



MINUTES

Ordinary Meeting of Council

Held on **Thursday 20 November 2025 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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1.11.25 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Cr Wallis declared the Ordinary Council 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.

2.11.25 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 TD de Lange	
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
Jennie Mason	Governance Officer

Apologies

Nil.

Leave of Absence

Nil.

Members of the Public

Mr N Walker
Mr E Pech
Mr G Teede
Mr T Thorpe

3.11.25 USE OF COMMON SEAL

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

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

4.11.25 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
8-25/26	673 Bartram Road	Sheds	08/10/2025
9-25/26	5121 Great Southern Hwy	Dwelling	15/10/2025

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
P2025/012	A460	146 Brookton Hwy	Sea Container	10/10/2025

5.11.25 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.

5.11.25.01 REGULATORY COMPLIANCE

At the October 2025 Ordinary Council Meeting Mr Guy Teede noted that he believed that the Shire of Brookton was failing in areas of building compliance with properties that do not comply with the Australian Building Code. Mr Teede noted a property in Falls Street being used as two houses and another property in White Street that does not have bathroom facilities. Cr Katrina Crute, Shire President, took this question on notice to allow staff complete research and provide a definitive response to Mr Teede.

In relation to these two properties, the Shire of Brookton can advise that:

1. Falls Street Property
Development Approval for Grouped Housing was granted on 22 February 2013, and Building Approval was subsequently issued on 20 February 2015.

2. White Street Property

Development Approval for a Repurposed Dwelling was conditionally approved on 28 October 2022. Approval to Construct or Install an Apparatus for the Treatment of Sewage was issued on 23 November 2022 and Building Approval for the construction of the bathroom was granted on 24 January 2024.

6.11.25 PUBLIC QUESTION TIME

6.10.25.01 BUILDING COMPLIANCE

Mr Guy Teede, following on from public questions in October meeting asked about the timeframes for completion of a building project after receipt of building approval.

Mr Gary Sherry, Chief Executive Officer, advised that a building approval is issued for a period of two years, however it is common place to seek extensions.

Compliance issue. Under the building act you can get your completed privately we receive certificate of construction compliance. No that is up to builder and private certifier that is what he is certify best practice compliance. LG building surveyor as it has been privately certified, has to accept it.

6.10.25.02 BUILDING COMPLIANCE

Mr Guy Teede asked if the Shire of Brookton completes site inspections of completed building projects or if the Shire completes inspections during a building project.

Mr Gary Sherry, Chief Executive Officer, advised that the building approvals process had significantly changed in recent years with new legislation. Where as once Shire staff personally completed reviews of the compliance of each and every building application, this was no longer the case.

Mr Sherry advised that new legislation allows private certification of building plans by private building certifiers. The Shire of Brookton now most often receives applications for building approval already certified as compliant with the building code. Upon the completion of the building project a private certifier can then certify construction compliance with the building code without a Shire of Brookton inspection.

6.10.25.03 TRUCK PARKING BAY

Mr Guy Teede asked about how trucks can park in Brookton. Mr Teede noted that Brookton is a cross road for freight traffic and it would be beneficial to have a defined truck parking bay that could accommodate the stopping of trucks.

Mr Gary Sherry, Chief Executive Officer, agreed that a dedicated truck parking area would be useful in or around Brookton. Truck use of small parking areas around Brookton often conflicts with access into private property and Brookton streets.

7.11.25 APPLICATIONS FOR LEAVE OF ABSENCE

Cr Harben requested a Leave of Absence from the December 2025 Ordinary Meeting of Council to be held on Thursday 18th December 2025.

OCM 11.25-01

COUNCIL RESOLUTION

MOVED Cr Mc Cabe **SECONDED** Cr de Lange

That Council grant a Leave of Absence to Cr Harben for the 18th of December 2025 Ordinary Meeting of Council.

CARRIED BY SIMPLE MAJORITY VOTE 7/0

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

8.11.25 PETITIONS/DEPUTATIONS/PRESENTATIONS

8.11.25.01 CERTIFICATES OF APPRECIATION – INDEPENDENT MEMBERS OF AUDIT & RISK COMMITTEE

Cr Wallis, Shire President, presented Certificates of Appreciation to Mr Eric Pech and Mr Neil Walker for their service as independent members on the Shire of Brookton's Audit and Risk Committee.

9.11.25 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.11.25.01 ORDINARY MEETING OF COUNCIL – 16 OCTOBER 2025

OCM 11.25-02

COUNCIL RESOLUTION

MOVED Cr Copping **SECONDED** Cr de Lange

That the Minutes of the Ordinary Meeting of Council held in the Shire of Brookton Council Chambers, on 16th October 2025, be confirmed as a true and correct record of the proceedings.

CARRIED BY SIMPLE MAJORITY VOTE 7/0

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

9.11.25.02 SPECIAL MEETING OF COUNCIL – 21 OCTOBER 2025

OCM 11.25-03

COUNCIL RESOLUTION

MOVED Cr McCabe SECONDED Cr Copping

That the Minutes of the Special Meeting of Council held in the Shire of Brookton Council Chambers, on 21st October 2025, be confirmed as a true and correct record of the proceedings.

CARRIED BY SIMPLE MAJORITY VOTE 7/0

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

Against: Nil

10.11.25 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil.

11.11.25 DISCLOSURE OF INTERESTS

Nil.

12.11.25.01 LEASE: 23 WHITTINGTON STREET, BROOKTON – BAPTISTCARE

File No:	HOU001 - 33 Whittington Street, Brookton
Date of Meeting:	20 November 2023
Location/Address:	33 Whittington Street, 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:	Simple Majority
Previous Report:	N/A

Summary of Report:

Council is asked to consider terminating the periodic tenancy agreement for Unit 1, 33 Whittington Street, Brookton, currently held by Baptistcare, to make the unit available for Council employee housing.

Description of Proposal:

The Shire of Brookton has an emerging need to provide employee housing for vacant positions within the Council. In 2025, two significant staffing changes occurred: the extended maternity leave of a qualified finance staff member, and the resignation of another experienced finance staff member. Both of these employees previously provided their own residential accommodation. The positions they vacated require specialised skills and qualifications, which the Shire has found difficult to replace locally.

Currently, Council has employed an experienced finance officer, who resides in Boddington. While this employee will initially stay in Boddington, they are eager to relocate to Brookton with their family.

Previously, the Council's Employee and Community Housing policy included a provision that allowed discretion in allocating a Senior Citizen residential unit to individuals not classified as seniors or to corporate entities with a presence in Brookton. However, this discretion was removed during the recent policy review.

Given that the Shire recently faced challenges in filling a vacancy for a one-bedroom unit at 40 White Street (with the eventual tenant coming from Pingelly), there is likely demand for additional accommodation. The larger units at Whittington Street would help meet this need.

Thus, Council is considering terminating the periodic tenancy agreement for Unit 1 at 33 Whittington Street to allow this unit to be used as employee housing.

Background:

The Shire of Brookton currently rents Units 1/33 and 3/33 Whittington Street to Baptistcare, as part of a long-standing agreement. These units were gifted to the Shire by the Brookton Senior Citizens in December 2017. The Shire believes there are no contractual conditions that restrict the use of these properties.

The Shire does lease Unit 2/33 Whittington Street to a long-term residential tenant.

The Shire also owns and leases several other residential properties, including:

- Units 1 to 4 at 28 Williams Street, which are subject to a joint venture agreement that imposes leasing conditions.
- Eight one-bedroom units at 40 White Street, leased to aged residents.
- Six properties at 10 Marsh Avenue, 6 and 8 Matthew Streets, 23 and 25 Whittington Street, and 5/28 Williams Street, leased to Shire employees.
- Unit 6/28 Williams Street, leased to a Shire contractor.

The Shire is working to establish a strategic plan for ensuring sufficient accommodation is available to meet the needs of its workforce.

Statutory Environment:

The Residential Tenancies Act 1987 applies to the tenancy agreement for Unit 1, 33 Whittington Street. A 60-day notice period is required for terminating a periodic tenancy under the Act.

Relevant Plans and Policy:

Council Policy 1.22 Community Housing: is relevant to this report.

Financial Implications:

There is no direct financial impact from the Officer's recommendation. The current annual rental income from the periodic lease of Unit 1 at 33 Whittington Street is \$18,200. Upon termination of the lease, any Shire employee will pay a similar rental amount.

Risk Assessment:

Failing to provide staff accommodation will result in moderate financial consequences under the Shire of Brookton's Risk Framework. Without suitable housing for key staff, the Shire would likely incur additional costs in hiring contract staff, which is generally more expensive than employing full-time staff. The likelihood of this risk materialising is high.

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:

While terminating the tenancy agreement for Unit 1 may have a short-term negative impact on the Shire's strategic objective of supporting local industry, it will enhance Council's ability to provide necessary housing for staff who deliver essential community services.

Comment

Council currently has residential agreements with Baptistcare for two properties, and provides housing for six staff members in Shire-owned residences. Given the general shortage of accommodation in Brookton, Council can expect increased pressure on both staff housing and private rental availability. The proposed termination of the tenancy will help mitigate some of this pressure by providing accommodation for key staff.

OFFICER'S RECOMMENDATION

That Council terminate the residential tenancy for Unit 1, 33 Whittington Street with Baptistcare under the terms of the periodic tenancy agreement.

(Simple majority vote required)

OCM 11.25-04**COUNCIL RESOLUTION**

MOVED Cr de Lange **SECONDED** Cr McCabe

That Council terminates the residential tenancy for Unit 1, 33 Whittington Street with Baptistcare under the terms of the periodic tenancy agreement.

CARRIED BY SIMPLE MAJORITY VOTE 7/0

For: Cr Wallis, Cr McCabe, Cr Crouch, Cr Copping, Cr Harben, Cr de Lange, Cr Toop
Against: Nil

13.11.25 COMMUNITY SERVICES REPORTS

Nil.

14.11.25 CORPORATE SERVICES REPORTS

14.11.25.01 LIST OF PAYMENTS – OCTOBER 2025

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

Summary of Report:

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

Description of Proposal:

The accounts paid under Delegation 1.1, Power to Make Payments, are included within Attachment 14.11.25.01A.

A detailed transaction listing of credit card expenditure paid for the period ended 31 October 2025 is contained within Attachment 14.11.25.01B.

A detailed transaction listing of purchasing expenditure paid for the period ended 31 October 2025 is contained within Attachment 14.11.25.01C.

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	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 \$1,024,870.30 paid under delegated authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 for the month of October 2025, as contained within Attachment 14.1.25.01A;
2. the list of credit card transactions, totalling \$5,916.03 paid in October 2025, as contained within Attachment 14.11.25.01B; and
3. the list of purchasing card transactions, totalling \$2,041.01 paid in October 2025, as contained within Attachment 14.11.25.01C.

(Simple majority vote required)

COUNCIL RESOLUTION

MOVED Cr Crouch

SECONDED Cr McCabe

That Council receive:

- 1. the list of accounts, totalling \$1,024,870.30 paid under delegated authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 for the month of October 2025, as contained within Attachment 14.1.25.01A;***
- 2. the list of credit card transactions, totalling \$5,916.03 paid in October 2025, as contained within Attachment 14.11.25.01B; and***
- 3. the list of purchasing card transactions, totalling \$2,041.01 paid in October 2025, as contained within Attachment 14.11.25.01C.***

CARRIED BY SIMPLE MAJORITY VOTE 7/0

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

Against: Nil

Attachments

Attachment 14.08.25.01A – List of accounts paid.

Attachment 14.08.25.01B – Credit card transactions.

Attachment 14.08.25.01C – Fuel card transactions.

List of Payments Paid in October 2025

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT17458	09/10/2025	3E ADVANTAGE PTY LTD	SHIRE ADMIN PRINTING CHARGES SEPTEMBER 25 B&W X 4000 COLOUR X 6000	\$1,175.90
EFT17459	09/10/2025	ALL DEGREES REFRIGERATION AND AIRCONDITIONING	SUPPLY & INSTALL NEW AIRCON ZONE MOTOR OCTOBER 25 10MAOP	\$440.00
EFT17460	09/10/2025	APEX ENVIROCARE APEX ECO MANAGEMENT INTERNATIONAL PTY LTD	DESLUDGING PROGRAM AT BROOKTON WASTE WATER PLANT SEPTEMBER 25 SEWEDS	\$134,585.00
EFT17461	09/10/2025	BEDFORD ARMS HOTEL	CATERING FOR CBF MEETING 02/10/25 6 X ELECTED MEMBERS & 4 X STAFF MEMBERS	\$273.00
EFT17462	09/10/2025	BERYL JOYCE COPPING	QUARTER 1 COUNCILLOR SITTING FEES 01/07/25 TO 30/09/25	\$1,005.00
EFT17463	09/10/2025	BOOEASY AUSTRALIA PTY LTD	CARAVAN PARK BOOKING SYSTEM MONTHLY FEE SEPTEMBER 25 CARAOP	\$242.00
EFT17464	09/10/2025	BROOKTON OLD TIME MOTOR SHOW	COMMUNITY CHEST FUND COUNCIL RESOLUTION OCM 09.2509 TO FUND ENTERTAINMENT 2026 SHOW	\$10,000.00
EFT17465	09/10/2025	BROOKTON TYREPOWER	REPLACEMENT GRADER TYRE PG9 SEPTEMBER 25	\$2,897.40
EFT17466	09/10/2025	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	BCITF LEVY A55 SEPTEMBER 25	\$151.75
EFT17467	09/10/2025	CHILD SUPPORT AGENCY EMPLOYER SERVICES	PAYROLL DEDUCTIONS	\$292.04
EFT17468	09/10/2025	CLEANFLOW ENVIRONMENTAL SOLUTIONS	UV RELINING PIPES ON KING STREET AUGUST 25 SEWPIPE	\$23,010.90
EFT17469	09/10/2025	DENNIS WALTERS	CARAVAN PARK REFUND #14273893 POWDERBARK CHALET 24/09/25 TO 26/09/25	\$292.00
EFT17470	09/10/2025	FITZ GERALD STRATEGIES	INVESTIGATION OF COMPLAINTS AGAINST A STAFF MEMBER FEBRUARY TO OCTOBER 25	\$4,850.00
EFT17471	09/10/2025	FLICK ANTICIMEX	6 MONTHLY INVOICE FOR SANITARY SERVICES. INCLUDES 4 WEEKLY SERVICE & PODS FOR DISPOSAL UNITS X 10, 4 WEEKLY SERVICE URINAL SANITISER X 10, 4 WEEKLY SERVICE BACTERIAL TREATMENTS X 10 & 8 WEEKLY SERVICE OF SHARPS BINS X 3	\$5,306.99
EFT17472	09/10/2025	FULTON HOGAN	POTHOLE REPAIR EZSTREET BIOBLEND 15KG X 120 SEPTEMBER 25 OTHMRRM	\$4,026.00
EFT17473	09/10/2025	GREENFIELD TECHNICAL SERVICES	SITE INSPECTOR LABOUR, TRAVEL & DISBURSEMENTS 28/07/25 TO 10/08/25 FOR FLOOD DAMAGED ROADS STRROP	\$26,884.86
EFT17474	09/10/2025	HAROLD ATHOL BELL	QUARTER 1 COUNCILLOR SITTING FEES 01/07/25 TO 30/09/25	\$1,005.00
EFT17475	09/10/2025	KATRINA LOUISE CRUTE	QUARTER 1 PRESIDENTS ALLOWANCE, SITTING FEES & TRAVEL EXPENSES 01/07/25 TO 30/09/25	\$3,905.77

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT17476	09/10/2025	KILDARE ENTERPRISES T/A ALBERT FACEY MOTOR INN	ACCOMMODATION & MEALS FOR TRAINING ACESM DUE TO CAR BREAKDOWN 23/09/25 TO 24/09/25	\$320.00
EFT17477	09/10/2025	LACHLAN MCCABE	QUARTER 1 COUNCILLOR SITTING FEES 01/07/25 TO 30/09/25	\$1,005.00
EFT17478	09/10/2025	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	ANNUAL LG PROFESSIONALS STATE CONFERENCE TICKET CEO 05/11/25	\$1,640.00
EFT17479	09/10/2025	MARKET CREATIONS AGENCY MARKET CREATIONS AGENCY PTY LTD	SHIRE WEBSITE REFRESH PHASE 1 SEPTEMBER 25	\$5,675.34
EFT17480	09/10/2025	METRON PRODUCTS (AUST) PTY LTD	KEY CABINET 600 HOOKS & FREIGHT FOR SHIRE ADMIN OCTOBER 25	\$1,295.00
EFT17481	09/10/2025	MICHAEL LOPRESTI	CARAVAN PARK REFUND #15044944 UNPOWERED SITE 03/10/25 TO 05/10/25	\$58.00
EFT17482	09/10/2025	NEIL WALKER	QUARTER 1 AUDIT & RISK COMMITTEE MEMBER & TRAVEL FEES 01/07/25 TO 30/09/25	\$159.20
EFT17483	09/10/2025	PETER SAZANOV	CARAVAN PARK REFUND #15139236 UNPOWERED CARAVAN BAY 26/09/2529/09/25, CANCELLED ON 21/09/25	\$87.00
EFT17484	09/10/2025	RODERICK WALLIS	QUARTER 1 COUNCILLOR SITTING FEES 01/07/25 TO 30/09/25	\$1,005.00
EFT17485	09/10/2025	ROGER NORTHEY	REIMBURSEMENT FOR ACCOMMODATION REQUIRED FOR ACESM UTE FAULTY COMPUTER, REQUIRED FIXING AT NARROGIN FORD 24/09/25 TO 25/09/25	\$202.00
EFT17486	09/10/2025	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$1,500.00
EFT17487	09/10/2025	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	SNAKE BITE BANDAGES X2 BCRCP, ADMIOP SEPTEMBER 25	\$19.00
EFT17488	09/10/2025	TALEEYA DEVENISH	CARAVAN PARK REFUND #15203033 SALMON GUM CHALET 17/10/25 TO 20/10/25	\$453.00
EFT17489	09/10/2025	TAMARA DE LANGE	QUARTER 1 DEPUTY ALLOWANCE, COUNCILLOR SITTING FEES & TRAVEL EXPENSES 01/07/25 TO 30/09/25	\$1,789.24
EFT17490	09/10/2025	TJ & SJ NANKIVELL PTY LTD NARROGIN SMASH REPAIRS	REPLACE HEADLIGHT INSURANCE EXCESS PAV7 SEPTEMBER 25	\$300.00
EFT17491	09/10/2025	VERAISON WA PTY LTD	PSYCHOLOGICAL SAFETY & INCLUSIVITY INDICATOR, TEAM EXCEL 12 MONTH SUBSCRIPTION & TEAM DEBRIEFS SEPTEMBER 25 TO SEPTEMBER 26	\$12,402.72
EFT17492	09/10/2025	WA CONTRACT RANGER SERVICES	CONTRACT RANGER SERVICES 24/09/25 3.75 HOURS ANIMAL CONTROL 01/10/25 3.25 HOURS ANIMAL CONTROL, CONTRACT RANGER SERVICES 10/09/25 3.25 HOURS	\$1,618.38
EFT17493	09/10/2025	WALLIS COMPUTER SOLUTIONS	REPLACEMENT LAPTOP FOR BCRCC AS PER REPLACEMENT PROGRAM SEPTEMBER 25	\$3,161.40

