2,500		30,749
WBOP	Wb Eva Pavilion	OCM 02.25-11	Operating Expenses		2,000		32,749
WBOP	Historical Society Museum	OCM 02.25-11	Operating Expenses			(2,000)	30,749
MUSEOP	Crc General Operating Expenses	OCM 02.25-11	Operating Expenses			(3,889)	26,860
E136101	Crc General Operating Expenses	OCM 02.25-11	Operating Expenses			(4,000)	22,860
E136101	Crc General Operating Expenses	OCM 02.25-11	Operating Expenses			(450)	22,410
E136101	Crc General Operating Expenses	OCM 02.25-11	Operating Expenses		1,320		23,730
EV0002	Community Christmas Party	OCM 02.25-11	Operating Expenses		2,000		25,730
EV0003	Christmas Decoration	OCM 02.25-11	Operating Expenses		4,645		30,375

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
				\$	\$	\$	\$
EV0004	Noongar Sport Event	OCM 02.25-11	Operating Expenses		1,000		31,375
EV0007	Seniors Week Event	OCM 02.25-11	Operating Expenses		1,667		33,042
EV0008	Other Community Events	OCM 02.25-11	Operating Expenses			(3,150)	29,892
EV0009	Youth Week Event	OCM 02.25-11	Operating Expenses		2,000		31,892
EV0011	Stay On Your Feet	OCM 02.25-11	Operating Expenses		5,000		36,892
EV0013	Fitness Initiatives	OCM 02.25-11	Operating Expenses		5,000		41,892
BOWLOP	Bowling Club	OCM 02.25-11	Operating Expenses			(4,900)	36,992
	Utility charges						36,992
MADIOP	Madison Square Park	OCM 02.25-11	Operating Expenses		3,000		39,992
25WHITOP	25 Whittington Street Brookton	OCM 02.25-11	Operating Expenses		1,000		40,992
28AWSOP	U5 28 William Street	OCM 02.25-11	Operating Expenses		1,000		41,992
U1MSUOP	U1 4 Matthew Street	OCM 02.25-11	Operating Expenses		500		42,492
	Other expenditure						42,492
E041030	Memb Councillors Fees/Expenses/Allowances	OCM 02.25-11	Operating Expenses		4,000		46,492
E031030	Rates Write Off	OCM 02.25-11	Operating Expenses			(24,401)	22,091
CARAOP	Caravan Park	OCM 02.25-11	Operating Expenses			(1,480)	20,611
E102060	Sewerage Prior Year Adjustments	OCM 02.25-11	Operating Expenses			(22,283)	(1,672)
E115050	Oth-Cult Community Chest Fund	OCM 02.25-11	Operating Expenses			(5,000)	(6,672)
	Capital grants, subsidies and contributions						(6,672)
CLI015	Railway Station Building Refurbishment Income	OCM 02.25-11	Capital Revenue		300,000		293,328
	Dangin-Mears Rd Wsfm Income Environmental						
CLI061	Reports	OCM 02.25-11	Capital Revenue		22,156		315,484
	Purchase of land and buildings						315,484
SHCOSFC3	Hosuing Program Additional Staff Housing	OCM 02.25-11	Capital Expenses		500,000		815,484
MENSCAP	Mensshed - Old Bowling Club Capital	OCM 02.25-11	Capital Expenses		20,000		835,484
ROUTCAP	Rotunda - Pioneer Park Refurbishment	OCM 02.25-11	Capital Expenses		15,500		850,984
SEACON	Sea Container Storage	OCM 02.25-11	Capital Expenses		880		851,864
	Fujiclean Atu Sewer Treatment System Robinson						
ROBIATU	Rd Public Toilets	OCM 02.25-11	Capital Expenses			(26,300)	825,564
MUSECAP	Museum - Capital	OCM 02.25-11	Capital Expenses		10,500		836,064
U133CAP	Inde U1 33 Whittington St Improvements	OCM 02.25-11	Capital Expenses			(14,172)	821,892
	Purchase of furniture and equipment						821,892
ARTCAP	Artwork - Public And Visual	OCM 02.25-11			5,000		826,892
	Purchase and construction of infrastructure-roads						826,892
	Dangin-Mears Road Wbsf Environmental						
WBSF3	Reports 25/26	OCM 02.25-11	Capital Expenses			(23,747)	803,145
BRIDGE11	Bridge 3150A Aldersyde North Road	OCM 02.25-11	Capital Expenses		11,017		814,162
BRIDGE12	Bridge 4878A Brookton Kweda Road	OCM 02.25-11	Capital Expenses			(5,247)	808,915
	Purchase and construction of infrastructure-footpath						808,915
MEMPPF	Memoral Park Footpath	OCM 02.25-11	Capital Expenses		4,600		813,515
ROBIAR	Accessible Ramp - Robinson Road	OCM 02.25-11	Capital Expenses			(4,600)	808,915
	Purchase and construction of infrastructure-water						808,915
	Happy Valley Smart Tech Bore Tank Control						
HVCAP05	System	OCM 02.25-11	Capital Expenses		1,011		809,926
	Transfers from reserve accounts						809,926
I033550	Transfer From Reserve To Muni	OCM 02.25-11	Capital Revenue			(500,000)	309,926
	Transfers to reserve accounts						309,926
E033551	Transfer Interest From Muni To Reserve	OCM 02.25-11	Capital Expenses			(171,392)	138,534
E033550	Transfer To Reserve From Muni	OCM 02.25-11	Capital Expenses			(138,534)	0
							0
RWSTCAP	Railway Station Building Refurbishment	OCM 02.25-17	Capital Expenditure			(18,000)	(18,000)
	Transfer from Reserve - Railway Station Building						
I033550	Refurbishment	OCM 02.25-17	Capital Revenue		18,000		0
				0	1,606,096	(1,606,096)	0

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 2025-26 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	227,981	31.90%	▲	Financial Assistance Grants, the ESL operating grant and CRC operating grants have been received in advance of budget phasing.		
Fees and charges	136,359	24.92%	▲	The main timing variances relate to budget profiling for the Independent Living Unit Charges, Shire Housing Rental Charges and Refuse Rate Charges.	Caravan Park and Private Works Income is coming in higher than budget for the year.	
Profit on disposal of assets	(21,650)	(92.12%)	▼		The budget phasing for profit on the disposal of assets is currently ahead of actual expenditure.	
Expenditure from operating activities						
Employee costs	261,232	14.01%	▲	Salaries & Wages under budget at this time due to vacant position & budget profiling		
Materials and contracts	241,502	12.09%	▲	The budget phasing of material and contract expenditure is currently ahead of actual expenditure.		
Utility charges	49,717	29.04%	▲	The budget phasing of utility expenditure is currently ahead of actual expenditure.		
Finance costs	21,881	50.72%	▲	The budget phasing of finance cost expenditure is currently ahead of actual expenditure.		
Other expenditure	30,284	29.97%	▲	A prior year sewerage rate refund/adjustment has been budgeted for for bit has not yet happened.		
Loss on disposal of assets	24,822	54.53%	▲	The budget phasing for loss on the disposal of assets is currently ahead of actual expenditure.		
Investing activities						
Proceeds from capital grants, subsidies and contributions	(427,594)	(35.57%)	▼		Variance due to Accounting Standard AASB15 and AASB1058 recognition of revenue	
Proceeds from disposal of assets	(57,818)	(37.06%)	▼		The budget phasing of the disposal of assets is currently ahead of actual expenditure.	
Payments for inventories, property, plant and equipment and infrastructure	2,082,045	51.11%	▲	The variance relates to a number of capital projects which have not commenced in FY25/26 (Refer to Note 8 for details)		
Financing activities						
Transfer from reserves	(1,627,889)	(83.11%)	▼		The budget phasing of transfers from reserves is currently ahead of actual transfers.	
Transfer to reserves	(224,292)	(33.35%)	▼		Actual transfers to reserves are currently ahead of budgeted transfers.	

14.03.26.03 RATES EXEMPTION APPLICATION – NOONGAR BOODJAR LAND SUB PTY LTD

File No:	A931, A932, A933, A934, A935, A850, A851, A852, A853, A854, A855
Date of Meeting:	19 March 2026
Location/Address:	101, 105, 109, 111 and 113 White Street, 102, 106, 108, 110, 112 and 114 Williams Street
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:	Recommendation 1 - Majority of 1/3 of Council Recommendation 2 - Absolute Majority
Previous Report:	18 September 2025

Summary of Report:

Council is requested to revoke its September 2025 decision granting a rates exemption to properties owned by Noongar Boodja Land Sub Pty Ltd, following advice from the Department of Local Government, Industry Regulation and Safety (DLGIRS) and independent legal advice that the exemption does not comply with the Local Government Act 1995.

This report does not question the charitable purpose of the Noongar Boodja Trust or the intent of the Noongar Native Title Settlement. Rather, it addresses the technical application of current rating legislation.

Description of Proposal:

Following Council's September 2025 decision, DLGIRS informally advised the Shire that the exemption may not meet the legislative requirements for exemption of charitable land.

Council subsequently sought independent legal advice, included at Confidential Attachment 14.03.26.03A. That advice indicates that the exemption provisions require land to be actively and presently used for charitable purposes. Land held passively, including land held for future benefit arising from Native Title settlement arrangements, may not satisfy this requirement.

While Council retains discretion in its decision making, the legal advice indicates the current exemption may be open to challenge if not aligned with the statutory test.

If Council wishes to align its position with the legal advice received, this will require revocation of the previous decision and reconsideration of the exemption application.

NBLS retains full appeal rights regardless of Council's decision.

If Council wishes to reconsider its previous position, the following procedural steps are required under Regulation 10 of the Local Government (Administration) Regulations 1996:

1. Resolve to consider revoking Decision 09.25-10
Under Regulation 10 of the *Local Government (Administration) Regulations 1996*, a motion to revoke a decision must be supported by at least one-third of the offices of Councillor. With 7 offices of Councillor, this decision requires the support of 3 Councillors.

2. Resolve to revoke Decision 09.25-10
Revoking the decision requires an absolute majority (4 Councillors).
3. Determine the NBLs rates exemption application

If Decision 09.25-10 is revoked, Council must determine the exemption application. Based on the legal advice, this would involve refusing the exemption as the land is not currently used for charitable purposes.

NBLs retains the right to appeal any refusal to the State Administrative Tribunal under sections 6.76 and 6.77 of the Act.

If an appeal occurs, Council will require legal representation. If unsuccessful, Council may be liable for costs. Council holds insurance for legal matters with a \$10,000 excess.

Discussions with other local governments indicate that the State Government may consider legislative changes as the rating of vacant Noongar Native Title settlement land was not an anticipated outcome of the settlement.

Background:

The Noongar Boodja Trust is a registered charity advancing the cultural, social and public welfare of Aboriginal and Torres Strait Islander peoples, specifically the Noongar people, in accordance with its Trust Deed.

The Trust received Crown land as part of the Native Title Settlement. The properties have been held freehold by its subsidiary NBLs since 12 January 2022.

The Shire became aware of the ownership change in late 2024. Landgate issued valuations in May 2025 effective from July 2024. Rates were subsequently raised and paid by NBLs for the 2024/25 and 2025/26 financial years.

The properties:

- are vacant
- contain no buildings
- have no visible operational use
- are zoned Residential

On 10 June 2025 NBLs applied for a rates exemption under section 6.26(2)(g) of the Local Government Act 1995 on the basis the land was held for charitable purposes. The application requested exemption for the 2024/25, 2025/26 and 2026/27 financial years.

