



ORDINARY MEETING OF COUNCIL

CONFIDENTIAL

MINUTES

21 NOVEMBER 2024

These minutes were confirmed by Council as a true and correct record of proceedings by the Ordinary Council Meeting held on 19/12/24.

Presiding Member: [Signature] Date: 19 December 2024.

Disclaimer

The purpose of this Council Meeting is to discuss and, where possible, make resolutions about items appearing on the agenda.

Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the Local Government Act 1995 (Section 5.25(e)) establish procedures for revocation or revision of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

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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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1.11.24 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President, Cr Katrina Crute, declared the 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.

As the Presiding Member, I hereby give my permission for the administration to record proceedings of this meeting. By being present at this meeting, members of the public consent to the possibility that their voice will be recorded. Recordings are also made available on the Shire's website following the meeting.

2.11.24 RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

Elected Members (Voting)

Cr KL Crute	President
Cr HA Bell	
Cr B Copping	
Cr L McCabe	
Cr R Wallis	

Staff (Non-Voting)

Gary Sherry	Chief Executive Officer
Deanne Sweeney	Manager Corporate and Community
Sandie Spencer	Executive Governance Officer

Apologies

Cr C Hayden	
Kevin D'Alton	Acting Manager Infrastructure Works

Leave of Absence

Cr T D de Lange	Deputy President
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Members of the Public

Mr Terry Thorpe
Ms Sharon Williams

3.11.24 USE OF COMMON SEAL – OCTOBER

The Table below details the Use of Common Seal under delegated authority for the month of October 2024.

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

4.11.24 DELEGATED AUTHORITY – ACTIONS PERFORMED

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

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

BUILDING			
Permit No.	Lot & Street	Type of Building Work	Date Granted
10-24/25	121 Brookton Highway	Storage Units x 2	16/10/2024

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
A235	P2024/016	186 Great Southern Highway	Dwelling	22/10/2024

5.11.24 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

6.11.24 PUBLIC QUESTION TIME**6.11.24.01 BROOKTON RAILWAY STATION MAINTENANCE**

Ms Sharon Williams asked in the last ten years how much money the Shire of Brookton put aside for maintenance for the Brookton Railway Station and how much of that was actually spent on the Brookton Railway Station?

Mr Gary Sherry, Chief Executive Officer advised that the Council does not set aside money for maintenance activities, rather including money in their Annual Budget each year. Council has allocated \$1.8 million in this year's budget to complete the refurbishment of the Railway Station. While the Brookton Railway Station Refurbishment project has been developed, the Shire of Brookton has not completed normal maintenance on the Railway Station due to the refurbishment project expecting to proceed.

6.11.24.02 BROOKTON RAILWAY STATION

The Shire President, Cr Crute, advised that Ms Susan Pike had provided Council with a written list of questions. Council would respond to Ms Pike and include the response to these questions in the minutes of this Meeting.

When and Who does inspections of Shire Assets? Roads, Buildings and other Infrastructure?

The Shire does regular, formal inspections of:

- Residential Premises, as part of tenancy arrangements under Residential Tenancies Act;
- Inspections of Playgrounds. One staff member has been trained to complete these inspections; and
- road bridges to Main Roads WA requirements. These regular inspections are required to allow the Shire to submit bridge capital funding submissions to Main Roads WA.

The Shire does informal annual inspections of other public buildings that are included in used in preparation for building maintenance budgets. All Shire residential and public buildings are included in regular annual inspections for termites and electrical compliance.

The Shire has completed other asset inspections including:

- a comprehensive road condition report. This report is completed every five years or so and the most recent report was completed by Greenfield Technical Services in 2023. This review is recorded in asset management software shared with Main Roads WA and the WA Local Government Grants Commission.
- Cleanflow Environmental Solutions completed a comprehensive CCTV inspection of the Brookton Sewerage pipe infrastructure in 2023. This was the first significant review for some time and identified infrastructure of priority for pipe relining. This pipe relining has commenced on areas of highest priority.
- New Ground Water Services Shire competed a review of the Shire irrigation infrastructure in 2020.

Is there a register kept and is it reviewed and actioned?

The Shire does not keep a single register of all asset inspections. For example:

- Playground inspections collectively included in the Shire's filing system.
 - Residential tenancy inspections are recorded under the individual tenancy.
- Other inspections are recorded in various locations in the Shire's Records System.

Some of the infrastructure reviews have not been actioned or poorly recorded. One such example is the review of the Shire irrigation infrastructure in 2020 by New Ground Water Services where the reviews recommendations were not implemented resulting in the predicted failure.

When is the Shire of Brookton Heritage Inventory 2014 report tagged for a review? It lists the Condition of the Brookton Railway Station Group as Good.

The Shire of Brookton Heritage Inventory is not scheduled for review at this time.

Was an inspection of the Brookton Railway Station carried out before signing the Lease on 2 July 2019 with the Public Transport Authority of Western Australia Document? It clearly stated, the Licensee was responsible for Maintenance and Repair (Page 17, point 8)

The Shire is not aware of a property inspection of the Railway Station completed prior to a lease renewal.

Is that report available?

The Shire is not aware of a property inspection of the Railway Station completed prior to a lease renewal.

Can a Councillor speak to the general members of the community seeking their input on matters rather than think no-one has asked so they are not interested? Ref. Councillor comment to me "Why didn't members of the public get involved with the Railway Station years ago?"

It is usually appropriate for a Councillor to ask a resident/elector for their comments on a matter of Council business. It is particularly appropriate for a Councillor to ask a resident/elector for their comments around a significant community issue such as the Brookton Railway Station.

Is there a system in place where items or areas of concern can be registered with Council and itemised for action? What may have been in place has clearly let us down.

The Shire currently operates a recording system for Complaints/Requests. While not perfect, it appears to be an improvement on previous recording.

The Shire reports confidentially on the current Complaints/Requests to Council monthly.

Was the report of 28 November 2019 prepared by McGarry Associates, RC Consulting Engineers with preliminary cost estimates for the demolition and re-construction of the Brookton Railway Station at \$1,020,000 and for the restoration of the Brookton Railway Station of \$345,100 presented to the community?

Council resolved at their November 2019 Ordinary Meeting to make engineers reports available to the community. The Shire is not aware if the RC Consulting Engineers Repair Feasibility Report of 28 November 2019 was made available to the public.

Will Council consider repair and restore to usable/as was condition as soon as possible? Ie make good the neglect. The recommendation from the Special Meeting of Council on 7 November 2024 while commendable will take considerable time. Meanwhile the Brookton Railway Station is quietly deteriorating and much of the work has been identified as per consultancy reports.

The future of the Railway Station is the subject of a Special Electors Meeting to be held on Monday 9th December 2024 at the Brookton Town Hall.

This meeting will provide direction to Council on the community's preference the future of the Brookton Railway Station and Council will consider a course of action in relation to the Railway Station after that meeting.

7.11.24 APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

8.11.24 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil.

9.11.24 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**9.11.24.01 ORDINARY MEETING OF COUNCIL – 19 SEPTEMBER 2024****OCM 11.24-01****COUNCIL RESOLUTION**

MOVED Cr Bell SECONDED Cr Copping

That the minutes of the Ordinary meeting of Council held in the Shire of Brookton Council Chambers, on 17th October 2024, be confirmed as a true and correct record of the proceedings.

CARRIED BY SIMPLE MAJORITY VOTE 5/0

For: Cr Crute, Cr Bell, Cr Copping, Cr McCabe, Cr Wallis
Against: Nil

9.11.24.02 SPECIAL MEETING OF COUNCIL – 7 NOVEMBER 2024**OCM 11.24-02****COUNCIL RESOLUTION**

MOVED Cr Bell SECONDED Cr McCabe

That the minutes of the Special meeting of Council held in the Shire of Brookton Council Chambers, on 7th November 2024, be confirmed as a true and correct record of the proceedings, with the amendment to correct the spelling of names of the members of public in attendance.

CARRIED BY SIMPLE MAJORITY VOTE 5/0

For: Cr Crute, Cr Bell, Cr Copping, Cr McCabe, Cr Wallis
Against: Nil

10.11.24 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil.

11.11.24 DISCLOSURE OF INTERESTS

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

Item no.	Members	Type of Interest	Nature of Interest
12.11.24.03	Cr Crute	Impartiality	Cr Crute works with the applicant

12.11.24.01 PROPOSAL TO ERECT GATES ACROSS – MATTINGLY ROAD

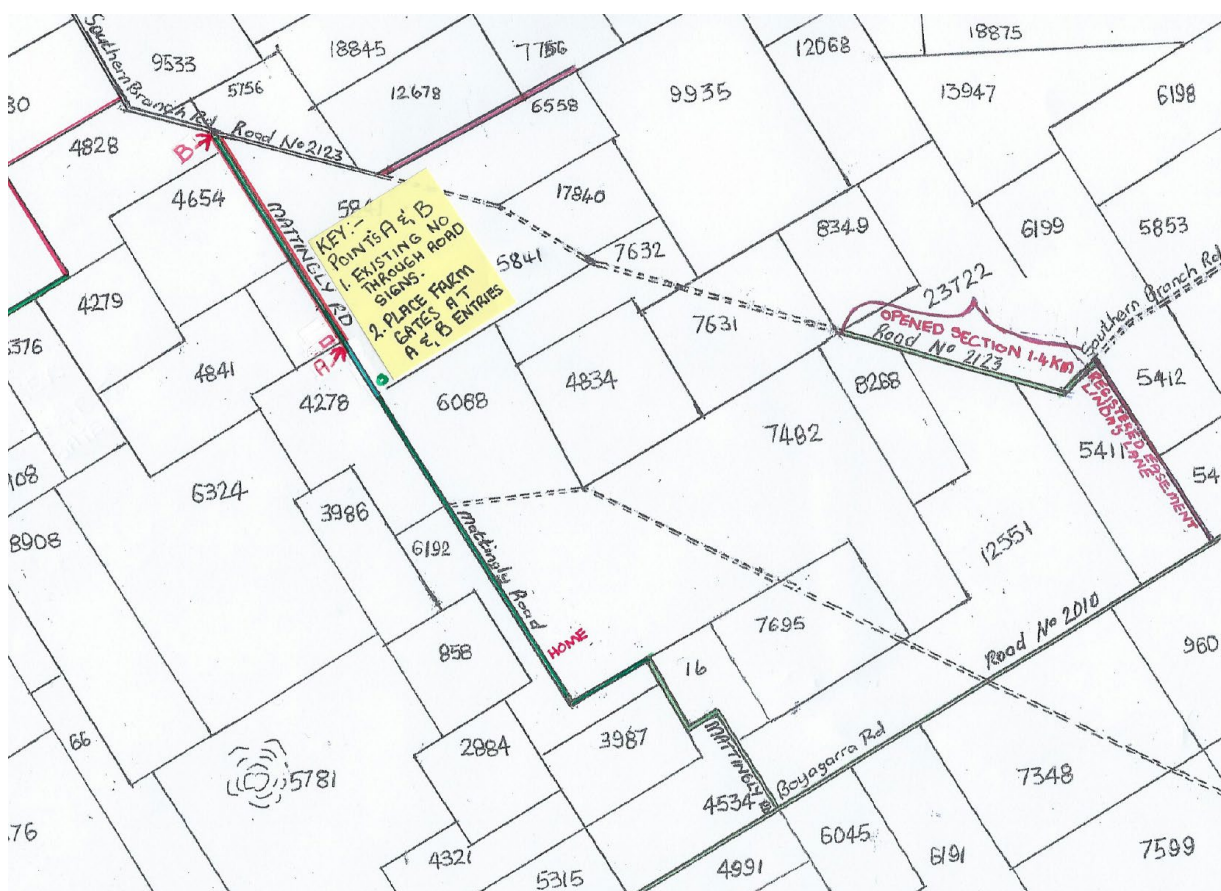
File No:	ROA017-1
Date of Meeting:	21 November 2024
Location/Address:	Mattingly Road, Brookton
Name of Applicant:	Graeme Mattingly
Name of Owner:	Graeme Mattingly
Author/s:	Gary Sherry – Chief Executive Officer
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	The author and authorising officer do not have an interest in this item
Voting Requirements:	Simple Majority
Previous Report:	N/A

Summary of Report:

Council is to consider a request to erect gates across Mattingly Road, Brookton.

Description of Proposal:

Council has received a request from Mr Graeme Mattingly to erect gates across Mattingly Road. The request seeks permission to place two farm gates on Mattingly Road where the two existing No Through Road signs are placed. A diagram is included below.



Council sought comment from neighbours on the proposal. This comment is included at Attachment 12.11.24.01A.

A summary of the public comment includes that:

- Neighbouring land owners are generally concerned about continuing access to Mattingly Road and therefore their property. The owners of smaller property on Southern Branch Road indicated a history of reducing access to easements that has negatively impacted on their ability to access their properties.
- Mattingly Road is now the only/best access to properties on Southern Branch Road. Any suggestion to restrict access to Mattingly Road was opposed;
- Smart Road reserve does not have access to Southern Branch Road as Mr Mattingly suggests. Any access from Smart Road to Southern Branch Road is via a road on private property. Placing gates on Mattingly Road may encourage traffic to use this private road;
- Putting gates across the road will inconvenience neighbours;
- The current condition/standard of the road acts as a deterrent for Mattingly Road to be a main thoroughfare. No comment received indicated regular use of Mattingly Road;

Background:

Mr Mattingly has noticed there are vehicles, including stock trucks that choose to ignore the two No Through Road signs and insist on driving along the section between Points A & B. Vehicles have become bogged in the sand along there and because Mr Mattingly is the only homestead in the vicinity.

Mr Mattingly believes that property owners from blocks 6558, 17840 and 7632 make use of Southern Branch Road, off the Great Southern Highway from Beverley and Smart Road off the Great Southern Highway in Brookton as access roads to gain entry.

Mr Mattingly would:

- place farm gates at point's A & B.
- the gates will not be locked as the Emergency Service vehicles must have easy access to neighbouring properties in the event of emergencies.
- remove their fence along Mattingly road and 5841. Livestock in to graze and reduce the fire hazard.
- maintain the vegetation along this section of road including removing dead trees and fallen branches on that section of road.