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT17494	15/10/2025	ALLINGTON AGRI	WINTER ROAD VERGE SPRAYING WITHIN THE SHIRE OF BROOKTON SEPTEMBER 25 OTHMRRM	\$25,300.00
EFT17495	15/10/2025	MONSTERBALL AMUSEMENTS AND HIRE	50% DEPOSIT CHRISTMAS PARTY ENTERTAINMENT 06/12/25 BIG KAHUNA, DUNK TANK & OPERATORS EV0002	\$1,395.00
EFT17496	15/10/2025	STALLION BUILDING CO PTY LTD T/AS STALLION HOMES & MULTICON COMMERCIAL CONSTRUCTIONS	50% RETENTION RELEASE FOR EAST BROOKTON FIRE SHED SEPTEMBER 25 EBSHEDCAP	\$18,988.12
EFT17497	15/10/2025	TEEDE'S AUTO ELECTRICS	REPAIR STARTING FAULT ON ROAD SWEEPER, REPLACED IGNITION SWITCH OCTOBER 25 PRB2	\$245.00
EFT17498	20/10/2025	CAMP QUALITY	FACILITY HIRE NO ALCOHOL BOND REFUND	\$250.00
EFT17499	20/10/2025	JAHVIS RILEY	GYM KEY BOND REFUND	\$70.00
EFT17500	20/10/2025	MICHELLE SLATER	FACILITY HIRE NO ALCOHOL BOND REFUND	\$250.00
EFT17501	20/10/2025	PERTH CRICKET CLUB	FACILITY HIRE BOND REFUND	\$500.00
EFT17502	20/10/2025	WA COUNTRY HEALTH SERVICE	FACILITY HIRE NO ALCOHOL BOND REFUND	\$250.00
EFT17503	20/10/2025	ATO	BAS RETURN SEPTEMBER 25	\$30,881.00
EFT17504	24/10/2025	AMPAC DEBT RECOVERY	RATES DEBT RECOVERY FEE SEPTEMBER 25 A772 CLAIMANT SERVICE TRAVEL FEE & PSSO PROFESSIONAL FEE, A2682 PROPERTY SEARCH, LANDGATE DOCUMENT ORDER & PALISADE PROFESSIONAL FEES, A772 CLAIMANT TRAVEL FEE, A2682 PALISADE DISBURSEMENTS, A388 PALISADE PROFESSIONAL FEES	\$5,416.31
EFT17505	24/10/2025	ARM SECURITY	CRC ALARM MONITORING FOR 01/10/25 TO 31/12/25, SHIRE ADMIN ALARM MONITORING FOR 01/10/25 TO 31/12/25	\$345.60
EFT17506	24/10/2025	ATKINS MECHANICAL SERVICE	CHECK & REPAIR EAST BROOKTON FIRE TRUCK PF10 OCTOBER 25	\$214.50
EFT17507	24/10/2025	AUSTRALIA POST	MONTHLY POSTAGE CHARGES FOR SHIRE ADMIN & CRC SEPTEMBER 25	\$325.22
EFT17508	24/10/2025	B & N EYRE BROOKTON NEWSAGENCY	WORKS PRINTER TONERS X 4 SEPTEMBER 25 DEPOOP, ADMIN MONTHLY PURCHASES SEPTEMBER 25 A4 PAPER, A3 PAPER, DOCUMENT WALLET, A3 LAMINATING POUCH, WEST AUSTRALIAN, FOLDBACK CLIPS, PENS, PENCILS, NOTEBOOK & STAPLES	\$1,208.65
EFT17509	24/10/2025	BEDFORD ARMS HOTEL	FAREWELL DINNER & REFRESHMENTS FOR CR CRUTE 15/10/25 COUNCIL RESOLUTION 09.2516	\$1,497.50
EFT17510	24/10/2025	BOB WADDELL & ASSOCIATES PTY LTD	MONTHLY FINANCIAL STATEMENT, FUEL ALLOCATIONS & SEPTEMBER BAS ASSISTANCE SEPTEMBER 25	\$2,112.00
EFT17511	24/10/2025	BOC GASES	WORKS MONTHLY RENTAL CHARGES FOR OXYGEN, ACETYLENE, ARGOSHIELD, OXYGEN MEDICAL 29/08/25 TO 27/09/25 DEPOOP	\$58.00

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT17512	24/10/2025	BOHAN (WA) PTY LTD T/A VINES MEDICAL PRACTICE	PRE-EMPLOYMENT MEDICAL & DRUG & ALCOHOL TESTING, CLEANER OCTOBER 25	\$200.00
EFT17513	24/10/2025	BROOKTON 24/7 TOWING	REMOVE CAR BODY & DROP OFF AT THE TIP SEPTEMBER 25 TOWNOP	\$280.00
EFT17514	24/10/2025	BROOKTON MEATS	BBQ SAUSAGES FOR CAMP QUALITY BARBEQUE 19/09/25 EV0008	\$75.35
EFT17515	24/10/2025	BROOKTON PLUMBING	EMERGENCY PUMP OUT OF SEWERAGE TO STOP OVERFLOW SEPTEMBER 25, SEPTIC TANK LID REPAIR & PUMP OUT AT MUSEUM SEPTEMBER 25, EMERGENCY PUMP OUT OF SEWERAGE TO STOP OVERFLOW SEPTEMBER 25 SEWEOP, CARAVAN PARK SEPTIC TANK PUMP OUT & DUMPING FEES OCTOBER 25	\$7,210.00
EFT17516	24/10/2025	BROOKTON ROADHOUSE	CATERING FOR FIRE CONTROL OFFICER TRAINING 07/10/25	\$272.50
EFT17517	24/10/2025	BROOKTON TYREPOWER	REPLACEMENT OF GRADER TYRE PG8 SEPTEMBER 25	\$2,950.20
EFT17518	24/10/2025	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	BCITF LEVY COLLECTED X 1 SEPTEMBER 25 A84	\$672.99
EFT17519	24/10/2025	BUILDING & ENERGY	BSL PAYMENT FOR SEPTEMBER 25, 3 X LEVIES COLLECTED	\$412.06
EFT17520	24/10/2025	CHILD SUPPORT AGENCY EMPLOYER SERVICES	PAYROLL DEDUCTIONS	\$292.04
EFT17521	24/10/2025	CITY OF ALBANY	ANNUAL SPYDUS LICENCE FEES 25/26 COUNCIL RESOLUTION 07.2516	\$4,070.00
EFT17522	24/10/2025	COLIN DUDLEY YOUNG	RATES REFUND FOR ASSESSMENT A122 YOUNG ROAD	\$159.99
EFT17523	24/10/2025	CORSIGN WA PTY LTD	WORKS STREET SIGNS, CHILDRENS CROSSING X 10 & BRACKETS X 200 SEPTEMBER 25 OTHMRRM	\$1,430.00
EFT17524	24/10/2025	DELTA AGRIBUSINESS WA BROOKTON RURAL TRADERS	RETRACTABLE CLOTHESLINE U133WS AUGUST 25	\$1,309.63
EFT17525	24/10/2025	DENNIS MICHAEL LOAKES	RATES REFUND FOR ASSESSMENT A11 BUCKINGHAM ROAD	\$3,967.00
EFT17526	24/10/2025	EDGE PLANNING & PROPERTY	CONTRACT PLANNING SERVICES SEPTEMBER 25 INCLUDES ASSESSING, PROGRESSING DEVELOPMENT, SUBDIVISION & BOUNDARY REALIGNMENT APPLICATIONS, ASSISTING PLANNING COMPLIANCE, PROVIDING ADVICE TO THE SHIRE, PROPONENTS & COMMUNITY MEMBERS	\$2,981.13
EFT17527	24/10/2025	GERALDTON TRANSPORT	FREIGHT COSTS FOR 2 X PALLETS OF POTHOLE REPAIR FROM FULTON HOGAN TO BROOKTON SEPTEMBER 25 TOWNOP	\$344.85

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT17528	24/10/2025	GREAT SOUTHERN FUEL SUPPLIES	FUEL CARD PURCHASES SEPTEMBER 25 MCC 05/09/25 59.79L @ \$1.92, 12/09/25 32.24L @ \$1.92, 21/09/25 64.04 @ \$1.92, 27/09/25 26.59L @ \$1.92, 28/09/25 59.5L @ \$1.864, CARD FEES X 5 CEO 06/09/25 48.37L @ \$1.819, 13/09/25 41.85L @ \$1.92, 28/09/25 53.59L @ \$1.92, CARD FEE X 2 CESM 01/09/25 67.98L @ \$1.9149, 03/09/25 70.30L @ \$1.789, 05/09/25 71.35L @ \$1.9149, 06/09/25 50.46L @ \$1.935, 09/09/25 70.28L @ \$1.9149, 11/09/25 64.06L @ \$1.7889, 15/09/25 61.68L @ \$1.7690, 17/09/25 56.69L @ \$1.9149, 18/09/25 57.77L @ \$1.7691, 22/09/25 61.86L @ \$1.789, 25/09/25 74.72L @ \$1.7889, CARD FEES X 5, 23/09/25 SHIRE DEPOT BULK FUEL 7050L	\$13,891.11
EFT17529	24/10/2025	INSTANT WEIGHING	SCALE CALIBRATION ON JOHN DEERE LOADER PL7 OCTOBER 25	\$1,920.07
EFT17530	24/10/2025	INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALASIA	ASSET MANAGEMENT FOUNDATIONS TRAINING 11/08/25 TO 30/09/25 FOR AMIW	\$1,595.00
EFT17531	24/10/2025	INTELFIRE GROUP LTD	ROADSIDE VEGETATION MULCHING VARIOUS ROADSIDES 01/09/25 TO 15/09/25 OTHMRRM	\$25,863.75
EFT17532	24/10/2025	INTERFIRE AGENCIES (AUST) PTY LTD	FIRE BRIGADE PPE SUPPLIES, FIRE GOGGLES X 12 SEPTEMBER 25	\$246.97
EFT17533	24/10/2025	IT VISION	MANUAL OSR CLAIMS & TRAINING FOR RATES OFFICER SEPTEMBER 25	\$554.40
EFT17534	24/10/2025	KEVIN D'ALTON	REIMBURSEMENT OF INTERNET SERVICE AS PER MIW EMPLOYMENT CONTRACT, 25/07/25 TO 25/10/25	\$379.08
EFT17535	24/10/2025	LGIS INSURANCE	LGIS INSURANCE PROPERTY 30/06/25 TO 30/06/26 INSTALMENT 2 OF 2	\$170,765.29
EFT17536	24/10/2025	NEXIA PERTH PTY LTD	ACQUITTAL ANNUAL REPORT LRCI PHASE 3 24/25 & ACQUITTAL ANNUAL REPORT LRCI PHASE 4 24/25	\$3,701.50
EFT17537	24/10/2025	OFFICEWORKS BUSINESS DIRECT	REPLACEMENT MOBILE PHONE AS PER REPLACEMENT PROGRAM FOR CARAVAN PARK CARETAKER, BMO, MP & TIC OCTOBER 25	\$3,259.33
EFT17538	24/10/2025	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$1,500.00
EFT17539	24/10/2025	SHIRE OF MERREDIN	SHARE OF DAMSTRA LICENCE 31/08/25 TO 31/08/26	\$409.20
EFT17540	24/10/2025	SKYE FISHER	REIMBURSEMENT OF THEME DECORATIONS FOR LIBRARY EVENT SEPTEMBER 25	\$174.89
EFT17541	24/10/2025	STUMPYS GATEWAY ROADHOUSE	WORKS MONTHLY FUEL PURCHASES SEPTEMBER 25 & CATERING FOR WORKS SWMS TRAINING 03/09/25	\$285.44
EFT17542	24/10/2025	SUPAGAS PTY LIMITED	GAS BOTTLE X 4 RENTAL YEARLY CHARGES FOR 25WHITOP & 23WHITOP	\$198.00

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT17543	24/10/2025	TATE LUNN	REIMBURSEMENT FOR PARTS TO REPAIR WATER FEATURE ON ROBINSON ROAD 21/10/25 TOWNOP	\$392.49
EFT17544	24/10/2025	TEEDE'S AUTO ELECTRICS	CHECK & REPAIR REAR LIGHT WIRING ON TRAILER SEPTEMBER PPT2	\$907.62
EFT17545	24/10/2025	TOLL TRANSPORT PTY LTD	WORKS MONTHLY FREIGHT CHARGES SEPTEMBER 25 INCLUDES SIGNS OTHMRRM, FIRE PPE	\$212.52
EFT17546	24/10/2025	TUTT BRYANT EQUIPMENT	WORKS EQUIPMENT PURCHASE BOMAG SMOOTH DRUM ROLLER SEPTEMBER 25 EP005	\$198,054.54
EFT17547	24/10/2025	WA ERGO SUPPLIES	PURCHASE 2 X ELECTRIC ERGONOMIC TABLES FOR CEO & EGO INCLUDES DELIVERY & INSTALLATION SEPTEMBER 25	\$2,942.00
EFT17548	24/10/2025	WA LIBRARY SUPPLIES	PURCHASE OF OFFICE CHAIR FOR CDO AUGUST 25	\$390.00
EFT17549	24/10/2025	WALLIS COMPUTER SOLUTIONS	LAPTOP & MOBILE PHONE ONBOARDING FOR CASUAL CESM SEPTEMBER 25	\$214.50
EFT17550	24/10/2025	WANDERING HVAC	ANNUAL SERVICING OF AIR CONDITIONERS OCTOBER 25 ADMIOP, DEPOOP, WBOP, BOWLOP, BCRPOP, CARAOP, U2MSUOP, U1MSUOP, U140WS, U240WS, U340WS, U440WS, U540WS, U640WS, U740WS, U840WS, U1MSOP, U2MSOP, U3MSOP, U4MSOP, 28AWSOP, 28BWSOP, 23WHITOP, 25WHITOP, U133WS, U233WS, U333WS, WBOP	\$8,834.06
EFT17551	24/10/2025	ZIRCODATA (TOTALLY CONFIDENTIAL RECORDS)	STORAGE ARCHIVE BOXES X 214 MONTHLY FEE SEPTEMBER 25	\$56.73
DD8799.1	01/10/2025	WATER CORPORATION OF WA	WATER USAGE 08/07/25 TO 09/09/25 & SERVICE CHARGES 01/09/25 TO 31/10/25 BROOKTON CRC	\$555.48
DD8799.2	01/10/2025	SYNERGY	ELECTRICITY CHARGES CARAVAN PARK, OVAL, WB EVA PAVILION 13 AUGUST 25 TO 09 SEPT 2025	\$2,010.93
DD8802.1	02/10/2025	WATER CORPORATION OF WA	WATER USAGE 08/07/25 TO 09/09/25 & SERVICE CHARGES 01/09/25 TO 31/10/25 U1MSOP, U2MSOP, U3MSOP, U4MSOP, 28AWSOP, 28BWSOP, U5MSOP	\$1,221.71
DD8805.1	03/10/2025	WATER CORPORATION OF WA	WATER USAGE CHARGES 08/07/25 TO 11/09/25 FOR AQUATIC CENTRE, TOWN OVAL, U133WS, U233WS & U333WS	\$867.45
DD8808.1	07/10/2025	WATER CORPORATION OF WA	WATER USAGE CHARGES 08/07/25 TO 09/09/25 UNITS 1-8 40 WHITE ST, MENS SHED, ADMIN	\$162.64
DD8810.1	06/10/2025	TELSTRA CORPORATION	WIRELESS M2M DATA PLAN 16/09/25 TO 15/10/25 SEWERAGE PUMP STATION ALARM & RETIC CONTROLLER OVAL	\$34.98
DD8820.1	13/10/2025	AWARE SUPER PTY LTD	SUPERANNUATION CONTRIBUTION FOR CR WALLIS 1ST QTR 01/07/2025 TO 30/09/2025	\$120.60
DD8820.2	13/10/2025	THE TRUSTEE FOR DE LANGE & LILLY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTION FOR CR DE LANGE 1ST QTR 01/07/2025 TO 30/09/2025	\$176.85

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DD8825.1	14/10/2025	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS	\$6,043.77
DD8825.2	14/10/2025	REST INDUSTRY SUPER	PAYROLL DEDUCTIONS	\$387.77
DD8825.3	14/10/2025	COLONIAL FIRST STATE CHOICE WHOLESALE PERSONAL SUPER	PAYROLL DEDUCTIONS	\$623.80
DD8825.4	14/10/2025	MLC NOMINEES PTY LIMITED	SUPERANNUATION CONTRIBUTIONS	\$514.53
DD8825.5	14/10/2025	SANDHURST TRUSTEES	SUPERANNUATION CONTRIBUTIONS	\$1,066.16
DD8825.6	14/10/2025	HUB24 SUPERFUND	SUPERANNUATION CONTRIBUTIONS	\$386.37
DD8825.7	14/10/2025	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	\$3,566.70
DD8825.8	14/10/2025	THE TRUSTEE FOR JOHNS FAMILY SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$566.47
DD8825.9	14/10/2025	EQUIP SUPER	SUPERANNUATION CONTRIBUTIONS	\$635.21
DD8825.10	14/10/2025	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	\$525.10
DD8825.11	14/10/2025	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$323.80
DD8829.1	14/10/2025	SHIRE OF BROOKTON MASTERCARD MCC	CREDIT CARD PURCHASES SEPTEMBER 25 APPLIANCES ONLINE BAR FRIDGE FOR COUNCIL CHAMBERS, CATERING & LIGHT REFRESHMENTS WALGA CONVENTION 23/09/25	\$1,350.46
DD8832.1	14/10/2025	SHIRE OF BROOKTON MASTERCARD CEO	CEO CREDIT CARD PURCHASES FOR SEPTEMBER 25 INVARIATION TRAFFIC CONTROL SUBSCRIPTION, STARLINK INTERNET CHARGES 05/09/25 TO 05/10/25 WBSHEDOP, STARLINK INTERNET MINI INTERNET CESM VEHICLE 06/09/25 TO 06/10/25, SINCH MESSAGE MEDIA MONTHLY FEE 6408 OUTBOUND MESSAGES, ACCOMMODATION FOR TRAINING MIW 15/09/25 TO 17/09/25, ACCOMMODATION FOR TRAINING TIC 15/09/25 TO 18/09/25, STARLINK KIT FOR EAST BROOKTON FIRE BRIGADE, MEALS FOR TRAINING MIW 16/09/25 TO 17/09/25, MEALS FOR TRAINING TIC 15/09/25 TO 18/09/25, ACCOMMODATION FOR CR DE LANGE WALAGA STATE CONFERENCE 22/09/25 TO 23/09/25 & CREDIT CARD FEE RE ENTER	\$4,561.57
DD8832.2	14/10/2025	SHIRE OF BROOKTON MASTERCARD CESM	CESM CREDIT CARD FEES SEPTEMBER 25 RE-ENTERED	\$4.00
DD8833.1	15/10/2025	3E ADVANTAGE PTY LTD	CRC MONTHLY PRINTING CHARGES SEPTEMBER 25 COLOUR X 13820 B&W X 10300	\$2,449.67
DD8833.3	15/10/2025	SYNERGY	ELECTRICITY SUPPLY & CONSUMPTION CHARGES 26/07/25 TO 23/09/25 FOR MEMORIAL HALL & MADISON SQUARE PARK, MHALLOP, MADIOP	\$124.78
DD8836.1	16/10/2025	SYNERGY	ELECTRICITY SUPPLY & CONSUMPTION CHARGES 29/07/25 TO 24/09/25 FOR MEMORIAL PARK RETIC & LIGHTS MEMPOP	\$2,713.91