Address	Assess #	24/25 Rate \$	24/25 Refuse \$	24/25 ESL \$	25/26 Rate \$	25/26 Refuse \$	25/26 ESL \$
101 White Street	A931	939	66	103	995	68	108
105 White Street	A932	939	66	103	995	68	108
109 White Street	A933	939	66	103	995	68	108
111 White Street	A934	939	66	103	995	68	108
113 White Street	A935	939	66	103	995	68	108
102 Williams Street	A850	939	66	103	995	68	108

Address	Assess #	24/25 Rate \$	24/25 Refuse \$	24/25 ESL \$	25/26 Rate \$	25/26 Refuse \$	25/26 ESL \$
106 Williams Street	A851	939	66	103	995	68	108
108 Williams Street	A852	939	66	103	995	68	108
110 Williams Street	A853	939	66	103	995	68	108
112 Williams Street	A854	939	66	103	995	68	108
114 Williams Street	A855	939	66	103	995	68	108
	TOTAL	10,329	726	1,133	10,945	748	1,188

The location of these properties is identified in Attachment 14.03.26.03B.

At the September 2025 Ordinary Meeting, Council made the following Decision 09.25-10:

MOVED: Cr Crute SECONDED: Cr de Lange

That Council:

1. pursuant to Section 6.26 (2) (g) of the Local Government Act 1995 and Shire of Brookton 2.19 Rates Exemption for Charitable Purposes Policy grant Noongar Boodja Land Sub Pty Ltd an exemption for rates for the properties listed below:

Property Address	Assess #	24/25 Rates	25/26 Rates
101 White Street	A931	\$939	\$995
105 White Street	A932	\$939	\$995
109 White Street	A933	\$939	\$995
111 White Street	A934	\$939	\$995
113 White Street	A935	\$939	\$995
102 Williams Street	A850	\$939	\$995
106 Williams Street	A851	\$939	\$995
108 Williams Street	A852	\$939	\$995
110 Williams Street	A853	\$939	\$995
112 Williams Street	A854	\$939	\$995
114 Williams Street	A855	<u>\$939</u>	<u>\$995</u>
TOTAL		\$10,329	\$10,945

on the basis that the land is used exclusively for charitable purposes; and

2. provide this exemption for the period of 1 July 2024 to 30 June 2027.

CARRIED BY SIMPLE MAJORITY VOTE 5/1

For: Cr Crute, Cr de Lange, Cr Bell, Cr Copping, Cr Wallis

Against: Cr McCabe

Consultation:

Consultation has occurred with:

- NBLs
- DLGIRS senior officers
- CEOs of other impacted local governments
- McLeods Lawyers

This issue is affecting multiple local governments.

Statutory Environment:

Local Government Act 1995 – Section 6.26(2)(g)

Land used exclusively for charitable purposes is not rateable.

The Act does not define *charitable purposes*. This is determined under common law.

Local Government (Administration) Regulations 1996 – Regulation 10

Requires:

- One-third support to consider a motion to revoke a decision.
- Absolute majority to revoke a decision.

Relevant Plans and Policy:

Shire of Brookton Policy 2.19 Rates Exemption for Charitable Purposes

Financial Implications:

Council has incurred approximately \$3,000 in legal costs. This cost has been partly offset through cost sharing with other local governments.

If the rates exemption was removed, additional rates revenue will be:

- 2024/25: \$10,329
- 2025/26: up to \$10,945

NBLS may seek to have the properties jointly rated in future. As the 11 properties may be treated as two contiguous holdings (3 titles and 8 titles), this could reduce future rates income to two minimum rates rather than eleven.

Risk Assessment:

Staff consider an appeal against a refusal decision to be Almost Certain with Minor financial consequences.

Officers consider an appeal likely if the exemption is refused. Financial exposure is considered manageable due to insurance coverage.

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 1

That Council consider a motion to revoke Decision 09.25-10 from the September 2025 Ordinary Meeting.

(Supported by at least 1/3 of the number of offices of Councillor)

OCM 03.26-06

COUNCIL RESOLUTION

MOVED Cr Copping SECONDED Cr McCabe

That Council consider a motion to revoke Decision 09.25-10 from the September 2025 Ordinary Meeting.

CARRIED BY SIMPLE MAJORITY VOTE 6/0

***For: Cr Wallis, Cr McCabe, Cr Crouch, Cr Copping, Cr Harben, Cr Toop
Against: Nil.***

OFFICER'S RECOMMENDATION 2

That Council revoke Decision 09.25-10 from the September 2025 Ordinary Meeting.

(Absolute majority vote required)

OCM 03.26-07

COUNCIL RESOLUTION

MOVED Cr Crouch SECONDED Cr Copping

That Council revoke Decision 09.25-10 from the September 2025 Ordinary Meeting.

CARRIED BY ABSOLUTE MAJORITY VOTE 6/0

***For: Cr Wallis, Cr McCabe, Cr Crouch, Cr Copping, Cr Harben, Cr Toop
Against: Nil.***

OFFICER'S RECOMMENDATION 3

That Council, pursuant to section 6.26(2)(g) of the Local Government Act 1995, refuses the application by Noongar Boodja Land Sub Pty Ltd for a rates exemption for the following properties on the basis that the land is not currently used for charitable purposes:

Property Address	Assess #
101 White Street	A931
105 White Street	A932
109 White Street	A933
111 White Street	A934
113 White Street	A935

102 Williams Street	A850
106 Williams Street	A851
108 Williams Street	A852
110 Williams Street	A853
112 Williams Street	A854
114 Williams Street	A855

(Simple majority vote required)

OCM 03.26-08

COUNCIL RESOLUTION

MOVED Cr Copping SECONDED Cr McCabe

That Council, pursuant to section 6.26(2)(g) of the Local Government Act 1995, refuses the application by Noongar Boodja Land Sub Pty Ltd for a rates exemption for the following properties on the basis that the land is not currently used for charitable purposes:

<i>Property Address</i>	<i>Assess #</i>
<i>101 White Street</i>	<i>A931</i>
<i>105 White Street</i>	<i>A932</i>
<i>109 White Street</i>	<i>A933</i>
<i>111 White Street</i>	<i>A934</i>
<i>113 White Street</i>	<i>A935</i>
<i>102 Williams Street</i>	<i>A850</i>
<i>106 Williams Street</i>	<i>A851</i>
<i>108 Williams Street</i>	<i>A852</i>
<i>110 Williams Street</i>	<i>A853</i>
<i>112 Williams Street</i>	<i>A854</i>
<i>114 Williams Street</i>	<i>A855</i>

CARRIED BY SIMPLE MAJORITY VOTE 6/0

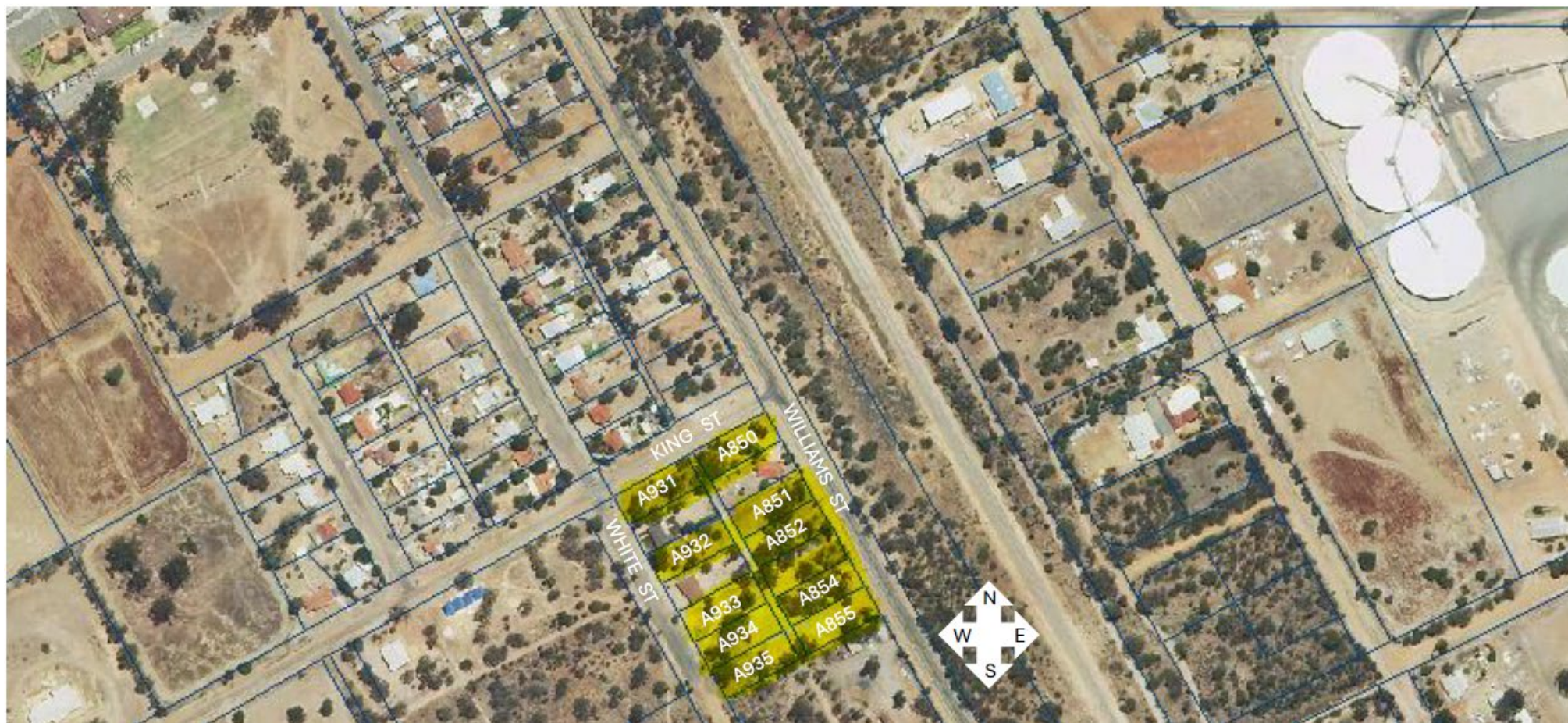
***For: Cr Wallis, Cr McCabe, Cr Crouch, Cr Copping, Cr Harben, Cr Toop
Against: Nil.***

Attachments

Confidential Attachment 14.03.26.03A – Legal Advice on Exempt Rates

Attachment 14.03.26.03B - Properties Map

Map of property locations - Brookton, WA 6306



14.03.26.04 REQUEST FOR REFUND/FEE WAIVER – ELLETT CONTRACTING (WANDOO CHALET)

File No:	PRO002
Date of Meeting:	19 March 2026
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	Shire of Brookton
Author/s:	Deanne Sweeney – Manager Corporate and Community
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:	Absolute Majority
Previous Report:	N/A

Summary of Item:

Council is to consider waiving/refunding the adopted fee for the hire of the Wandoo Chalet on 19 February 2026 for Ellett Contracting, due to on the guest's arrival they found the chalet unserviced.

Description of Proposal:

Ellett Contracting held a booking for the Wandoo Chalet on 19 February 2026. Upon arrival, the guests discovered the chalet had not been serviced prior to check-in. The guests accessed clean linen from a second chalet they had also booked for that evening.