Mr Mattingly has been advised that Council is able to grant permission for him to erect gates across a road reserve under Regulation 9, Local Government (Uniform Local Provisions) Regulations 1996

The conditions of the Council granting such permission include that:

- the gate cannot be locked and public access is still permitted on Mattingly Road. While gates could be permitted, the road remains legally open and people can travel through the gates on the road at any time;
- the Shire may, at Mr Mattingly's expense, conduct public notice of the proposal to have a gate across a road. The Shire is likely to want to at least provide neighbours written notice of any proposed gates;
- The Shire may impose conditions as it thinks fit on any permission to erect gates. I am not sure what conditions would need to be imposed, but it is possible; and
- The Shire may withdraw the permission to erect gates at any time.

There is no Shire requirement for a landowner to fence their property against a road reserve, other than the landowner is responsible for any stock straying from their property onto the

road. For example, if a vehicle legally travelling on Mattingly Road was to hit a sheep, the landowner would be responsible for any damage.

This rural area has a number of properties that are not well connected by roads. A map of the area has individual land owners in a different colour. Mr Mattingly's property is marked in yellow, with the neighbouring commercial operation in red. The other properties are life style blocks that have no made road connection.



Council regularly receives requests from property owners to improve the standard of road access to these properties.

Consultation:

Council provided written notice to over 11 nearby neighbours. A summary of comment received is provided above and details included at Attachment 12.11.24.01A.

Statutory Environment:

Local Government Act 1995

Schedule 9.1 — Certain matters for which Governor may make regulations

5. Gates across public thoroughfares

- (1) Regulations may be made under which a local government may authorise a person to have across a public thoroughfare that is under its control or management a gate or other device that enables motor traffic to pass and prevents the straying of livestock.
- (2) Regulations may include provisions for ensuring that a gate that has been placed across a public thoroughfare with the authority of a local government is not left open.

Local Government (Uniform Local Provisions) Regulations 1996

9. Permission to have gate across public thoroughfare — Sch. 9.1 cl. 5(1)

- (1) A person may apply to the local government for permission to have across a public thoroughfare under the control or management of the local government a gate or other device that enables motor traffic to pass across the public thoroughfare and prevents

livestock from straying.

- (2) The local government may, before dealing with the application, require the applicant to publish notice of the application in such manner as the local government thinks fit.
- (3) Permission granted by the local government under this regulation —
 - (a) must be in writing; and
 - (b) must specify the period for which it is granted; and
 - (c) must specify each condition imposed under subregulation (4); and
 - (d) may be renewed from time to time; and
 - (e) may be cancelled by giving written notice to the person to whom the permission was granted.
- (4) The local government may impose such conditions as it thinks fit on granting permission under this regulation including, but not limited to, conditions on the construction, placement and maintenance of the gate or other device across the public thoroughfare.
- (5) The local government may, when renewing permission granted under this regulation or at any other time, vary any condition imposed by it under subregulation (4) and the variation takes effect when written notice of it is given to the person to whom the permission was granted.
- (6) The local government may at any time, by written notice given to the person to whom permission was granted under this regulation, cancel the permission and request the person responsible for the gate or other device to remove it within a time specified in the request.
- (7) A person to whom a request is made under subregulation (6) must comply with the request.

Penalty: a fine of \$5 000.

- (8) A local government must keep a register of gates and other devices constructed in accordance with a permission granted under this regulation.

Relevant Plans and Policy: Nil

Financial Implications:

There are no direct financial implications in regards to this matter.

Risk Assessment:

Under the Shire of Brookton's Risk Framework, the consequence rating of the Reputation risk associated with the proposal to erect gates across Mattingly Road is assessed as Medium. The likelihood of Minor consequences is assessed with a Likelihood of as possible.

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

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

Community & Strategic Objectives: Nil

Comment:

While the proposal does not specifically reduce access along Mattingly Road, it will impose the inconvenience of installing gates that road users will be required to open and close. Property owners are concerned about increasing difficulty in accessing their properties in the future.

Given the overwhelming lack of community support for this proposal, the Officer's Recommendation is to stay with the status quo and not permit gates across Mattingly Road.

OFFICER'S RECOMMENDATION

That Council not permit gates to be erected across Mattingly Road.

(Simple majority vote required)

OCM 11.24-03

COUNCIL RESOLUTION

MOVED Cr Copping SECONDED Cr Wallis

That Council not permit gates to be erected across Mattingly Road.

CARRIED BY SIMPLE MAJORITY VOTE 5/0

For: Cr Crute, Cr Bell, Cr Copping, Cr McCabe, Cr Wallis

Against: Nil

Attachments

Attachment 12.11.24.01A - Public Comment from Neighbours.

Gary Sherry

From: Troy Bassett [REDACTED]
Sent: Monday, 4 November 2024 4:33 PM
To: Gary Sherry
Subject: Mattingly Rd

Hi Gary

We have read the proposal made by the Mattingly's and would like to make comment for the Councils consideration.

We don't support the proposal made by the Mattingly's for several reasons;

- We use Mattingly road to access portions of the Brookton shire, and to travel through to Corrigin.
- The current condition of the road acts as a deterrent for Mattingly Road to become a main thoroughfare.
- Putting gates across this road would only inconvenience the neighbours, we have seen little traffic along Mattingly Road that is not adjacent block owners.
- Smart road does not have access to Southern Branch Road as the Mattingly's suggest
- Putting gates across Mattingly road may encourage traffic to seek access through our private property via our farm
- We would support council to make no changes to Mattingly road and deny the proposal

Regards

Troy and Gemma Bassett

Gary Sherry

From: Administration Officer
Sent: Monday, 11 November 2024 8:14 AM
To: Gary Sherry
Subject: FW: permission to have gates across public thoroughfare - Mattingly rd Brookton - public comment

-----Original Message-----

From: Joy [REDACTED]
Sent: Sunday, 10 November 2024 9:29 PM
To: Administration Officer <mail@brookton.wa.gov.au>
Subject: permission to have gates across public thoroughfare - Mattingly rd Brookton - public comment

[You don't often get email from [REDACTED] Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Dear Gary

Although I don't have any issues with opening gates to access our property, I do wonder why he has specifically said he would put gates to allow access to emergency vehicles only.

There are a few smaller properties such as ours that only have 2 ways to access our properties, Mr Mattingly has fenced in the 3rd access on Boyagarra rd so no one can enter that way. If we are coming through Brookton to get to our property this is the way we access our farm. It is not convenient and a lot longer to go around to either smart Rd, (which Troy Bassett would prefer we don't use,) as it runs past his house and sheds, or southern branch rd, which also runs through his property.

Both ways to enter our property are on "no through roads", I feel that this request is a way to try and stop us smaller lot owners from accessing our land.

I realize that this section of road is not the best in the winter, but neither is southern branch road. hence we have 4 x 4 cars so we can get to our land carefully and safely.

The shire has said it will not make any improvements to either Southern Branch Rd or Mattingly Rd, this will mean we are all at the mercy of the land owners, that we have to pass through their properties to get to our land.

We all remove debris such as fallen branches from the roads we use, its a part of being a responsible land owner.

As for stock being stolen, we are too far from the main roads, for rustlers, only stock that has got out through bad fences tend to stray our way, we then usually let whomever know that their stock have strayed.

Most visitors we have at our block, we give instructions to get to the farm, although they have not been treated very kindly if / when they have stopped to ask directions to our property from Mr Mattingly.

All this being said I don't approve of Mr Mattingly's request.

I do believe that the shire should consider making a decent road for us to access our land, all we get for our rates is a very expensive tip pass.

Yours faithfully

Joy

--
[REDACTED]

1

Joy De Castro
[REDACTED]

Gary Sherry

From: Administration Officer
Sent: Friday, 1 November 2024 11:51 AM
To: Gary Sherry
Subject: FW: Mattingly Road Public Thoroughfare

-----Original Message-----

From: Rob Langley [REDACTED]
Sent: Friday, 1 November 2024 10:57 AM
To: Administration Officer <mail@brookton.wa.gov.au>
Subject: Mattingly Road Public Thoroughfare

[You don't often get email from [REDACTED] Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Gary Sherry

Chief Executive Officer

Dear Sir,

I write in response to the proponents who wish to close off the section of Mattingly Road in question.

We use this road from time to time to contact close neighbors, as do other people in the vicinity.

The road is well fenced on both sides therefore it would be of little added advantage to the proponents to have it gated, but would inconvenience others who need to use this road as part of their farming business.

I have never been bogged on that section of road, nor have I heard of anyone else being bogged. I am also not aware of any stock thefts occurring in that area in the time I have been farming at Springhill.

There is also a patch of native flora at the northern end of this road that is unique to this area, including I believe an rare species (one sided bottle brush), that would be endangered if stock were allowed to graze this area.

To close off this road would therefore be a big disadvantage to surrounding neighbors and a threat to native vegetation, while providing little added advantage to the proponents.

Kind regards,

Rob Langley

1/11/2024

Our Ref: A972
Your Ref: ROA015

Robert & Wendy McKay
[REDACTED]
Willetton, Perth, 6155
[REDACTED]

11 November 2024

Shire of Brookton

Dear Mr. Garry Sherry

**RE: PERMISSION TO HAVE GATES ACROSS PUBLIC THOROUGHFARE – MATTINGLY ROAD
BROOKTON – PUBLIC COMMENT**

We firmly oppose erecting gates on Mattingly Road.

The access to our property has already been restricted by Mr. Graeme Mattingly (Gumlee Farms Pty Ltd).

The utilisation of our **Right of Carriageway** has increasingly been hindered, with gates removed, replaced with small but locked gates without consultation and restrictions our utilisation of easements.

History:

- **23 April 2002** **Date of purchase:**
 - Happily enjoying our property with access through our Right of Carriage Way's for five and half years
 - Without any restriction we utilised the access to our property via the same route as other properties without access on a gazetted road, at a gate on Boyagarra Rd through Block No. 12551
- **17 September 2007**
 - We received a letter from Mr. Graeme Mattingly stating our illegal access through Block 12551 which connected to our Right of Carriage Way on Block No. 7695 & 7482.
 - We began to use Mattingly Road and Southern Branch Road. On occasions for several years, we were granted permission from Mr. Graeme Mattingly to use the 12511 and our Right of Carriage Way when we were required to bring larger vehicles to our property or when Southern Branch road was inaccessible.
 - Informing also that the Brookton Shire had instructed him to lock the gate on Boyagarra Rd.
- **27 February 2019**
 - We were advised by Mr. Graeme Mattingly of his intention to lodge an application to extinguish the Easement on Block No. 7482 & 7695.
 - And they proposed to construct a new easement on Block #: 5411
 - Also noting if we did not lodge a written objection by 26 March 2019, it would be assumed that we were in agreement to extinguish the easement.

- **14 October 2022** (email)
 - Received email to inform the New Easement on the Eastern Boundary of Block No. 5411 was complete.
 - Also advising that Mr. Michael McAlister had agreed to maintain the New Easement
 - That by Court Order Mr. McAlister had relinquished all rights to Easements on all Mattingly properties.
 - That the Shire of Brookton would maintain 1.4 km of Southern Branch Road.
 - And requesting we sign documents to relinquish the right of carriage over Block No. 7482 & 7695 and would be granted Right of Carriage over the New Easement in return...

Note:

Mr. Graeme Matting constructed a roadway, (we believe approx **2014**) off Mattingly Road, along the boundary fence of Block No. 7482 and 7695. Which led directly to easement / our Right of Carriage Way on Block No. 7482. Both properties for which we have Right of Carriage Way.

When we used this road, approx six months after its construction, we were told by Mr. Mattingly that it was a Private Road, and we could not use it, and were trespassing.

- **17 October 2022** (email)
 - To support our decision making, we requested from Mr. G Mattingly to please provide a copy of the agreement for:
 - The maintenance of the new easement on Block No. 5411, with Mr. McAlister
 - Agreement for maintenance of 1.4 km open section of Southern Branch Road with Brookton Shire
 - Approval from Landgate for ungated easement on Block No. 5411
- **19 October 2022** (email)
 - We received an email from Linda Lyon on behalf of Mr. Graeme Mattingly.
 - Advising if we wanted, for review, any agreements that we (welcome to find out for ourselves) would need to request from Landgate and the Shire of Brookton ourselves.
- **17 November 2022**
 - Received Registered Mail advising same as email dated 14 October 2022
- **10 December 2022**
 - Registered Mail sent to Mr. Graeme Mattingly informing that we opposed any of our Easements / Right of Carriage being surrendered.
- **03 February 2023**
 - Received email from Mr. Graeme Mattingly again requesting we relinquish our Right of Carriageway on Blocks 7695 & 7482.
 - In exchange, we would be granted the right to utilise the new easement on Block 5411.

- Also informing us that should we not return the signed agreement, dated 24 February 2023, or make contact it would be assumed we were in agreement to remove our rights to the easements.
- **09 February 2023**
 - We replied to Mr. Graeme Mattingly to advise that there had been no change to our decision as per correspondence 10 & 12 December 2022
- **27 February 2023**
 - Received email from Mr. Graeme Mattingly informing:
 - Offer made on 03 February 2023 offering rights of carriage on new easement Block 5411 are no longer applicable, offer expired and withdrawn.
 - We were advised by Mr. Mattingly, that should we choose to cross over Gumlee Farms or any other property belonging to Mattingly, we would be Trespassing.

Graeme Mattingly and his partner have sent many letters over the years telling us to relinquish our Easement / Right of Carriage Ways.

But, Mr. Mattingly and his partner have become more aggressive in restricting our access, since we refused a very low offer to purchase the land.

We were advised by Landgate with respect to our location, not to release the Easements / ROC. And to speak with the Brookton Shire.

Unfortunately, my profession has not allowed me to schedule this meeting.

The Gating of any section on Mattingly Road is just another tactic by Mr. Graeme Mattingly and his partner Ms. Linda Lyon to restrict us from accessing our property.

19 October 2022

Ms. Linda Lyon openly shared that she was working to have all easements on all Mattingly properties closed.

We would like to schedule a meeting with yourself and Brookton Shire to share our concerns and problems we have already experienced with Mr. Graeme Mattingly.

Kindest regards

David and Wendy McKay

Gary Sherry

From: Administration Officer
Sent: Thursday, 24 October 2024 8:41 AM
To: Gary Sherry
Subject: FW: Re Permission to have gates across Public Thoroughfare on Mattingly Road Brookton

From: Trevor Mills [REDACTED]
Sent: Tuesday, 22 October 2024 3:56 PM
To: Administration Officer <mail@brookton.wa.gov.au>
Subject: Re Permission to have gates across Public Thoroughfare on Mattingly Road Brookton

We are owners of Lot 17860 and have been since 2002

When we first brought the block we used to have access to it via Boyagarra Road on an easement which went through Maittinglys property.