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DD8837.1	17/10/2025	SYNERGY	ELECTRICITY SUPPLY & CONSUMPTION CHARGES 24/07/25 TO 25/09/25 FOR HAPPY VALLEY BORE FIELD	\$1,801.04
DD8849.1	20/10/2025	SYNERGY	ELECTRICITY SUPPLY & CONSUMPTION CHARGES 30/07/25 TO 23/09/25 FOR ADMIOF, CRC BUILDING, RWSTOP	\$2,134.57
DD8849.2	20/10/2025	NAYAX AU PTY LTD	MONTHLY SERVICE FEE & MERCHANT ACCOUNT FEE FOR VENDING MACHINE SEPTEMBER 25	\$38.17
DD8851.1	21/10/2025	TELSTRA CORPORATION	MOBILE PHONE CHARGES FOR OCTOBER 25, BMO, CEO, WC, MCC, AMIW, CARAVAN PARK CT, TIC, PARKS LEADING HAND, SWIMMING POOL, BMO PHONE USAGE CHARGES FROM 02/10/25 TO 01/11/25	\$676.29
DD8855.1	24/10/2025	SYNERGY	STREET LIGHTS X 185 ELECTRICITY CHARGES 25/08/25 TO 24/09/25	\$3,073.70
DD8858.1	28/10/2025	SYNERGY	ELECTRICITY CHARGES CARAVAN PARK, OVAL & WB EVA PAVILION 10/09/25 TO 07/10/25	\$2,213.67
DD8860.1	28/10/2025	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS	\$6,548.93
DD8860.2	28/10/2025	REST INDUSTRY SUPER	PAYROLL DEDUCTIONS	\$387.77
DD8860.3	28/10/2025	COLONIAL FIRST STATE CHOICE WHOLESALE PERSONAL SUPER	PAYROLL DEDUCTIONS	\$622.80
DD8860.4	28/10/2025	MLC NOMINEES PTY LIMITED	SUPERANNUATION CONTRIBUTIONS	\$490.96
DD8860.5	28/10/2025	SANDHURST TRUSTEES	SUPERANNUATION CONTRIBUTIONS	\$1,066.16
DD8860.6	28/10/2025	HUB24 SUPERFUND	SUPERANNUATION CONTRIBUTIONS	\$386.37
DD8860.7	28/10/2025	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	\$3,587.57
DD8860.8	28/10/2025	THE TRUSTEE FOR JOHNS FAMILY SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$566.47
DD8860.9	28/10/2025	EQUIP SUPER	SUPERANNUATION CONTRIBUTIONS	\$641.56
DD8860.10	28/10/2025	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	\$528.53
DD8860.11	28/10/2025	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$323.80
1501.1	01/10/2025	CBA MERCHA BANK FEE MERCHANT FEE	BANK FEE MERCHANT FEE	\$50.00
1501.1	01/10/2025	EWAY CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$0.78
1502.1	02/10/2025	EWAY CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$9.17
1502.1	03/10/2025	EWAY CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$22.29
1502.1	03/10/2025	CBA MERCHA BANK FEE MERCHANT FEE	BANK FEE MERCHANT FEE	\$119.71
1502.1	06/10/2025	EWAY CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$5.19
1502.1	07/10/2025	EWAY CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$13.11
1503.1	08/10/2025	EWAY CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$4.25
1504.1	09/10/2025	EWAY CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$7.03
1505.1	10/10/2025	EWAY CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$13.26
1506.1	13/10/2025	EWAY CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$16.83

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
1506.1	16/10/2025	EWAY CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$25.89
1506.1	14/10/2025	EWAY CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$11.62
1506.1	15/10/2025	CBA MERCHA BANK FEE MERCHANT FEE	BANK FEE MERCHANT FEE	\$31.46
1506.1	15/10/2025	EWAY CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$0.85
1507.1	20/10/2025	EWAY CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$2.16
1507.1	21/10/2025	EWAY CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$3.42
1507.1	22/10/2025	EWAY CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$4.32
1507.1	23/10/2025	EWAY CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$17.28
1508.1	27/10/2025	EWAY CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$4.54
1509.1	29/10/2025	EWAY CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$27.16
1510.1	30/10/2025	EWAY CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$21.89
1510.1	30/10/2025	CBA MERCHA BANK FEE MERCHANT FEE	BANK FEE MERCHANT FEE	\$390.70
1511.1	31/10/2025	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$11.84
PAYJRUN*1292	14/10/2025	SALARIES & WAGES	WEEK 16 - PPE 14/10/2025	\$70,834.38
PAYJRUN*1294	28/10/2025	SALARIES & WAGES	WEEK 18 - PPE 28/10/2025	\$91,421.08
			TOTAL	\$1,024,870.30

List of Credit Card Transactions Paid in October 2025

SHIRE OF BROOKTON - BENDIGO BANK MASTERCARD - CEO

DIRECT DEBIT	DATE	DESCRIPTION	AMOUNT
DD8829.3	14/10/2025	STARLINK INTERNET CHARGES WB EVA PAVILION 05/09/25 TO 05/10/25	\$132.00
		STARLINK INTERNET CHARGES WEST BROOKTON FIRE SHED 05/09/25 TO 05/10/25	\$84.00
		STARLINK INTERNET CHARGES CESM VEHICLE 06/09/25 TO 06/10/25	\$80.00
		SINCH MESSAGE MEDIA MONTHLY FEE SEPTEMBER 25, 6408 OUTBOUND MESSAGES	\$633.69
		WATTLE GROVE MOTEL ACCOMMODATION FOR TRAINING - MIW - 15/09/25 TO 17/09/25	\$489.00
		WATTLE GROVE MOTEL MEALS FOR TRAINING - MIW - 16/09/25 TO 17/09/25	\$70.00
		WATTLE GROVE MOTEL ACCOMMODATION FOR TRAINING - TIC - 15/09/25 TO 18/09/25	\$652.00
		STARLINK STANDARD KIT - EAST FIRE BRIGADE SHED	\$583.00
		WATTLE GROVE MOTEL MEALS FOR TRAINING - TIC - 15/09/25 TO 18/09/25	\$104.00
		NESUTO MOUNTS BAY ACCOMMODATION - WALGA STATE CONFERENCE 22/09/25 TO 23/09/25 CR DE LANGE	\$493.20
		CREDIT CARD FEES SEPTEMBER 25	\$4.00
		INVARION RAPIDPLAN - TRAFFIC MANAGEMENT PLANNING PROGRAM SUBSCRIPTION 04/09/25 TO 04/09/26	\$1,236.68
		TOTAL	\$4,561.57

SHIRE OF BROOKTON - BENDIGO BANK MASTERCARD – MCC

DIRECT DEBIT	DATE	DESCRIPTION	AMOUNT
DD8829.1	14/10/2025	APPLIANCES ONLINE - BAR FRIDGE 70L FOR COUNCIL CHAMBERS	\$577.00
		CATERING & LIGHT REFRESHMENTS, WALGA CONVENTION 23/09/25	\$761.00
		CATERING & LIGHT REFRESHMENTS, WALGA CONVENTION 23/09/25 CARD FEE	\$8.46
		CREDIT CARD FEE	\$4.00
		TOTAL	\$1,350.46

SHIRE OF BROOKTON - BENDIGO BANK MASTERCARD - CESM

DIRECT DEBIT	DATE	DESCRIPTION	AMOUNT
DD8832.2	14/10/2025	CREDIT CARD FEE	\$4.00
		TOTAL	\$4.00

List of Fuel Card Transactions Paid in October 2025

SHIRE OF BROOKTON - FUEL CARD - CESM

EFT	DATE	DESCRIPTION	AMOUNT
EFT17528	24/10/2025	01/09/25 67.98L @ \$1.9149	\$130.17
		03/09/25 70.30L @ \$1.789	\$125.77
		05/09/25 71.35L @ \$1.9149	\$136.63
		06/09/25 50.46L @ \$1.935	\$97.64
		09/09/25 70.28L @ \$1.9149	\$134.58
		11/09/25 64.06L @ \$1.7889	\$114.60
		15/09/25 61.68L @ \$1.7690	\$109.11
		17/09/25 56.69L @ \$1.9149	\$108.56
		18/09/25 57.77L @ \$1.7691	\$102.20
		22/09/25 61.86L @ \$1.789	\$110.67
		25/09/25 74.72L @ \$1.7889	\$133.67
		CARD FEES X 5	\$1.90
		TOTAL	\$1305.50

SHIRE OF BROOKTON - FUEL CARD - MCC

EFT	DATE	DESCRIPTION	AMOUNT
EFT17528	24/10/2025	05/09/25 59.79L @ \$1.92	\$114.80
		12/09/25 32.24L @ \$1.92	\$61.90
		21/09/25 64.04 @ \$1.92	\$122.96
		27/09/25 26.59L @ \$1.92	\$51.05
		28/09/25 59.5L @ \$1.864	\$110.91
		CARD FEES X 5	\$1.90
		TOTAL	\$463.52

SHIRE OF BROOKTON - FUEL CARD - CEO

EFT	DATE	DESCRIPTION	AMOUNT
EFT17528	24/10/2025	06/09/25 48.37L @ \$1.819	\$87.99
		13/09/25 41.85L @ \$1.92	\$80.35
		28/09/25 53.59L @ \$1.92	\$102.89
		CARD FEES X 2	\$0.76
		TOTAL	\$271.99

14.11.25.02 STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 OCTOBER 2025

File No:	FIN007
Date of Meeting:	20 November 2025
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:	16 October 2025

Summary of Item:

The Statement of Financial Activity for the period ending 31 October 2025 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 31 October 2025, 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 14.11.25.02A.

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 31 October 2025, as presented in Attachment 14.11.25.02A.

(Simple majority vote required)

COUNCIL RESOLUTION

MOVED Cr de Lange SECONDED Cr Copping

That Council, accordance with Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government (Financial Management) Regulations 1995, receives the Monthly Statements of Financial Activity for the Period Ended 31 October 2025, as presented in Attachment 14.11.25.02A.

CARRIED BY SIMPLE MAJORITY VOTE 7/0

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

Attachment

Attachment 14.11.25.02A – Statement of Financial Activity for 31 October 2025.

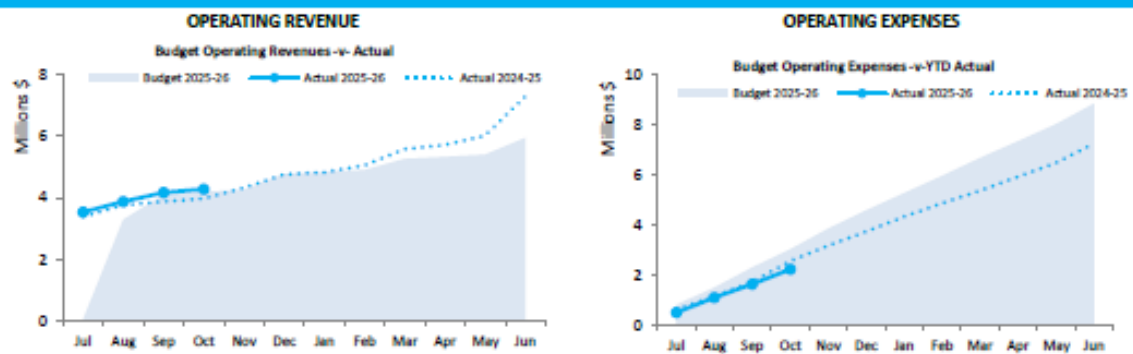
SHIRE OF BROOKTON
MONTHLY FINANCIAL REPORT
 (Containing the Statement of Financial Activity)
FOR THE PERIOD ENDED 31 OCTOBER 2025

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

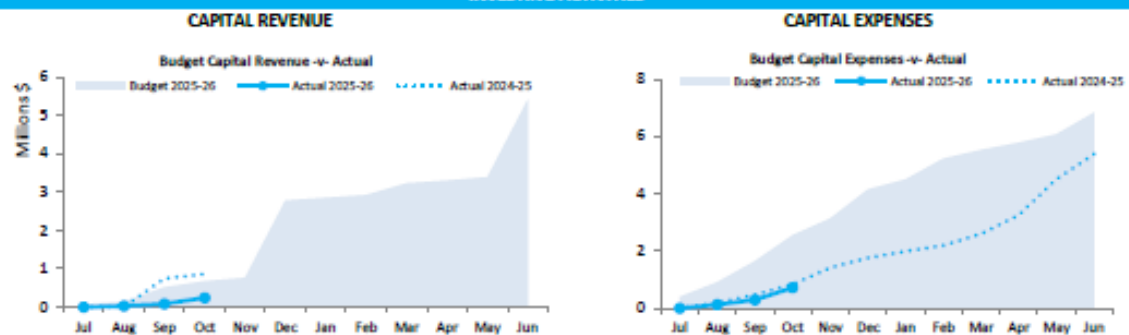
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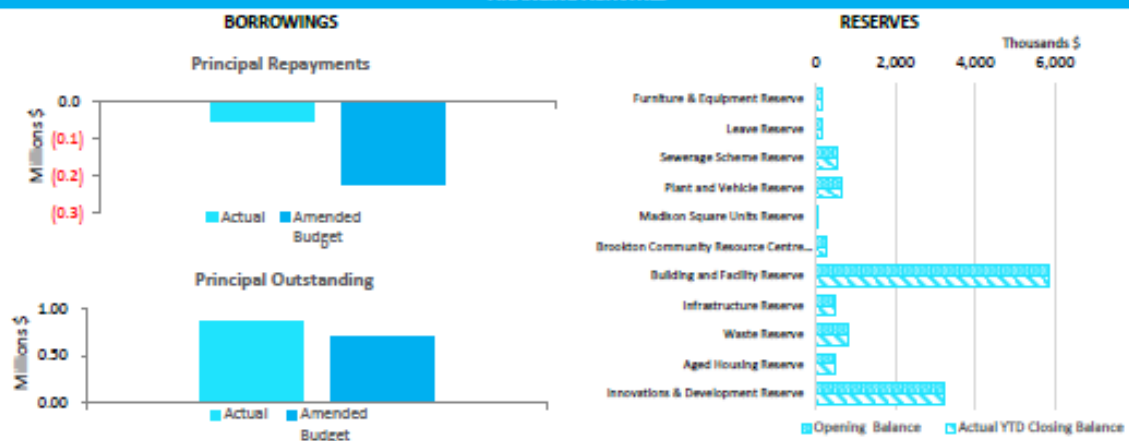
OPERATING ACTIVITIES



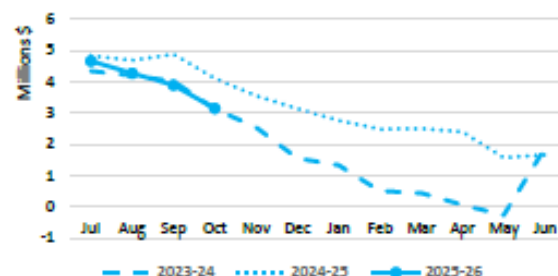
INVESTING ACTIVITIES



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	\$1.58 M	\$1.66 M	\$0.08 M
Closing	\$0.00 M	\$1.68 M	\$3.15 M	\$1.47 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$2.64 M	17.3%
Restricted Cash	\$12.62 M	82.7%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$0.03 M	
0 to 30 Days		84.6%
Over 30 Days		15.4%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$0.98 M	73.8%
Trade Receivable	\$0.40 M	% Outstanding
Over 30 Days		1.8%
Over 90 Days		82.1%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.49 M)	\$1.98 M	\$2.03 M	\$0.05 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$3.27 M	
YTD Budget	\$3.26 M	0.2%

Refer to Statement of Financial Activity

Grants, Subsidies and Contributions		
	\$	% Variance
YTD Actual	\$0.47 M	
YTD Budget	\$0.40 M	15.6%

Refer to Note 13 - Operating Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.45 M	
YTD Budget	\$0.37 M	21.1%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$3.22 M)	(\$1.82 M)	(\$0.46 M)	\$1.35 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.03 M	
Adopted Budget	\$0.16 M	(81.4%)

Refer to Note 7 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$0.71 M	
Adopted Budget	\$5.20 M	(86.4%)

Refer to Note 8 - Capital Acquisitions

Capital Grants and Contributions		
	\$	% Received
YTD Actual	\$0.22 M	
Adopted Budget	\$1.80 M	(88.0%)

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	(\$0.06 M)	(\$0.07 M)	(\$0.01 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.05 M
Interest expense	\$0.01 M
Principal due	\$0.88 M

Refer to Note 9 - Borrowings

Reserves		
Reserves balance	\$12.62 M	
Interest earned	\$0.02 M	0.0%

Refer to Note 11 - Cash Reserves

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

Refer to Note 10 - Lease Liabilities

This information is to be read in conjunction with the accompanying Financial Statements and notes.