Following the complaint, staff contacted Ellett Contracting to clarify procedures for reporting issues during future stays. Guests were advised that each chalet contains a guest information folder with relevant contact numbers for after-hours assistance to allow issues to be addressed promptly.

An internal review determined the incident resulted from an administrative error within the booking system and a miscommunication regarding the cleaning schedule for that day.

Background:

This matter relates to the operational management of Shire short-stay accommodation and the need to maintain appropriate customer service standards.

Consultation:

Internal review has been undertaken by staff. No external consultation was required due to the operational nature of this matter.

Statutory Environment:

Local Government Act 1995 – Section 6.12 – Power to defer, grant discounts, waive or write off debts.

This section allows a local government to waive or grant concessions in relation to money owed to the local government (absolute majority required).

Relevant Plans and Policy:

There are no plan and policy implications arising from this report.

Financial Implications:

Approval of the refund/waiver will result in a \$207.00 reduction in accommodation revenue.

This can be accommodated within existing operational budgets.

Risk Assessment:

The risk associated with this matter is considered Low.

The primary risk relates to customer service and reputational impact if issues of this nature are not addressed appropriately. This risk is mitigated through acknowledging the error and providing an appropriate remedy.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Extreme
Almost	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 matter aligns with the Shire of Brookton Strategic Community Plan 2021-2032 objective of delivering quality services and maintaining positive community relationships.

Comment:

The servicing oversight is acknowledged as an internal administrative error. Staff have reviewed internal processes and strengthened booking and cleaning procedures to minimise the likelihood of recurrence.

Given the circumstances and the inconvenience experienced by the guests, the request for a refund is considered reasonable and consistent with good customer service practice.

Providing the refund also supports the Shire’s reputation as a responsible accommodation provider.

OFFICER’S RECOMMENDATION

That Council approve the refund/fee waiver of \$207.00 to Ellett Contracting for one night’s accommodation at the Wandoo Chalet on 19 February 2026, due to the chalet not being serviced prior to guest arrival.

(Absolute majority vote required)

COUNCIL RESOLUTION

MOVED Cr Crouch SECONDED Cr Copping

That Council approve the refund/fee waiver of \$207.00 to Ellett Contracting for one night's accommodation at the Wandoo Chalet on 19 February 2026, due to the chalet not being serviced prior to guest arrival.

CARRIED BY ABSOLUTE MAJORITY VOTE 6/0

***For: Cr Wallis, Cr McCabe, Cr Crouch, Cr Copping, Cr Harben, Cr Toop
Against: Nil.***

Attachments

Attachment 14.03.26.04A - Attachment - Ellett Contracting Request

From: [REDACTED]
To: Deanne.Sweeney
Subject: Re: One Bedroom Chalet – Cleaning Issue (19/02 Booking)
Date: Tuesday, 24 February 2026 6:23:58 AM
Attachments: [rsz_cropped_logo_2_3bee74e0-f72b-4b64-ad76-9ee35fd52d77.png](#)
[img-82035329-4ff9-48ed-b030-9d8022dc41bc](#)
[img-ba21f693-09f1-40db-9ce7-ab43e1008cb1](#)

Hi Deanne,

Thank you for your response and for acknowledging the oversight regarding the one-bedroom chalet booking (Booking No. 15947047). I appreciate your apology and the explanation provided.

As advised, I would like to formally submit a request for a refund in relation to this booking due to the chalet not being cleaned upon arrival. Please consider this email as my written application for the matter to be presented to Council at the next ordinary council meeting for consideration.

Thank you for your assistance in progressing this request. Please let me know if any further information is required from my end.

Regards,

[REDACTED]
Project Coordinator



[REDACTED]
A. 39-41 Wood Street Fremantle 6160
P. PO Box 2285 Kardinya, 6163
E. nsomi@ellettcontracting.com.au



From: Deanne Sweeney <deanne.sweeney@brookton.wa.gov.au>

Date: Friday, 20 February 2026 at 3:54 pm

[REDACTED]
Subject: FW: One Bedroom Chalet – Cleaning Issue (19/02 Booking)

[REDACTED]
Thank you for bringing this matter to our attention. Please accept our sincere apologies that the one-bedroom chalet booked for 19/02 (Booking No. 15947047) had not been cleaned following the previous guest's departure. This was the result of a clerical oversight on our end, and we regret the inconvenience caused to the current occupant.

For future stays, please be advised that the guest book located within each chalet contains

14.03.26.05 BUDGET AMENDMENT VENDING MACHINE SECURITY CAGE

File No:	PRO002
Date of Meeting:	19 March 2026
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 consideration of for a 2025/26 budget amendment to install a security cage around the vending machine located at the Brookton Caravan Park.

Description of Proposal:

This proposal outlines the reallocation of the original vending machine security cage from the operating budget of \$4,290, along with identified savings of \$2,102 (excluding GST) from CARAOP.379 CARAVAN PARK Operating Expenses, to the E132520. PURCHASE FURNITURE & EQUIPMENT GEN account. This adjustment will cover the original and increased cost of the security cage at Brookton Caravan Park.

Background:

The vending machine was purchased in the 2024/25 financial year to provide refreshments for visitors at the park and is located within the camp kitchen. The 2025/26 budget includes an operating allocation of \$4,290 to install a security cage around the machine to prevent tampering, reduce theft, and protect the asset.

A final quote received in March 2026 totals \$6,392, which exceeds the operating allocation and meets the organisation's capitalisation threshold. As a result, the expenditure is required to be treated as a capital purchase, prompting the need for this agenda item.

In February 2026, a break-ins occurred in the local area, during which the vending machine was targeted. CCTV footage was unable to identify the offenders. Given this recent incident and the importance of safeguarding the machine and its contents, the installation of a robust security cage is considered a prudent and cost-effective measure to protect the asset and ensure ongoing service to park visitors.

Consultation:

Consultation was undertaken with the 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 2.15 Procurement.

Financial Implications:

There are no financial implications relating to 2025/26 budget, as the transfer of the operating budget and identified savings from CARAOP.379 will offset the increased expenditure at E132520.501.

Risk Assessment:

The risk in relation to this matter is assessed as 'Medium'. Installing a security cage will protect council assets and maintain service continuity for park visitors.

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 will allow the project to be undertaken immediately.

OFFICER'S RECOMMENDATION

That Council approves the budget amendment of \$6,392 from CARAOP.379 to E132520.501. To cover the capital expenditure of the vending machine security cage.

(Absolute majority vote required)

OCM 03.26-10

COUNCIL RESOLUTION

MOVED Cr McCabe SECONDED Cr Crouch

***That Council approves the budget amendment of \$6,392 from CARAOP.379 to E132520.501.
To cover the capital expenditure of the vending machine security cage.***

CARRIED BY ABSOLUTE MAJORITY VOTE 6/0

***For: Cr Wallis, Cr McCabe, Cr Crouch, Cr Copping, Cr Harben, Cr Toop
Against: Nil.***

14.03.26.06 SALE OF PROPERTY – OUTSTANDING RATES – 456 DAVIS ROAD, BROOKTON

File No:	A137
Date of Meeting:	19 March 2026
Location/Address:	456 Davis Road, Brookton
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Deanne Sweeney - Manager Corporate and Community
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:	Absolute Majority
Previous Report:	N/A

Summary of Report:

This report seeks Council endorsement to continue enforcement action for the recovery of outstanding rates and charges relating to 456 Davis Road, Brookton, including progressing the Property Seizure and Sale Order process should the debt remain unpaid.

Description of Proposal:

Property A137 at 456 Davis Road currently has more than three years of unpaid rates and charges. The last full payment was received on 30 August 2022.

Following standard recovery processes, legal action was commenced. A payment of \$950 was received on 1 October 2025, which resulted in the matter continuing through the Property Seizure and Sale Order enforcement process.

A Property Seizure and Sale Order has now been issued authorising the Shire to proceed toward auction should the debt remain unpaid.

While Council resolution is not legally required at this stage, officer practice is to seek Council endorsement due to the seriousness of the enforcement action and the potential sale of private property.

The ratepayer recently proposed a repayment arrangement of \$200 per month. This proposal was declined as it would take approximately three years to clear the current debt of \$7,226.33 (as at 12 March 2026), excluding future rates and charges.

The total outstanding rates and charges as of 12 March 2026 is \$7,226.33.

Description	Current / Arrears	Balance
Rates	C	\$1,663.00
Rates	A	\$1,881.00
Interest	C	\$678.54
Legal Charges	C	\$2,631.40
ESL Penalty	C	\$10.25
ESL Penalty	A	\$17.14
EMERGENCY SERVICES LEVY	C	\$108.00
EMERGENCY SERVICES LEVY	A	\$103.00
REFUSE SITE RATE - GRV	C	\$68.00
REFUSE SITE RATE - GRV	A	\$66.00
*** TOTALS ***		\$7,226.33

Council should note the owner retains the right to pay the outstanding debt at any time prior to sale in accordance with the Local Government Act 1995. Such a payment will cease all recovery action.

Given:

- the extended period of non-payment
- limited progress through recovery action
- insufficient repayment proposal
- continuing accumulation of debt

the Officer's Recommendation of continuation of the enforcement process to be reasonable and appropriate.

Background:

The Shire follows a structured debt recovery process for unpaid rates including reminder notices, final notices, debt collection action and legal recovery where necessary.

Sale of land is considered a last resort after reasonable recovery efforts have failed.

Consultation:

Internal consultation has occurred with:

- Debt collection agents
- Finance Officer – Rates and Debtors
- Manager Corporate and Community
- Chief Executive Officer

No external consultation is required as this relates to statutory debt recovery.

Statutory Environment:

Local Government Act 1995

Relevant provisions include:

Section 6.64 – Actions to be taken

Section 6.68 – Exercise of power to sell land

Section 6.69 – Right to pay rates and stay proceedings

These provisions allow a local government to recover unpaid rates through possession and sale processes where debts remain unpaid for three years or more.

Relevant Plans and Policy: Nil.

Financial Implications:

Recovery action seeks to recover \$7,226.33 in outstanding rates, charges and recovery costs.

If the property is sold:

- outstanding debts are recovered
- recovery costs may be recouped
- any surplus funds must be handled in accordance with legislation.

Failure to act may result in continued revenue loss and increased recovery costs.

Risk Assessment:

The overall risk is considered Medium due to reputational considerations associated with enforcement action.

Risk	Consequence	Likelihood	Rating
Reputational impact from forced sale	Moderate	Possible	Medium
Legal challenge to process	Moderate	Unlikely	Medium
Ongoing debt growth if no action taken	Moderate	Likely	High

Risk is mitigated through:

- following statutory processes
- providing payment opportunities
- use of staged recovery process
- Council transparency

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:

This matter supports the Strategic Community Plan objective of:

- Strong financial management
- Responsible governance
- Protecting Shire revenue to support service delivery

Comment:

The sale of land for unpaid rates is always considered a last resort.

In this case:

- the debt has existed for an extended period
- recovery action has been ongoing
- a reasonable repayment arrangement was not achievable
- the debt continues to grow

Officers consider sufficient opportunity has been provided for the owner to resolve the matter.

Council endorsement demonstrates transparency and good governance when progressing enforcement action of this nature.