We were denied access that way and padlocks were put on the gates with No Entry signs to stop us going that way.

So the only access we have is via Maittingly Road and SouthernBranch Road in the Brookton Shire to get to our property.

I have asked the shire on many occasions to upgrade the section of Maittingly Road where they have now put "No Through Road" signs.

Also the dotted section on the map you sent of SouthernBranch Road is ridiculous and at certain times of the year is completely impassable and we are unable to get to our property.

Every year the shire tell me they are going to do some maintenace and work on the section of Maittingly and also SouthernBranch Road, but it never happens.

In regards of the gates the Mr Maittingly wants to put on the section of Maittingly Road.

As you state it is a "Public Throroughfare" and should remain that way and the shire should upgrade the roads and give the owners of properties beyond that point better access to their properties. We shouldn't have the fear of getting bogged trying to get there.

The gates would just be a botheration of having to open and shut them and for most of the public driving through there, they would serve no purpose to them.

Regards Trevor and Lorraine Mills

12.11.24.02 RESTAGING OF THE DANGIN MEARS ROAD CONSTRUCTION PROJECT

File No:	ROA006
Date of Meeting:	21 November 2024
Location/Address:	Shire of Brookton
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Gary Sherry – Chief Executive Officer
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	The author and authorising officer do not have an interest in this item
Voting Requirements:	Simple Majority
Previous Report:	N/A

Summary of Report:

Council is to consider seeking to restage the Dangin Mears Project.

Description of Proposal:

Staff are currently negotiating with Wheatbelt Secondary Freight Network (WSFN) regarding amendments to the schedule of completing the Dangin Mears project.

In 2021 when the Dangin Mears project commenced the Shire of Brookton did not believe the project was able to move to construction without any significant development work first. Development works are now seen as required because:

- The intersection with Brookton Highway requires approval by Main Roads WA before construction can commence. This will require survey and design preparation.
- The intersection with Brookton Highway requires land resumption from an adjacent landowner. This resumption is currently proceeding;
- The section of Dangin Mears Road from SLK 8.0 to SLK 7.15 has identified Declared Rare Flora. There is also remnant vegetation that will require clearance for construction. A Permit to Clear at least some vegetation will likely be required from the DWER and a permission to take at least some DRF will be required from DBCA;
- The section of Dangin Mears Road from SLK 0.0 to SLK 2.0 runs through Lake Mears. The WSFN requires Council to complete geotechnical survey of the road to ensure that the methods of construction will be suitable for the identified geology.

It is proposed that Council restage the project in the following manner:

1. Close Stage 1 as project - SLK 8.0 - SLK 12.93 without completion of the intersection with Brookton Highway.
2. Request Development Funding for intersection with Brookton Highway. This work would include completion of survey and design. Complete land resumption. Obtain Main Roads WA approval.
3. Request dedicated Construction Funding for completion of the intersection with Brookton Highway. This could include transfer of the remaining \$187,316 funding from Stage 1.
4. Request Development Funding for SLK 0 - SLK 3.15. This project would include geotechnical work, particularly on section SLK 0 - SLK 2.0 through Lake Mears. Completion of survey and design.

5. Request Development Project for SLK 8.0 - SLK 7.15. This project would include completion of survey and design and obtain environmental approvals.
6. Request Construction Funding for completion of SLK 8.0 to SLK 7.15.

Staff are preparing a submission to WSNF to seek approval for these changes. With WSNF approval, Council may need to modify their budget and strategic planning documents in the near future.

Background:

The Shire of Brookton has received funding through the Wheatbelt Secondary Freight Network to improve the Dangin Mears Road.

Council's original approval was to complete the following:

Stage	SLK		Const. Devel.	Scope	Project \$
	From	To			
1	8	12.93	C	Replace three culverts, 12.78, 12.16, 8.86, Widen pavement to 11m and overlay with 150mm, Seal 8m wide with double 14/10	1,588,445
2	4	8	C	Replace culverts at 7.96, 6.38, 5.18, 4.89, 4.70 Widen Pavement to 11m and overlay with 150mm Seal 8m with double 14/10	1,199,944
3	0	4	C	Pavement reconstruction and overlay. Cement stabilise existing base course from SLK 0.00 to 2.96. Drainage works as identified. SLK 0.00 to 4.00	1,493,195

The current status of the project is:

- Council has completed Stage 1 with the exception of the intersection with Brookton Highway;
- Stage 2 was to commence in 2023/24 but was delayed with funding issues at WSNF/Federal Government level. Council completed the culvert installation in 2023/24 and will complete 4 kilometres of works in 2024/25 from SLK 3.15 to SLK 7.15
- Stage 3 is now scheduled for 2025/26, given that WSNF receive sufficient geotechnical confirmation of the proposed works.

Consultation:

Shire staff have liaised with the WSNF.

Statutory Environment: Nil

Relevant Plans and Policy: Nil

Financial Implications:

The WSNF project has obtained \$187Million in funding for significant local government freight routes. The Federal Government provides 80%, the State Government 20% and Local Government 7%.

Risk Assessment:

Under the Shire of Brookton's Risk Framework, the Consequence rating of the financial risk associated with funding from the WSFN is assessed as Extreme based on the size of the WSFN grant funding. The likelihood of these negative consequences is assessed as Unlikely.

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

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

Community & Strategic Objectives:

The Dangin Mears Road is the development of a local government freight route in the Shire of Brookton that holds state level importance.

Comment: Nil

OFFICER'S RECOMMENDATION

That Council seek to restage the Wheatbelt Secondary Freight Project for the Dangin Mears Road project in the following manner:

1. Close Stage 1 from SLK 8.0 to SLK 12.93 on Dangin Mears Road without completion of the intersection with Brookton Highway;
2. Request Development Funding for works associated with the Dangin Mears Road intersection with Brookton Highway;
3. Request dedicated Construction Funding for works associated with the Dangin Mears Road intersection with Brookton Highway;
4. Request Development Funding for SLK 0 - SLK 3.15 of Dangin Mears Road;
5. Request Development Funding for SLK 8.0 - SLK 7.15 of Dangin Mears Road; and
6. Request Construction Funding for completion of SLK 8.0 to SLK 7.15 of Dangin Mears Road.

(Simple majority vote required)

That Council seek to restage the Wheatbelt Secondary Freight Project for the Dangin Mears Road project in the following manner:

- 1. Close Stage 1 from SLK 8.0 to SLK 12.93 on Dangin Mears Road without completion of the intersection with Brookton Highway;***
- 2. Request Development Funding for works associated with the Dangin Mears Road intersection with Brookton Highway;***
- 3. Request dedicated Construction Funding for works associated with the Dangin Mears Road intersection with Brookton Highway;***
- 4. Request Development Funding for SLK 0 - SLK 3.15 of Dangin Mears Road;***
- 5. Request Development Funding for SLK 8.0 - SLK 7.15 of Dangin Mears Road; and***
- 6. Request Construction Funding for completion of SLK 8.0 to SLK 7.15 of Dangin Mears Road.***

CARRIED BY SIMPLE MAJORITY VOTE 5/0

For: Cr Crute, Cr Bell, Cr Copping, Cr McCabe, Cr Wallis

Against: Nil

Cr Crute declared an Impartiality Interest in 12.11.24.03 in that she works with the applicant.

12.11.24.03 REQUEST FOR 3 DOGS – LOT 390 (HN. 30A) KING STREET, BROOKTON

File No:	A568
Date of Meeting:	21 October 2024
Location/Address:	30A King Street Brookton
Name of Applicant:	Mr Hamish Hamilton
Name of Owner:	Shire of Brookton
Author/s:	Jennie Mason – Governance Officer
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	The authors do not have an interest in this matter
Voting Requirements:	Simple Majority
Previous Report:	Nil

Summary of Item:

Council is to consider an application received by Mr. Hamish Hamilton of 30A King Street Brookton to keep 3 dogs at the premises.

Description of Proposal:

Mr Hamilton's application seeks approval for the keeping at 30A King Street of three dogs, one Ridgeback X American Bulldog, one Bulldog X and one Mastiff. Mr Hamilton's application is included at Attachment 12.11.24.03A.

The details of Mr Hamilton's dogs are:

Name	Male/ Female	Breed	Age Years	Registration	Microchip #
Nivana	Female	Ridgeback X American Bulldog	3	2500010	941000026897846
Rookie	Female	Bulldog X	1	2500011	941000029989846
Harlow	Female	Mastiff	5 months	2500012	941000029989843

Council's contract Ranger completed an inspection of Mr Hamilton's property on 30th October 2024. The Ranger did not identify any containment concerns. The Ranger's report is included at Attachment 12.11.24.03B.

Background:

The Shire of Brookton's Dogs Local Law section 3.2 limits the number of dogs permitted to be kept within a town site to 2 dogs over the age of 3 months and the young of those dogs under that age.

Under Section 26 (3) of the Dog Act 1976 a local government may grant an exemption subject to any conditions it may choose to apply (but cannot authorise the keeping of more than 6 dogs that have reached the age of 3 months unless under a kennel licence.)

Consultation:

There has been consultation between Council's contract Ranger and neighbouring resident's properties. The Shire invited comments on this Application from neighbours for 14 days. No comments were provided to the Shire. The Shire has not had any complaints about Mr Hamilton's dogs.

Statutory Environment:

Dog Act 1976

26. Limitation as to numbers

- (3) Where by a local law under this Act a local government has placed a limit on the keeping of dogs in any specified area but the local government is satisfied in relation to any particular premises that the provisions of this Act relating to approved kennel establishments need not be applied in the circumstances, the local government may grant an exemption in respect of those premises but any such exemption —
- (a) may be made subject to conditions, including a condition that it applies only to the dogs specified in the exemption; and
 - (b) cannot authorise the keeping in or at those premises of —
 - (i) more than 6 dogs that have reached 3 months of age; or
 - (ii) a dog under that age unless it is a pup of a dog whose keeping is authorised by the exemption; and
 - (c) may be revoked or varied at any time.

Shire of Brookton Dog Local Law 2001 (Consolidated)

3.2 Limitation on the number of dogs

- (1) This clause does not apply to premises which have been—
- (a) licensed under Part 4 as an approved kennel establishment; or
 - (b) granted an exemption under section 26(3) of the Act.
- (2) Other than in an area zoned 'Farmland' under the town planning scheme, the limit on the number of dogs which may be kept on any premises is, for the purpose of section 26(4) of the Act, 2 dogs over the age of 3 months and the young of those dogs under that age.

Relevant Plans and Policy:

There are no plans or policies applicable to this matter.

Financial Implications:

Adoption of the Officer's Recommendation will increase dog registration income. This increase is insignificant against the cost of enforcement actions under the Dog Act.

Risk Assessment:

The risk in relation to this request and based on the investigation undertaken by the Shire's Contract Ranger is deemed 'Medium'.

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

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

Community & Strategic Objectives:

This matter relates to a statutory approval proposal under the Dog Act, 1976 and has no direct strategic or community objective.

Comment: Nil

OFFICER'S RECOMMENDATION

That Council, pursuant to section 26(3) of the Dog Act 1976, grant permission for three dogs, including:

No.	Name	Male/Female	Breed	Microchip #
2500010	Nirvana	Female	Ridgeback X American Bulldog	941000026897846
2500011	Rookie	Female	Bulldog X	941000029989846
2500012	Harlow	Female	Mastiff	941000029989843

to be kept at 30A King Street Brookton conditional upon:

1. the owner maintaining full registration (inclusive of microchipping and vaccination) of all three dogs; and
2. the dogs being consistently restrained in an enclosed yard, as required by the legislation; and
3. this approval only extending to the specific dogs approved by Council and does not permit any new dogs.

(Simple majority vote required)

COUNCIL RESOLUTION**MOVED Cr Copping SECONDED Cr McCabe**

That Council, pursuant to section 26(3) of the Dog Act 1976, grant permission for three dogs, including:

No.	Name	Male/Female	Breed	Microchip #
2500010	Nirvana	Female	Ridgeback X American Bulldog	941000026897846
2500011	Rookie	Female	Bulldog X	941000029989846
2500012	Harlow	Female	Mastiff	941000029989843

to be kept at 30A King Street Brookton conditional upon:

- 1. the owner maintaining full registration (inclusive of microchipping and vaccination) of all three dogs; and***
- 2. the dogs being consistently restrained in an enclosed yard, as required by the legislation; and***
- 3. this approval only extending to the specific dogs approved by Council and does not permit any new dogs.***

CARRIED BY SIMPLE MAJORITY VOTE 5/0

For: Cr Crute, Cr Bell, Cr Copping, Cr McCabe, Cr Wallis

Against: Nil

Attachments

Attachment 12.11.24.03A – Application Form – Mr Hamish Hamilton

Attachment 12.11.24.03B – Ranger - Multiple Dog Property Inspection



APPLICATION TO KEEP MORE THAN 2 DOGS OVER THE AGE OF 3 MONTHS

Dog Act 1976

OWNER'S DETAILS

FULL NAME: Hamish Hamilton
 RESIDENTIAL ADDRESS: 30A King Street Brookton WA 6306
 MOBILE: [REDACTED] EMAIL: [REDACTED]
 ADDRESS OF PREMISES AT WHICH DOGS ARE TO BE KEPT (if different from above): _____

DETAILS OF ADDITIONAL DOGS PROPOSED TO BE KEPT AT THE PREMISES

Dog	Breed (Including mixed)	Gender M / F	Sterilised Y / N	Colour	Age At the date of this application	Microchip Number	Dog's Name
1	Ridgeback x Bull	Female	No	White/Black	3 Years	941000026897846	Nirvana
2	American Bulldog x	Female	No	White/Brown	1 Year	941000029989846	Rookie
3	Mastiff	Female	No	Brown	5 Months	941000029989843	Harlow
4							

Notes

- Under the Shire of Brookton Local Law 2001, 1 or 2 registered dogs over the age of 3 months, and any pups of that dog or those dogs under the age of 3 months, may be kept at any premises.
- Pups under the age of 3 months that are the offspring of a dog covered by exemption may be kept until they reach the age of 3 months.
- All adult dogs kept at the premises must be microchipped and registered with the Shire of Brookton.