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 OCTOBER 2025**

NATURE DESCRIPTIONS

REVENUE

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Excludes administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, and other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

INTEREST REVENUE

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates, reimbursements etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

EXPENSES

EMPLOYEE COSTS

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION

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

FINANCE COSTS

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2025

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	3,270,109	6,053	0.19%	
Grants, subsidies and contributions	13	1,183,646	1,183,646	404,170	467,315	63,145	15.62%	▲
Fees and charges		695,934	695,934	367,742	445,205	77,463	21.06%	▲
Interest revenue		309,326	309,326	7,328	50,145	42,817	584.29%	▲
Other revenue		459,197	459,197	126,505	46,980	(79,525)	(62.86%)	▼
Profit on disposal of assets	7	23,502	23,502	23,502	0	(23,502)	(100.00%)	▼
		5,935,661	5,935,661	4,193,303	4,279,754	86,451	2.06%	
Expenditure from operating activities								
Employee costs		(2,947,669)	(2,940,669)	(995,494)	(965,246)	30,248	3.04%	
Materials and contracts		(2,797,644)	(2,797,644)	(929,900)	(945,478)	(15,578)	(1.68%)	
Utility charges		(262,666)	(262,666)	(87,436)	(47,583)	39,853	45.58%	▲
Depreciation		(2,428,295)	(2,428,295)	(809,348)	0	809,348	100.00%	▲
Finance costs		(53,632)	(53,632)	(16,613)	(5,979)	10,634	64.01%	▲
Insurance expenses		(232,447)	(232,447)	(134,409)	(235,285)	(100,876)	(75.05%)	▼
Other expenditure		(103,278)	(103,278)	(30,090)	(53,498)	(23,408)	(77.79%)	▼
Loss on disposal of assets	7	(45,524)	(45,524)	(45,524)	(1,254)	44,270	97.25%	▲
		(8,871,155)	(8,864,155)	(3,048,814)	(2,254,323)	794,491	(26.06%)	
Non-cash amounts excluded from operating activities	1(a)	2,450,317	2,450,317	831,370	1,254	(830,116)	(99.85%)	▼
Amount attributable to operating activities		(485,177)	(478,177)	1,975,859	2,026,685	50,826	2.57%	
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions	14	1,796,744	1,796,744	520,486	215,001	(305,485)	(58.69%)	▼
Proceeds from disposal of assets	7	156,000	156,000	156,000	29,091	(126,909)	(81.35%)	▼
Proceeds from financial assets at amortised cost - self supporting loans	9	32,086	32,086	0	0	0	0.00%	
		1,984,830	1,984,830	676,486	244,092	(432,394)	(63.92%)	
Outflows from investing activities								
Payments for inventories, property, plant and equipment and infrastructure	8	(5,202,033)	(5,568,562)	(2,491,907)	(707,150)	1,784,757	71.62%	▲
		(5,202,033)	(5,568,562)	(2,491,907)	(707,150)	1,784,757	(71.62%)	▲
Amount attributable to investing activities		(3,217,203)	(3,583,732)	(1,815,421)	(463,059)	1,352,362	(74.49%)	▲
FINANCING ACTIVITIES								
Inflows from financing activities								
Transfer from reserves	11	3,383,589	3,420,129	0	0	0	0.00%	
		3,383,589	3,420,129	0	0	0	0.00%	
Outflows from financing activities								
Repayment of borrowings	9	(222,321)	(222,321)	(55,221)	(54,526)	695	1.26%	
Payments for principal portion of lease liabilities	10	(1,622)	(1,622)	(1,622)	0	1,622	100.00%	
Transfer to reserves	11	(1,035,169)	(1,035,169)	0	(17,157)	(17,157)	0.00%	▼
		(1,259,112)	(1,259,112)	(56,843)	(71,682)	(14,839)	26.11%	▼
Amount attributable to financing activities		2,124,477	2,161,017	(56,843)	(71,682)	(14,839)	26.11%	▼
MOVEMENT IN SURPLUS OR DEFICIT								
Net current assets at start of financial year - surplus/(deficit)	1(c)	1,577,903	1,577,903	1,577,903	1,660,758	82,855	5.25%	
Amount attributable to operating activities		(485,177)	(478,177)	1,975,859	2,026,685	50,826	2.57%	
Amount attributable to investing activities		(3,217,203)	(3,583,732)	(1,815,421)	(463,059)	1,352,362	(74.49%)	▲
Amount attributable to financing activities		2,124,477	2,161,017	(56,843)	(71,682)	(14,839)	26.11%	▼
Net current assets at end of financial year - surplus/(deficit)	1(c)	0	(322,989)	1,681,498	3,152,702	1,471,204	(87.49%)	▲

KEY INFORMATION

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

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

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

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

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2025

BY PROGRAM

	Note	Adopted Annual Budget	Amended Annual Budget (d)	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
		\$	\$	\$	\$	\$	%		
OPERATING ACTIVITIES									
Revenue from operating activities									
Governance		5,010	5,010	4,332	366	(3,966)	(91.55%)	▼	
General Purpose Funding - Rates	6	3,264,056	3,264,056	3,264,056	3,270,109	6,053	0.19%	▲	
General Purpose Funding - Other		779,663	779,663	(39,549)	14,885	54,434	(137.64%)	▲	
Law, Order and Public Safety		394,225	394,225	112,430	93,432	(18,998)	(16.90%)	▼	\$
Health		300	300	100	11	(89)	(89.09%)	▼	
Education and Welfare		57,338	57,338	19,108	21,256	2,148	11.24%	▲	
Housing		136,186	136,186	30,660	38,929	8,269	26.97%	▲	
Community Amenities		470,081	470,081	456,211	471,056	14,845	3.25%	▲	
Recreation and Culture		34,540	34,540	10,011	10,859	848	8.47%	▲	
Transport		338,025	338,025	197,843	150,365	(47,478)	(24.00%)	▼	\$
Economic Services		430,837	430,837	129,641	163,480	33,839	26.10%	▲	\$
Other Property and Services		25,400	25,400	8,460	45,006	36,546	431.99%	▲	\$
		5,935,661	5,935,661	4,193,303	4,279,754	86,451	2.06%	▲	
Expenditure from operating activities									
Governance		(735,385)	(735,385)	(281,496)	(210,708)	70,788	25.15%	▲	\$
General Purpose Funding		(485,778)	(485,778)	(159,904)	(171,088)	(11,184)	(6.99%)	▼	
Law, Order and Public Safety		(780,050)	(780,050)	(264,061)	(266,165)	(2,104)	(0.80%)	▼	
Health		(24,067)	(24,067)	(8,354)	(7,363)	991	11.86%	▲	
Education and Welfare		(135,611)	(135,611)	(45,950)	(21,662)	24,288	52.86%	▲	\$
Housing		(186,353)	(186,353)	(63,226)	(37,602)	25,624	40.53%	▲	\$
Community Amenities		(763,673)	(763,673)	(259,940)	(173,158)	86,782	33.39%	▲	\$
Recreation and Culture		(1,165,801)	(1,165,801)	(383,563)	(203,887)	179,676	46.84%	▲	\$
Transport		(3,593,672)	(3,593,672)	(1,237,919)	(953,401)	284,518	22.98%	▲	\$
Economic Services		(946,337)	(946,337)	(307,161)	(232,317)	74,844	24.37%	▲	\$
Other Property and Services		(54,428)	(54,428)	(37,240)	23,029	60,269	161.84%	▲	\$
		(8,871,155)	(8,864,155)	(3,048,814)	(2,254,323)	794,491	26.06%	▲	
Non-cash amounts excluded from operating activities	1(a)	2,450,317	2,450,317	831,370	1,254	(830,116)	(99.85%)	▼	
Amount attributable to operating activities		(485,177)	(478,177)	1,975,859	2,026,685	50,826	2.57%		
INVESTING ACTIVITIES									
Inflows from investing activities									
Proceeds from capital grants, subsidies and contributions	14	1,796,744	1,796,744	520,486	215,001	(305,485)	(58.69%)	▼	\$
Proceeds from Disposal of Assets	7	156,000	156,000	156,000	29,091	(126,909)	(81.35%)	▼	\$
Proceeds from financial assets at amortised cost - self supporting loans	9	32,086	32,086	0	0	0			
		1,984,830	1,984,830	676,486	244,092	(432,394)	(63.92%)	▼	
Outflows from investing activities									
Payments for inventories, property, plant and equipment and infrastructure	8	(5,202,033)	(5,568,562)	(2,491,907)	(707,150)	1,784,757	71.62%	▲	\$
		(5,202,033)	(5,568,562)	(2,491,907)	(707,150)	1,784,757	(71.62%)	▲	
Amount attributable to investing activities		(3,217,203)	(3,583,732)	(1,815,421)	(463,059)	1,352,362	(74.49%)	▲	
FINANCING ACTIVITIES									
Inflows from financing activities									
Transfer from Reserves	11	3,383,589	3,420,129	0	0	0			
		3,383,589	3,420,129	0	0	0			
Outflows from financing activities									
Repayment of borrowings	9	(222,321)	(222,321)	(55,221)	(54,526)	695	1.26%	▲	
Payments for principal portion of lease liabilities	10	(1,622)	(1,622)	(1,622)	0	1,622	100.00%	▲	
Transfer to Reserves	11	(1,035,169)	(1,035,169)	0	(17,157)	(17,157)		▼	\$
		(1,259,112)	(1,259,112)	(56,843)	(71,682)	(14,839)	26.11%	▼	
Amount attributable to financing activities		2,124,477	2,161,017	(56,843)	(71,682)	(14,839)	26.11%	▼	
MOVEMENT IN SURPLUS OR DEFICIT									
Net current assets at start of financial year - surplus/(deficit)	1	1,577,903	1,577,903	1,577,903	1,660,758	82,855	5.25%	▲	
Amount attributable to operating activities		(485,177)	(478,177)	1,975,859	2,026,685	50,826	2.57%		
Amount attributable to investing activities		(3,217,203)	(3,583,732)	(1,815,421)	(463,059)	1,352,362	(74.49%)	▲	
Amount attributable to financing activities		2,124,477	2,161,017	(56,843)	(71,682)	(14,839)	26.11%	▼	
Net current assets at end of financial year - surplus/(deficit)	1	0	(322,989)	1,681,498	3,152,702	1,471,204	(87.49%)	▲	

KEY INFORMATION

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

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

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 POLICIES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 October 2025

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

	Notes	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities					
		\$	\$	\$	\$
Adjustments to operating activities					
Less: Profit on asset disposals	7	(23,502)	(23,502)	(23,502)	0
Add: Loss on asset disposals	7	45,524	45,524	45,524	1,254
Add: Depreciation on assets		2,428,295	2,428,295	809,348	0
Total non-cash items excluded from operating activities		2,450,317	2,450,317	831,370	1,254

(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	31 October 2025
Adjustments to net current assets					
Less: Reserves - restricted cash	11	(12,600,298)	(12,600,298)	(12,600,298)	(12,617,455)
Less: - Financial assets at amortised cost - self supporting loans	4	(32,086)	(32,086)	(32,086)	(32,086)
Add: Borrowings	9	222,321	222,321	222,321	167,795
Add: Lease liabilities	10	1,622	1,622	1,622	1,622
Total adjustments to net current assets		(12,408,441)	(12,408,441)	(12,408,442)	(12,480,124)

(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	4,996,805
Financial assets at amortised cost	4	12,632,384	12,632,384	12,600,298	10,260,725
Rates receivables	3	152,766	152,766	152,766	907,134
Receivables	3	356,315	356,315	356,315	402,015
Other current assets	4	105,749	105,749	137,836	79,467
Less: Current liabilities					
Payables	5	(593,222)	(593,222)	(608,764)	(225,098)
Borrowings	9	(222,321)	(222,321)	(222,321)	(167,795)
Contract liabilities	12	(160,528)	(160,528)	(144,822)	(245,981)
Lease liabilities	10	(1,622)	(1,622)	(1,622)	(1,622)
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)	(12,480,124)
Closing funding surplus / (deficit)		1,577,903	1,577,903	1,660,758	3,152,702

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

STATEMENT OF FINANCIAL ACTIVITY INFORMATION (ALTERNATE PRESENTATION)

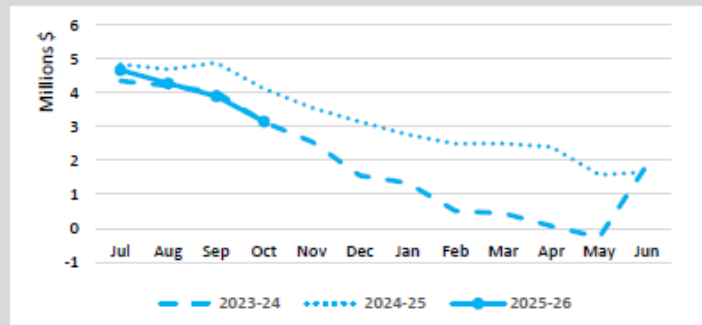
Adjusted Net Current Assets	Note	Last Years Closing 30/06/2025	This Time Last Year 31/10/2024	Year to Date Actual 31/10/2025
		\$	\$	\$
Current Assets				
Cash Unrestricted	2	2,172,337	4,650,753	2,640,075
Cash Restricted - Reserves	2	12,600,298	11,880,665	12,617,455
Receivables - Rates	3	152,766	847,935	907,134
Receivables - Other	3	356,315	106,637	402,015
Other Financial Assets	4	32,086	29,967	32,086
Inventories	4	57,012	18,856	47,381
		15,419,552	17,534,813	16,646,146
Less: Current Liabilities				
Payables	5	(591,407)	(116,840)	(204,760)
Contract Liabilities/Capital Grant and Contribution Liabilities	12	(144,822)	(1,014,417)	(245,981)
Bonds & Deposits	5	(17,357)	(19,518)	(20,338)
Loan and Lease Liability	9	(223,942)	(159,221)	(169,416)
Provisions	12	(372,824)	(353,756)	(372,824)
		(1,350,352)	(1,663,752)	(1,013,319)
Less: Cash Reserves	11	(12,600,298)	(11,880,665)	(12,617,455)
Add Back: Loan and Lease Liability		223,942	159,221	169,416
Less : Loan Receivable - clubs/institutions		(32,086)	(29,967)	(32,086)
Net Current Funding Position		1,660,758	4,119,649	3,152,702

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)

\$3.15 M

Last Year YTD

Surplus(Deficit)

\$4.12 M

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

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Cash on hand								
Cash Floats	Cash and cash equivalents	550		550		N/A	NIL	On hand
At Call Deposits								
Municipal Cash At Bank	Cash and cash equivalents	137,282		137,282		Bendigo	0.00%	N/A
Municipal Cash At Bank (Cash Management A/C)	Cash and cash equivalents	524,462		524,462		Bendigo	1.25%	N/A
Municipal Term Deposit	Cash and cash equivalents	1,958,412		1,958,412		WATC	3.55%	OCD
Bond Cash At Bank	Cash and cash equivalents	19,369		19,369		Bendigo	0.00%	N/A
Term Deposits								
Reserves Cash At Bank	Cash and cash equivalents		2,356,730	2,356,730		Bendigo	2.95%	20/12/2025
Reserves Cash At Bank	Financial assets at amortised cost		10,260,725	10,260,725		WATC	3.76%	22/12/2025
Total		2,640,075	12,617,455	15,257,530	0			
Comprising								
Cash and cash equivalents		2,640,075	2,356,730	4,996,805	0			
Financial assets at amortised cost		0	10,260,725	10,260,725	0			
		2,640,075	12,617,455	15,257,530	0			

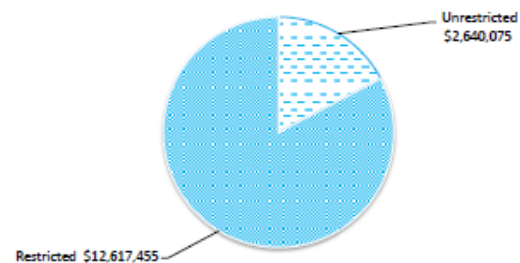
KEY INFORMATION

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.

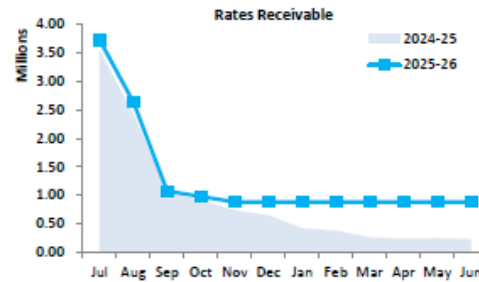
The local government classifies financial assets at amortised cost if both of the following criteria are met:

- 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 Jun 2025	31 Oct 2025
	\$	\$
Opening arrears previous years	167,905	221,097
Levied this year	3,375,487	3,502,138
Less - collections to date	(3,322,294)	(2,747,769)
Gross rates collectable	221,097	975,465
Net rates collectable	221,097	975,465
% Collected	93.8%	73.8%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(599)	42,180	3,644	1,042	211,855	258,123
Percentage	(0.2%)	16.3%	1.4%	0.4%	82.1%	
Balance per trial balance						
Sundry receivable						258,123
GST receivable						70,094
Other Receivables						18,437
Receivable - Employee Related Provisions - Current						55,361
Total receivables general outstanding						402,015

Amounts shown above include GST (where applicable)

KEY INFORMATION

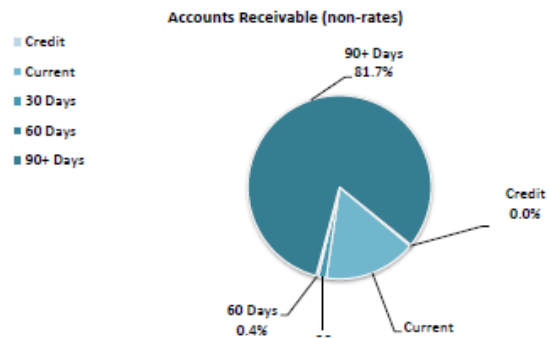
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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 31 October 2025
Other current assets	\$	\$	\$	\$
Other financial assets at amortised cost				
Financial assets at amortised cost - self supporting loans	32,086	0	0	32,086
Inventory				
Fuel and materials (including gravel)	57,012	0	(9,632)	47,381
Accrued income/prepayments	48,737	0	(48,737)	0
Total other current assets	137,836	0	(58,369)	79,467
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

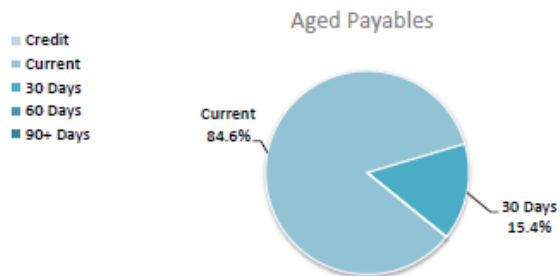
Inventories are measured at the lower of cost and net realisable value.