OFFICER'S RECOMMENDATION

That Council:

1. Endorse the continuation of enforcement proceedings under the Property Seizure and Sale Order (PSSO) for property A137, 456 Davis Road, Brookton.
2. Support progressing to auction if the outstanding rates, charges, and recovery costs are not paid in full before the auction date.
3. Note that the proposed \$200 per month payment arrangement was declined as it would not clear the debt in a reasonable timeframe.
4. Acknowledge that while a Council resolution is not legally required for this enforcement action, endorsement is sought due to the seriousness of the measure and the potential sale of private property.

(Absolute majority vote required)

OCM 03.26-11

COUNCIL RESOLUTION

MOVED Cr Crouch

SECONDED Cr McCabe

That Council:

1. ***Endorse the continuation of enforcement proceedings under the Property Seizure and Sale Order (PSSO) for property A137, 456 Davis Road, Brookton.***
2. ***Support progressing to auction if the outstanding rates, charges, and recovery costs are not paid in full before the auction date.***
3. ***Note that the proposed \$200 per month payment arrangement was declined as it would not clear the debt in a reasonable timeframe.***
4. ***Acknowledge that while a Council resolution is not legally required for this enforcement action, endorsement is sought due to the seriousness of the measure and the potential sale of private property.***

CARRIED BY ABSOLUTE MAJORITY VOTE 6/0

**For: Cr Wallis, Cr McCabe, Cr Crouch, Cr Copping, Cr Harben, Cr Toop
Against: Nil.**

15.03.26.01 WALGA SECTOR CONSULTATION – COMPULSORY AND VOLUNTARY VOTING AND ELECTION FREQUENCY

File No:	REL033
Date of Meeting:	19 March 2026
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:

WALGA is undertaking sector consultation regarding potential Local Government electoral reforms expected to be proposed by the State Government.

Description of Proposal:

In June 2025, Hon Hannah Beazley MLA, Minister for Local Government, expressed support for a four-year election cycle, citing concerns regarding voter fatigue and the increasing cost of conducting biennial elections.

These comments were reiterated in the Minister’s address at WALGA’s 2025 Local Government Convention, where the possibility of introducing compulsory voting for local government elections was also raised.

While WALGA has sought further information from both the Department of Local Government, Industry Regulation and Safety (LGIRS) and the Minister’s office, no additional details regarding consultation or reform proposals have been provided.

WALGA has therefore commenced sector consultation to ensure its advocacy position reflects the current views of local governments and enables timely engagement with any forthcoming State Government reform proposals.

The Western Australian Local Government Association (WALGA) has released an Electoral Reform Discussion Paper (Attachment 15.03.26.01) seeking feedback from local governments regarding potential reforms to the local government electoral system.

Local governments have been requested to provide Council-endorsed responses to the consultation questions by 27 March 2026. This feedback will inform WALGA’s advocacy position to be considered by State Council.

Background:

WALGA has initiated sector consultation following renewed discussion regarding potential changes to the Local Government electoral system in Western Australia.

The discussion paper notes that the Minister for Local Government has indicated support for electoral reform, including consideration of compulsory voting and a four-year election cycle.

Currently in Western Australia:

- Councillors serve four-year terms
- Half of council is elected every two years (biennial elections)
- Voting is voluntary

This system differs from other Australian jurisdictions, where local government elections are conducted every four years with all council positions elected at the same time.

The WALGA discussion paper seeks feedback from local governments to inform the sector's advocacy position ahead of any potential State Government reform proposals.

Statutory Environment:

Local government elections in Western Australia are governed by:

- Local Government Act 1995
- Local Government (Elections) Regulations 1997

Under the current legislative framework:

- Elected Members are elected for four-year terms
- Elections occur every two years for half of the council positions
- Voting is optional (voluntary)
- Postal elections are administered through the Western Australian Electoral Commission

The WALGA discussion paper highlights that all other Australian states and territories conduct local government elections every four years with full spill elections.

Legislative amendments would be required should the State Government pursue changes to:

- election frequency
- voting requirements
- election administration arrangements.

Consultation:

WALGA is undertaking sector consultation with all Western Australian local governments and has requested Council-endorsed feedback.

The discussion paper seeks responses to seven consultation questions covering:

- Election frequency
- Compulsory or voluntary voting
- Key considerations influencing local government positions

The consultation process will inform a report and proposed advocacy position to be considered by WALGA State Council.

Relevant Plans and Policy:

There are no direct policy implications for the Shire arising from this report. However, Council's adopted position will inform the Shire's submission to WALGA and may contribute to future advocacy positions of the local government sector.

Financial Implications:

There are no immediate financial implications arising from this report, however future reforms relating to election frequency or administration may influence long-term election costs.

However, statewide election cost data indicates that the cost per elector for WA postal elections has increased from \$3.70 per elector in 2019 to \$5.17 per elector in 2023.

In the Shire of Brookton, the cost per elector for Shire of Brookton postal elections has increased from \$19.64 per elector in 2019 to \$21.84 per elector in 2025.

Risk Assessment:

The risks associated with this report are considered low. Providing a submission ensures that the Shire’s views are represented in sector discussions and reduces the risk that reforms are introduced without regional local government input.

Under the Shire of Brookton’s Risk Framework, the Consequence rating for Reputation or Compliance risk is assessed as Insignificant, with the likelihood assessed as Unlikely.

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:

Providing feedback to WALGA supports the Shire’s commitment to:

- effective governance;
- democratic representation; and
- participation in sector advocacy.

The consultation also provides an opportunity for the Shire to influence future legislative reform affecting local government elections.

Comment

The WALGA Electoral Reform Discussion Paper seeks feedback from local governments regarding potential changes to the electoral framework governing local government elections in Western Australia.

Officers note that the current system, where half of council is elected every two years, can be complex for voters and requires more frequent election administration by local governments.

Moving to a four-year election cycle with full spill elections may provide a clearer electoral mandate from the community and reduce the administrative burden associated with biennial elections.

However, a four-year uninterrupted term of office may also present unintended consequences. A longer commitment may discourage some prospective candidates, particularly in smaller regional communities where the available candidate pool is already limited. Personal circumstances, employment changes, family responsibilities or relocation may make a four-year commitment appear more onerous than the current system.

If elected members resign during a four-year term due to changing circumstances, this may increase the likelihood of extraordinary elections (by-elections). Increased by-elections could create additional administrative costs for local governments and may result in councils temporarily operating with reduced membership.

The introduction of compulsory voting may improve voter participation and align local government elections with State and Federal electoral requirements. Alternatively, Council may prefer to retain the current voluntary voting system, consistent with the sector's long-standing advocacy position.

The WALGA discussion paper also raises the option of allowing local governments to administer postal elections themselves or appoint alternative providers, which may provide greater flexibility and reduce reliance on a single election provider.

Council's adopted position will inform the Shire's submission to WALGA.

OFFICER'S RECOMMENDATION

That Council:

1. Supports the introduction of full spill local government elections every four years, replacing the current system where half of council is elected every two years.
2. Provides a position regarding voting requirements by selecting one of the following options:

Option A – Support Compulsory Voting

supports the introduction of compulsory voting for local government elections to provide consistency with State and Federal elections and improve voter participation.

OR

Option B – Retain Voluntary Voting

does not support compulsory voting and supports retaining the current voluntary voting system for local government elections.

3. Authorises the Chief Executive Officer to submit the Shire's response to WALGA reflecting Council's adopted positions.

(Simple majority vote required)

COUNCIL RESOLUTION

MOVED Cr McCabe SECONDED Cr Crouch

That Council:

- 1. *does not support the introduction of full spill local government elections every four years, replacing the current system where half of council is elected every two years;***
- 2. *does not support compulsory voting and supports retaining the current voluntary voting system for local government elections; and***
- 3. *authorises the Chief Executive Officer to submit the Shire's response to WALGA reflecting Council's adopted positions.***

CARRIED BY SIMPLE MAJORITY VOTE 6/0

***For: Cr Wallis, Cr McCabe, Cr Crouch, Cr Copping, Cr Harben, Cr Toop
Against: Nil.***

Attachments

Attachment 15.03.26.01A – WALGA Election Reform Discussion Paper



Electoral Reform Discussion Paper

1. Background

1.1. Purpose

The purpose of this discussion paper is to request Council-endorsed Local Government feedback to inform WALGA's advocacy on Local Government electoral reforms expected to be proposed by the State Government, specifically:

- full spill elections every 4 years; and
- compulsory voting at Local Government elections

These options have been raised in statements by the Minister for Local Government, Hon Hannah Beazley MLA, but no formal proposals have yet been provided for consultation. While WALGA has relevant advocacy positions (discussed further below), the purpose of this discussion paper is to undertake early sector engagement to ensure WALGA's positions reflect the sector's current views and enable timely, well-informed and effective engagement with the anticipated State Government reform proposals.

1.2. WALGA existing advocacy positions

1.2.1. Elections

WALGA has established advocacy positions reflecting the sector's support of voluntary voting and elections of half the offices on Council every two years. These advocacy positions are provided in Appendix 1.

In late 2024 WALGA conducted a review of its Elections Advocacy Positions to ensure they reflected the sector's contemporary view.

Local Government responses at that time indicated strong (98%) support for half spills every two years, which was reflected in the adopted Advocacy Position [2.5.16 Elections](#).

While voluntary voting was supported by an overall majority of responses (74%), compulsory voting was supported by a majority (64%) of metropolitan respondents and a majority (61%) of Class 1 and 2 respondents.

State Council requested that the WALGA secretariat undertake further investigation of the implications of compulsory and voluntary participation in Local Government elections before reporting back to State Council.

In the interim, Advocacy Position [2.5.15 Participation in Local Government Elections](#) was retained, expressing support for voluntary voting with a note that further work was being undertaken.

This investigation was ongoing when the Minister for Local Government raised the prospect of further Local Government election reform.

A State by State comparison of electoral statistics is provided in Appendix 2.

1.2.2. Election costs

In 2024, WALGA conducted a review of five Local Government biennial election cycles up to and including the 2023 Local Government elections. The review demonstrated significant cost increases and concerns about the lack of transparency in costings provided by the Western Australian Electoral Commission (WAEC).

In September 2024, State Council adopted Advocacy Position [2.5.18 Local Government Elections Analysis 2015-2023](#), calling for an independent audit of the WAEC's cost allocation methods and the introduction of Service Level Agreements to ensure transparency of costing methodology.

Cost implications are a relevant consideration in assessing the appropriateness of any proposed electoral reform. However, the current lack of transparency in costing methodology makes it impossible to confidently forecast cost impacts.

This discussion paper seeks to identify the factors associated with each reform proposal that may affect election costs. This is further complicated by the interaction of possible reform options and external economic factors.

WALGA has requested that the Department of Local Government, Regulation and Industry Safety (LGIRS) and the Western Australian Electoral Commission, undertake modelling to identify the cost implications of any proposed reforms.

A comparison of available electoral costs data, State by State, is included as Table 4 in Appendix 2.

WALGA has contacted other Local Government associations to ask if they have experienced changes in costs associated with [compulsory four-year, all-in all-out](#), local government elections. As this has been the approach in most jurisdictions for some time, responses were largely unable to address changes in cost.

2. Election Frequency

Current situation

Western Australia holds biennial elections, with half of the offices on Council elected every two years for four-year terms. All other Australian jurisdictions hold full spill elections every four years (four-year terms).