DECLARATION

I declare that the premises listed above are suitable for the number of dogs proposed to be kept there, that an adequate fence is in place to confine the dogs to the property, and that I will make all reasonable endeavours to ensure that the dogs do not cause a nuisance.

SIGNATURE OWNER: [Signature] DATE: 25/10/24

OFFICE USE ONLY

FEE PAYABLE: \$124.00 PAYMENT DATE: 25/10/24 RECEIPT No: 47047
 APPROVED YES / NO (COUNCIL DECISION ATTACHED) DATE: _____
 CONDITIONS (IF APPLICABLE) _____
 IF NOT APPROVED, PROVIDE REASON (S): _____
 TITLE OF AUTHORISED PERSON MAKING THIS DECISION: _____
 NAME OF AUTHORISED PERSON _____
 SIGNATURE OF AUTHORISED PERSON: _____
 APPLICANT ADVISED (DATE): _____

G:\Master Documents\FORMS\Dog\2024 - Application to Keep More Than 2 Dogs.doc

MULTIPLE DOG PROPERTY INSPECTION

Section A:

Due Date for Compliance:	N/A
Date/ Time of Inspection:	Date: 30/10/24 Time: 12.25pm
Allowed Access to Property:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If no, why?
Rangers Completing Inspection:	Keith Squibb – WA Contract Ranger Services

Section B: Owner Details

Registered Owner Name:	Hamish Hamilton
Address of Inspection:	30A King Street Brookton
Telephone Number:	0439 382 714

Section C: Details of Dog/s

Dog Name:	Nivarna
Breed / Colour:	Ridgeback X American Bulldog / Black & White
Sex:	Female
Dog Registered:	Yes <input checked="" type="checkbox"/> 31/10/2025 No <input type="checkbox"/>
Council Registered:	Shire of Brookton
Dog Sterilised:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Microchip #:	941000026897846
Council Tag #:	2500010

Section C: Details of Dog/s

Dog Name:	Rookie
Breed / Colour:	Bulldog X / White & Tan
Sex:	Female
Dog Registered:	Yes <input checked="" type="checkbox"/> 31/10/2025 No <input type="checkbox"/>
Council Registered:	Shire of Brookton
Dog Sterilised:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Microchip #:	941000029989846
Council Tag #:	2500011

Section C: Details of Dog/s

Dog Name:	Harlow
Breed / Colour:	Mastiff / Tan

Sex:	Female
Dog Registered:	Yes <input checked="" type="checkbox"/> 31/10/2025 No <input type="checkbox"/>
Council Registered:	Shire of Brookton
Dog Sterilised:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Microchip #:	941000029989843
Council Tag #:	2500012

Section E: Fencing Inspection

Gates		Notes
Self-Locking Gates:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Self-Closing Gates:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Secure/ Sturdy Gates:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Gate Heights:	RHS - 1.6 (Metres) LHS - 1.6 (Metres)	
Gates – Passed/ Failed	Passed <input checked="" type="checkbox"/> Failed <input type="checkbox"/>	
Fences		
Rear height:	1600mm	
LHS Height:	1800mm	
RHS Height:	1800mm	
Front height:	1800mm	
Dog Adequately Confined:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Fences Passed/ Failed	Passed <input checked="" type="checkbox"/> Failed <input type="checkbox"/>	

Section F: House/ Yard Details

Back Yard:	Large <input checked="" type="checkbox"/> Medium <input type="checkbox"/> Small <input type="checkbox"/> Nil <input type="checkbox"/>
Dog Contained to Yard/ House:	Yard <input checked="" type="checkbox"/> House <input type="checkbox"/>
Unit/ Apartment:	Unit <input type="checkbox"/> Apartment <input type="checkbox"/>
Containment Problems:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Detail Problems:	N/A


Section G: Ranger Actions

		Attached
Dog Registration Confirmed:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Updated details with Microchip Company:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Photograph of Dog:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Photographs of Fences/ Gates:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Application Fee Paid (If applicable)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<i>Paid to the Shire</i> Receipt No – 47047

Section H: Inspection Outcome/ Follow Up

Inspection Passed/ Failed:	Pass <input checked="" type="checkbox"/> Fail <input type="checkbox"/>
Follow up Inspection required:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Follow-up Inspection required for:	Fences <input type="checkbox"/> Gates <input type="checkbox"/> Collar <input type="checkbox"/> Muzzle <input type="checkbox"/> Signs <input type="checkbox"/> Refused Access <input type="checkbox"/> Other <input type="checkbox"/> (Detail Other) –
Date of Follow-up Inspection:	N/A

Section J: Inspecting Ranger Sign Off

Attending Ranger 1:	Keith Squibb
Signed:	
Ranger Recommendations:	Fence Inspection passed. Suggested to owner a more permanent fix to gate width recommended.
Date:	30 October 2024

13.11.24.01 SUPPORT RELOCATION OF THE BROOKTON COMMUNITY RESOURCE CENTRE AND ESTABLISHMENT OF A COMMUNITY HUB

File No:	COM005
Date of Meeting:	21 November 2024
Location/Address:	N/A
Name of Applicant:	Shire of Brookton
Name of Owner:	N/A
Author/s:	Deanne Sweeney – Manager Corporate & Community
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	The Author and Authorising Officer do not have an interest in this item.
Voting Requirements:	Simple Majority
Previous Report:	N/A

Summary of Report:

Council is to consider supporting the investigation into the proposed relocation of Brookton Community Resource Centre (BCRC) and establishment of a Community Hub at the Agriculture/Lessor Hall located in the Memorial Hall building and exploring potential grant funding opportunities.

Description of Proposal:

This proposal aims to secure Council approval for investigating the relocation of BCRC to the Agricultural/Lessor Hall, which will facilitate the establishment of a new community hub. The reason for pursuing grant funding lies in the activation potential generated by this relocation. By enhancing the space and services offered, Council can significantly improve community engagement and accessibility, ultimately fostering social inclusion and learning opportunities for all residents and visitors.

Background:

In July 2022 Council assumed management of the BCRC, with their premises currently operating under a commercial lease until 30 June 2026. To enhance our services and programs for the community, we propose investigating the relocation.

The relocation is expected to attract grant funding due to the proposed activation of the space. Specifically, the Shire plan to submit a grant application to Growing Regions Program for the 2025/2026 round. The funding offers co-funding covering up to 50% of eligible project costs, with a minimum funding amount of \$500,000.

The scope of this project includes relocation of the BCRC to the new site and establishing a community hub. This initiative aims to improve our chances of securing funding for essential upgrades, including the kitchen, bathrooms, Agriculture Hall, and other areas of the precinct.

Consultation:

Consultation has occurred with the Elected Members, Chief Executive Officer, Senior Finance Officer and Whitney Consulting.

Statutory Environment:

There are no known statutory requirements applicable to this report.

Relevant Plans and Policy:

The Corporate Business plan is relevant to this report.

Flourishing stop-over destination - 6.1 Local and visitor events program

Community spirit - 7.3 Community connectiveness program

Celebrated place to live - 10.5 Disability and inclusion action program

Celebrated place to live - 13.3 Civic Precinct redevelopment project

Financial Implications:

There are no direct financial implications to the 2024/25 budget applicable to this report. Council's allocation of \$20,000 is included in the approved budget for the preparation of the Business Case.

Risk Assessment:

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

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 Strategic Community Plan –June 2032, duly appended to the BROOKTON Corporate Business Plan July 2022 to June 2032.

Comment:

This initiative aims to enhance our community services but also presents a unique opportunity to activate the space effectively. By relocating the BCRC and establishing a Community Hub at the Agricultural/Lessor Hall, we can significantly improve accessibility and foster greater community engagement. Pursuing grant funding will increase our expected outcomes of :

A more vibrant and engaged community

Improved accessibility and inclusivity

Enhance regional living standards.

OFFICER'S RECOMMENDATION

That Council support the investigation into the proposed relocation of Brookton Community Resource Centre and establishment of a Community Hub at the Agriculture/Lessor Hall and exploring available grant funding.

(Simple majority vote required)

OCM 11.24-06

COUNCIL RESOLUTION

MOVED Cr Wallis

SECONDED Cr McCabe

That Council support the investigation into the proposed relocation of Brookton Community Resource Centre and establishment of a Community Hub at the Agriculture/Lessor Hall and exploring available grant funding.

CARRIED BY SIMPLE MAJORITY VOTE 5/0

For: Cr Crute, Cr Bell, Cr Copping, Cr McCabe, Cr Wallis

Against: Nil

14.11.24.01 SETTING RESERVE PRICE FOR PUBLIC AUCTION OF SURPLUS EQUIPMENT

File No:	N/A
Date of Meeting:	21 November 2024
Location/Address:	N/A
Name of Applicant:	Shire of Brookton
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:	N/A

Summary of Report:

Council is to consider the sale of surplus equipment in the 2024/25 annual budget.

Description of Proposal:

Council will complete the sale of surplus equipment being Case Backhoe, Bomag Roller, E Tyre Roller x 2, Debris Billy Goat Mounted Mulcher and Hansa Chipper/Mulcher through public auction, as endorsed in the 2024/25 annual budget. The setting of reserves for the sale of this equipment is required.

Background:

The Shire of Brookton is preparing to auction surplus equipment. Setting an appropriate reserve price is crucial to ensure that a fair market value is achieved while complying with relevant regulations.

The following equipment is scheduled to be auctioned in the coming weeks, as approved in the 2024/2025 budget. After discussions with Pickles Auctions, the Shire has established revised reserve prices that reflect current market conditions and the condition of the equipment.

Plant & Equipment	Plant #	2024/25 Budget	Revised Reserve
2012 Case 581PC5 Backhoe - BO5418	PBH4	35,000	31,500
2012 Bomag Bw25Rh Multi Wheel Roller-1DUK617	PR8	50,000	17,000
E Tyre Roller ET002	PR10	5,000	1,500
E Tyre Roller ET003	PR11	5,000	1,500
Debris Billy Goat Mounted Mulcher	PMUL	15,000	3,000
Chipper/Mulcher - Hansa C27	PPT12	20,000	5,000

Staff are anticipating delivery of the new replacement for the Case Backhoe and Bomag Roller and are seeking to complete the sale of Council's existing assets. The E Tyre Rollers, Debris Billy Goat Mounted Mulcher and Hansa Chipper/Mulcher will not be replaced and will be sold through the auction process. This decision aligns with Council's 10 year Plant Replacement Program.

Consultation:

Consultation has occurred with Pickles Auctions and Acting Manager Infrastructure Works.

Statutory Environment:

Local Government Act 1995

3.58. Disposing of property

- (1) *In this section —*
dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) *Except as stated in this section, a local government can only dispose of property to —*
 - (a) the highest bidder at public auction; or*
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*
- (3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*
 - (a) it gives local public notice of the proposed disposition —*
 - (i) describing the property concerned; and*
 - (ii) giving details of the proposed disposition; and*
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*

and

 - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*
- (4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*
 - (a) the names of all other parties concerned; and*
 - (b) the consideration to be received by the local government for the disposition; and*
 - (c) the market value of the disposition —*
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*
 - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*

Local Government (Functions and General) Regulations 1996

30. Dispositions of property excluded from Act s. 3.58

- (1) *A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.*
- (3) *A disposition of property other than land is an exempt disposition if —*
 - (a) its market value is less than \$20 000; or*
 - (b) it is disposed of as part of the consideration for other property that the local government is acquiring for a consideration the total value of which is not more, or worth more, than \$75 000.*

Relevant Plans and Policy:

There are no relevant plans or policy applicable to this matter.

Financial Implications:

In the 2024/2025 annual budget Council projected total income of \$130,000 (GST exclusive) from the sale of six plant items. This amount is now anticipated to be \$59,500 after accounting for the updated reserve price and less any commissions and fees.

Plant & Equipment	Plant #	2024/25 Budget
2012 Case 581PC5 Backhoe - BO5418	PBH4	35,000
2012 Bomag Bw25Rh Multi Wheel Roller-1DUK617	PR8	50,000
E Tyre Roller ET002	PR10	5,000
E Tyre Roller ET003	PR11	5,000
Debris Billy Goat Mounted Mulcher	PMUL	15,000
Chipper/Mulcher - Hansa C27	PPT12	20,000
Total		130,000

Risk Assessment:

The risk in relation to this matter is assessed as “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:

This report 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:

Council is considering a draft policy at the February 2025 Ordinary Council Meeting. The policy will require that the income included in Council’s Annual Budget from the proceeds of sale of a plant item auctioned would be the reserve price.

This draft policy requires that a change in the expected value of a plant item to be sold at auction from the value included in the Council’s Annual Budget, would require the new reserve price to be separately approved by Council.

In the 2024/2025 annual budget Council budgeted income of \$130,000 (GST Exclusive) for the sale of plant equipment items. Staff have subsequently been advised that the anticipated sale of these items by public auction will realise an estimated total value of \$59,500.

The Pickles Auctions valuation reflects current market conditions.

Therefore, staff recommend that the reserve price for the auction sale of the six plant equipment should be at the lower end of the estimate. The Officer's Recommendation is for a reserve price \$59,500.

Plant & Equipment	Plant #	Estimated Auction Proceeds (maximum)	Revised Reserve
2012 Case 581PC5 Backhoe - BO5418	PBH4	35,000 – 38,000	31,500
2012 Bomag Bw25Rh Multi Wheel Roller-1DUK617	PR8	20,000 – 22,000	17,000
E Tyre Roller ET002	PR10	3,000	1,500
E Tyre Roller ET003	PR11	3,000	1,500
Debris Billy Goat Mounted Mulcher	PMUL	5,000	3,000
Chipper/Mulcher - Hansa C27	PPT12	8,000	5,000
Total			59,500

It is noted that the reserve price needs to be the minimum price that Council would accept at auction.