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	22,043	4,018	0	0	26,062
Percentage	0%	84.6%	15.4%	0%	0%	
Balance per trial balance						
Sundry creditors						26,062
Other creditors						61,168
ATO liabilities						8,458
Payroll creditors						70,589
Bonds and deposits held						20,338
Prepaid (Excess) Rates						38,484
Total payables general outstanding						225,098
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



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

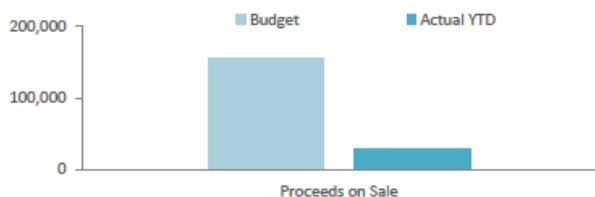
OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
Residential	0.07217	257	4,991,820	360,260	0	0	360,260	360,260	995	75	361,329
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	0	0	65,729
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	0	0	2,162,850
Sub-Total		484	410,624,735	2,622,536	0	0	2,621,399	2,624,526	995	75	2,625,595
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	995	75	3,004,507
Concession							(1,900)				(1,039)
Amount from general rates							2,998,411				3,003,468
Sewerage - GRV - Rate in Dollar	0.05411	163	369,085	196,911			196,911	198,790	731	0	199,521
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	3,270,109
Total		748					3,264,056				3,270,109

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	Proceeds	Profit	(Loss)
		Value				Value			
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Governance								
	2021 Mazda Cx-8 Diesel Fwd -								
PAV6	01Bo	39,570	25,000	0	(14,570)	0	0	0	0
	2022 Mitsubishi Triton Mr4X47								
PAV317	4X4	28,113	25,000	0	(3,113)	30,344	29,091	0	(1,254)
	Transport								
	2022 ISUZU D-MAX 4X2 SINGLE								
PU38	CAB - BMO	25,925	15,000		(10,925)	0	0	0	0
	2012 BOMAG SMOOTH DRUM								
PR9	ROLLER - BO5416	37,292	50,000	12,708	0	0	0	0	0
	BARTCO PORTABLE TRAFFIC LIGHT								
PPT4	SYSTEM & TRAILER	7,792	1,000	0	(6,792)	0	0	0	0
	PORTABLE MESSAGE BOARD								
PT5	TRAILER	10,062	5,000	0	(5,062)	0	0	0	0
	PORATABLE MESSAGE BOARD								
PT6	TRAILER	10,062	5,000	0	(5,062)	0	0	0	0
	MITSUBISHI MR4L20 GLX 4.2								
PU33	SINGLE CAB UTILITY-BO039	15,000	15,000	0	0	0	0	0	0
PU37	2014 FOTON TUNLAND UTE	4,206	15,000	10,794	0	0	0	0	0
		178,022	156,000	23,502	(45,524)	30,344	29,091	0	(1,254)



Capital acquisitions	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$	\$
Buildings	2,684,583	3,051,112	1,064,021	78,728	(985,293)
Furniture and equipment	151,500	151,500	120,330	0	(120,330)
Plant and equipment	593,000	593,000	593,000	263,800	(329,200)
Infrastructure - roads	1,320,111	1,320,111	552,952	146,310	(406,642)
Infrastructure - footpaths	75,000	75,000	8,328	0	(8,328)
Infrastructure - parks and gardens	41,000	41,000	41,000	0	(41,000)
Infrastructure - sewerage	329,339	329,339	109,776	218,312	108,536
Infrastructure - water	7,500	7,500	2,500	0	(2,500)
Payments for Capital Acquisitions	5,202,033	5,568,562	2,491,907	707,150	(1,784,757)
Capital Acquisitions Funded By:					
	\$	\$	\$	\$	\$
Capital grants and contributions	1,796,744	1,796,744	486,614	215,001	(271,613)
Other (disposals & C/Fwd)	156,000	156,000	156,000	29,091	(126,909)
Plant and Vehicle Reserve	593,000	593,000	0	0	0
Furniture & Equipment Reserve	178,710	178,710	0	0	0
Sewerage Scheme Reserve	199,680	199,680	0	0	0
Building and Facility Reserve	804,583	804,583	0	0	0
Infrastructure Reserve	97,616	97,616	0	0	0
Innovations & Development Reserve	1,546,540	1,546,540	0	0	0
Contribution - operations	(170,840)	195,689	1,849,293	463,059	(1,386,234)
Capital funding total	5,202,033	5,568,562	2,491,907	707,150	(1,784,757)

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Initial recognition and measurement for assets held at cost

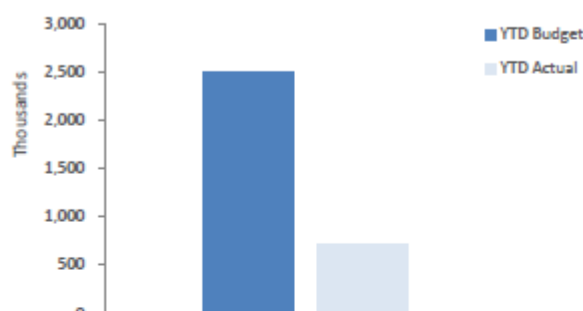
Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between

mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions



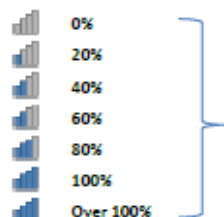
Capital expenditure total									
Level of completion indicators									
<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>	0%	<div></div>		Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.					
<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>	20%								
<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>	40%								
<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>	60%								
<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>	80%								
<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>	100%								
<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>	Over 100%	Level of completion indicator, please see table at the end of this note for further detail.			Adopted	Amended			
Account Number	Job Number	Balance Sheet Category	Account/Job Description	Budget	Budget	YTD Budget	YTD Actual	Variance (Under)/Over	
				\$	\$	\$	\$	\$	\$
Buildings									
E042510	SHADCAP	9230	SHADE SHETER - ADMINISTRATION OFFICE	(15,000)	(15,000)	(15,000)	0	(15,000)	
Total - Governance				(15,000)	(15,000)	(15,000)	0	(15,000)	
E054510	EBSHEDCAP	9230	EAST BROOKTON BFB SHED	(56,583)	(56,583)	(18,860)	(61,408)	42,548	
Total - Law, Order & Public Safety				(56,583)	(56,583)	(18,860)	(61,408)	42,548	
Housing									
E091511	SHCOSFC3	9230	HOSUING PROGRAM ADDITIONAL STAFF HOUSING	(500,000)	(500,000)	(250,000)	0	(250,000)	
E091515	10MACAP	9230	10 MARSH AVE	(12,000)	(12,000)	(4,000)	(11,770)	7,770	
E092510	RLANDCAP	9230	PURCHASE ADDITIONAL RESIDENTIAL LAND - STOCK	(45,000)	(45,000)	(15,000)	0	(15,000)	
Total - Housing				(557,000)	(557,000)	(269,000)	(11,770)	(257,230)	
Recreation And Culture									
E111512		9230	KWEDA HALL RENEWAL	(8,500)	0	0	0	0	
E111511	MHALLSFC	9230	MEMORIAL HALL RENEWALS	(100,000)	(100,000)	0	0	0	
E112510	POOLCAP	9230	POOL - CAPITAL	(51,000)	(51,000)	(8,500)	0	(8,500)	
E112510	STBLOC	9230	STARTING BLOCKS - POOL	(20,000)	(20,000)	(3,333)	0	(3,333)	
E115510	RWSTCAP	9230	RAILWAY STATION BUILDING REFURBISHMENT	(1,700,000)	(2,059,529)	(686,508)	(430)	(686,078)	
E112510	POOLFP	9230	FOOTPATHS BROOKTON AQUATIC CENTRE	(20,000)	(20,000)	(6,664)	0	(6,664)	
E115510	MUSECAP	9230	MUSEUM - CAPITAL	(10,500)	(10,500)	(3,500)	0	(3,500)	
E113510	TENNCAP	9230	OLD TENNIS PAVILION - REFURBISHMENT	(50,000)	(50,000)	(16,664)	0	(16,664)	
E113510	MENSCAP	9230	MENSSHED - OLD BOWLING CLUB CAPITAL	(20,000)	(20,000)	(6,664)	0	(6,664)	
E113510	ROUTCAP	9230	ROTUNDA - PIONEER PARK REFURBISHMENT	0	(15,500)	0	0	0	
Total - Recreation And Culture				(1,980,000)	(2,346,529)	(731,833)	(430)	(731,403)	
Economic Services									
E132510		9230	PURCHASE BUILDINGS	(20,000)	(20,000)	(6,664)	0	(6,664)	
E136510	INDLCAP	9230	LAND FOR BROOKTON COMMERCIAL/INDUSTRIAL HUB	(50,000)	(50,000)	(16,664)	0	(16,664)	
E136510	SEACON	9230	SEA CONTAINER STORAGE	(6,000)	(6,000)	(6,000)	(5,120)	(880)	
Total - Economic Services				(76,000)	(76,000)	(29,328)	(5,120)	(24,208)	
Total - Buildings				(2,684,583)	(3,051,112)	(1,064,021)	(78,728)	(985,293)	
Plant & Equipment									
Governance									
E042531		9234	ADMIN PURCHASE CEO VEHICLE	(60,000)	(60,000)	(60,000)	0	(60,000)	
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)	0	(48,000)	
Total - Governance				(163,000)	(163,000)	(163,000)	(54,525)	(108,475)	
Other Property & Services									
E143530	EP005	9234	PURCHASE P&E - REPLACEMENT PR9 2012 BOMAG SMOOTH L	(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)	0	(40,000)	
E143530	LIGHTV8	9234	PURCHASE P&E - REPLACEMENT PT6 PORTABLE MESSAGE BOARD TRAILER	(40,000)	(40,000)	(40,000)	0	(40,000)	
E143530	LIGHTV9	9234	PURCHASE P&E - REPLACEMENT PU33 MITSUBISHI MR4L20 GLX 4.2 SINGLE CAB UTILITY-BO039	(45,000)	(45,000)	(45,000)	0	(45,000)	
E143530	LIGHTV3	9234	PURCHASE P&E - REPLACEMENT 2014 FOTON TUNLAND UTE	(45,000)	(45,000)	(45,000)	0	(45,000)	
Total - Other Property & Services				(430,000)	(430,000)	(430,000)	(209,275)	(220,725)	
Total - Plant & Equipment				(593,000)	(593,000)	(593,000)	(263,800)	(329,200)	
Furniture & Equipment									
Governance									
E042520	ELECCAP	9232	CAPEX - ELECTRONIC EQUIPMENT	(31,500)	(31,500)	(31,500)	0	(31,500)	
E042520	SERVCAP	9232	ADMIN SERVER	(75,000)	(75,000)	(75,000)	0	(75,000)	
Total - Governance				(106,500)	(106,500)	(106,500)	0	(106,500)	
Recreation & Culture									
E115520	ARTCAP	9232	ARTWORK - PUBLIC AND VISUAL	(20,000)	(20,000)	(6,664)	0	(6,664)	
E116520		9232	PURCHASE FURNITURE & EQUIPMENT	(18,000)	(18,000)	(6,000)	0	(6,000)	
E113520		9232	PURCHASE FURNITURE & EQUIPMENT	(7,000)	(7,000)	(1,166)	0	(1,166)	
Total - Recreation & Culture				(45,000)	(45,000)	(13,830)	0	(13,830)	
Total - Furniture & Equipment				(151,500)	(151,500)	(120,330)	0	(120,330)	
Infrastructure - Roads									
Transport									
E121555	YORKRRG	9250	YORK-WILLIAMS ROAD	(709,036)	(709,036)	(354,516)	(41,364)	(313,152)	
E121560	RICHR2R	9250	RICHARDSON STREET - RESEAL (RTR)	(55,000)	(55,000)	(55,000)	0	(55,000)	
E121560	YOURR2R	9250	YOURALLING ROAD R2R	(85,097)	(85,097)	(42,548)	(55,869)	13,321	
E121560	YOUNR2R	9250	YOUNG ROAD R2R	(57,000)	(57,000)	0	(11,332)	11,332	
E121560	MCGSR2R	9250	MCGRATH STREET R2R	(12,000)	(12,000)	(12,000)	(638)	(11,362)	
E121560	RAMR2R	9250	RAMSAY ROAD R2R	(88,785)	(88,785)	0	(19,355)	19,355	
E121560	WHISR2R	9250	WHITE STREET	(55,000)	(55,000)	(55,000)	0	(55,000)	
E121565	SODAR2R	9250	SOUTH DALE ROAD R2R	(91,927)	(91,927)	0	(13,022)	13,022	
E121565	WBSF3	9250	DANGIN-MEARS ROAD WBSF ENVIRONMENTAL REPORTS 25/26	(38,000)	(38,000)	(12,664)	(4,730)	(7,934)	
E121565	WBSF2	9250	DANGIN-MEARS ROAD WHEATBELT SECONDARY FREIGHT NETWORK 23/24	(63,696)	(63,696)	(21,224)	0	(21,224)	
E121570	BRIDGE11	9250	BRIDGE 3150A ALDERSYDE NORTH ROAD	(39,017)	(39,017)	0	0	0	
E121570	BRIDGE12	9250	BRIDGE 4878A BROOKTON KWEDA ROAD	(25,553)	(25,553)	0	0	0	
Total - Transport				(1,320,111)	(1,320,111)	(552,952)	(146,310)	(406,642)	
Total - Infrastructure - Roads				(1,320,111)	(1,320,111)	(552,952)	(146,310)	(406,642)	
Infrastructure - Sewerage									
Community Amenities									
E102541	SEWPIPE	9254	SEWERAGE PIPE RELINING/UPGRADE	(172,292)	(172,292)	(57,428)	(87,362)	29,934	
E107541	HVCAP05	9262	HAPPY VALLEY SMART TECH BORE TANK CONTROL SYSTEM	(7,500)	(7,500)	(2,500)	0	(2,500)	
E102540	SEWEDS	9254	BROOKTON WASTEWATER (EFFLUENT) OXIDATION POND - DESLUDGING	(157,047)	(157,047)	(52,348)	(130,950)	78,602	
Total - Community Amenities				(336,839)	(336,839)	(112,276)	(218,312)	106,036	
Total - Infrastructure - Sewerage				(336,839)	(336,839)	(112,276)	(218,312)	106,036	

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

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS (CONTINUED)

Capital expenditure total

Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Level of completion indicator, please see table at the end of this note for further detail.

Account Number	Job Number	Balance Sheet Category	Account/Job Description	Adopted	Amended	YTD Budget	YTD Actual	Variance (Under)/Over
				Budget	Budget			
				\$	\$	\$	\$	\$
Infrastructure - Footpaths								
Transport								
			FOOTPATH - CORBERDING ROAD - GAYNOR AND MCGRATH					
E121575	CORBFP	9252	ST	(50,000)	(50,000)	0	0	0
E121575	ROBIAR	9252	ACCESSIBLE RAMP - ROBINSON ROAD	(5,000)	(5,000)	(1,664)	0	(1,664)
E121575	MEMPPF	9252	MEMORAL PARK FOOTPATH	(20,000)	(20,000)	(6,664)	0	(6,664)
Total - Transport				(75,000)	(75,000)	(8,328)	0	(8,328)
Total - Infrastructure - Footpaths				(75,000)	(75,000)	(8,328)	0	(8,328)
Infrastructure - Parks & Gardens								
Recreation And Culture								
E111550	WBSPCAP	9256	WB EVA SPORT PAVILION	(41,000)	(41,000)	(41,000)	0	(41,000)
Total - Recreation And Culture				(41,000)	(41,000)	(41,000)	0	(41,000)
Total - Infrastructure - Parks & Gardens				(41,000)	(41,000)	(41,000)	0	(41,000)
Grand Total				(5,202,033)	(5,568,562)	(2,491,907)	(707,150)	(1,784,757)

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

FINANCING ACTIVITIES
NOTE 9
BORROWINGS

Repayments - borrowings

Information on borrowings			New Loans			Principal Repayments			Principal Outstanding			Interest Repayments		
Particulars	Loan No.	1 July 2025	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	(5,978)	(12,124)	(12,124)	6,146	0	0	(143)	(593)	(593)
Housing														
Staff Housing (33%)	80	20,005	0	0	0	(9,864)	(20,005)	(20,005)	10,141	(0)	(0)	(235)	(979)	(979)
Community amenities														
Sewerage (14%)	80	8,487	0	0	0	(4,185)	(8,487)	(8,487)	4,302	(0)	(0)	(100)	(415)	(415)
Effluent Loan	83	575,905	0	0	0	(24,636)	(49,825)	(49,825)	551,270	526,080	526,080	(6,457)	(29,148)	(29,148)
Recreation and culture														
Sport & Recreation	81	210,174		0	0	0	(79,789)	(79,789)	210,174	130,385	130,385	(265)	(14,947)	(14,947)
Other property and services														
Grader (33%)	80	20,005	0	0	0	(9,864)	(20,005)	(20,005)	10,141	(0)	(0)	(235)	(978)	(978)
		846,700	0	0	0	(54,526)	(190,235)	(190,235)	792,174	656,465	656,465	(7,435)	(47,060)	(47,060)
Self supporting loans														
General purpose funding														
Country Club	82	84,518		0	0	0	(32,086)	(32,086)	84,518	52,431	52,431	1,456	(6,012)	(6,012)
		84,518	0	0	0	0	(32,086)	(32,086)	84,518	52,431	52,431	1,456	(6,012)	(6,012)
Total		931,218	0	0	0	(54,526)	(222,321)	(222,321)	876,692.74	708,896	708,896	(5,979)	(53,072)	(53,072)
Current borrowings		222,321							167,795					
Non-current borrowings		708,898							708,898					
		931,218							876,693					

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 2025	Borrowed During Year	Expended During Year	Unspent Balance 31 October 2025
		\$	\$	\$	\$
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 31 OCTOBER 2025**

**FINANCING ACTIVITIES
NOTE 10
LEASE LIABILITIES**

Movement in carrying amounts

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

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

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

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

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

**OPERATING ACTIVITIES
NOTE 11
RESERVE ACCOUNTS**

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Furniture & Equipment Reserve	153,337	3,432	209	129,000	0	(178,710)	0	107,059	153,546
Leave Reserve	159,363	3,567	217	0	0	0	0	162,930	159,580
Sewerage Scheme Reserve	520,587	11,651	709	0	0	(199,680)	0	332,558	521,296
Plant and Vehicle Reserve	655,510	14,671	893	531,000	0	(593,000)	0	608,181	656,403
Madison Square Units Reserve	35,732	800	49	311	0	0	0	36,843	35,781
Brookton Community Resource Centre I	241,385	5,402	329	0	0	0	0	246,787	241,714
Building and Facility Reserve	5,857,969	131,104	7,976	78,347	0	(804,583)	0	5,262,837	5,865,945
Infrastructure Reserve	474,945	10,629	647	0	0	(97,616)	0	387,958	475,592
Waste Reserve	796,986	17,837	1,085	14,511	0	0	0	829,334	798,072
Aged Housing Reserve	462,222	10,345	629	0	0	0	0	472,567	462,851
Innovations & Development Reserve	3,242,262	72,562	4,415	0	0	(1,546,540)	0	1,768,284	3,246,676
	12,600,298	282,000	17,157	753,169	0	(3,420,129)	0	10,215,338	12,617,455

	Note	Opening Balance 1 July 2025	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 Oct 2025
Other current liabilities		\$		\$	\$	\$
Other liabilities						
- Contract liabilities		33,872	0	500	(34,032)	340
- Capital grant/contribution liabilities		110,951	0	349,691	(215,001)	245,641
Total other liabilities		144,822	0	350,191	(249,033)	245,981
Employee Related Provisions						
Annual leave		181,697	0	0	0	181,697
Long service leave		150,841	0	0	0	150,841
Provision for long service leave oncosts - Current		14,744	0	0	0	14,744
Provision for annual leave oncosts - Current		25,542	0	0	0	25,542
Total Employee Related Provisions		372,824	0	0	0	372,824
Total other current assets		517,646	0	350,191	(249,033)	618,805
Amounts shown above include GST (where applicable)						

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

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled. The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

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

**NOTE 13
GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Provider	Unspent grant, subsidies and contributions liability				Grants, subsidies and contributions revenue			
	Liability 1 July 2025	Increase in Liability	Liability Reduction (As revenue)	Current Liability 31 Oct 2025	Adopted Budget Revenue	Adopted YTD Budget	Amended Annual Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
General purpose funding								
Grants Commission - General (WALGGC)	0	0	0	0	454,038	113,509	454,038	121,539
Grants Commission - Roads (WALGGC)	0	0	0	0	201,237	50,309	201,237	58,899
Law, order, public safety	0					0		
DFES Grant - Fire Mitigation Activity Fund 24/25	33,872	0	(33,872)	0	143,430	47,808	143,430	33,872
DFES Grant - ESL operating Grant	0	0	0	0	105,000	26,250	105,000	56,500
Transport	0							
MRWA Direct Grant Funding	0	0	0	0	130,413	130,413	130,413	130,413
Economic services	0			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	32	100	1,000
Community Christmas Party Revenue	0	0	0	0	2,000	0	2,000	0
Nadc (National Australia Day Council)	0	0	0	0	10,000	0	10,000	0
Youth Week Event Revenue	0	0	0	0	2,000	0	2,000	0
Grant Revenue - Stay On Your Feet	0	0	0	0	5,000	1,664	5,000	0
Grant Revenue - Dpird Crc Development Grant	0	0	0	0	3,000	1,000	3,000	0
Grant Revenue - Fitness Initiatives	0	0	0	0	5,000	1,664	5,000	0
Grant Revenue - Carers Week Grant	0	500	(160)	340	0	0	0	160
CRC Operating Grant Revenue	0	0	0	0	119,428	29,857	119,428	62,114
Grant Funding The Lbw Trust Library Grant	0	0	0	0	2,000	664	2,000	1,818
	33,872	500	(34,032)	340	1,183,646	404,170	1,183,646	467,315