Considerations

Considerations include:

- Voter participation and fatigue
- Continuity, knowledge retention and mentorship for new Council Members
- Stable whole-of-Council mandate and collective accountability
- Capacity for candidate recruitment
- Administrative requirements
- Extraordinary vacancies and backfilling
- Timing and transitional arrangements

Re-election rates

WALGA has analysed the composition of Councils following the last two Local Government elections in other Australian jurisdictions, all of which have full spill elections. A comparison of available data on re-election rates is included as Table 2 in Appendix 2.

This data suggests that on average, re-elected Council Members make up between 47% and 57% of Council following full spill elections.

By comparing over 700 consecutive ordinary election results, the review identified nine occasions when the membership of Council following an ordinary election was 100% different from the Council following the previous ordinary election. However, four of these local governments held mid-term extraordinary elections, meaning the changes in membership occurred over two or more elections within a four-year period.

Costs

In one respect, a change to a four-year cycle would reduce costs by reducing the number of elections. However, the cost of each election may increase. The WAEC uses the number of vacancies to inform quotations for the conduct of elections. Full spill elections would double the number of vacancies, with possible increased costs associated with printing and postage and increased staffing for the count.

WALGA cannot definitively determine an overall cost impact to Local Government without the requisite cost-modelling from the WAEC. WALGA has requested that the WAEC provide this modelling to LGIRS. The cost impact of a change in election frequency may also vary between Local Governments.

Questions

1. Does your Local Government support half spill elections every two years or full spill elections every four years?
2. What are the key considerations informing this view?
3. If full spill elections every four years were introduced, what transitional arrangements and consequential amendments may be required?
4. Any other comments?

3. Compulsory or Voluntary Voting

Current situation

Voting in Local Government elections is voluntary in Western Australia and South Australia. All other Australian jurisdictions have compulsory voting.

Considerations

Considerations include:

- Voter participation and democratic legitimacy
- Voter engagement, awareness and/or fatigue
- Administrative and enforcement requirements
- Application to owner and occupier rolls

Participation rates

A comparison of available participation data is included as Table 3 in Appendix 1.

Costs

The WAEC uses expected participation rates to inform quotations for the conduct of elections. It is likely that an increased participation rate would increase election costs through higher reply-paid charges and increased staffing for the count. However, in-person elections become more cost effective than postal elections at higher participation rates.

WALGA cannot definitively determine an overall cost impact to Local Government without the requisite cost-modelling from the WAEC. WALGA has requested that the WAEC provide this modelling to LGIRS. The cost impact of compulsory voting may also be different for each Local Government depending on their current participation rates and methods for holding elections, and whether these would change significantly.

Tasmania implemented compulsory voting in Local Government elections in 2022. Local Government Association Tasmania (LGAT) advised that this resulted in reasonably significant cost increases. The Tasmanian Electoral Commission reported a \$9.32 per elector cost for the first compulsory Local Government elections in 2022, a 35% increase from \$6.92 in 2018. An analysis of the factors contributing to this increase is not available and it may be challenging to draw direct comparisons between Tasmania and WA.

It is likely that the cost impact of compulsory voting would be moderated if elections also transition to a 4 year cycle.

Questions

5. Does your Local Government support compulsory voting or voluntary voting in Local Government elections?
6. If the frequency of Local Government elections were changed to every 4 years, would your Local Government support compulsory or voluntary voting?
7. What are the key considerations informing this view?
8. Any other comments?

DRAFT

Appendix 1- WALGA Elections Advocacy Positions

2.5.15 Participation in Local Government Elections

Position Statement	<p>The Local Government sector supports voluntary participation in Local Government elections.</p> <p><i>Noting that State Council at its 6 December 2024 State Council meeting resolved that the WALGA Secretariat further investigate implications of compulsory and voluntary participation in Local Government elections and report back to State Council.</i></p>
Background	<p>Voluntary participation in Local Government elections is a long-established position of the Local Government sector, and was confirmed as a result of sector feedback received during the Local Government reform process.</p>
State Council Resolution	<p>December 2024 - 090.5/2024</p> <p>February 2022 – 312.1/2022</p> <p>December 2020 – 142.6/2020</p> <p>March 2019 – 06.3/2019</p> <p>December 2017 – 121.6/2017</p> <p>October 2008 – 427.5/2008</p>
Supporting Documents	<p>Advocacy Positions for a New Local Government Act</p> <p>WALGA submission: Local Government Reform Proposal (February 2022)</p>

2.5.16 Elections

Position Statement	<p>The Local Government sector supports:</p> <ol style="list-style-type: none"> 1. Councillors serve four-year terms with elections every two years and half of the Council positions spilled at each election. 2. First-Past-The-Post (FPTP) voting system for Local Government elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting method for general elections. 3. First-Past-The-Post (FPTP) voting system for internal Council elections.
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4. Councils holding elections by means of in-person, postal and/or electronic voting.
5. Current legislative provisions of Mayor/President of Class 1 and Class 2 Local Governments being directly elected by the community and Class 3 and Class 4 Local Governments determining whether its Mayor or President is elected by the Council or by the community.

Background

The sector positions on Local Government elections have been long-established. This was confirmed as a result of sector feedback received during the Local Government reform process.

Following the 2023 Local Government Elections where legislative reforms to Local Government elections processes were first implemented, sector wide consultation was conducted on key elements of the elections advocacy positions to determine if they accurately reflected the sector's contemporary view.

State Council Resolution

- December 2024 - 091.5/2024
- February 2022 – 312.1/2022
- December 2020 – 142.6/2020
- March 2019 – 06.3/2019
- December 2017 – 121.6/2017
- October 2008 – 427.5/2008

2.5.18 Local Government Elections Analysis 2015-2023

Position Statement

That WALGA advocate to the State Government:

1. For an independent Local Government election audit, focusing on the Western Australia Electoral Commission's (WAEC) service delivery and cost allocation methods and costing applications used, to confirm that marginal cost recovery principles are applied and that the costing program is being effectively managed.
2. For the requirement for the WAEC to develop and implement Service Level Agreements with Local Governments, similar to those agreements currently used in New South Wales and Victorian Local Government elections and that includes:
 - a. transparency of costing methodology,
 - b. direct engagement with Local Governments pre and post elections, and
 - c. the roles and responsibilities of the WAEC and Local Governments in the conduct of elections.

3. For a review of the legislative framework that would allow for more than one election services provider to conduct Local Government elections.
4. For a mandated WAEC Report to Parliament specific to Local Government elections post each election cycle, outlining costs, results, voter turnout and matters for improvement both in the conduct of elections and the legislation, if relevant.

Background

A comprehensive review and analysis of five election cycles up to and including the 2023 Local Government election against the backdrop of legislative reforms to the Local Government electoral process in Western Australia was carried out by WALGA.

With a focus on postal elections conducted exclusively by the Western Australian Electoral Commission (WAEC), the analysis has found evidence of the rising cost and reduced service level of conducting Local Government elections in Western Australia.

Elected Member feedback, costs vs service comparisons and engagement by the sector with WALGA's governance services over the 2023 Local Government election period, are the basis for the position outlined above.

State Council Resolution September 2024 - 065.4/2024

Appendix 2 - Election Statistics

The data in the following tables is derived from publicly available reports issued by the respective State Electoral Commissions for the elections they conducted. The different content and format of reporting in each jurisdiction can make direct comparisons challenging.

Table 1: Comparative overview

Jurisdiction	Compulsory/optional voting	Frequency	Postal/In Person
Western Australia	Optional	Half spill every 2 years	Postal or in person
South Australia	Optional	Full spill every 4 years.	Postal.
Northern Territory	Compulsory	Full spill every 4 years	Postal or in person.
Queensland	Compulsory	Full spill every 4 years.	Postal or in person.
New South Wales	Compulsory	Full spill every 4 years.	In person.
Victoria	Compulsory	Full spill every 4 years.	Postal
Tasmania	Compulsory	Full spill every 4 years.	Postal

Table 2: Average percentage of returning Council Members (at individual Council level)

States with full spills only. Calculated using publicly reported ordinary election results including elections conducted by private providers.

State	Most recent election year Average % of Council Members who were Council Members the previous term	Previous election year Average % of Council Members who were Council Members the previous term
Queensland	2024 47%	2021 49%
New South Wales	2024 54%	2021 49%
Victoria	2024 46%	2020 47%
South Australia	2022 57%	2018 48%
Tasmania	2022 53%	2018 54%

Table 3: Percentage of all elected candidates who were returning Council Members (at State level)

States with full spills only. Official state level percentage reported by electoral commissions for elections they conducted.

State	Most recent election year % of returning Council Members	Previous election year % of returning Council Members
Queensland	2024 43.2%	2021 46.0%
New South Wales	2021 56.8%	2016/17 (amalgamations) 60.6%
Victoria	2024 43.0%	2020 51.9%
South Australia	2022 50.0%	2018 55.3%
Tasmania	2022 46.0%	2018 48.0%

Table 4: Election participation rates

State	Election Year	Election Year	Election Year
WA	2023 31.2%	2021 30.2%	2019 29.1%
NSW	2024 84.54%	2021 (2020 postponed) 83.56%	2016/2017 (amalgamations) 2017: 79.58% 2016: 79.27%
NT	2025 <i>Official report not yet available.</i>	2021 61.3%	2017 58.5%
QLD	2024 82.31%	2020 (COVID impacted) 77.71%	2016 83.04%
SA	2022 32.9%	2018 31.6%	2014 31.99%
TAS	2022 (First election with compulsory voting) 84.79%	2018 58.72%	2014 54.58%
VIC	2024 81.46%	2020 81.47%	2016 72.15%

Table 5: Election costs

Election costs invoiced to Local Governments.

State	Election Year	Election Year	Election Year
WA	2023 <i>postal elections only</i> \$5.17 per elector 1,763,392 electors (115 districts)	2021 <i>postal elections only</i> \$4.06 per elector 1,727,712 electors (92 districts)	2019 <i>postal elections only</i> \$3.70 per elector 1,619,431 electors (86 districts)
NSW	2024 \$55.67million 5,242,086 electors (125 councils)	2021 \$46million (<i>budgeted</i>) 4,838,137 electors (122 councils)	2016/2017 2017 \$19.17 million 2.73 million electors (45 councils) 2016 \$14.11 million 1.97million electors (76 councils)
NT	2025 NA	2021 \$1,864,193 142,546 electors	2017 \$1,593,775 133,927 electors
SA	2022 \$8.93million (ex GST) \$6.93 per elector (ex GST)	2018 \$6.57million (ex GST) \$5.41 per elector (ex GST)	2014 \$4.36million (ex GST) \$3.77 per elector (ex GST)
TAS	2022 <i>voting became compulsory</i> \$9.32 per elector 410,975 electors	2018 \$6.92 per elector 356,810 electors	2014 <i>first all-in all-out</i> \$5.59 per elector 375,355 electors

Note: Data in this table is taken from reports published by the relevant Electoral Commissions. Due to differences in the ways electoral costs are apportioned, a per elector cost is only provided if it was reported. Data for QLD and VIC is not clearly discernible in Election Reports, and therefore not presented in this table.

15.03.26.02 APPOINTMENT OF MEMBERS TO COUNCIL COMMITTEES AND ADVISORY GROUPS.

File No:	GOV022C
Date of Meeting:	19 March 2026
Location/Address:	14 White Street, Brookton WA 6306
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:	20 November 2025

Summary of Item:

Following the resignation of Cr de Lange, this report seeks Council’s review and appointment of Elected Members to Committees of Council, Shire Advisory Groups, and delegates to external organisations and statutory committees to ensure continued compliance with the Local Government Act 1995 and effective Council governance.