OFFICER'S RECOMMENDATION

That Council approve to sell the six plant equipment items at auction with the minimum reserves amount totalling \$59,500:

Plant & Equipment	Plant #	Revised Reserve
2012 Case 581PC5 Backhoe - BO5418	PBH4	31,500
2012 Bomag Bw25Rh Multi Wheel Roller-1DUK617	PR8	17,000
E Tyre Roller ET002	PR10	1,500
E Tyre Roller ET003	PR11	1,500
Debris Billy Goat Mounted Mulcher	PMUL	3,000
Chipper/Mulcher - Hansa C27	PPT12	5,000
Total		59,500

(Simple majority vote required)

COUNCIL RESOLUTION**MOVED Cr Bell****SECONDED Cr McCabe**

That Council approve to sell the six plant equipment items at auction with the minimum reserves amount totalling \$59,500:

<i>Plant & Equipment</i>	<i>Plant #</i>	<i>Revised Reserve</i>
<i>2012 Case 581PC5 Backhoe - BO5418</i>	<i>PBH4</i>	<i>31,500</i>
<i>2012 Bomag Bw25Rh Multi Wheel Roller-1DUK617</i>	<i>PR8</i>	<i>17,000</i>
<i>E Tyre Roller ET002</i>	<i>PR10</i>	<i>1,500</i>
<i>E Tyre Roller ET003</i>	<i>PR11</i>	<i>1,500</i>
<i>Debris Billy Goat Mounted Mulcher</i>	<i>PMUL</i>	<i>3,000</i>
<i>Chipper/Mulcher - Hansa C27</i>	<i>PPT12</i>	<i>5,000</i>
<i>Total</i>		<i>59,500</i>

CARRIED BY SIMPLE MAJORITY VOTE 5/0

For: Cr Crute, Cr Bell, Cr Copping, Cr McCabe, Cr Wallis

Against: Nil

14.11.24.02 RFT 01/2024 PROVISION OF PLANT AND LABOUR HIRE FOR ROAD STORM DAMAGE REPAIRS AGRN 1061

File No:	EME017
Date of Meeting:	21 November 2024
Location/Address:	N/A
Name of Applicant:	Shire of Brookton
Name of Owner:	N/A
Author/s:	Deanne Sweeney – Manager Corporate & Community
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	The Author and Authorising Officer do not have an interest in this item.
Voting Requirements:	Absolute Majority
Previous Report:	N/A

Summary of Report:

Council is to consider awarding a tender for RFT 01/2024 Provision of Plant and Labour Hire for Road Storm Damage Repairs AGRN 1061 - Essential Public Asset (EPA) Reinstatement Project.

Description of Proposal:

At the close of tenders, 3.00pm 12 September 2024, three (3) tenders were received from:

- AVPE Earthmovers
- Conplant Pty Ltd
- GS Hobbs Contracting

The tender evaluation was completed by Greenfield Technical Services with the confidential Tender Evaluation Report included in Confidential Attachment 14.11.24.02A.

Background:

Multiple severe weather events between 25 and 26 March 2023 seen the Shire of Brookton experience an unusually high and continuous rainfall including hail and has had a significant impact on our road network. The damage consisted of formation, shoulder, culvert end and drain scour, formation surface and pavement (gravel) washoff, drain silt/debris, unsealed floodway damage, culvert headwall damage and sealed pavement damaged.

A total of 31 roads were affected there was 96 defects to be repaired, the majority of which are minor. The Shire made application through DFES to declare the event a disaster and make emergency funding available. On 28 April 2023, the event was proclaimed an eligible disaster under Disaster Recovery Funding Arrangements, Western Australia (DR FAWA). Restoration of works is to the pre-disaster condition and those only directly related to the event.

Greenfield Technical Services were engaged in December 2023 to manage the Disaster Recovery Funding Arrangements. Since engagement Greenfield Technical Services have developed the tender specifications, cost estimates and completed the evaluation of tenders.

RFT 01/2024 Provision of Plant and Labour Hire for Road Storm Damage Repairs AGRN 1061 - Essential Public Asset (EPA) Reinstatement Project was advertised in the West Australian 20 and 24 July 24, Brookton Telegraph on 07 August 2024 and on the Shire website.

Consultation:

Consultation has occurred with Elected Members, Chief Executive Officer, DFES, Greenfield Technical Services and Acting Manager Infrastructure Works.

Statutory Environment:

Local Government Act 1995

3.57 Tenders for providing goods or services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*
- (2) Regulations may make provision about tenders.*

Local Government (Functions and General) Regulations 1996

11A. Purchasing policies for local governments

- (1) A local government is to prepare or adopt, and is to implement, a purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$250 000 or less or worth \$250 000 or less.*
- (2) A purchasing policy is to make provision for and in respect of the policy to be followed by the local government for, and in respect of, entering into contracts referred to in subregulation (1).*
- (3) A purchasing policy must make provision in respect of —*
 - (a) the form of quotations acceptable; and*
 - (ba) the minimum number of oral quotations and written quotations that must be obtained; and*
 - (b) the recording and retention of written information, or documents, in respect of —*
 - (i) all quotations received; and*
 - (ii) all purchases made.*

11. When tenders have to be publicly invited

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250 000 unless subregulation (2) states otherwise.*

15. Minimum time to be allowed for submitting tenders

- (1) If a notice under regulation 14(1) is given, the date and time referred to in regulation 14(3)(d) has to be at least 14 days after the notice is —*
 - (a) published on the local government's official website; and*
 - (b) published in at least 3 of the ways prescribed in the Local Government (Administration) Regulations 1996 regulation 3A(2).*
- (2) If a notice under regulation 14(2) is given to a person listed as an acceptable tenderer, the date and time referred to in regulation 14(3)(d) has to be at least 14 days after the notice is given.*

[Regulation 15 inserted: Gazette 18 Sep 2015 p. 3806-7; amended: SL 2020/213 r. 35.]

16. *Receiving and opening tenders, procedure for*
 - (1) *The CEO is responsible for keeping any tender submitted including a tender submitted by facsimile or other electronic means in safe custody, and for ensuring that it remains confidential.*
 - (2) *Tenders are not to be opened, examined, or assessed until the time after which further tenders cannot be submitted.*
 - (3) *When tenders are opened —*
 - (a) *there must be present —*
 - (i) *at least 2 employees of the local government; or*
 - (ii) *one employee of the local government and at least one person authorised by the CEO to open tenders;*
 - and*
 - (b) *members of the public are entitled to be present; and*
 - (c) *details of the tenders (other than the consideration sought in the tender) are to be immediately recorded in a register to be known as the tenders register.*

[Regulation 16 amended: Gazette 29 Jun 2001 p. 3131; 31 Mar 2005 p. 1055; 18 Sep 2015 p. 3807.]
17. *Tenders register*
 - (1) *The CEO is responsible for keeping the tenders register and making it available for public inspection.*
 - (1A) *The CEO must publish the tenders register on the local government's official website.*
 - (2) *The tenders register is to include, for each invitation to tender —*
 - (a) *a brief description of the goods or services required; and*
 - ~~[(b) deleted]~~
 - (c) *particulars of —*
 - (i) *any notice by which expressions of interests from prospective tenderers was sought; and*
 - (ii) *any person who submitted an expression of interest; and*
 - (iii) *any list of acceptable tenderers that was prepared under regulation 23(4);*
 - and*
 - (d) *a copy of the notice of the invitation to tender; and*
 - (e) *the name of each tenderer whose tender has been opened; and*
 - (f) *the name of any successful tenderer.*
 - (3) *The tenders register is to include for each invitation to tender the amount of the consideration or a summary of the amount of the consideration sought in the tender accepted by the local government.*

[Regulation 17 amended: Gazette 29 Jun 2001 p. 3131; 18 Sep 2015 p. 3807; SL 2020/213 r. 36.]
18. *Rejecting and accepting tenders*
 - (1) *A tender is required to be rejected unless it is submitted at a place, and within the time, specified in the invitation for tenders.*
 - (2) *A tender that is submitted at a place, and within the time, specified in the invitation for tenders but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the tender.*

- (3) *If, under regulation 23(4), the CEO has prepared a list of acceptable tenderers for the supply of goods or services, a tender submitted by a person who is not listed as an acceptable tenderer is to be rejected.*
- (4) *Tenders that have not been rejected under subregulation (1), (2), or (3) are to be assessed by the local government by means of a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept and it is to decide which of them (if any) it thinks it would be most advantageous to the local government to accept.*
- (4a) *To assist the local government in deciding which tender would be the most advantageous to it to accept, a tenderer may be requested to clarify the information provided in the tender.*
- (5) *The local government may decline to accept any tender.*
- (6) *If a local government has accepted a tender but acceptance of the tender does not create a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer agree not to enter into a contract in relation to the tender, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.*
- (7) *If a local government has accepted a tender and acceptance of the tender creates a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer agree to terminate the contract, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.*

[Regulation 18 amended: Gazette 29 Jun 2001 p. 3131-2; 18 Sep 2015 p. 3807.]

19. Tenderers to be notified of outcome

The CEO is to give each tenderer notice in writing containing particulars of the successful tender or advising that no tender was accepted.

Relevant Plans and Policy:

Council policy “2.35 Procurement” is relevant to this report.

Financial Implications:

There are no known financial implications to the 2024/25 budget applicable to this report. Council’s allocation of \$225,000 is accounted for in the approved budget, with the remaining funds provided through the DR FAWA arrangements.

Risk Assessment:

The risk in relation to this matter is assessed as “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:

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:

The total estimated cost for the AGRN1061 Brookton EPAR project is \$390,465.53, with a detailed breakdown below:

Total Base Construction (GS Hobbs)		144,403.87
Overheads (GS Hobbs)	67.0%	96,462.86
Project Management (Greenfield)	70.0%	101,796.00
Total Base Construction & Project Management Subtotal		342,662.72
Initial Damage Pickup, Assessment & Cost Estimate Documentation (Greenfield)		12,788.18
P50 Contingency	10.0%	34,266.27
Project Sub-Total		376,929.00
Cost Escalation	0.2%	748.35
Total Project Cost Estimate		390,465.53

All work must be completed within two years after the end of the financial year in which the event occurred, with a completion date of 30 June 2026.

OFFICER'S RECOMMENDATION

That Council award the Tender for GS Hobbs Contracting for the completion of RFT 01/2024 AGRN 1061 Essential Public Asset (EPA) Reinstatement Project. For the tendered amount of \$240,866.73.

(Absolute majority vote required)

COUNCIL RESOLUTION

MOVED Cr Bell

SECONDED Cr Wallis

That Council award the Tender for GS Hobbs Contracting for the completion of RFT 01/2024 AGRN 1061 Essential Public Asset (EPA) Reinstatement Project. For the tendered amount of \$240,866.73.

CARRIED BY ABSOLUTE MAJORITY VOTE 5/0

For: Cr Crute, Cr Bell, Cr Copping, Cr McCabe, Cr Wallis

Against: Nil

Attachment

Confidential Attachment 14.11.24.02A – Tender Evaluation Report.

Tender Number RFT 01 2024			A		B		C	
Contractor			APVE		Conplant		GS Hobbs	
DESCRIPTION	UNIT	QTY	RATE	AMOUNT	RATE	AMOUNT	RATE	AMOUNT
PRELIMINARIES Allow for all necessary preliminaries including, but not limited to;					NON CONFORMING			
Mobilisation & demobilisation all plant and equipment to and from the Shire of Brookton (Mob/Demob Item 1)	Item	1	\$ 10,000.00	\$ 10,000.00		\$ -	\$ 6,720.00	\$ 6,720.00
Mobilisation & demobilisation of provisional plant items to / from Shire of Brookton (Mob/Demob Item 2)	Per Machine	1	\$ 1,000.00					
Allow for all insurances required under the contract	Item	1	Included in plant rates		Included in plant rates		Included in plant rates	
Allow for full compliance with all state and federal regulations	Item	1	Included in plant rates		Included in plant rates		Included in plant rates	
Prepare Traffic Management Plan	Item	1	\$ 1,800.00	\$ 1,800.00		\$ -	\$ 2,750.00	\$ 2,750.00
Percentage on-cost for materials ordered by the Contract Flood Damage Supervisor	%	-	30%	Rate only		Rate only	20%	Rate only
SUB-TOTAL PRELIMINARIES			\$ 11,800.00		\$ -		\$ 9,470.00	
SITE FACILITIES AND SUPPORTING ITEMS	UNIT	QTY	RATE	AMOUNT	RATE	AMOUNT	RATE	AMOUNT
Allow for all camp, meals and accommodation (including all associated amenities as described within the RFT)	Per Person Per Day	9	\$ 200.00	\$ 1,800.00		\$ -	\$ 250.00	\$ 2,250.00
Site Supervisor (including vehicle and all other associated items as described within this RFT)	Per day		\$ 1,200.00				\$ 100.00	
SUB-TOTAL SITE FACILITIES AND SUPPORTING ITEMS (PER DAY)			\$ 3,000.00		\$ -		\$ 2,350.00	
PLANT HIRE ITEMS	No. of machines required	Hours Per Day	Hourly rate per machine	Subtotal	Hourly rate per machine	Subtotal	Hourly rate per machine	Subtotal
GRADER, H-140 or similar with 14ft blade	1							
Rate per hour while in use		11	\$ 225.00	\$ 2,475.00			\$ 220.00	\$ 2,420.00
Standby rate per hour			\$ 135.00	\$ -			\$ 100.00	\$ -
PADFOOT VIBRATORY ROLLER min 16t deadweight	0.5							
Rate per hour while in use		11	\$ 140.00	\$ 770.00			\$ 150.00	\$ 825.00
Standby rate per hour			\$ 84.00	\$ -			\$ 75.00	\$ -
SMOOTH DRUM VIBRATORY ROLLER min 16t deadweight	1							
Rate per hour while in use		11	\$ 140.00	\$ 1,540.00			\$ 150.00	\$ 1,650.00
Standby rate per hour			\$ 84.00	\$ -			\$ 75.00	\$ -
MULTI-TYRED ROLLER min 16t deadweight	0.5							
Rate per hour while in use		11	\$ 140.00	\$ 770.00			\$ 140.00	\$ 770.00
Standby rate per hour			\$ 84.00	\$ -			\$ 70.00	\$ -
6 WHEEL WATER CART min 10,000 Litres	2							
Rate per hour while in use		11	\$ 150.00	\$ 3,300.00			\$ 140.00	\$ 3,080.00
Standby rate per hour			\$ 90.00	\$ -			\$ 70.00	\$ -
SEMI SIDE TIPPER (18m3)	1							
Rate per hour while in use		11	\$ 185.00	\$ 2,035.00			\$ 165.00	\$ 1,815.00
Standby rate per hour			\$ 111.00	\$ -			\$ 82.50	\$ -
MACHINERY FLOAT (including Prime Mover)	1							
Rate per hour while in use to move between each location within the road (Mob/Demob Item 3)		1	\$ 200.00	\$ 200.00			\$ 180.00	\$ 180.00
One-off cost in lieu of standby rate to maintain float on site at all times		1					\$ 9,000.00	