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

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)	Liability 31 Oct 2025	Current Liability 31 Oct 2025	Adopted Budget Revenue	Adopted YTD Budget	Amended Annual Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies									
General purpose funding									
LRCI 4 - Woods Loop Road	0	110,349	(110,349)	0	0	110,349	27,587	110,349	110,349
LRCI 4 - Mattingly Road	0	36,595	(36,595)	0	0	37,000	9,250	37,000	36,595
Refurbishment/Construction BCI Old Tennis Court Building	0	0	0	0	0	50,000	16,664	50,000	0
WBDC - Railway Station Building Refurbishment	20,000	0	0	20,000	20,000	240,000	60,000	240,000	0
LRCI 4 - UPGRADE BROOKTON OVAL LIGHTS	0	13,671	(13,671)	0	0	13,671	3,417	13,671	13,671
Law, order, public safety									
Esl Grant - Emergency Services Levy - Capital East Brookton Shed	0	0	0	0	0	333,055	111,016	333,055	0
Dangin-Mears Road WBSFN Stage 2- Environmental Reports	0	0	0	0	0	35,454	8,863	35,454	0
WSFN 2 - Dangin-Mears Road - Income - 2023/24	0	0	0	0	0	59,715	14,928	59,715	0
Mcgrath Street - R2R Income	0	0	0	0	0	12,000	3,000	12,000	0
Youralling Road - R2R Income	0	0	0	0	0	85,097	21,274	85,097	0
Young Road - R2R Income	0	0	0	0	0	57,000	14,250	57,000	0
Ramsay Road - R2R Income	0	0	0	0	0	88,785	22,196	88,785	0
Richardson Street - R2R Income	0	30,927	0	30,927	30,927	55,000	13,750	55,000	0
White Street - R2R Income	0	0	0	0	0	55,000	13,750	55,000	0
Southdale Road - R2R Income	0	60,024	(13,022)	47,002	47,002	91,927	22,981	91,927	13,022
York Williams Road RRG	0	189,076	(41,364)	147,712	147,712	472,691	157,560	472,691	41,364
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	349,691.00	(215,001)	245,641	245,641	1,796,744	520,486	1,796,744	215,001

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

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

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

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

Description	Opening Balance 1 July 2025	Amount Received	Amount Paid	Closing Balance 31 Oct 2025
	\$	\$	\$	\$
Restricted Cash - Bonds and Deposits				
Bus Bonds	1,730	0	0	1,730
Facility Hire Bonds	7,360	4,000	(3,500)	7,860
Gym Bonds	8,040	1,470	(700)	8,810
Other Bonds	0	1,080	(480)	600
Sub-Total	17,130	6,550	(4,680)	19,000
	17,130	6,550	(4,680)	19,000

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

**NOTE 16
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	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)
							(322,989)
				0	52,040	(375,029)	(322,989)

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	63,145	15.62%	▲	The ESL operating grant and CRC operating grants have been received in advance of budget phasing.		
Fees and charges	77,463	21.06%	▲	The main variance relates to budget profiling for the Refuse Rates Charges, Sewerage Charges, Caravan Park and Private Works Income.		
Interest revenue	42,817	584.29%	▲	Actual interest revenue is currently greater than budgeted to be received.		
Other revenue	(79,525)	(62.86%)	▼		Flood damage funding and emergency management funding is currently behind budget phasing.	
Profit on disposal of assets	(23,502)	(100.00%)	▼		The budget phasing for profit on the disposal of assets is currently ahead of actual expenditure.	
Expenditure from operating activities						
Utility charges	39,853	45.58%	▲	The budget phasing of utility expenditure is currently ahead of actual expenditure.		
Depreciation	809,348	100.00%	▲	Depreciation is not run until after the 24/25 AFR is adopted		
Finance costs	10,634	64.01%	▲	The budget phasing of finance cost expenditure is currently ahead of actual expenditure.		
Insurance expenses	(100,876)	(75.05%)	▼		Some insurance premiums have been paid before the applicable budget phasing.	
Other expenditure	(23,408)	(77.79%)	▼		Rate exemption write offs which are not budgeted for.	
Loss on disposal of assets	44,270	97.25%	▲	The budget phasing for loss on the disposal of assets is currently ahead of actual expenditure.		
Non-cash amounts excluded from operating activities	(830,116)	(99.85%)	▼		Non-cash expense which is added back in the financial statement. The main variance relates to Depreciation, as this is not run until after the 24/25 AFR is adopted	
Investing activities						
Proceeds from capital grants, subsidies and contributions	(305,485)	(58.69%)	▼		Variance due to Accounting Standard AASB15 and AASB1058 recognition of revenue	
Proceeds from disposal of assets	(126,909)	(81.35%)	▼		The budget phasing of the disposal of assets is currently ahead of actual expenditure.	
Payments for inventories, property, plant and equipment and infrastructure	1,784,757	71.62%	▲	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 to reserves	(17,157)	0.00%	▼		The budget phasing of transfers to reserves is currently ahead of actual transfers.	

14.11.25.03 RATES EXEMPTION APPLICATION – CWA OF WA

File No:	A309
Date of Meeting:	20 Nov 2025
Location/Address:	115 Robinson Road
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Holly Bassett – Finance Officer, Rates & Debtors
Authorising Officer:	Deanne Sweeney – Manager Corporate & Community
Declaration of Interest:	The authors do not have an interest in this item
Voting Requirements:	Simple Majority
Previous Report:	There is no previous meeting reference

Summary of Report:

Council is to consider a Rate Exemption Application for the Country Women’s Association of WA Incorporated for their property located in Brookton at 115 Robinson Road, Brookton (Assessment 309).

Description of Proposal:

The application requests for the above-mentioned property be exempt from rates for a period of 3 years including 2025/26, 2026/27 and 2027/28.

Assess #	2025/26					
	Rate	Sewerage	Refuse	ESL	Rubbish & Recycling Collection	Total
A309	\$995.00	\$731.00	\$68.00	\$108.00	\$422.00	\$2,324.00

On 15th September 2025, CWA of WA Inc. lodged a Rate Exemption Application with the Shire of Brookton requesting exemption under section 6.26(2) (g) of the *Local Government Act 1995*- land used exclusively for charitable purposes.

It has been designated as a Charity by the Australian Charities and Not for Profit commission on 11 September 2024.

The CWA of WA has been granted Charity Status in three subtypes:

- Advancing social or public welfare;
- Advancing education; and,
- Advancing public debate.

Background:

The CWA of WA Inc Constitution (2024) have provided information regarding their claim to charitable status in their application included at Attachment 14.11.25.02A.

Copies of the following documents in support of the application have been provided and assessed by Council staff.

- Application for Rates Exemption – CWA of WA Inc, including Statement of CWA Operations and Statutory Declarations
- Notice of endorsement for charity tax concessions
- CWA of WA Inc Constitution
- CWA of WA Inc Financial Report ending 31/12/2024

- CWA of WA 101st Annual Report 2024
- Rates and Charitable Land Use Exemption Applications: Best Practice Guideline WALGA and WA Rates Officers Association

Consultation:

Consultation was undertaken with the Manager Corporate & Community.

Statutory Environment:

Section 6.26(2) (G) of the *Local Government Act 1995*.

6.26. Rateable land

- (1) *Except as provided in this section all land within a district is rateable land.*
- (2) *The following land is not rateable land —*
 - (g) *land used exclusively for charitable purposes;*

‘Charitable purposes’ is not currently defined in the Local Government Act 1995 or other statutes; rather charity is defined at common law.

The definition is largely based on the preamble to the Statute of Elizabeth enacted by the English Parliament in 1601 and the judgment of Lord Macnaghten in *Commissioners for Special Purposes of Income Tax v Pemsel*. Lord Macnaghten classified the categories of charitable as trusts for one of the following:

- the relief of poverty;
- the advancement of education;
- the advancement of religion; and
- other purposes beneficial to the community.

The High Court of Australia incorporated the Statute of Elizabeth I’s into Australian law, finding that in order for an institution to be charitable, it must be –

- (a) within the spirit and intendment of the Preamble to the Statute of Elizabeth I; and
- (b) for the public benefit.

The Western Australian case law (arising from both the Courts and the State Administrative Tribunal) summarise that for a purpose to be charitable –

- (a) it must fall within the purposes set out in the Statute of Elizabeth I, or by Lord Macnaghten (above); and
- (b) there must be a public benefit, being a benefit directed to the general community, or to a sufficient section of the community to amount to the public.

Relevant Plans and Policy:

Shire of Brookton Policy 2.19 Rates Exemption for Charitable Purposes

Financial Implications:

Granting the rate exemption will result in a revenue loss for 2025/26 of \$995.00. Rates exemptions are only applicable to the land rates and do not include Emergency Services Levy, Refuse Site, Sewerage or Rubbish & Recycling Collection fees.

Risk Assessment:

Risk: That Council provides rates exemptions which would result in lower rates being collected.

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: That Council refuses the application of a rates exemption which would have no impact on rates income. The applicant may object and appeal this decision under s. 6.76 State Administrative Tribunal (SAT).

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

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

Community & Strategic Objectives: Nil

Comment: Nil.

OFFICER'S RECOMMENDATION

That Council, 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, approve the rates exemption application of CWA of WA Inc. for their property, Assessment A309, at 115 Robinson Road with Rates in 2025/26 of \$995.00 on the basis that the land is used exclusively for charitable purposes.

(Simple majority vote required)

OCM 11.25-07

COUNCIL RESOLUTION

MOVED Cr Crouch SECONDED de Lange

That Council, 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, approve the rates exemption application of CWA of WA Inc. for their property, Assessment A309, at 115 Robinson Road with Rates in 2025/26 of \$995.00 on the basis that the land is used exclusively for charitable purposes.

CARRIED BY SIMPLE MAJORITY VOTE 7/0

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

Attachments

Attachment 14.11.25.03 - Application for Rates Exemption – CWA of WA Inc including Statutory Declarations



APPLICATION FOR RATES EXEMPTION

Local Government Act 1995 – Section 6.26

Privacy

The personal information collected on this form will only be used by the *Shire of Brookton* for the sole purpose of providing requested and related services. Information will be stored securely by us will not be disclosed to any third parties without your express written consent.

Shire of Brookton

PO Box 42
BROOKTON WA 6306

(08) 9642 1106

mail@brookton.wa.gov.au

www.brookton.wa.gov.au

This application form is to be used by organisations seeking exemption from rates, pursuant to the provisions of Section 6.26 of the Local Government Act 1995. In doing so you are objecting to the rate book under Section 6.76 of the Local Government Act 1995. The application for exemption will be checked based on the information you have provided, and you will be advised of the outcome in due course. Please attach any additional documents requested, as failure to do so may result in the application being refused.

Please note that where exemption from rates is approved, the property will still be subject to the Emergency Services Levy and any other service fees or charges, if applicable, such as rubbish collection charges. All properties granted exemption from rates are subject to periodic reviews to ensure continued approval.

Instructions: Please print clearly in the spaces provided.

1. PROPERTY ADDRESS DETAILS

Street address

115 Robinson Road BROOKTON 6306

Suburb

Rates Assessment Number (if known)

2. WHAT IS THE CURRENT USE OF THE PROPERTY? Please provide full details:

Meeting space
Occasional hire
(Please refer to Statemanor)

3. PROPERTY OWNER DETAILS

Organisation:	COUNTRY WOMEN'S ASSOCIATION OF W.A. (INC)		
Property Owner: If different to above			
Postal Address:	PO BOX 97 WEST PERTH		
Telephone:	08 9321 6041	Postcode:	6872
Mobile:	0419 858 494	Facsimile:	-
E-mail:	ceo@cwaofwa.asn.au		

4. APPLICANT DETAILS

Contact Person:	Patricia Langdon		
Position Title:	CEO		
Postal Address:	PO BOX 97 WEST PERTH		
Telephone:	9321 6041	Postcode:	6872
Mobile:	0419 858 494	Facsimile:	-
E-mail:	ceo@cwaofwa.asn.au		

5. ORGANISATION INFORMATION

Is/does the organisation:

An incorporated body as per the Associations Incorporations Act 1987 (WA)?

Yes ☒ No ☐

If yes, please provide a Certificate of Incorporation and an extract of the relevant certificate from the ACNC.

Have a tax exemption from the Australian Tax Office (ATO)?
If yes, provide a certificate of tax exemption from the ATO

Yes ☒ No ☐

Leasing the property?

If yes, provide a copy of the lease and confirm if the lessee is responsible for payment of the rates

Yes ☐ No ☒

Have planning approval for the land use of the property?

A site inspection may be required before the application is processed

Yes ☐ No ☒

6. DOCUMENTATION REQUIREMENTS

Please provide a copy of (In addition to those specified in Section 4):

- ☒ Organisation's Constitution
- ☒ Written statement outlining the nature of the Organisation's operations.

It should include the following details:

- Confirm the grounds upon which an objection is being made to the rate record under Section 6.76 of the Local Government Act 1995
- Confirm the grounds upon which the exemption application applies under Section 6.26 of the Local Government Act 1995
- Use and occupancy of the land, inclusive of date of commencement
- Type of service provided (e.g. food, accommodation etc)
- Frequency of service provision (e.g. full-time, daily, weekly etc)
- Whether payment is received for the service
- If there is commercial activity conducted on the land, provide details of the activity and if revenue is raised, where it is disbursed

☐ A plan of the property, showing all buildings and outbuildings

OR

☐ A floor plan of the leased property area, if only part of the property is the subject of this application

☒ A Copy of the current years audited financial statements for the Organisation
(If this exemption applies to only a portion of land owned by this Organisation, provide the relevant statements for the land this application applies to.)

7. AUTHORISATION

By signing this application, I hereby certify that the information provided is true and correct to the best of my knowledge.

Name:	P. Langdon · PATRICIA ANNE LANGDON		
Position:	CHIEF EXECUTIVE OFFICER		
Organisation:	COUNTRY WOMEN'S ASSOCIATION OF WA. (INC)		
Signature of Applicant:	P. Langdon	Date:	9-8-25

OFFICE USE ONLY

1. CONSIDERATIONS

Approval with Town Planning Scheme? YES ☐ NO ☐

Has the property been inspected? YES ☐ NO ☐

Recommend for rate-exemption status? YES ☐ NO ☐

Applicant/Owner Name: _____

Section of the Local Government Act 1995 6.26(2) _____

Exemption Description: _____

Reason for rate-exemption status:

New Application

☐

Review of Exemption

☐

Amount of rates to be exempted and dates to be applicable from (application date).
The approval will be for a period of _____ years, unless circumstances change.

Amount: _____ Date (from): _____

Rubbish bin charges to be levied and dates to be applicable from:

Amount: _____ Date (from): _____

Sewerage rates changes to be levied and dates to be applicable from:

Amount: _____ Date (from): _____

2. DECISION UNDER DELEGATED AUTHORITY

This application has been:

DECLINED for
rate-exemption status ☐

APPROVED for partial
rate-exemption status ☐

APPROVED for
rate-exemption status ☐

Council Resolution Reference: _____

Date of Council Meeting: _____

STATEMENT OUTLINING THE COUNTRY WOMEN'S ASSOCIATION OF WESTERN AUSTRALIA (INC) OPERATIONS

INTRODUCTION

The State Office of the Country Women's Association of WA Incorporated (CWA of WA Inc) is located at 1174 Hay Street, West Perth 6005. The Association is seeking a rates exemption from the Shire of Brookton for its property in Brookton as it has been designated as a Charity by the Australian Charities and Not for Profit commission on 11 September 2024.

The CWA of WA has been granted Charity Status in three subtypes:

- Advancing social or public welfare;
- Advancing education; and,
- Advancing public debate.

The CWA of WA Inc is also Licensed under the Western Australian Charitable Collection Act 1946 – **License Number CC17716**.

Under Section 6.26 (1) (g) of the Western Australian Local Government Act 1995, the land/property owned and operated by the CWA of WA (Inc) in Brookton is used exclusively for Charitable Purposes.

It should be noted that the Association receives no government funding.

BACKGROUND INFORMATION

The Country Women's Association of Western Australia was formed in 1924 with the opening of the first branch in Nungarin. There are now two thousand (2000) members and one hundred and twenty-four (124) branches, of which one third are city and metropolitan based. Over the years, thousands of women have joined the CWA of WA throughout WA with the overall aim of:

Improving the well-being of all people, especially those in country areas by promoting courtesy, cooperation, community effort, ethical standards and the wise use of resources.

When women join a branch, they form powerful friendships and work together to develop personal skills. They then provide a range of community services such as catering during natural disasters and sewing and knitting goods for people in need. They also raise funds for educational scholarships and bursaries all intended to improve the welfare and well-being of people.

In 2024, the CWA of WA celebrated its Centenary. At the Annual General Meeting in July 2024, the members voted in favour of new Constitution so that the Association could apply for charity Status with the Australian Charity and Not for Profit Commission. This was approved on 11 September 2024.

Below is an extract of the CWA of WA Inc Constitution (2024) relating to its Objects:

3.1 Objects

The objects of the Association are to:

- (a) unite women and strengthen communities through friendship, education, service and advocacy in order to improve the welfare of people in Western Australia, especially those in regional communities; and*
- (b) undertake any other things or activities which are incidental or ancillary to the attainment of the above objects.*

3.2 Activities of the Association

The Association must operate solely for the purpose of promoting and advancing the Objects. The Association is not required to promote all of the particular Objects at the same time or in any particular order and may, in its absolute discretion, determine the level and amount of promotion, funding or any other support which should be applied to any of the particular Objects at any given time.

A copy of the Constitution of the Country Women's Association of Western Australia (Inc) has been included.

USE AND OCCUPANCY OF THE CWA OF WA PROPERTY IN BROOKTON

(Lot 2 on Diagram 2058 Volume 1136 Folio 536 zoning Commercial)

The Brookton Branch of the CWA of WA was first formed in 1926. After many years of fundraising and taking out a mortgage with the Grainpool of WA (now CBH) the property at 115 Robinson Street Brookton was built and opened in 1954 on a freehold title to be used as the meeting rooms for the Brookton Branch of the CWA of WA. In the early days of the CWA of WA, some meeting rooms were also used as Infant Health Centres, as was the case with Brookton.

The current use of the CWA Brookton Hall is predominantly for branch meetings and activities such as planning and undertaking fundraising activities and producing crafts to be used for donating to needy people. It is used on a weekly basis.

CWA of WA Halls are also often hired out for local community activities such as dancing/ballet classes or meeting rooms for other community-based organisations. The income derived from this activity is used to provide donations and contribute to the maintenance of the buildings in line with the CWA of WA Constitution.

The following table shows the income derived from hiring out the Brookton CWA Hall, fundraising activities and donations for the last three years, as well as the distributions of funds,

BROOKTON	2022	2023	2024	Total
Hire Income	3 710	3 958	3 690	11 358
Fundraised Income	2 173	7 062	4 180	13 415
Donations	50	150	320	520
Total	5 933	1 1170	8 190	25 293
Distributions to community groups and scholarship funds	7050	3958	11200	22 208

A copy of the Annual Report and the Audited Financial Statements for the Association year ending 2024 has been included.