Description of Proposal:

Council is required to review Elected Member appointments to committees at least once each election cycle or following a vacancy.

Appointments ensure:

- Compliance with statutory obligations.
- Representation of Council on advisory groups and external organisations.
- Effective oversight and decision-making within committees.

This review is triggered by the resignation of Cr de Lange.

Background:

Committees of Council and Advisory Groups are established to:

- Facilitate focused discussion and decision-making on specialist matters.
- Provide advice to Council on community, operational, and strategic projects.
- Ensure statutory obligations are met for committees such as Audit, LEMC, and Bushfire Advisory.

Elected Member participation ensures that Council remains informed of key issues impacting the community and Council operations.

The proposed appointments, with amendments highlighted, are:

No.	Council Committee	Council Representative/ Delegate
1	<i>Audit, Risk and Improvement Committee (Finance)</i>	<i>All Councillors Two external Members</i>
2	<i>Employment Committee</i>	<i>All Councillors</i>
3	<i>Bushfire Advisory Committee</i>	<i>Cr McCabe - Chair Cr de Lange Cr Crouch Cr Toop - Proxy</i>

No.	Council Committee	Council Representative/ Delegate
4	Local Emergency Management Committee	Cr Wallis - Chair Cr McCabe Cr Crouch - Proxy
5	Community Enterprise Advisory Reference Group	Cr Harben - Chair Cr Crouch - Deputy Chair
6	Business and Economic Advisory Reference Group	Cr Wallis - Chair Cr Crouch - Deputy Chair Cr Toop Cr McCabe
7	Brookton Recreation Advisory Group	Cr Copping - Chair Cr Harben
8	WALGA Central Country Zone	Cr Wallis Cr de Lange Cr McCabe Cr Crouch - Proxy Cr McCabe - Proxy Chief Executive Officer- Proxy
9	WALGA AGM (Voting)	Cr Wallis Cr de Lange Cr McCabe - Proxy Chief Executive Officer- Proxy
10	MRWA Wheatbelt South Regional Road Group & Hotham-Dale Subgroup	Cr McCabe Cr Crouch - Proxy Manager Infrastructure & Works - Proxy
11	Brookton District High School Board	Cr Copping
12	Regional Joint Development Assessment Panel (JDAP)	Cr Wallis Cr Toop Cr McCabe - Proxy Cr de Lange Cr Crouch – Proxy
13	RoadWise	Cr McCabe Cr Crouch - Proxy

Consultation - Nil.

Internal officer consultation has been undertaken with Councillors, CEO and Executive Management Team.

No external consultation is required.

Statutory Environment:

Local Government Act 1995

Sections 5.10 - Appointment of Committee Members

Section 5.11 - Tenure of Committee Membership

Council is empowered to appoint Elected Members to committees and advisory groups, including designation of Chair, Deputy Chair, and Proxies.

Relevant Plans and Policy:

The following Policies apply:

- Policy 1.11 Council Committees – Terms of Reference
- Policy 1.21 Standards for CEO Recruitment, Performance and Termination
- Policy 1.22 Code of Conduct Behaviour Complaints Management

The Audit and Risk Committee has established separate, stand-alone Terms of Reference approved by Council.

Financial Implications:

No direct cost associated with appointments.

Travel and other approved expenses for Elected Members are accommodated within the 2025/26 operational budget.

Risk Assessment:

Failing to appoint members to statutory committees (Audit, LEMC, Bushfire Advisory) could result in legislative non-compliance.

Risk	Consequence	Likelihood	Rating
Non-compliance with committee legislation	Major	Rare	Low
Reduced Council oversight and advice	Moderate	Possible	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:

Aligns with:

- Strategic Community Plan 2021–2032: Strong governance, transparency, and statutory compliance.
- Corporate Business Plan 2022–2026: Effective committee structures supporting Council operations.

Comment

The use of Committees to undertake Council functions and provide advice to Council can be Committees and advisory groups provide efficient mechanisms for Council to receive advice, monitor key projects, and ensure statutory obligations are met.

Council retains discretion to:

- Modify committee composition or membership at any time.
- Establish new committees or advisory groups where required.
- Disband committees or advisory groups when no longer necessary

OFFICER RECOMMENDATION

That Council appoint the following as members of Committees of Council and as delegates of Council to the respective committee or organisation:

No.	Council Committee	Council Representative/ Delegate
1	Audit, Risk and Improvement Committee (Finance)	All Councillors Two external Members
2	Employment Committee	All Councillors
3	Bushfire Advisory Committee	Cr McCabe - Chair Cr Crouch Cr Toop - Proxy
4	Local Emergency Management Committee	Cr Wallis - Chair Cr McCabe Cr Crouch - Proxy
5	Community Enterprise Advisory Reference Group	Cr Harben - Chair Cr Crouch - Deputy Chair
6	Business and Economic Advisory Reference Group	Cr Wallis - Chair Cr Crouch - Deputy Chair Cr Toop Cr McCabe
7	Brookton Recreation Advisory Group	Cr Copping - Chair Cr Harben
8	WALGA Central Country Zone	Cr Wallis Cr McCabe Cr Crouch - Proxy Cr McCabe - Proxy Chief Executive Officer- Proxy
9	WALGA AGM (Voting)	Cr Wallis Cr McCabe - Proxy Chief Executive Officer- Proxy
10	MRWA Wheatbelt South Regional Road Group & Hotham-Dale Subgroup	Cr McCabe Cr Crouch - Proxy Manager Infrastructure & Works - Proxy
11	Brookton District High School Board	Cr Copping
12	Regional Joint Development Assessment Panel (JDAP)	Cr Wallis Cr Toop Cr McCabe - Proxy Cr Crouch – Proxy
13	RoadWise	Cr McCabe Cr Crouch - Proxy

(Simple majority vote required)

COUNCIL RESOLUTION**MOVED Cr McCabe SECONDED Cr Toop**

That Council appoint the following as members of Committees of Council and as delegates of Council to the respective committee or organisation:

No.	Council Committee	Council Representative/ Delegate
1	Audit, Risk and Improvement Committee (Finance)	All Councillors Two external Members
2	Employment Committee	All Councillors
3	Bushfire Advisory Committee	Cr McCabe - Chair Cr Crouch Cr Toop - Proxy
4	Local Emergency Management Committee	Cr Wallis - Chair Cr McCabe Cr Crouch - Proxy
5	Community Enterprise Advisory Reference Group	Cr Harben - Chair Cr Crouch - Deputy Chair
6	Business and Economic Advisory Reference Group	Cr Wallis - Chair Cr Crouch - Deputy Chair Cr Toop Cr McCabe
7	Brookton Recreation Advisory Group	Cr Copping - Chair Cr Harben
8	WALGA Central Country Zone	Cr Wallis Cr McCabe Cr Crouch - Proxy Cr McCabe - Proxy Chief Executive Officer- Proxy
9	WALGA AGM (Voting)	Cr Wallis Cr McCabe - Proxy Chief Executive Officer- Proxy
10	MRWA Wheatbelt South Regional Road Group & Hotham-Dale Subgroup	Cr McCabe Cr Crouch - Proxy Manager Infrastructure & Works - Proxy
11	Brookton District High School Board	Cr Copping
12	Regional Joint Development Assessment Panel (JDAP)	Cr Wallis Cr Toop Cr McCabe - Proxy Cr Crouch – Proxy
13	RoadWise	Cr McCabe Cr Crouch - Proxy

CARRIED BY SIMPLE MAJORITY VOTE 6/0

**For: Cr Wallis, Cr McCabe, Cr Crouch, Cr Copping, Cr Harben, Cr Toop
Against: Nil.**

Mr Sherry declared an Impartiality Interest in that he is a member of the Brookton Country Club in item 15.03.26.03.

Cr Crouch declared an Impartiality Interest in that he is a member of the Men's Shed in item 15.03.26.03.

15.03.26.03 BROOKTON COUNTRY CLUB – LICENCE TO CROP RESERVE 50860 AND FUTURE LEASE ARRANGEMENTS
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File No:	A759
Date of Meeting:	19 March 2026
Location/Address:	Brookton Hwy, Brookton
Name of Applicant:	Brookton Country Club
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, as a member of the Brookton Country Club Inc, have an Impartiality Interest in this report.
Voting Requirements:	Simple Majority
Previous Report:	N/A

Summary of Report:

Council is to consider approval to issue the Brookton Country Club Inc with a two-year licence to crop Reserve 50860 until 31 December 2027 and to authorise the Chief Executive Officer to commence negotiations for a new longer-term cropping licence and a new lease for Reserve 22703.

Description of Proposal:

Following discussions between Shire staff and the Brookton Country Club Inc (BCC) Management Committee, the Club has formally requested:

1. A two-year licence to crop Reserve 50860 commencing immediately and concluding 31 December 2027; and
2. Commencement of negotiations for:
 - a. a new longer-term licence for Reserve 50860; and
 - b. a new lease for Reserve 22703.

The proposed short-term licence would regularise the current situation, as the previous cropping licence expired on 31 December 2020 and has not been formally renewed.

Aligning the timing of a future cropping licence and the Reserve 22703 lease expiry would provide greater operational certainty for both parties and allow a coordinated review of the overall land use and management arrangements.

The BCC has advised that income generated from cropping activities forms a critical component of its financial sustainability model. This revenue supports the ongoing maintenance and operation of the golf course, bowling green, clubhouse and associated recreation infrastructure. Without this income stream, there is potential for increased financial pressure on the Club which may ultimately result in requests for additional Shire support.

The advantages of the Officer's Recommendation include:

- providing immediate governance compliance by formalising the expired licence;
- supporting the financial sustainability of an important community recreation facility;
- recognising the significant self-funded maintenance undertaken by the BCC;
- allowing time for structured negotiations regarding long-term arrangements; and
- aligning future agreement timeframes for improved strategic planning.

The disadvantages of the Officer's Recommendation include:

- limiting Council's immediate flexibility regarding alternative land use opportunities.
- requires officer resources to undertake negotiations.

Options available to Council include:

- approving the requested two-year licence and commence negotiations (recommended); or
- approving a shorter licence period pending negotiations; or
- decline the request and seek alternative arrangements (not recommended due to financial impact on the Club and community facility sustainability).

Background:

Following the co-location of the Brookton Golf Club and Brookton Bowling Club in 2007, it was intended that a lease be established with the new management entity, Brookton Country Club Inc.

Council endorsed preparation of a lease agreement in 2008, however this was not progressed at that time. The matter was revisited in 2015, with Council approving a lease which was subsequently executed in March 2017 for a term expiring 30 June 2027.

The lease covers Reserve 22703 comprising:

- Lot 266 (1.1148ha)
- Lot 302 (63.005ha)
- Lot 501 (0.8336ha)
- Lot 503 (1.0776ha)

A locality map of the Reserves is included at Attachment 15.03.26.03A.

Reserve 50860 (Lot 502) was not included in this lease due to its separate reserve purpose of "Cropping and Research" and its management order which allows the Shire to issue licences for terms not exceeding five years.

In September 2017 Council approved a five-year cropping licence over Reserve 50860 which expired on 31 December 2020. While cropping activities have continued, a new formal licence has not yet been executed.

The expiry of the current Reserve 22703 lease in June 2027 broadly aligns with the proposed short-term cropping licence period, presenting an opportunity to negotiate future arrangements concurrently.