Tender Number RFT 01 2024			A		B		C	
Contractor			APVE		Conplant		GS Hobbs	
TRAFFIC MANAGEMENT –Daily rates for all personnel and equipment	1							
Roadwork being undertaken while road is CLOSED to public traffic (PER DAY)			\$ 1,850.00	\$ -			\$ 600.00	\$ -
Roadwork being undertaken while road is OPEN to public traffic (PER DAY)		1	\$ 1,850.00	\$ 1,850.00			\$ 600.00	\$ 600.00
LABOUR RATE – applicable only when operator is engaged directly by the Shire to carry-out other activities.		2	\$ 100.00	\$ 200.00			\$ 70.00	\$ 140.00
ALL EQUIPMENT FOR WATER SUPPLY AT BORE/TURKEYS NEST- including 3-phase submersible pump, standalone standpipe with 150mm transfer pump including all generators as required and or all allowances required for bottom loading of water carts within a max of 10 minutes.								
Rate per bore site incl mtce & fuelling (per day)								
Standby rate per day (when not pumping) (per day)								
DOZER, D8 or similar	As required							
Rate per hour while in use			\$ 350.00				\$ 280.00	
Standby rate per hour			\$ 210.00				\$ 140.00	
FRONT END LOADER 4.0 – 5.0m3 bucket	As required							
Rate per hour while in use			\$ 185.00				\$ 240.00	
Standby rate per hour			\$ 111.00				\$ 120.00	
FRONT END LOADER 2.0 – 3.0m3 bucket	As required							
Rate per hour while in use			\$ 185.00				\$ 180.00	
Standby rate per hour			\$ 111.00				\$ 90.00	
SKID STEER LOADER with post hole auger and bucket attachment	As required							
Rate per hour while in use			\$ 150.00				\$ 140.00	
Standby rate per hour			\$ 90.00				\$ 70.00	
45 TONNE EXCAVATOR with GP and batter buckets, rock breaker and skeleton bucket, pick attachment etc	As required							
Rate per hour while in use			\$ 270.00				\$ 400.00	
Standby rate per hour			\$ 162.00				\$ 200.00	
35 TONNE EXCAVATOR with GP and batter buckets, rock breaker and skeleton bucket, pick attachment etc	As required							
Rate per hour while in use			\$ 225.00				\$ 340.00	
Standby rate per hour			\$ 135.00				\$ 170.00	
14 TONNE EXCAVATOR with GP, batter and skeleton buckets	As required							
Rate per hour while in use			\$ 185.00				\$ 150.00	
Standby rate per hour			\$ 111.00				\$ 75.00	
5 TONNE EXCAVATOR with GP, batter and skeleton buckets	As required							
Rate per hour while in use			\$ 150.00				\$ 110.00	
Standby rate per hour			\$ 90.00				\$ 55.00	

Tender Number RFT 01 2024			A		B		C	
Contractor			APVE		Conplant		GS Hobbs	
DOUBLE ROADTRAIN SIDE – TIPPER (36m3)	As required							
Rate per hour while in use			\$ 240.00				\$ 250.00	
Standby rate per hour			\$ 144.00				\$ 125.00	
WATER CART min 25,000 Litres	As required							
Rate per hour while in use			\$ 185.00				\$ 188.50	
Standby rate per hour			\$ 111.00				\$ 94.25	
ROADTRAIN WATER CART min 50,000 litres	As required							
Rate per hour while in use			\$ 240.00				\$ 260.00	
Standby rate per hour			\$ 144.00				\$ 130.00	
ROADTRAIN SIDE TIPPER Triple (54m3)	As required							
Rate per hour while in use							\$ 320.00	
Standby rate per hour							\$ 160.00	
VACUUM TRUCK with high pressure water jetting / suction for culvert cleaning	As required							
Rate per hour whilst in use			\$ 370.00				\$ 225.00	
Standby rate per day			\$ -				\$ 112.50	
PLANT HIRE ITEMS SUBTOTAL PER DAY			\$ 13,140.00				\$ 11,840.00	
Estimated number of working days			25					
SITE FACILITIES AND SUPPORTING ITEMS PER DAY			\$ 3,000.00				\$ 2,350.00	
PRELIMINARIES SUBTOTAL			\$ 12,800.00				\$ 9,470.00	
ESTIMATED TENDER TOTAL			\$ 416,300.00				\$ 364,220.00	

RFT01-2024 QUALITATIVE EVALUATION

Tender Criteria		Weighting		APVE		GS Hobbs	
Relevant Experience & Capacity		50		29		34	
Provide details of the tenderer’s previous experience in completing similar work in similar areas		15		10		12	
Provide details of the experience of key staff including Supervisor and operators of the graders and dozer. This should at a minimum include a CV / work history including information on previous projects for all key personnel and the backup personnel for these positions.		10		6		8	
Provide information about the capacity of the tenderer to provide back-up resources for key personnel should the need arise.		5		1		1	
Provide specific details of the relevant and similar experience of the nominated administrative staff who will be responsible for maintaining daily plant, labour and works progress records.		10		5		5	
Provide information demonstrating the capacity of the organisation to resource the work in the context of the tenderer’s current and potential future works.		10		7		8	
Contact details of at least 2 referees		N/S		N/S		N/S	
Demonstrated Understanding & Methodology		50		10		15	
Provide a list of the tenderer’s nominated plant and equipment for the work		15		10		10	
Provide details of how the tenderer will complete the work including the tenderer’s estimated duration that the work will take to complete		20		0		5	
Provide details of how the tenderer has worked with natural materials to achieve project specifications on similar work		15		0		0	
Total Qualitative Score (out of 100%)				39.0		49.0	

14.11.24.03 LIST OF PAYMENTS – OCTOBER 2024

File No:	N/A
Date of Meeting:	21 November 2024
Location/Address:	14 White Street, Brookton
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Skye Fisher – Finance Creditors & Records Officer
Authorising Officer:	Deanne Sweeney – Manager Corporate and Community
Declaration of Interest:	The author and authorising officer do not have an interest in this item
Voting Requirements:	Simple
Previous Report:	17 October 2024

Summary of Report:

The purpose of this report is to present the list of payments for the month of October 2024, as required under the *Local Government (Financial Management) Regulations 1996*.

Description of Proposal:

To present to Council, the accounts paid under Delegation 1.1, Power to Make Payments, included within Attachment 14.11.24.03A.

Contained within Attachment 14.11.24.03B is a detailed transaction listing of credit card expenditure paid for the period ended 31 October 2024.

Contained within Attachment 14.11.24.03C is a detailed transaction listing of fuel purchasing card expenditure paid for the period ended 31 October 2024.

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

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

Financial Implications

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

Risk Assessment

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

Consequence	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 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 provide to Council, where such delegation is made.

OFFICER'S RECOMMENDATION

That Council receive:

1. the list of accounts, totalling \$876,512.89 paid under delegated authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 for the month of October 2024, as contained within Attachment 14.11.24.03A; and
2. the list of credit card transactions, totalling \$1804.76 paid in October 2024, as contained within Attachment 14.11.24.03B.
3. the list of fuel card transactions, totalling \$217.57 paid in October 2024, as contained within Attachment 14.11.24.03C.

(Simple majority vote required)

COUNCIL RESOLUTION

MOVED Cr Bell

SECONDED Cr Copping

That Council receive:

- 1. the list of accounts, totalling \$876,512.89 paid under delegated authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 for the month of October 2024, as contained within Attachment 14.11.24.03A; and***
- 2. the list of credit card transactions, totalling \$1804.76 paid in October 2024, as contained within Attachment 14.11.24.03B.***
- 3. the list of fuel card transactions, totalling \$217.57 paid in October 2024, as contained within Attachment 14.11.24.03C.***

CARRIED BY SIMPLE MAJORITY VOTE 5/0

For: Cr Crute, Cr Bell, Cr Copping, Cr McCabe, Cr Wallis

Against: Nil

Attachments

Attachment 14.11.24.03A - List of Payments for October 2024.

Attachment 14.11.24.03B - Credit Card Transactions for October 2024.

Attachment 14.11.24.03C - Fuel Card Transactions October 2024.

List of Payments for October 2024

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16134	11/10/2024	3E ADVANTAGE PTY LTD	PRINTING SERVICES FOR ADMIN & CRC. SEPTEMBER 24.	\$2,947.81
EFT16135	11/10/2024	ARCUS AUSTRALIA PTY LTD	REPLACEMENT FRIDGE FOR MEMORIAL HALL. SEPTEMBER 24	\$4,618.90
EFT16136	11/10/2024	BCA CONSULTANTS	BROOKTON RAILWAY STATION REFURBISHMENT - HYDRAULIC DESIGN AND DOCUMENTATION STAGE 1. INCLUDES 1 X SITE VIST. SEPTEMBER 24	\$4,950.00
EFT16137	11/10/2024	BEDFORD ARMS HOTEL	CATERING CHARGES FOR CBF MEETING ON 3/10/24.	\$256.00
EFT16138	11/10/2024	BOC GASES	MONTHLY RENTAL CHARGES, OXYGEN G SIZE X 1, DISSOLVED ACETYLENE E SIZE X 1, ARGOSHIELD X 1 AND MEDICAL OXYGEN X 3. SEPTEMBER 24	\$54.43
EFT16139	11/10/2024	BROOKTON 24/7 TOWING	COMPRESSOR FAULT AND HYDRAULIC DIAGNOSTICS, PG8. SEPTEMBER 24	\$385.00
EFT16140	11/10/2024	BROOKTON PLUMBING	CLEAR BLOCKAGE AND ADJUST CISTERNS AT RRTLOP. OCTOBER 24	\$132.00
EFT16141	11/10/2024	BROOKTON PROFESSIONAL SERVICES CENTRE	MONTHLY RENT FOR CRC OFFICE. 1/10/24 TO 31/10/24	\$1,050.00
EFT16142	11/10/2024	BUILDING & ENERGY	BSL PAYMENT. 2 X LEVIES COLLECTED SEPTEMBER 24.	\$1,092.20
EFT16143	11/10/2024	CHILD SUPPORT AGENCY EMPLOYER SERVICES	PAYROLL DEDUCTIONS	\$307.06
EFT16144	11/10/2024	CIVIL PRODUCTS WA	VARIOUS SIGNS FOR CLOSURE OF ROBINSON ROAD AND ROAD WORKS. OTHMRRM. SEPTEMBER 24	\$5,761.80
EFT16145	11/10/2024	CLEANFLOW ENVIRONMENTAL SOLUTIONS	PROGRESS PAYMENT UV EFFLUENT PIPE RELINING, BROOKTON HWY. OCTOBER 24	\$27,718.54
EFT16146	11/10/2024	COLIN DUDLEY YOUNG	CONTIGUOUS RATES REFUND FOR ASSESSMENT A122 YOUNG ROAD	\$456.97
EFT16147	11/10/2024	CUBALLING WINDSCREENS, PANEL, PAINT AND TOWING	SUPPLY AND INSTALL REPLACEMENT WINDSCREEN. PU1. SEPTEMBER 24	\$935.00
EFT16148	11/10/2024	DOUGLAS MACAULAY	REIMBURSEMENT REPLACEMENT KEY SET AND OUTDOOR BROOM. SWIMMING POOL. OCTOBER 2024	\$44.30
EFT16149	11/10/2024	FREESTYLE NOW	SUPPLY BIKE JUMP INFRASTRUCTURE & COACHING SESSION - BROOKTON BETTER BIKERS EVENT 7TH SEPTEMBER 2024	\$2,200.00

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16150	11/10/2024	FUEL DISTRIBUTORS OF WA	MONTHLY DELIVERY OF DIESEL X 7000L TO DEPOT. SEPTEMBER 24	\$11,199.93
EFT16151	11/10/2024	GARY SHERRY	REIMBURSEMENT - DIESEL 53.39L @ \$1.619. PAV 6. SEPTEMBER 2024	\$84.30
EFT16152	11/10/2024	GERALDTON TRANSPORT	PICK UP AND DELIVERY OF 2 X CRS EMULSION DRUMS. TOWNOP. SEPTEMBER 24	\$127.60
EFT16153	11/10/2024	GREAT SOUTHERN FUEL SUPPLIES	FUEL CARD PURCHASES. ULP X 36.36 @ \$2.00, ULP 28.64 @ 2.00, ULP X 17.52 @ 1.83, ULP X 29.50 @ 1.83. PAV 5. SEPTEMBER 2024.	\$217.57
EFT16154	11/10/2024	H RUSHTON & CO	SEWERAGE SEPTIC TANK INCENTIVE PROGRAM FOR A448.	\$200.00
EFT16155	11/10/2024	HARRIYANDLE FAMILY TRUST	PROFESSIONAL SERVICE. ENGINEERING ADVICE OTHMRRM, SEPTEMBER 24. INCLUDES TRAVEL 17/9/24 & 19/9/24.	\$7,238.00
EFT16156	11/10/2024	INTEGRATED ICT	SERVICE AND EQUIPMENT CHARGES ADMIN IP TELEPHONY. SEPTEMBER 24	\$491.24
EFT16157	11/10/2024	KEVIN D'ALTON	REIMBURSEMENT AS PER EMPLOYMENT CONTRACT FROM 01/07/24. STARLINK INTERNET SUBSCRIPTION. JULY, AUGUST AND SEPTEMBER 2024. REIMBURSEMENT AS PER CONTRACT 01/07/2024. 50% OF TOTAL ELECTRICITY AS REQUESTED. 26/07/24 TO 20/09/2024.	\$278.38
EFT16158	11/10/2024	LGRCEU	PAYROLL DEDUCTIONS	\$88.00
EFT16159	11/10/2024	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	AFFILIATE MEMBERSHIP DUES 24/25 FY. BCRCC. JULY 24	\$190.00
EFT16160	11/10/2024	MCINTOSH AND SON NARROGIN	SHACKLES AND BRIDAL STRAP FOR PLANT RECOVERY. DEPOOP. SEPTEMBER 24	\$1,551.00
EFT16161	11/10/2024	MCPEST PEST CONTROL	ANNUAL SPIDER SPRAYING PF8, PF10 PF9, PF11 & WBSHEDOP. SEPTEMBER 24	\$770.00
EFT16162	11/10/2024	MICHAEL BACHYNSKY	REIMBURSEMENT - WASHING MACHINE FILTERS X 4. 40 WHITE STREET COMMUNAL LAUNDRY. SEPTEMBER 24	\$24.49
EFT16163	11/10/2024	NEW GROUND WATER SERVICES PTY LTD	REPLACEMENT SPRINKLERS X 12. OVALOP. SEPTEMBER 24	\$1,438.80
EFT16164	11/10/2024	NORTH DANDALUP TURNER MECHANICAL SERVICE PTY LTD	1000 HOUR SERVICE AND FULL MACHINE INSPECTION PR8 & PR8. REPAIRS AND SERVICE PG9. 15000 KM SERVICE AND INSPECTION. PT18. FULL SERVICE AND INSPECTION PT17. SEPTEMBER 24.	\$8,607.01
EFT16165	11/10/2024	OFFICE BUSINESS	OFFICE FURNITURE, DELIVERY & INSTALLATION. FOR WEST BROKTON BFB SHED. SEPTEMBER 24.	\$16,026.33
EFT16166	11/10/2024	OFFICEWORKS BUSINESS DIRECT	120 X ARCHIVE BOXES. RECORDS MANAGEMENT SEPTEMBER 24	\$546.59
EFT16167	11/10/2024	QUALITY PRESS	FULL COLOUR DOUBLE SIDED BROCHURE X 750. FIREBREAK NOTICES. SEPTEMBER 24	\$704.00