I do not have floor plans for the CWA Brookton Hall which is constructed in brick and tile and comprises of a 'hall' or large room with wooden floors and a fireplace. There are also a kitchen and toilets. The building is 131.3 square metres and the porch is 6 square metres.

Should the Shire of Brookton require any further information or have further discussion, please contact:

Trish Langdon
CEO
Country Women's Association of Western Australia (Inc)
1176 Hay Street
WEST PERTH 6005
ceo@cwaofwa.asn.au
08 9321 6041



WESTERN AUSTRALIA

OATHS, AFFIDAVITS AND STATUTORY DECLARATIONS ACT 2005

STATUTORY DECLARATION

**APPLICATION FOR RATES EXEMPTION UNDER
SECTION 6.26 OF THE LOCAL GOVERNMENT ACT 1995.**

STATEMENT OF PROPERTY USE FOR THE YEAR ENDING 30 JUNE 2026

(1) Christian name or names and surname of declarant in full I PATRICIA ANNE LANC DON
(2) Address of 1176 Hay Street West Perth 6005
In the State of Western Australia
(3) Occupation Chief Executive Officer

Sincerely declare as follows:-

The property located at	<u>115 ROBINSON ROAD BROOKTON.</u>
is used by	<u>the Brookton branch of the CWA of WA (inc)</u>
for the purposes of	<u>Meetings and activities associated with tennis, fundraising, crafts to be used for the CWA charitable purpose</u>
Description of the activities the property is used for	<u>meetings friendship days, hires for community groups.</u>
for the period << to >> or from	<u>July June to 2026</u>

The applicant agrees to advise the Local Government's Rating Services Section as soon as there is ANY change to the purpose/s as stated above.

This declaration is made under the *Oaths, Affidavits and Statutory Declarations Act 2005*

Declared at West Perth
this 12th day of September 2025
In the presence of [Signature]
Rena Ong
(Name of authorised witness and qualification as such a witness)
Pharmacist
PHA0002012786

(4) Signature of person making the declaration

(4)

[Signature]
Greenleaf Pharmacy West Perth
G32-36, 1260 Hay St
West Perth, WA 6005
PH: 08 6118 4540
ABN 27358768845



9 June 2025



Notice of endorsement for charity tax concessions

This endorsement notice has been issued to:

Name

**THE COUNTRY WOMENS ASSOCIATION OF
WESTERN AUSTRALIA (INC.)**

Australian business number

75 087 227 582

THE COUNTRY WOMENS ASSOCIATION OF WESTERN AUSTRALIA (INC.), a registered charity, is endorsed to access the following tax concessions from the dates shown:

Income tax exemption from **11 September 2024** under Subdivision 50-B of the *Income Tax Assessment Act 1997*.

GST concessions from **11 September 2024** under Division 176 of *A New Tax System (Goods and Services Tax) Act 1999*.

FBT rebate from **11 September 2024** under section 123E of the *Fringe Benefits Tax Assessment Act 1986*.

As a rebatable employer, your organisation is entitled to have its FBT liability reduced by a rebate equal to 47% of the gross FBT payable (subject to a capping of \$30,000 per employee). If the total grossed-up taxable value of fringe benefits provided to an employee is more than \$30,000, a rebate cannot be claimed for your organisation's FBT liability on the excess amount.

Reportable fringe benefits

If the value of certain fringe benefits provided to your organisation's employees exceeds \$2,000 in an FBT year, your organisation is required to record the grossed-up taxable value of those benefits on its employee's payment summary for the corresponding income year.

Your organisation's endorsement to access charity tax concessions, together with the date or period of effect, is entered in the public register maintained by the Australian Business Registrar at www.abr.business.gov.au

Your organisation must notify us in writing if it ceases to be entitled to endorsement.

Yours faithfully

Will Day
Second Commissioner of Taxation

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3 of 4



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00459

THE COUNTRY WOMENS ASSOCIATION OF
WESTERN AUSTRALIA (INC.)
PO BOX 97
WEST PERTH WA 6872

Our reference: 7159620854959
Phone: 1300 130 248
Client ID: 75 087 227 582

9 June 2025

Your organisation is endorsed for charity tax concessions

To whom it may concern,

We have endorsed your organisation for charity tax concessions and enclose your *Notice of endorsement for charity tax concessions*.

The following details will appear on the Australian Business Register:

- your organisation's endorsement to access charity tax concessions
- the date or period of effect.

You can view the details including the type of charity concessions at www.abr.business.gov.au

If your organisation has also applied for other endorsements, you will receive separate notification.

What you need to do

Every year you should review your organisation's entitlement to charity tax concessions.

If the organisation makes changes to its governing rules, structure or activities visit www.ato.gov.au/nfpselfreview to check your continued eligibility for endorsement. If no longer entitled, be sure to notify us as soon as you can.

For more information

Go to www.ato.gov.au/notforprofit to find out more about your entitlements and obligations. Also visit www.ato.gov.au/nfpnews to subscribe to our monthly newsletter that will keep you up-to-date with the latest tax and super information. If you have any questions specific to not-for-profit organisations, phone us on **1300 130 248** between 8.00am and 6.00pm, Monday to Friday.

For information about our commitments to you and what we ask of you, go to www.ato.gov.au/atocharter

If you phone us

We may ask you a few questions specific to you and your organisation to be sure we are talking with an authorised person about your tax affairs. Please have your Australian Business Number and quote 'Our reference' at the top of this letter.

Yours faithfully

Will Day
Second Commissioner of Taxation

14.11.25.04 SALE OF PROPERTY – OUTSTANDING RATES – 67 WITHALL STREET, BROOKTON

File No:	A388
Date of Meeting:	20 November 2025
Location/Address:	67 Withall Street, Brookton
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Holly Bassett – Finance Officer – Rates & Debtors
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:	Absolute Majority
Previous Report:	OCM 14.08.23.02

Summary of Report:

Council is to consider the sale of a Brookton property to recover the costs of unpaid Rates and legal costs.

Description of Proposal:

As a result of being unable to locate the owner the Council is to consider seeking to proceed to sell the property to recover outstanding rates and charges.

Council's current debt recovery agent, AMPAC Debt Recovery, have recommended for Council to proceed with the sale of the property pursuant to section 6.64(2)(b) of the Local Government Act.

The Shire's Rates Department will be handling all matters in relation to the transfer of the property in conjunction with AMPAC Debt Recovery.

Costs to sell the property will be incurred and are recoverable under section 6.56 of the Local Government Act. These funds will be received when the sale of the property has occurred and is expected to be an additional \$5,000.

Consultation:

The Shire of Brookton has been informed the owner of 67 Withall St, Brookton is deceased and Council has been unable to locate a manager of this estate. The Public Trustee, who previously managed the owner's affairs, are no longer authorised to manage his affairs following his death.

The owner's named executor advises that he has renounced his authority to administer the estate.

The owner has 3 children who were not named in his Will and who have had no interest in managing the estate save for the provision of a funeral. The deceased owner's daughter had showed some interest and paid the 3-years outstanding rates in February 2024 to stop the 3-year sale of non-payment of rates but has not paid any since.

The process to transfer ownership has not continued and 3-years of rates are now outstanding again.

Total outstanding rates and charges as of 11th November 2025 is **\$21,188.60**.

Description	Current / Arrears	Balance
Rates	C	\$ 1,069.56
Rates	A	\$ 3,468.00
Interest	C	\$ 2,383.58
Legal Charges	C	\$ 11,390.15
ESL Penalty	C	\$ 9.92
ESL Penalty	A	\$ 75.39
RUBBISH & RECYCLING COLLECTION	C	\$ 422.00
RUBBISH & RECYCLING COLLECTION	A	\$ 1,563.00
EMERGENCY SERVICES LEVY	C	\$ 108.00
EMERGENCY SERVICES LEVY	A	\$ 382.00
REFUSE SITE RATE - GRV	C	\$ 68.00
REFUSE SITE RATE - GRV	A	\$ 249.00
*** TOTALS ***		\$21,188.60

Rates that have been outstanding for 3 years or longer total \$3,865.90.

Consultation:

Council's Debt Recovery agent (AMPAC Debt Recovery)
Palisade Corporate Law

Statutory Environment:

Section 6.64 – Actions to be taken

- (1) If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate or interest in the land and —
 - (a) from time to time lease the land; or
 - (b) sell the land; or
 - (c) cause the land to be transferred to the Crown; or
 - (d) cause the land to be transferred to itself.
- (2) On taking possession of any land under this section, the local government is to give to the owner of the land such notification as is prescribed and then to affix on a conspicuous part of the land a notice, in the form or substantially in the form prescribed.
- (3) Where payment of rates or service charges imposed in respect of any land is in arrears the local government has an interest in the land in respect of which it may lodge a caveat to preclude dealings in respect of the land and may withdraw caveats so lodged by it.

Section 6.68 – Exercise of power to sell land

- (1) Subject to subsection (2), a local government is not to exercise its power under section 6.64(1)(b) (in this Subdivision and Schedule 6.3 referred to as the power of sale) in relation to any land unless, within the period of 3 years prior to the exercise of the

power of sale, the local government has at least once attempted under section 6.56 to recover money due to it.

- (2) A local government is not required to attempt under section 6.56 to recover money due to it before exercising the power of sale where the local government —
 - (a) has a reasonable belief that the cost of the proceedings under that section will equal or exceed the value of the land; or
 - (b) having made reasonable efforts to locate the owner of the property is unable to do so.
- (3A) A local government is to ensure that a decision to exercise a power of sale without having, within the period of 3 years prior to the exercise of the power of sale, attempted under section 6.56 to recover the money due to it and the reasons for the decision are recorded in the minutes of the meeting at which the decision was made.
- (3) Schedule 6.3 has effect in relation to the exercise of the power of sale.

Section 6.69 – Right to pay rates, service charges and costs, and stay proceedings

- (1) Up to 7 days prior to the time of the actual sale of any land for non-payment of rates or service charges a person having an estate or interest in the land may pay the rates or service charges and the costs and expenses incurred to that time in proceedings relating to the proposed sale.
- (2) At any time after the 7 days referred to in subsection (1) but prior to the time of the actual sale of any land the local government may, upon such terms and conditions as are agreed between the parties, accept payment of the outstanding rates or service charges.
- (3) On payment being made under subsection (1) or (2) the proceedings relating to the proposed sale are stayed and the local government is required to make such notifications and take such measures as are prescribed in relation to the payment and the cancellation of the proposed sale.

Relevant Plans and Policy: Nil.

Financial Implications:

The successful sale of this property would settle bad debts for money owed to the Shire for outstanding Rates and recovery processes. Any costs incurred as a result of this process can be claimed back through the land sale, if applicable.

Risk Assessment:

There are few likely risks from pursuing this matter, with almost no likelihood of occurring.

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

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

Community & Strategic Objectives: Nil.

Comment: Nil

OFFICER'S RECOMMENDATION

That Council:

1. exercise the power of sale under section 6.64(1)(b) of the Local Government Act 1995 to proceed to a public auction for the property located at 67 Withall Street, Brookton;
2. should the public auction be unsuccessful, then move to sell the property via private sale;
3. in the event that the proceeds from the sale of 67 Withall Street, Brookton are insufficient to meet all rates arrears and legal costs, write off any outstanding amounts of rates arrears and legal costs; and
4. authorise the Chief Executive Officer to finalise this transaction.

(Absolute majority vote required)

OCM 11.25-08

COUNCIL RESOLUTION

MOVED Cr McCabe SECONDED Cr Crouch

That Council:

1. *exercise the power of sale under section 6.64(1)(b) of the Local Government Act 1995 to proceed to a public auction for the property located at 67 Withall Street, Brookton;*
2. *should the public auction be unsuccessful, then move to sell the property via private sale;*
3. *in the event that the proceeds from the sale of 67 Withall Street, Brookton are insufficient to meet all rates arrears and legal costs, write off any outstanding amounts of rates arrears and legal costs; and*
4. *authorise the Chief Executive Officer to finalise this transaction.*

CARRIED BY ABSOLUTE MAJORITY VOTE 7/0

For: Cr Wallis, Cr McCabe, Cr Crouch, Cr Copping, Cr Harben, Cr de Lange, Cr Toop
Against: Nil

14.11.25.05 COMMUNITY CHEST FUNDING APPLICATION – ANNUAL COMMUNITY FUNDING – BROOKTON SUB – BRANCH OF RSL WA

File No:	FIN008D
Date of Meeting:	20 November 2025
Location/Address:	N/A
Name of Applicant:	Brookton Sub-Branch of RSL WA
Name of Owner:	N/A
Author/s:	Deanne Sweeney – Manager Corporate & Community
Authorising Officer:	Deanne Sweeney – Manager Corporate & Community
Declaration of Interest:	The author and authorising officer do not have an interest in this item
Voting Requirements:	Simple Majority
Previous Report:	Nil

Summary of Report:

Council is to consider the application made by Brookton Sub-Branch of RSL WA for the Community Chest Funding under Policy 2.14 – Annual Community Funding – Not for Profit Community Organisation Assistance.

Description of Proposal:

The Brookton Sub-Branch of RSL WA is seeking Council's consideration for assistance of \$841.14 under the Community Chest Fund to cover insurance costs for the 2025/2026 year.

Supporting the Brookton Sub-Branch of RSL WA insurance costs through the Community Chest Fund ensures the organisation remains protected and sustainable. This support helps safeguard the RSL's facilities and activities, allowing them to continue serving veterans and the wider community. The benefits extend beyond the RSL itself, as the funding strengthens community resilience, inclusivity, and wellbeing.

The Community Chest Fund Application form is included at Attachment 14.11.25.05A.

Background:

Since 2023, RSL WA has required sub-branches to meet their own insurance costs, with the 2025/26 premium totalling \$841.14 (Public Liability, Management Liability, Volunteer Workers, and Building & Contents). This represents a significant financial burden for the Brookton sub-branch, with support the RSL programs provide a safe, inclusive space for gatherings, fundraising, and education, contributing to social cohesion.

Consultation:

There has been no consultation regarding this matter.

Statutory Environment: Nil.

Relevant Plans and Policy:

Policy 2.14 – Annual Community Funding applies, with assessment against the relevant selection criteria detailed below:

Funding Category	Funding Amount	Guidelines
Not for Profit Community Organisation Assistance	Maximum \$1,000.00 per annum	<ul style="list-style-type: none"> • Only available to incorporated bodies. • Funding toward offsetting the cost of Shire rates, building utilities (gas, electricity, water), and / or insurance costs incurred by the organisation who own and occupy their own building within the Shire of Brookton. • Satisfactory evidence of such costs being incurred by the organisation in the same financial year must be produced. Invoices must be in the name of the organisation applying. • The organisation must demonstrate financial need for such support.

Financial Implications:

The Community Chest was set at \$20,000 and a maximum of \$1,000 per financial year for the support of the Not for Profit Community Organisation Assistance.

An amount of \$17,635.95 has been expended from the Community Chest Fund this financial year. This leaves a remaining balance of \$2,364.05.

Risk Assessment:

The risk in relation to this matter is assessed as “Low”.

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

Comment

On assessment the application is consistent with the policy's intent as stated in Council Policy 2.14 – Annual Community Funding – Not for Profit Community Organisation Assistance. Staff note that several eligibility criteria have not been met being retrospective costs, outstanding debt and submission less than six weeks prior to the event/program commencement date, however the RSL provide opportunities to the community, and this support strengthens a dedicated local group. The Officer recommends Council endorse the assistance of \$841.14 from the Community Chest Fund.

OFFICER'S RECOMMENDATION

That Council in relation to the application from Brookton Sub-Branch of RSL WA under Council Policy 2.14 – Annual Community Funding grant approval for \$841.14 Not for Profit Community Organisation Assistance from the Community Chest Fund to be used for insurance expenditure.

(Simple majority vote required)

OCM 11.25-09

COUNCIL RESOLUTION

MOVED Cr Crouch SECONDED Cr Copping

That Council in relation to the application from Brookton Sub-Branch of RSL WA under Council Policy 2.14 – Annual Community Funding grant approval for \$841.14 Not for Profit Community Organisation Assistance from the Community Chest Fund to be used for insurance expenditure.

CARRIED BY SIMPLE MAJORITY VOTE 7/0

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

Attachments

Attachment 14.11.25.05A – Brookton Sub-Branch of RSL WA Community Chest Fund Application Form.



Community Chest Fund Application Form

Post your completed application to:

PO Box 42, Brookton, WA 6306

Or deliver to:

Shire of Brookton, 14 White Street, Brookton

Alternatively email your application to: **mail@Brookton.wa.gov.au**

Community Chest Fund

Application Form

Before completing the application form: Please ensure you have read the Shire of Brookton Community Chest Fund Policy and that your application meets the criteria outlined in the funding category.

NAME OF ORGANISATION: Brookton Sub-branch of RSL WA

CONTACT PERSON: Carina Whittington

POSITION: Secretary/Treasurer

POSTAL ADDRESS: PO Box 175, Brookton WA 6306.

PHONE: **MOBILE:** 0448 663 730.

EMAIL: brooktonrsl@gmail.com

ORGANISATION'S ABN: 58 263 172 184

REGISTERED FOR GST? ☒ YES ☐ NO **IS YOUR ORGANISATION INCORPORATED** ☒ YES ☐ NO

NAME OF PROJECT OR EVENT: Organisational Assistance - Insurance

ESTIMATED START DATE: 01-07-2025 **ESTIMATED COMPLETION DATE:** 30-06-2026

REQUESTED COMMUNITY CHEST FUNDS:

<p>Please tick which funding category you are applying for Please review the Community Chest Fund Policy on the Shire of Brookton's website www.brookton.wa.gov.au for comprehensive grant guidelines.</p>	
Annual Community Funding	Individual Funding
<input type="checkbox"/> Community & Strategic Partnership Grants	<input type="checkbox"/> Individual
<input type="checkbox"/> Community Support	<input type="checkbox"/> Not for Profit Community organisation – member
<input type="checkbox"/> Equipment Purchase	<input type="checkbox"/> Youth Leadership Development
<input checked="" type="checkbox"/> Not for Profit Community Organisation – Assistance	

1. BRIEF DESCRIPTION OF PROJECT/EVENT:

The Brookton RSL is a cornerstone community group of the Brookton community; commencing in 1919 and serving both the veteran community and more broadly the general community.

The objects of RSLWA are to:

- a) a. assist and care for serving and ex-serving Australian Defence Force personnel and their dependants who are sick, suffering from mental illness, elderly, homeless or otherwise in need of relief;
- b) b. support serving personnel of the Australian Defence Force at home and abroad and actively assist them in their transition to civilian life, especially if they are detrimentally affected by their Defence service;
- c) c. provide assistance to serving and ex-serving Australian Defence Force personnel and their dependants to secure compensation, benefits and assistance that they are eligible to receive under law;
- d) d. assist in the preservation of the memory, honour and records of those who have served, suffered and died for Australia;

We are a progressive and dedicated committee that have had a strategic focus on firstly - maintaining commemorative presence and events; and secondly update of our beloved RSL room. Our committee has a balance of 50% ex service personnel, and we maintain strong partnerships with many other Brookton community groups, including hosting the RAOB Southern Star in our hall.

As an organisation with limited membership base, we operate in a cost-contained environment, and heavily reliant on public support. Recently we have incurred a significant expense with RSLWA distributing the insurance expenses to a sub-branch level. We are seeking organisational support for this expense.