Consultation:

Initial discussions were held between the Chief Executive Officer and the BCC Management Committee on 23 February 2026.

Further consultation will occur as part of any negotiations for future lease and licence arrangements.

At this stage no broader public consultation is considered necessary as the proposal relates to existing land use arrangements. Should any significant changes be proposed through future negotiations, wider public consultation may be undertaken as required.

Statutory Environment:

Relevant legislation includes:

- Local Government Act 1995 – Section 3.58 (Disposition of Property)
Clause 30 of the Local Government (Functions and General) Regulations, 1996 qualifies this matter as an exempt disposition as the BCC is an incorporated community group.
- Land Administration Act 1997 – Management of Reserves
Reserve 50860 is vested in the Shire of Brookton with power to licence for cropping purposes for terms not exceeding five years.

Granting a Licence may be entertained by Council under the Land Adminstrating Act, 1997 acknowledging Ministerial approval is also required under Section 91 of this legislation.

Relevant Plans and Policy: Nil

Financial Implications:

There are no direct financial costs associated with issuing the proposed licence.

Indirect financial benefit exists through the BCC continuing to self-fund maintenance of significant recreation infrastructure, reducing potential future financial demands on the Shire.

Any future lease or licence negotiations may consider appropriate rental or licence fee arrangements.

Risk Assessment:

Risk	Consequence	Likelihood	Risk Rating
Failure to formalise licence arrangements	Moderate	Possible	Medium
Financial sustainability risks to BCC without cropping income	Moderate	Likely	High
Reputational risk if community facility viability declines	Moderate	Possible	Medium

Issuing a short-term licence reduces governance and operational risk while allowing structured long-term planning.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Extreme
	Almost Certain	Medium	High	High	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 proposal aligns with the Shire of Brookton Strategic Community Plan 2021-2032, particularly objectives relating to:

- Supporting sustainable community organisations.
- Maintaining community recreation infrastructure.
- Encouraging strong community partnerships.
- Financial sustainability of community assets.

It also aligns with the Corporate Business Plan objective of supporting community-managed facilities through sustainable governance arrangements.

Comment:

The Officer's Recommendation is considered the most appropriate option as it regularises current arrangements while supporting the continued viability of an important community recreation asset.

The Brookton Country Club represents a strong example of a community organisation maintaining significant public infrastructure through largely self-funded means. Supporting a short-term licence allows the Shire to maintain good governance while recognising this contribution.

Commencing early negotiations regarding the longer-term lease and licence arrangements is considered prudent governance practice and will allow Council to consider future expectations, responsibilities and financial arrangements in a coordinated manner.

OFFICER'S RECOMMENDATION

That Council:

1. authorise the Chief Executive Officer to issue Brookton Country Club Inc a two (2) year licence to crop Reserve 50860 commencing immediately and expiring 31 December 2027;
2. authorise the Chief Executive Officer to commence negotiations with Brookton Country Club Inc regarding:
 - a. A new longer-term licence for Reserve 50860; and
 - b. A new lease for Reserve 22703; and

3. request a further report be presented to Council on the outcomes of these negotiations.

(Simple majority vote required)

OCM 03.26-14

COUNCIL RESOLUTION

MOVED Cr Copping SECONDED Cr McCabe

That Council:

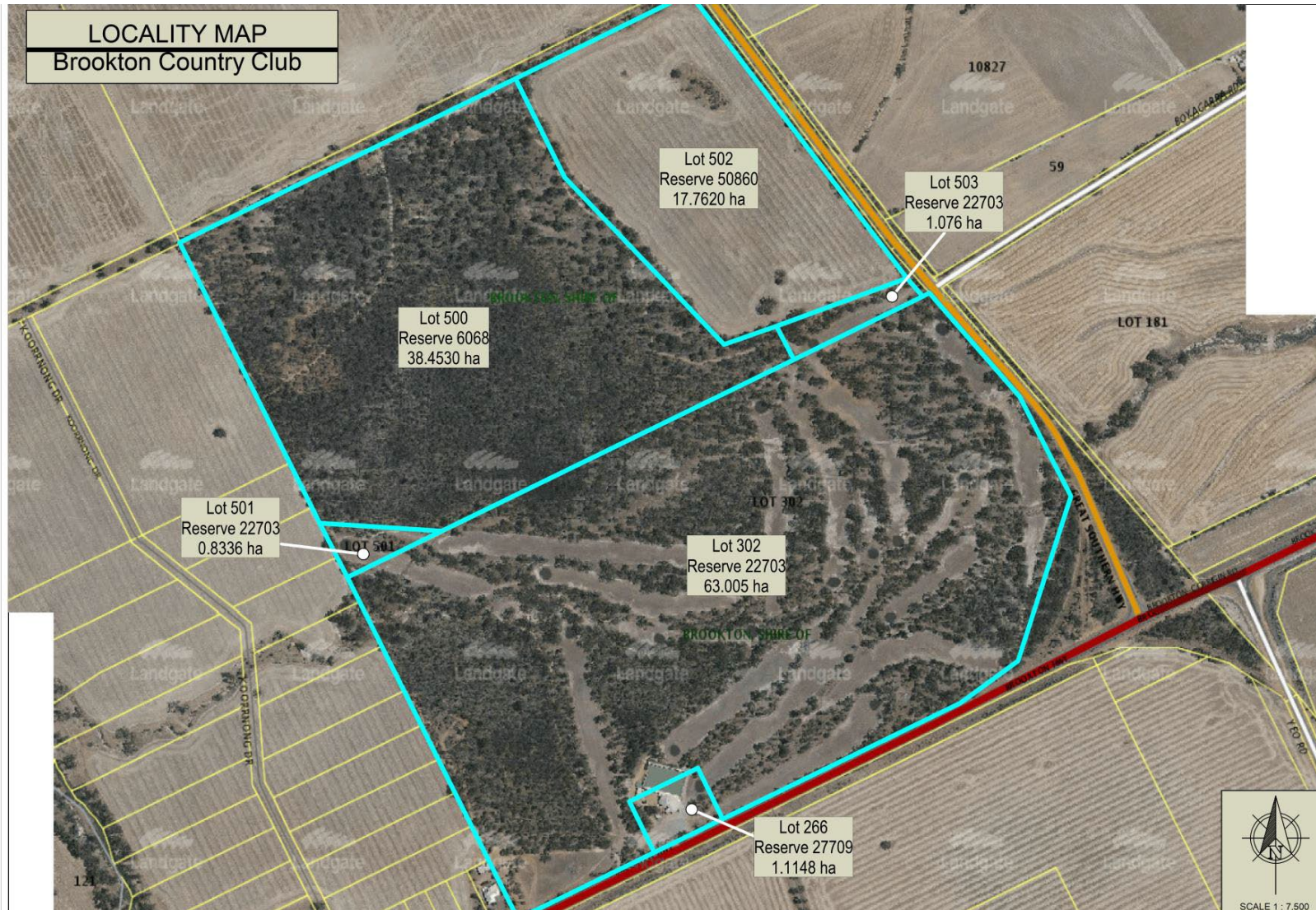
- 1. authorise the Chief Executive Officer to issue Brookton Country Club Inc a two (2) year licence to crop Reserve 50860 commencing immediately and expiring 31 December 2027;**
- 2. authorise the Chief Executive Officer to commence negotiations with Brookton Country Club Inc regarding:**
 - a. A new longer-term licence for Reserve 50860; and**
 - b. A new lease for Reserve 22703; and**
- 3. request a further report be presented to Council on the outcomes of these negotiations.**

CARRIED BY SIMPLE MAJORITY VOTE 6/0

**For: Cr Wallis, Cr McCabe, Cr Crouch, Cr Copping, Cr Harben, Cr Toop
Against: Nil.**

Attachments

Attachment 15.03.26.03A – Locality Map of Brookton Country Club Inc. Lease



15.03.26.04 OPTION OF REVISED MODEL CODE OF CONDUCT FOR COUNCIL MEMBERS, COMMITTEE MEMBERS AND ELECTION CANDIDATES

File No:	REL040
Date of Meeting:	19 March 2026
Location/Address:	Shire of 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 do not have an interest in this item
Voting Requirements:	Absolute Majority
Previous Report:	OCM 04.21-15, April 2021

Summary of Report:

This report seeks Council consideration of the revised Model Code of Conduct for Council Members, Committee Members and Election Candidates required under the updated Local Government (Model Code of Conduct) Regulations 2021 to ensure compliance with State Government legislative requirements by 1 April 2026.

Description of Proposal:

The State Government has amended the *Local Government (Model Code of Conduct) Regulations 2021* to strengthen governance, accountability and complaint management processes within the local government sector.

All local governments are required to formally adopt the revised Model Code of Conduct by 1 April 2026. The Model Code of Conduct is included at Attachment 15.03.26.04A.

Key changes introduced through the revised Model Code include:

- Introduction of an Inspector role to strengthen oversight of council member conduct.
- Updated behavioural complaint management processes.
- Establishment of a misconduct register.
- Strengthened provisions relating to confidential information.
- New penalties relating to failure to complete mandatory training.
- Greater flexibility for Council to appoint qualified independent persons to manage conduct matters.
- Alignment with new reporting and governance requirements.

Advantages of adopting the revised Model Code include:

- Ensures compliance with State legislation.
- Provides clearer behavioural expectations for Council Members, Committee Members and Candidates.
- Provides consistency with the adopted codes of most other local governments.
- Aligns the Shire with sector best practice governance standards.

Disadvantages include:

- Minor administrative effort required to update governance documents.
- The Model Code does not fully reflect Council-specific behavioural expectations or local conventions.
- Requirement for Elected Members to familiarise themselves with updated provisions.

As the Model Code is prescribed legislation, Council must adopt a Code of Conduct consistent with the Regulations. The Regulations allow additional local behavioural requirements to be included provided they are consistent with the Model Code. Amendments cannot be made to Division 2 (Principles) or Division 4 (Rules of Conduct).

Background:

The Model Code of Conduct was first introduced as part of local government reforms to improve behavioural standards and governance practices across the sector.

The 2025 amendments further strengthen the framework by introducing improved oversight, clearer complaint processes and stronger accountability mechanisms.

Key compliance dates relevant to local governments include:

- From 1 January 2026:
 - New complaints framework commenced.
 - Complaints may now be lodged with the Inspector.
 - Registers must be updated to reflect new compliance requirements.
 - Employee Codes of Conduct must address secondary employment.
 - Meeting closure provisions strengthened.
- By 1 April 2026:
 - All local governments must adopt the updated Model Code of Conduct for Council Members, Committee Members and Candidates.

Consultation:

As the Model Code is prescribed by regulation, public consultation is not required.

Internal review has been undertaken by the Chief Executive Officer to ensure awareness of the changes and compliance requirements.

Further information sessions or briefings may be provided to Elected Members if requested.

Statutory Environment:

Relevant legislation includes:

- *Local Government Act 1995*
- *Local Government (Model Code of Conduct) Regulations 2021*

Relevant Plans and Policy: Nil

1.22 Code of Conduct Behaviour Complaints Management

This policy provides a procedure for dealing with complaints about alleged breaches of the behaviour requirements included in Division 3 of the Code of Conduct for Council Members, Committee Members, and Candidates.

Financial Implications:

There are no significant direct financial implications associated with adoption of the revised Model Code.

Implementation will be managed within existing governance resources.