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16168	11/10/2024	REPCO - GPC ASIA PACIFIC PTY LTD	BOTTLE JACK SQUAT 2000KG & GARAGE JACK 3000KG DEPOT MINOR EQUIPMENT. AUGUST 24	\$758.14
EFT16169	11/10/2024	SAMI BITUMEN TECHNOLOGIES PTY LTD	2 X DRUMS OF CRS EMULSION. TOWNOP STREET MAINTENANCE. SEPTEMBER 24	\$814.00
EFT16170	11/10/2024	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$1,350.00
EFT16171	11/10/2024	THE LOCAL GUYS - TEST AND TAG WA TNT	PURCHASE OF FIRE EXTINGUISHER S X3, FIRE BLANKET & EQUIPMENT SIGNS. WEST BROOKTON BFB SHED. SEPTEMBER 2024	\$1,001.00
EFT16172	11/10/2024	THE LOCK MAN SECURITY	RE-KEY FRONT AND REAR DOOR LOCKS. U1 MADISON SQUARE. SEPTEMBER 24	\$445.00
EFT16173	11/10/2024	TOP NOTCH TREE SURGEONS	PRUNING TREES AS PER WESTERN POWER STANDARD. OTHMRRM. SEPTEMBER 24	\$11,998.80
EFT16174	11/10/2024	ZIRCODATA (TOTALLY CONFIDENTIAL RECORDS)	MONTHLY ARCHIVE STORAGE CHARGES. STANDARD CARTON X 214 @ 0.23 EACH. 26/8/24 TO 25/9/24.	\$55.18
EFT16175	16/10/2024	AMPAC DEBT RECOVERY	DEBT RECOVERY & LEGAL FEES FOR A772 & A2682. SEPTEMBER 24	\$2,343.80
EFT16176	16/10/2024	ANDROIT INFORMATION MANAGEMENT	RECORDS MANAGEMENT PROGRAM 24/25 25/9/24 X 4 HOURS. 27/9/24 X 7 HOURS & 4/10/24 X 5 HOURS.	\$1,936.00
EFT16177	16/10/2024	ASHLYN RIDGWAY	GYM INDUCTION X 1. SEPTEMBER 24	\$40.00
EFT16178	16/10/2024	BOB WADDELL & ASSOCIATES PTY LTD	PROFESSIONAL SERVICE. ASSISTANCE WITH SEPTEMBER MONTHLY FINANCIALS. OCTOBER 24	\$88.00
EFT16179	16/10/2024	BROOKTON COUNTRY CLUB	ANNUAL CONTRIBUTION AS PER LEASE AGREEMENT - 24/25 FY	\$11,000.00
EFT16180	16/10/2024	BROOKTON ONWARD TOWN TEAM	BROOKTON ONWARD TOWN TEAMS - STREETS ALIVE GRANT FUNDING PAYMENT. AUGUST 24	\$5,000.00
EFT16181	16/10/2024	BROOKTON PLUMBING	REPLACE SHUT OFF VALVE. COMMUNITY GARDEN. REPAIR AND TEST CISTERN IN MALE TOILETS. MEMORIAL HALL. OCTOBER 24	\$321.20
EFT16182	16/10/2024	EDWARDS ISUZU UTE	REPLACEMENT VEHICLE & TRADE IN FOR PAV5. PURCHASE OF PAV7. OCTOBER 24	\$34,741.95
EFT16183	16/10/2024	FARM LIFE FITNESS	GYM OPEN DAY GUEST SPEAKER & 30 MINUTE STRETCHING/YOGA SESSION. 2/11/24	\$1,517.60
EFT16184	16/10/2024	GERALDTON TRANSPORT	TRANSPORT VARIOUS ROAD SIGNS FROM CIVIL PRODUCTS TO DEPOT. OTHMRRM. OCTOBER 24	\$114.44
EFT16185	16/10/2024	GREAT SOUTHERN SUPPLIES T/AS G&M DETERGENTS	CLEANING SUPPLIES. ADMiop, CARAOP AND RRTLOP. INCLUDES TOILET PAPER, HAND TOWEL, FLOOR CLEANER AND BATHROOM CLEANER. OCTOBER 24	\$431.68

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16186	16/10/2024	JENNIE MASON	REIMBURSEMENT LOCK WANDOO CHALET. CARAOP. OCTOBER 24	\$38.98
EFT16187	16/10/2024	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	TRAINING MCC. IGNITE 2 LEADING WITH IMPACT AND AGILITY WORKSHOP. 28/10/24. PROJECT MANAGEMENT ESSENTIALS. 14/10/24	\$2,870.00
EFT16188	16/10/2024	RESONLINE	MONTHLY CHARGES. ONLINE BOOKING SYSTEM. CARAOP. SEPTEMBER 24	\$242.00
EFT16189	16/10/2024	SOUTHWEST VEHICLE GROUP	VEHICLE TRADE IN PU36 & PURCHASE PU40. \$31413.75. VEHICLE TRADE IN PU1 & PURCHASE OF PU39. \$27413.75. OCTOBER 24	\$58,827.50
EFT16190	16/10/2024	WA CONTRACT RANGER SERVICES	RANGER SERVICES 25/9/24 X 4.25 HOURS & 1/10/24 X 3.25 HOURS.	\$866.25
EFT16191	18/10/2024	ATO	BAS RETURN. SEPTEMBER 24	\$20,762.00
EFT16192	18/10/2024	CHILD SUPPORT AGENCY EMPLOYER SERVICES	PAYROLL DEDUCTIONS	\$307.06
EFT16193	18/10/2024	LGRCEU	PAYROLL DEDUCTIONS	\$88.00
EFT16194	18/10/2024	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$1,350.00
EFT16195	18/10/2024	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$1,400.00
EFT16196	18/10/2024	CALVARY PRESBYTERIAN CHURCH	BOND REFUND - FACILITY HIRE 5 & 6 OCTOBER 24.	\$250.00
EFT16197	18/10/2024	DELLA MCLOUGHLIN	BOND REFUND - GYM KEY	\$70.00
EFT16198	18/10/2024	EMMA KEENAN	BOND REFUND - GYM KEY	\$70.00
EFT16199	18/10/2024	JULIE KANGWA	BOND REFUND - GYM KEY	\$70.00
EFT16200	24/10/2024	ANDROIT INFORMATION MANAGEMENT	ARCHIVING PROGRAM. RECORDS MANAGEMENT. 18/10/24 X 6.5 HOURS, 20/10 X 3 HOURS & 21/10/24 X 3.5 HOURS.	\$1,573.00
EFT16201	24/10/2024	AUSTRALIA POST	POSTAGE CHARGES ADMIN, CRC & BULK MAIL – FIREBREAK NOTICE. SEPTEMBER 24	\$962.68
EFT16202	24/10/2024	B & N EYRE BROOKTON NEWSAGENCY	STATIONERY SUPPLIES ADMIN, CRC & DEPOT. SEPTEMBER 24	\$517.70
EFT16203	24/10/2024	BCA CONSULTANTS	ELECTRICAL SERVICES DESIGN & DOCUMENTATION STAGE 2 WORKS. BROOKTON RAILWAY STATION. SEPTEMBER 24	\$4,180.00
EFT16204	24/10/2024	BEST OFFICE SYSTEMS	POSTAGE FOR PRINTER INK CARTRIDGES. CRC. OCTOBER 24	\$25.00
EFT16205	24/10/2024	BROOKTON 24/7 TOWING	REPAIR OIL LEAKS. PF8 FURTHER INVESTIGATION NEEDED.	\$291.50
EFT16206	24/10/2024	BROOKTON PLUMBING	EFFLUENT SLEEVE REPAIRS. SEWEOP. PUMP DUMP POINT CARAOP. INSTALL RETIC BEHIND GRANDSTAND & REPAIR LEAK. POOLOP. ADJUST BUTTONS ON CISTERN RRTLOP. REPAIR & REPLACE BROKEN VALVE. COMMUNITY GARDEN.	\$9,880.20

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16207	24/10/2024	CHRONICLE RIP PTY LTD	CHRONICLE SOFTWARE LICENCE RENEWAL. 1/10/24 TO 30/9/24.	\$580.03
EFT16208	24/10/2024	CIVIL & STRUCTURAL ENGINEERS	FINAL CLAIM INSPECTION AND SOIL TESTING, DESIGN AND DOCUMENTATION. RAILWAY STATION. JUNE 24	\$12,925.00
EFT16209	24/10/2024	CLEANFLOW ENVIRONMENTAL SOLUTIONS	UV RELINING EFFLUENT PIPES. CUMMING STREET. 8/10/24 & 10/10/24. KING STREET 15/10/24. SEWPIPE.	\$6,851.61
EFT16210	24/10/2024	DAWSONS CONCRETE & REINFORCING	SUPPLY AND INSTALL CONCRETE SLAB SHEDCAP.	\$4,450.00
EFT16211	24/10/2024	DELTA AGRIBUSINESS WA- BROOKTON RURAL TRADERS	MONTHLY PURCHASES FOR TOWN & PLANT MAINTENANCE. PUBLIC WORKS CREW PPE & UNIFORMS AS PER UNIFORM POLICY. WARRANTY CLAIM DIGITAL SMART LOCK GYMOP. GLYPHOSATE 450 20LT X 10. MAKITA 18V RAPID CHARGER & 2 X 4.0AH BATTERY. PURCHASES FOR WEST BROOKTON BFB, TOP LOADER WASHER, FRIDGE, MICROWAVE, PRESSURE WASHER, COMPRESSOR, VARIOUS KITCHEN WARES, GARDEN EQUIPMENT & CLEANING PRODUCTS.	\$17,110.98
EFT16212	24/10/2024	FARMARAMA	TRICLOPYR 600 20L X 5 DRUMS. TOWNOP. OCTOBER 24	\$1,498.75
EFT16213	24/10/2024	FLEET COMMERCIAL GYMNASIUMS	NECK PAD FOR MATRIX MAGNUM SMITH MACHINE. GYMOP. OCTOBER 24	\$44.00
EFT16214	24/10/2024	GARY SHERRY	REIMBURSEMENT - ELECTRICITY 26/7/24 TO 24/9/24 AS PER EMPLOYMENT CONTRACT. OCTOBER 24	\$126.69
EFT16215	24/10/2024	GREAT SOUTHERN SUPPLIES T/AS G&M DETERGENTS	CLEANING & HYGIENE SUPPLIES POOLOP. OCTOBER 24	\$333.60
EFT16216	24/10/2024	GREAT SOUTHERN WASTE DISPOSAL	DOMESTIC RUBBISH COLLECTION. 450 HOUSEHOLDS X 4 WEEKS & LANDFILL LABOUR 108 X HOURS AND MACHINE X 12 HOURS X 4 WEEKENDS 29/08/24 TO 26/9/24. RECYCLING COLLECTION. 335 HOUSEHOLDS X 2 5/9/24 & 19/9/24. SEPTEMBER 24. BULK WASTE X 6 BINS & CARDBOARD COLLECTION X 5 BINS 9/9/24.	\$14,041.50
EFT16217	24/10/2024	INSTANT WEIGHING	CALIBRATION SERVICE & REPORT AS PER COMPLIANCE, PL7.	\$ 1,920.07
EFT16218	24/10/2024	KWIK KOPY CANNING VALE - INNOVATIVE PRINT AND DESIGN PTY LTD	PULL UP BANNER X 2 AND FLAG X 2. MARKETING AND ADVERTISING.	\$1,071.00