2. WHAT WILL THE COMMUNITY CHEST FUNDS BE USED FOR?

Our funding request is organisational support to assist with our insurance costs. RSLWA HQ historically did not charge the Sub-branches for insurance, and has commenced this in 2023. The cost for 2025-26 is \$841.14 comprising of Public Liability, Management Liability, Volunteer Workers and Building and Contents Insurances.

Prior to 2022-23	0
2023-24	\$724
2024-25	\$855
2025-26	\$841

This is a significant impost on our small sub-branch. We typically source external grants for the conduct of Anzac Day services so neutral to our Subbranch. And while we have proudly funded significant building upgrades and maintenance from a combination of volunteer effort, community fundraising and grants, our operational income sources remain very limited. We have recently implemented a 'Containers for Change' program which is improving our income sources. We are also aided by a temporary utility rebate* from State govt, however continue to factor into our financial position to ensure sound fiduciary decision making.

INCOME		EXPENSES	
Membership	\$295	Administration	\$159
Dividends	\$60	Capitation fees	\$70
Hall contributions	\$280	Rates (ESL)	\$108
Fundraising (cans)	\$239	Utilities	\$479*
			\$315*

We are seeking funding support to ensure that we remain sustainable in the long term.

3. HOW WILL YOUR PROJECT/EVENT BENEFIT THE BROOKTON COMMUNITY?

By supporting the Brookton Sub-Branch of RSL WA, the community of Brookton ensures that the heritage and fabric of Brookton is maintained. Our volunteer effort is directed towards the objects of our organisation, which are consistent with the Brookton15.

Supporting the health and wellbeing of Brookton veterans. The 2021 census notes that there are 20 veterans in the Brookton LGA - or 2.6 of the population. While some of these veterans opt not to engage with the RSL, the ones who do have access to camaraderie, advocacy, welfare support directly and indirectly.

Maintain the history and fabric of Brookton. The Brookton RSL was chartered in 1919 and historic records demonstrate the integral role our organisation has played over time. From Memorial Hall, Memorial Park as well as many fundraising, community events and community advocacy actions. This continues to this day and Brookton RSL fosters wide ranging relationships with the school, Guides, VFRS, Performing Arts, CWA etc.

4. HOW DOES THIS PROJECT/EVENT ALIGN TO THE BROOKTON15

8. Volunteer engagement

8.1 Volunteer support project. *Volunteers have been supported and celebrated, and volunteering is more attractive.* Brookton RSL is run entirely by volunteers, including the hosting of Anzac Day and Remembrance Day events, and routine maintenance of the RSL Hall. All income received is off the back of volunteer effort.

10. All age wellbeing

10.4 Community health program. RSLWA has a role in supporting the health of veterans and their families. Brookton RSL provides support and camaraderie for its service members, and supports Northam RSL in providing a local welfare and advocacy hub.

13. Built form

13.2 Visitor Precinct Phase B project. The RSL is located in the main street precinct, opposite the toilets and where many visitors park to access the main street facilities. In such a visible location, having well maintained and presented facilities is key to achieving this outcome.

14. Environment

14.2 Streetscape beautification and branding project. As per above.

15. Cultural

15.3 Built form cultural activation project. Previously the RSL have hired out their rooms to activities such as ballet, school holiday programs and coding classes. An active Brookton requires a diverse array of opportunities, supported by different physical accommodation options.

5. HOW WILL THE PROJECT/EVENT BE ADVERTISED AND PROMOTED?

We are happy to work with the grant funders to an agreed plan of recognition. In the past this has included promotion in the local paper and on our facebook page. While our membership is small, our reach is not – with over 3,500 unique people reached with our main Anzac Day post. 5800 views in the Anzac Day fortnight, and nearly 800 ‘clicks’. We also had over 3,000 views for the 2024 Remembrance Day fortnight.

6. ACKNOWLEDGEMENT OF SHIRE OF BROOKTON SPONSORSHIP

It is a requirement of funding that the words “Sponsored by the Shire of Brookton” and the Shire’s logo be displayed at your project/event.

Please advise the ways you will be able to acknowledge the Shire of Brookton’s sponsorship:

- ☒ Display “Shire of Brookton” Logo: on your website and posters, in newspaper advertisements, on event signage, programs and flyers.
- ☐ Display the “Shire of Brookton” flag or banner at your event if possible. (Available from the Shire).
- ☐ Verbal announcements at the project/event.
- ☒ Other. [Acknowledgement included on social media](#)

INCOME	\$	EXPENDITURE	\$
Applicant's cash contributions		Materials	
Sponsorship		Labour	
Donations in cash		Hire of Equipment	
Other grants		Office/Administration	
Catering Sales		Venue hire	
Fees and Charges e.g. stalls		Advertising	
Gate/Door entry fees		Catering Costs	
		Entertainment	
Other Income (Please List)		Other Expenditure (Please List)	
		Insurance	841.14
Total of Community Chest Funds requested in cash*	841.14		
Total of Community Chest Funds requested in-kind (e.g. Town Hall hire fee waived if applicable/required)			
TOTAL INCOME	\$ 841.14	TOTAL EXPENDITURE	\$ 841.14

YOUR INCOME MUST EQUAL YOUR EXPENDITURE

PLEASE INCLUDE SUPPORTING DOCUMENTATION (letters of support, quotes etc)

7. HAS YOUR ORGANISATION RECEIVED COMMUNITY CHEST FUNDING IN THE PREVIOUS FINANCIAL YEAR ☐ Yes ☒ No

HAS THE ACQUITTAL PROCESS BEEN COMPLETED? ☐ Yes ☐ No
IF YES, WHAT WAS THE AMOUNT AND WHAT WAS THE FUNDING FOR?

.....

.....

8. PLEASE LIST BELOW ANY IN-KIND CONTRIBUTIONS IF APPLICABLE (e.g. volunteer or donated labour, materials etc.) HOWEVER, DO NOT INCLUDE IN YOUR BUDGET ABOVE.

.....

.....

9. FUNDING CONDITIONS:

- I. The grant funds will be expended on the agreed project only.
- II. The Shire of Brookton's support of the project will be acknowledged in any advertising or promotional activities related to the project.
- III. Two invitations will be sent to the Shire of Brookton for your event or project.
- IV. The project will conform to all relevant Bylaws and Acts in force at the time.
- V. Any unexpended grant funds will be returned to the Shire of Brookton.
- VI. The funds must be expended and acquitted by 30th June of the financial year in which they are received.
- VII. Invoices and receipts for the expenditure of the Community Chest funds must be provided to Council within three months of the completion of your project/event along with a brief report on your event or project which includes copies of any advertisements, posters, programmes or newspaper coverage.

PLEASE ENSURE YOU HAVE READ THE ABOVE GRANT CONDITIONS BEFORE SIGNING BELOW:

Our organisation agrees to comply with the funding conditions set out above. I declare that I have been authorised to prepare and submit this application, and that the information presented is correct to the best of my knowledge. I understand that if Council approves the application, we will abide by the funding conditions set out above.

PRINT NAME: Carina Whittington.....

POSITION: Secretary/Treasurer

SIGNATURE:



DATE:

12/10/2025



RSLWA

TAX INVOICE

Brookton RSL Sub Branch
PO Box 175
BROOKTON WA 6306
AUSTRALIA

Invoice Date
17 Sep 2025

Invoice Number
INV-3376

Reference
25-26 Insurance

ABN
59 263 172 184

The Returned & Services
League of Australia WA
Branch Incorporated
PO Box Z5424
St Georges Terrace, Perth WA
6831
Phone 08 9287 3799
Email
accounts@rslwa.org.au

Description	Quantity	Unit Price	GST	Amount AUD
INSURANCE 2025 - 2026 BASED ON GIQ ANSWERS & NUMBER OF FINANCIAL MEMBERS AS AT SEP 2025				
Public Liability Insurance 2025 - 2026	1.00	145.41	No GST	145.41
Management Liability 2025 - 2026	1.00	66.03	No GST	66.03
Volunteer Workers Insurance 2025 - 2026	1.00	2.63	No GST	2.63
Building/Contents Insurance 2025-2026	1.00	627.07	No GST	627.07
			Subtotal	841.14
			TOTAL AUD	841.14

Due Date: 24 Sep 2025

EFT PAYMENT

Bank Commonwealth Bank
BSB 066-000
Account 1747 1932
Name RSLWA

Use invoice number as payment reference
Please email remittance advice to accounts@rslwa.org.au

ABN: 59 263 172 184

15.11.25.01 ADOPTION OF ORDINARY COUNCIL MEETING DATES FOR 2026

File No:	N/A
Date of Meeting:	20 November 2025
Location/Address:	Shire of Brookton
Name of Applicant:	N/A
Name of Owner:	Shire of Brookton
Author/s:	Sandie Spencer – Executive Governance Officer
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	The author and authorising officer have an operational interest in this item.
Voting Requirements:	Simple Majority
Previous Report:	N/A

Summary of Item:

Council is requested to adopt the following dates on which Ordinary Council meetings to be held in 2026.

Description of Proposal:

Council has traditionally held their Ordinary Council Meetings on the third Thursday of each month other than January.

In 2026, the 3rd Thursdays, with the exception of January, are:

1. 19th February 2026
2. 19th March 2026
3. 16th April 2026
4. 21st May 2026
5. 18th June 2026
6. 16th July 2026
7. 20th August 2026
8. 17th September 2026
9. 15th October 2026
10. 19th November 2026
11. 17th December 2026

Background:

Local Government regulations require that Council and committee meeting dates are required to be advertised in advance. Accordingly, this report seeks to ensure the Council satisfies this statutory obligation for Ordinary Council Meetings.

Consultation: Nil**Statutory Environment:**

R12 (1) of the Local Government (Administration) Regulations 1996 states:

At least once a year a local government is to give local public notice of the dates on which and the time and place at which –

- (a) The ordinary council meetings;*
- (b) The committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public,*

are to be held in the next 12 months.

Relevant Plans and Policy:

Policy 1.2 Meetings – Scheduled Dates

The Ordinary meeting of Council shall be held at 6.00 pm on the third Thursday of each month unless otherwise determined by Council.

*Special Council Meetings will be scheduled as decided by the Shire President or Council.
Standing Committee Meetings are to be scheduled on an as required basis.*

Financial Implications:

There is no financial implication in relation to this matter.

Risk Assessment:

There is no notable risk in relation to this matter.

Community & Strategic Objectives:

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

Comment

This report represents an opportunity for Council to debate a change in meeting commencement or days if they wish.

OFFICER’S RECOMMENDATION

That Council, in accordance with Regulation 12(1) of the Local Government (Administrative) Regulations 1996, will hold Ordinary Council Meetings commencing at 6pm on the following dates:

1. 19th February 2026
2. 19th March 2026
3. 16th April 2026
4. 21st May 2026
5. 18th June 2026
6. 16th July 2026
7. 20th August 2026
8. 17th September 2026
9. 15th October 2026
10. 19th November 2026
11. 17th December 2026

(Simple majority vote required)

COUNCIL RESOLUTION

MOVED Cr Copping SECONDED Cr de Lange

That Council, in accordance with Regulation 12(1) of the Local Government (Administrative) Regulations 1996, will hold Ordinary Council Meetings commencing at 6pm on the following dates:

- 1. 19th February 2026**
- 2. 19th March 2026**
- 3. 16th April 2026**
- 4. 21st May 2026**
- 5. 18th June 2026**
- 6. 16th July 2026**
- 7. 20th August 2026**
- 8. 17th September 2026**
- 9. 15th October 2026**
- 10. 19th November 2026**
- 11. 17th December 2026**

CARRIED BY SIMPLE MAJORITY VOTE 7/0

For: Cr Wallis, Cr McCabe, Cr Crouch, Cr Copping, Cr Harben, Cr de Lange, Cr Toop
Against: Nil

15.11.25.02 APPOINTMENT OF MEMBERS TO COUNCIL COMMITTEES AND ADVISORY GROUPS FOR 2025-2026 FOLLOWING ORDINARY ELECTION.

File No:	GOV022C Committees of Council
Date of Meeting:	20 November 2025
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:	Nil

Summary of Item:

With the completion of the recent Ordinary Election a review of the appointment of Elected Members to Committees of Council, Shire of Brookton Advisory Groups and delegates to organisations, positions and committees to which Council has membership or representation.

Description of Proposal:

Council is required to review the selection of Elected Members to Council's committees at least once each election cycle.

Background:

A review of some of the committees and delegates that Council participates in may be appropriate.

No.	Council Committee	Role/Authority
1	Audit and Risk Committee	<p>This is a legislatively required Committee to oversee Council's audit process and risk management. This committee will be the subject of future legislative amendment in the very near future.</p> <p>All Councillors and 2 External Representatives, appointed by Council are members of this committee.</p> <p>The Committee meets as required but this is always at least 3 times per year. The Committee makes recommendations to Council as required by the LGA.</p>
2	Employment Committee	<p>The Committee is responsible for overseeing employment relationship with CEO. This includes performance and salary review.</p> <p>This Committee has Delegated Authority to make decisions binding of Council.</p> <p>The Committee would normally meet annually</p>
3	Bushfire Advisory Committee (BFAC)	<p>An advisory committee to oversee fire prevention, fire management and recommended on Council policy relating to the Bush Fires Act.</p> <p>Currently the committee meets 2 times per year.</p>

No.	Council Committee	Role/Authority
4	Shire of Brookton Local Emergency Management Committee	<p>This Committee acts in accordance with the Emergency Management Act 2005 to manage and organise the Brookton community's emergency preparation and response.</p> <p>The Shire President should be at least a member of this Committee.</p> <p>Currently the committee meets 4 times per year.</p>
5	Community Enterprise Advisory Reference Group (CEARG)	<p>The CEARG operates under the auspice of Council to co-ordinate and oversee community projects listed in the Shire of Brookton Corporate Business Plan, or arising from 'Innovations Pathway' and the BROOKTON Book of Initiatives.</p> <p>Such projects may include (but are not limited to) civic projects and initiatives that involve direct participation from key community representatives</p> <p>The Terms of Reference for this Advisory Group is subject to review by Council</p>
6	Business and Economic Advisory Reference Group (BEARG)	<p>The purpose of this Group is to co-ordinate and oversee major projects of a commercial or economic nature for the betterment of the BROOKTON economy and community.</p> <p>Such projects are listed in the Shire of Brookton Corporate Business Plan, and may also be identified through the 'Innovations Pathway' and the BROOKTON Book of Initiatives</p> <p>The Terms of Reference for this Advisory Group is subject to review by Council</p>
7	Brookton Recreation Advisory Group (BRAG)	<p>The BRAG seeks to ensure the WB Eva Pavilion and Brookton Oval is appropriately maintained and accessible for all users and utilised by a broad range of community and private users.</p> <p>The Terms of Reference for this Advisory Group is subject to review by Council</p>

No.	Council Committee	Role/Authority
8	WALGA Central Country Zone	<p>This group is made up of 13 member Councils of the WALGA. Council is entitled to two delegates.</p> <p>It is suggested that the CEO be at a proxy delegate to permit the CEO to attend and vote on matters of importance when a Council delegate is unable to attend.</p> <p>This Committee meets about 5 times a year, in locations around the district. Meetings take up six hours with travel.</p>
9	WALGA AGM (Voting)	<p>Council is entitled to two voting delegates at the annual WALGA AGM.</p> <p>Again it may be appropriate to include the CEO as one of the proxy delegates</p>
10	Wheatbelt South Regional Road Group (WBSRRG) & Hotham-Dale Subgroup	<p>The WBSRRG is the key body responsible for oversight and allocation of road funding in our region under the State Road Funds Agreement.</p> <p>The Hotham-Dale Subgroup is our local group including the Shires of Beverley, Pingelly and Wandering who provide delegates to the WBSRRG.</p> <p>The Hotham-Dale Subgroup meets twice per year in office hours in the Shire of Brookton.</p> <p>The WBSRRG meets twice a year in Brookton.</p> <p>Again it may be appropriate to include the CEO or Manager Infrastructure & Works as one of the proxy delegates.</p>
11	Brookton District High School Board	The representative will sit on the Brookton DHS Board.
12	Regional Joint Development Assessment Panel (JDAP)	<p>Council can nominate 2 delegates and 2 Deputy Delegates to the JDAP to sit on reviews of large planning applications in the Shire of Brookton. Council's nominees must be appointed by the Minister and are required to complete training.</p> <p>The Shire of Brookton has never had such a planning application.</p>
13	Roadwise Council	<p>Council can nominate an elected member as a contact for the WALGA Roadwise Council program.</p> <p>Council can nominate a staff member as a contact for the WALGA Roadwise Council program.</p>

Consultation - Nil.

Statutory Environment:

Local Government Act (1995)

5.10 Appointment of committee members

- (1) A committee is to have as its members -
 - (a) persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and
 - (b) persons who are appointed to be members of the committee under subsection (4) or (5).

**Absolute majority required.*

- (2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.
- (3) Section 52 of the *Interpretation Act 1984* applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the local government.
- (4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.
- (5) If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish -
 - (a) to be a member of the committee; or
 - (b) that a representative of the CEO be a member of the committee, the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

5.11. Tenure of committee membership

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

Relevant Plans and Policy:

The following Policies apply to the establishment and operation of Council Committees:

- 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:

While Elected Members no longer receive an individual meeting fee, they are able to claim expenses for attending committees to which they are appointed, including Travel (as per Salary and Allowances Tribunal) of \$0.98 per km

These costs are accommodated in the 2025/26 Budget.

Risk Assessment:

In not appointing members to the Audit and Risk Committee, LEMC and BFAC the Council would be in breach of the respective legislation. While the consequences are major, the likelihood of occurrence is Rare.

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 item relates to delivery of core statutory business detailed in the Shire of Brookton Strategic Community Plan –June 2032, duly appended to the BROOKTON Corporate Business Plan July 2022 to June 2032.

Comment

The use of Committees to undertake Council functions and provide advice to Council can be important means of progressing projects and addressing issues without the need for full Council representation.

Council representation on Advisory Groups is also an important link for the awareness of the Council on issues that may impact the community or for that matter Council business. As such it is essential that all Council members contribute through participation on some of these groups.

Council may, at any time, exercise its authority under the legislation to:

- change the composition of an existing Committee or Advisory Group (including increase in members);
- create a new Committee or Advisory Group with a defined purpose; or
- delete an existing Committee or Advisory Group if there is no further a purpose or need.

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 de Lange 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 de Lange Cr Crouch - 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 Copping - 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 - Proxy
13	Roadwise	Cr McCabe

(Simple majority vote required)

COUNCIL RESOLUTION**MOVED Cr Crouch****SECONDED Cr McCabe**

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 de Lange 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 de Lange Cr Crouch - 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 - Proxy
13	Roadwise	Cr McCabe Cr Crouch - Proxy

CARRIED BY SIMPLE MAJORITY VOTE 7/0

For: Cr Wallis, Cr McCabe, Cr Crouch, Cr Copping, Cr Harben, Cr de Lange, Cr Toop
Against: Nil

16.11.25	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
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Nil.

17.11.25	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING
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Nil.

18.11.25	CONFIDENTIAL REPORTS
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Nil.

19.11.25	NEXT MEETING & CLOSURE
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The next Ordinary Meeting of the Council will be held on Thursday 18 December 2025 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 6:45pm.