Risk Assessment:

Risk	Consequence	Likelihood	Risk Rating
Failure to adopt revised Model Code by statutory deadline	Major	Possible	High
Governance compliance breach	Moderate	Possible	Medium
Reputational risk from non-compliance	Moderate	Unlikely	Medium

Adoption of the revised Model Code significantly reduces governance and compliance risks.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Extreme
	Almost Certain	Medium	High	High	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 proposal aligns with the Shire of Brookton Strategic Community Plan 2021-2032, particularly objectives relating to:

- Strong governance and leadership.
- Transparent and accountable decision making.
- Maintaining community confidence in local government.

It also aligns with the Corporate Business Plan objective of maintaining strong governance systems and legislative compliance.

Comment

This is a standard governance compliance matter required to ensure the Shire meets legislative obligations.

Adoption ensures the Shire remains compliant with State Government reform requirements and reflects contemporary governance standards applying across the local government sector.

OFFICER'S RECOMMENDATION

That Council:

1. adopt the revised Model Code of Conduct for Council Members, Committee Members and Election Candidates as prescribed in the Local Government (Model Code of Conduct) Regulations 2021 and included at Attachment 15.03.26.04A;
2. authorise the Chief Executive Officer to implement the adopted Code and make any minor administrative updates required for compliance purposes; and
3. note statutory compliance deadline of 1 April 2026.

(Absolute majority vote required)

OCM 03.26-15

COUNCIL RESOLUTION

MOVED Cr McCabe SECONDED Cr Crouch

That Council:

1. ***adopt the revised Model Code of Conduct for Council Members, Committee Members and Election Candidates as prescribed in the Local Government (Model Code of Conduct) Regulations 2021 and included at Attachment 15.03.26.04A;***
2. ***authorise the Chief Executive Officer to implement the adopted Code and make any minor administrative updates required for compliance purposes; and***
3. ***note statutory compliance deadline of 1 April 2026.***

CARRIED BY ABSOLUTE MAJORITY VOTE 6/0

***For: Cr Wallis, Cr McCabe, Cr Crouch, Cr Copping, Cr Harben, Cr Toop
Against: Nil.***

Attachments

Attachment 15.03.26.04– Draft Model Code for Conduct Council Members, Committee Members and Election Candidates

Division 1 — Preliminary provisions

1. Citation

This is the Shire of Brookton Code of Conduct for Council Members, Committee Members and Candidates.

2. Terms used

- (1) In this code —
Act means the Local Government Act 1995;
candidate means a candidate for election as a council member;
complaint means a complaint made under clause 11(1);
publish includes to publish on a social media platform.
- (2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — General principles

3. Overview of Division

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

4. Personal integrity

- (1) A council member, committee member or candidate should —
 - (a) act with reasonable care and diligence; and
 - (b) act with honesty and integrity; and
 - (c) act lawfully; and
 - (d) identify and appropriately manage any conflict of interest; and
 - (e) avoid damage to the reputation of the local government.
- (2) A council member or committee member should —
 - (a) act in accordance with the trust placed in council members and committee members; and
 - (b) participate in decision making in an honest, fair, impartial and timely manner; and
 - (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
 - (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

5. Relationship with others

- (1) A council member, committee member or candidate should —
 - (a) treat others with respect, courtesy and fairness; and
 - (b) respect and value diversity in the community.
- (2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

6. Accountability

- A council member or committee member should —
- (a) base decisions on relevant and factually correct information; and

- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.

Division 3 — Behaviour

7. Overview of Division

This Division sets out —

- (a) requirements relating to the behaviour of council members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.

8. Personal integrity

- (1) A council member, committee member or candidate —
 - (a) must ensure that their use of social media and other forms of communication complies with this code; and
 - (b) must only publish material that is factually correct.
- (2) A council member or committee member —
 - (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
 - (b) must comply with all policies, procedures and resolutions of the local government.

9. Relationship with others

A council member, committee member or candidate —

- (a) must not bully or harass another person in any way; and
- (b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and
- (c) must not use offensive or derogatory language when referring to another person; and
- (d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and
- (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

10. Council or committee meetings

When attending a council or committee meeting, a council member, committee member or candidate —

- (a) must not act in an abusive or threatening manner towards another person; and
- (b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and
- (c) must not repeatedly disrupt the meeting; and
- (d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and
- (e) must comply with any direction given by the person presiding at the meeting; and
- (f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

11. Complaint about alleged breach

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.
- (2) A complaint must be made —
 - (a) in writing in the form approved by the local government; and
 - (b) to a person authorised under subclause (3); and
 - (c) within 1 month after the occurrence of the alleged breach.
- (3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.
- (4) A complaint must be dealt with under clauses 12 to 15 unless —
 - (a) the complaint is referred to the Inspector in accordance with subclause (5); and
 - (b) the Inspector refers the complaint to be dealt with under Part 8A Division 5 of the Act.
- (5) If the Local Government (Model Code of Conduct) Regulations 2021 regulation 3A applies to a complaint, a person authorised under subclause (3) must refer the complaint to the Inspector under section 5.105(3) of the Act.
- (6) A complaint must also be dealt with under clauses 12 to 15 if the Inspector refers the complaint to the local government under the Local Government (Local Government Inspector) Regulations 2025 regulation 6.

12. Dealing with complaint

- (1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.
- (2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.
- (3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- (4) If the local government makes a finding that the alleged breach has occurred, the local government may —
 - (a) take no further action; or
 - (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.
- (5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.
- (6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
 - (a) engage in mediation;
 - (b) undertake counselling;
 - (c) undertake training;
 - (d) take other action the local government considers appropriate.
- (7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
 - (a) its finding and the reasons for its finding; and
 - (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

13. Dismissal of complaint

- (1) The local government must dismiss a complaint if it is satisfied that —
 - (a) the behaviour to which the complaint relates occurred at a council or committee meeting; and
 - (b) either —
 - (i) the behaviour was dealt with by the person presiding at the meeting; or
 - (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.
- (2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

14. Withdrawal of complaint

- (1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.
- (2) The withdrawal of a complaint must be —
 - (a) in writing; and
 - (b) given to a person authorised under clause 11(3).

14A. Appointment of monitor

- (1) The Inspector may appoint a monitor for the local government to assist the local government to deal with matters raised by a complaint.
- (2) If the Inspector appoints a monitor —
 - (a) the Inspector may direct the local government to defer further dealing with the complaint until the monitor reports to the Inspector on the outcome of the monitoring assignment; and
 - (b) the local government must comply with the direction.

14B. Performance of local government's functions under cl. 12 and 13

- (1) The local government's functions under clauses 12 and 13 must be performed by the council.
- (2) Despite subclause (1), the council may, by resolution carried with an absolute majority of the council, authorise a committee of the council comprising council members only to perform a function for and on behalf of the local government.
- (3) Despite subclause (1), the council may, by resolution carried with an absolute majority of the council, authorise a person who is none of the following to perform a function for and on behalf of the local government —
 - (a) a member of the council of any local government;
 - (b) a member of the governing body of any regional subsidiary;
 - (c) an employee of any local government or regional subsidiary;
 - (d) an employee of WALGA or the Local Government Professionals Australia (WA);
 - (e) a member of the governing body of, or an employee of, a body corporate the activities of which are, wholly or partly, advocating or otherwise acting for, or on behalf of, 1 or more of the following —
 - (i) local governments;
 - (ii) members of councils;
 - (iii) employees of local governments.

- (4) A resolution made under subclause (3) must include the following —
 - (a) a statement to the effect that the council is satisfied that the person being authorised is suitably qualified and experienced to perform the function;
 - (b) an explanation as to why the council is satisfied as referred to in paragraph (a);
 - (c) a statement to the effect that the council is satisfied that the person being authorised is impartial and has no close association with any member of the council or any employee of the local government.
- (5) Nothing in this clause prevents an employee of the local government from providing, in relation to the performance of a function, any advice or other assistance to the council, a committee authorised under subclause (2) or a person authorised under subclause (3).

15. Other provisions about complaints

- (1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.
- (2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.
- (3) Clauses 14A and 14B do not apply in relation to a complaint made before 1 January 2026.

Division 4 — Rules of conduct

16. Overview of Division

- (1) This Division sets out rules of conduct for council members and candidates.
- (2) A reference in this Division to a council member includes a council member when acting as a committee member.

17. Misuse of local government resources

- (1) In this clause —

electoral purpose means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the Electoral Act 1907 or the Commonwealth Electoral Act 1918;

resources of a local government includes —

 - (a) local government property; and
 - (b) services provided, or paid for, by a local government.
- (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

18. Securing personal advantage or disadvantaging others

- (1) A council member must not make improper use of their office —
 - (a) to gain, directly or indirectly, an advantage for the council member or any other person; or
 - (b) to cause detriment to the local government or any other person.
- (2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or The Criminal Code section 83.

19. Prohibition against involvement in administration

- (1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.
- (2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

20. Relationship with local government employees

- (1) In this clause —
 - local government employee** means a person —
 - (a) employed by a local government under section 5.36(1) of the Act; or
 - (b) engaged by a local government under a contract for services.
- (2) A council member or candidate must not —
 - (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
 - (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
 - (c) act in an abusive or threatening manner towards a local government employee.
- (3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.
- (4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —
 - (a) make a statement that a local government employee is incompetent or dishonest; or
 - (b) use an offensive or objectionable expression when referring to a local government employee.
- (5) Subclause (4)(a) does not apply to conduct that is unlawful under The Criminal Code Chapter XXXV.

21. Disclosure of information

- (1) In this clause —
 - closed meeting** —
 - (a) means a part of a council or committee meeting that is closed to members of the public under section 5.23(2), (3) or (4) of the Act; and
 - (b) includes a council or committee meeting held before 1 January 2026, or a part of a council or committee meeting held before 1 January 2026, that was closed to members of the public under section 5.23(2) of the Act as in force before 1 January 2026;
 - confidential document** means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;
 - document** includes a part of a document;
 - non confidential document** means a document that is not a confidential document.
- (2) A council member must not disclose information that the council member —
 - (a) derived from a confidential document; or
 - (b) acquired at a closed meeting other than information derived from a non-confidential document.
- (3) Subclause (2) does not prevent a council member from disclosing information —

- (a) at a closed meeting; or
- (b) to the extent specified by the council and subject to such other conditions as the council determines; or
- (c) that is already in the public domain; or
- (d) to an officer of the Department; or
- (e) to the Minister; or
- (f) to a legal practitioner for the purpose of obtaining legal advice; or
- (g) if the disclosure is required or permitted by law.

22. Disclosure of interests

- (1) In this clause —
interest —
 - (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
 - (b) includes an interest arising from kinship, friendship or membership of an association.
- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
 - (a) in a written notice given to the CEO before the meeting; or
 - (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
 - (a) that they had an interest in the matter; or
 - (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.
- (5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —
 - (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
 - (b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.
- (6) Subclause (7) applies in relation to an interest if —
 - (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
 - (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.
- (7) The nature of the interest must be recorded in the minutes of the meeting.

23. Compliance with plan requirement

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.

16.03.26 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

17.03.26 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

Nil.

18.03.26 CONFIDENTIAL REPORTS

Nil.

19.03.26 NEXT MEETING & CLOSURE

The next Ordinary meeting of the Council will be held on Thursday 16th April 2026 in the Council Chambers at the Shire Administration Centre commencing at 6:00pm.

There being no further business, President Cr Wallis, declared the meeting closed at 7:18pm.