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16219	24/10/2024	LGIS INSURANCE	LGIS INSURANCE 24/25 FY. INSTALMENT 2 OF 2. PROPERTY, PUBLIC LIABILITY, COUNCILLORS & GOVERNANCE ADMINISTRATION, WORK CARE & JOURNEY, MANAGEMENT LIABILITY, CORPORATE TRAVEL, PERSONAL ACCIDENT, CRIME AND CYBER LIABILITY, BUSHFIRE INJURY, MOTOR VEHICLE FLEET.	\$159,864.65
EFT16220	24/10/2024	LIZ LANGE	SEWERAGE INCENTIVE PROGRAM SEPTIC TANK SYSTEM MAINTENANCE A329.	\$200.00
EFT16221	24/10/2024	METROCOUNT	TRAFFIC MANAGEMENT EQUIPMENT. DEPOOP.	\$654.50
EFT16222	24/10/2024	NEXIA PERTH PTY LTD	PROFESSIONAL SERVICES AUDIT WORK. LRCI 2023/24 GRANT ACQUITTAL PHASE 3 & 4.	\$1,760.00
EFT16223	24/10/2024	NOURISH BROOKTON	GAS BOTTLES X 2, 45KG. WBSHEDOP. PURCHASE OF REFRESHMENTS AND CONSUMABLES FOR ADMIN, COUNCIL, CRC EVENTS, POOL AND DEPOT. SEPTEMBER 24.	\$798.83
EFT16224	24/10/2024	STEPHEN CARRICK ARCHITECTS PTY LTD AS TRUSTEE FOR THE S&S CARRICK FAMILY TRUST	FINAL CLAIM RQ-5-2022 ARCHITECTURAL SERVICES ASSIST WITH TENDER EVALUATION AND REPORT. RWSTCAP.	\$1,650.00
EFT16225	24/10/2024	SUPER SIGNS WA	SUPPLY AND INSTALL NEW SIGNAGE AT WB EVA PAVILION.	\$2,920.50
EFT16226	24/10/2024	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES WATER SAMPLES. POOLGO. SEPTEMBER 24	\$41.03
EFT16227	24/10/2024	WA CONTRACT RANGER SERVICES	RANGER SERVICES 10/10/24 X 3 HOURS & 16/10/24 X 3 HOURS.	\$693.00
EFT16228	24/10/2024	WALLIS COMPUTER SOLUTIONS	MIGRATION FROM TELSTRA TIMS SERVICE TO SINCH MESSAGE MEDIA. FIREGO. SEPTEMBER 2024. SUPPLY NEW DOCKING STATION FOR ADMIN HOT DESK SETUP.	\$1,585.10
EFT16229	24/10/2024	WANDERING HVAC	REPLACEMENT PUMP INSTALL. URGENT CALL OUT - PUMP FAILURE AT WAHPOP2.	\$1,207.47
18521	24/10/2024	CASH - SHIRE OF BROOKTON	CASH FLOAT FOR SWIMMING POOL SEASON 2024/25.	\$100.00
DD7936.1	01/10/2024	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$7,319.06
DD7936.2	01/10/2024	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$296.64
DD7936.3	01/10/2024	COLONIAL FIRST STATE CHOICE WHOLESALE PERSONAL SUPER	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$597.52
DD7936.4	01/10/2024	MLC NOMINEES PTY LIMITED	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$367.77
DD7936.5	01/10/2024	SANDHURST TRUSTEES	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$992.31
DD7936.6	01/10/2024	HUB24 SUPERFUND	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$356.05

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
DD7936.7	01/10/2024	HOSTPLUS	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$689.40
DD7936.8	01/10/2024	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$2,315.71
DD7936.9	01/10/2024	THE TRUSTEE FOR JOHNS FAMILY SUPER FUND	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$559.02
DD7938.1	01/10/2024	WATER CORPORATION OF WA	WATER CHARGES -11/11/24 TO 9/9/24. OVAL & 33 UNIT 1, 2 & 3 WHITTINGTON STREET. SWIMMING POOL - 1/9/24 TO 30/10/24	\$1,254.96
DD7942.1	02/10/2024	WATER CORPORATION OF WA	WATER USAGE CHARGES ADMIN. 10/7/24 TO 10/9/24. WATER SERVICE CHARGES STANDPIPE 25MM. 1/9/24 TO 31/10/24. WATER USAGE CHARGES 11/7/24 TO 10/9/24. 40 WHITE STREET UNITS. WATER USAGE CHARGES 11/7/24 TO 10/9/24 AND SERVICE CHARGES 1/9/24 TO 31/10/24. DEPOT 50MM STANDPIPE. WATER USAGE CHARGES DEPOT 11/7/24 TO 10/9/24 - INVESTIGATING POSSIBLE LEAK.	\$2,583.26
DD7946.1	02/10/2024	SYNERGY	ELECTRICITY SUPPLY TO CARAVAN PARK OVAL AND WB EVA PAVILION. 14/8/24 TO 10/9/24	\$1,666.19
DD7951.1	07/10/2024	TELSTRA CORPORATION	MONTHLY CHARGES SEWERAGE PUMP STATION ALARM.	\$22.99
DD7959.1	14/10/2024	SHIRE OF BROOKTON - MASTERCARD - CESM	CREDIT CARD FEE. SEPTEMBER 24	\$4.00
DD7959.2	14/10/2024	SHIRE OF BROOKTON - MASTERCARD - CEO	CREDIT CARD PURCHASES TRAFFIC MANAGEMENT SOFTWARE, STARLINK, LG WOMEN'S ASSOCIATION FORUM, MESSAGE MEDIA AND CARD FEE. SEPTEMBER 24	\$1,565.62
DD7959.3	14/10/2024	SHIRE OF BROOKTON - MASTERCARD - MCC	CREDIT CARD PURCHASES. FAIRY LIGHTS AND 2 X 1M SPIRAL FOR EV003, CPR RENEWAL X 1 CRC STAFF AND CARD FEE. SEPTEMBER 24	\$235.14
DD7962.1	14/10/2024	SYNERGY	ELECTRICITY CHARGES MEMORIAL HALL. 25/7/24 TO 20/9/24.	\$198.91
DD7964.1	15/10/2024	SYNERGY	ELECTRICITY CHARGES BROOKTON TOWN OVAL, SEWERAGE PUMP STATION, DEPOOP, POOLOP, MEN'S SHED, MEMORIAL PARK 26/7/24 TO 24/9/24.	\$2,833.84
DD7967.1	15/10/2024	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$7,600.96
DD7967.2	15/10/2024	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$298.44
DD7967.3	15/10/2024	COLONIAL FIRST STATE CHOICE WHOLESALE PERSONAL SUPER	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$565.06
DD7967.4	15/10/2024	MLC NOMINEES PTY LIMITED	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$367.77
DD7967.5	15/10/2024	SANDHURST TRUSTEES	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$992.31
DD7967.6	15/10/2024	HUB24 SUPERFUND	SUPERANNUATION CONTRIBUTIONS	\$356.05

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
DD7967.7	15/10/2024	HOSTPLUS	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$692.28
DD7967.8	15/10/2024	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$2,325.39
DD7967.9	15/10/2024	THE TRUSTEE FOR JOHNS FAMILY SUPER FUND	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$559.02
DD7972.1	16/10/2024	SYNERGY	ELECTRICITY CHARGES MADISON SQUARE COMMUNITY HOUSING COMMON AREA. 26/7/24 TO 20/9/24	\$185.83
DD7976.1	17/10/2024	SYNERGY	ELECTRICITY CHARGES SALINITY PUMP, SEWERAGE POND PUMP, ADMIN BUILDING, CRC, WATER HARVESTING DAM RAILWAY STATION 31/7/24 TO 24/9/24.	\$3,494.04
DD7984.1	18/10/2024	SYNERGY	ELECTRICITY CHARGES HAPPY VALLEY BORE FIELD. 27/7/24 TO 27/9/24	\$271.41
DD7987.1	15/10/2024	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	HOUSING BOND LODGEMENT. AS PER TENANCY AGREEMENT 6 MATTHEW STREET.	\$1,300.00
DD7992.1	21/10/2024	TELSTRA CORPORATION	PHONE USAGE CHARGES ADMIN, CRC & TIMS. SEPTEMBER 24. MOBILE PHONE CHARGES FOR CEO, MCC, MIW, MP, WC, LHW, ACS, CARAVAN PARK, CESM & P&G.	\$1,757.86
DD7997.1	23/10/2024	SYNERGY	ELECTRICITY USAGE FOR TOWN STREET LIGHTS X 184. 25/8/24 TO 24/9/24	\$2,962.19
DD8005.1	29/10/2024	SYNERGY	ELECTRICITY CHARGES FOR CARAOP, OVALOP AND WBOP. 11/9/24 TO 8/10/24	\$1,711.33
DD8007.1	29/10/2024	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$7,201.27
DD8007.2	29/10/2024	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$297.75
DD8007.3	29/10/2024	COLONIAL FIRST STATE CHOICE WHOLESALE PERSONAL SUPER	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$598.44
DD8007.4	29/10/2024	MLC NOMINEES PTY LIMITED	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$367.77
DD8007.5	29/10/2024	SANDHURST TRUSTEES	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$992.31
DD8007.6	29/10/2024	HUB24 SUPERFUND	SUPERANNUATION CONTRIBUTIONS	\$356.05
DD8007.7	29/10/2024	HOSTPLUS	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$705.27
DD8007.8	29/10/2024	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$2,337.48
DD8007.9	29/10/2024	THE TRUSTEE FOR JOHNS FAMILY SUPER FUND	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$559.02

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
DD8012.1	31/10/2024	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	HOUSING BOND LODGEMENT. AS PER TENANCY AGREEMENT. 6/28 WILLIAM STREET.	\$1,000.00
1305.1	01/10/2024	CBA MERCHA - BANK FEE - MERCHANT FEE	BANK FEE - MERCHANT FEE	\$50.00
1305.1	03/10/2024	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$6.69
1305.1	02/10/2024	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$5.70
1305.1	03/10/2024	CBA MERCHA - BANK FEE - MERCHANT FEE	BANK FEE - MERCHANT FEE	\$34.11
1305.1	02/10/2024	CBA MERCHA - BANK FEE - MERCHANT FEE	BANK FEE - MERCHANT FEE	\$3.50
1306.1	04/10/2024	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$17.36
1306.1	08/10/2024	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$6.51
1306.1	09/10/2024	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$9.52
1307.1	10/10/2024	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$1.52
1308.1	11/10/2024	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$1.59
1309.1	14/10/2024	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$1.52
1310.1	16/10/2024	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$6.57
1310.1	16/10/2024	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$1.98
1311.1	17/10/2024	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$16.80
1313.1	21/10/2024	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$37.14
1315.1	23/10/2024	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$12.57

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
1316.1	24/10/2024	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$7.71
1318.1	29/10/2024	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$4.13
1318.1	29/10/2024	CBA MERCHA - BANK FEE - MERCHANT FEE	BANK FEE - MERCHANT FEE	\$- 18.11
1318.1	29/10/2024	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$13.64
1319.1	30/10/2024	CBA MERCHA - BANK FEE - MERCHANT FEE	BANK FEE - MERCHANT FEE	\$3.60
1319.1	30/10/2024	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$12.64
1319.1	30/10/2024	CBA MERCHA - BANK FEE - MERCHANT FEE	BANK FEE - MERCHANT FEE	\$454.48
1320.1	31/10/2024	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$8.03
DD7936.10	01/10/2024	EQUIP SUPER	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$647.34
DD7936.11	01/10/2024	REST INDUSTRY SUPER	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$406.30
DD7967.10	15/10/2024	EQUIP SUPER	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$647.34
DD7967.11	15/10/2024	REST INDUSTRY SUPER	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$415.91
DD8007.10	29/10/2024	EQUIP SUPER	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$647.34
DD8007.11	29/10/2024	REST INDUSTRY SUPER	PAYROLL DEDUCTIONS, SUPERANNUATION CONTRIBUTIONS	\$440.90
PAYJRUN*1233	1/10/2024	SALARIES & WAGES	WEEK 14 - PPE 01/10/2024	\$71,778.26
PAYJRUN*1235	15/10/2024	SALARIES & WAGES	WEEK 16 - PPE 15/10/2024	\$70,925.72
PAYJRUN*1237	29/10/2024	SALARIES & WAGES	WEEK 18 - PPE 29/10/2024	\$72,470.67
			TOTAL	\$876,512.89

List of Credit Card Transactions Paid in October 2024

SHIRE OF BROOKTON - BENDIGO BANK MASTERCARD - CESM

DIRECT DEBIT	DATE	DESCRIPTION	AMOUNT
DD7959.1	14/10/2024	CARD FEE	\$4.00
		TOTAL	\$4.00

SHIRE OF BROOKTON - BENDIGO BANK MASTERCARD - MCC

DIRECT DEBIT	DATE	DESCRIPTION	AMOUNT
DD7959.3	14/10/2024	BUNNINGS - FAIRY LIGHTS AND PLANT TRAINER - EV0003	\$159.94
		ST JOHN AMBULANCE - CPR REFRESHER CRC STAFF X 1	\$71.20
		CARD FEE	\$4.00
		TOTAL	\$235.14

SHIRE OF BROOKTON - BENDIGO BANK MASTERCARD - CEO

DIRECT DEBIT	DATE	DESCRIPTION	AMOUNT
DD7959.2	14/10/2024	INVARION RAPID PLAN PTY LTD - TRAFFIC MANAGEMENT SOFTWARE	\$1,170.40
		STARLINK INTERNET SERVICES PTY LTD - WBOP MONTHLY SERVICE FEE, SEPTEMBER 24	\$176.00
		AUSTRALIAN LOCAL GOVERNMENT WOMEN'S ASSOCIATION X 2 TICKETS	\$191.00
		SINCH MESSAGE MEDIA MONTHLY FEE SEPTEMBER 24	\$24.22
		CARD FEE	\$4.00
		TOTAL	\$1,565.62

List of Fuel Card Transactions Paid in October 2024

SHIRE OF BROOKTON - FUEL CARD - PAV5

EFT	DATE	DESCRIPTION	AMOUNT
EFT16153	11/10/2024	ULP X 36.36 @ \$2.00. 5/9/24	\$73.10
		DIESEL X 28.64 @ \$2.00. 13/9/24	\$57.66
		ULP X 17.52 @ \$1.83. 20/9/24	\$32.44
		ULP X 29.50 @ \$1.83 27/9/24	\$54.37
		TOTAL	\$217.57

14.11.24.04 STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 OCTOBER 2024

File No:	FIN007
Date of Meeting:	21 November 2024
Location/Address:	N/A
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Charlotte Cooke – Senior Finance Officer
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:	30/09/2024

Summary of Item:

The Statement of Financial Activity for period ending 31 October 2024 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 2024, 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, the Manager Corporate & Community and the Senior Finance Officer. Responsible Officers are also required to review their particular line items for anomalies each month, with a major review in accordance with the *Local Government (Financial Management) Regulations 1996*, regulation 33A, council is required to carry out a review of its annual budget for that year by the last day of February.

Any material variances that have an impact on the outcome of the budgeted closing surplus position are detailed in the Monthly Financial Report contained within attachment 14.11.24.04A.

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 31 October 2024, in as presented in attachment 14.11.24.04A.

(Simple majority vote required)

COUNCIL RESOLUTION

MOVED Cr Bell

SECONDED Cr Wallis

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 31 October 2024, in as presented in attachment 14.11.24.04A.

CARRIED BY SIMPLE MAJORITY VOTE 5/0

For: Cr Crute, Cr Bell, Cr Copping, Cr McCabe, Cr Wallis

Against: Nil

Attachment

Attachment 14.11.24.04A - Monthly Statements of Financial Activity for the Period Ended 31 October 2024.



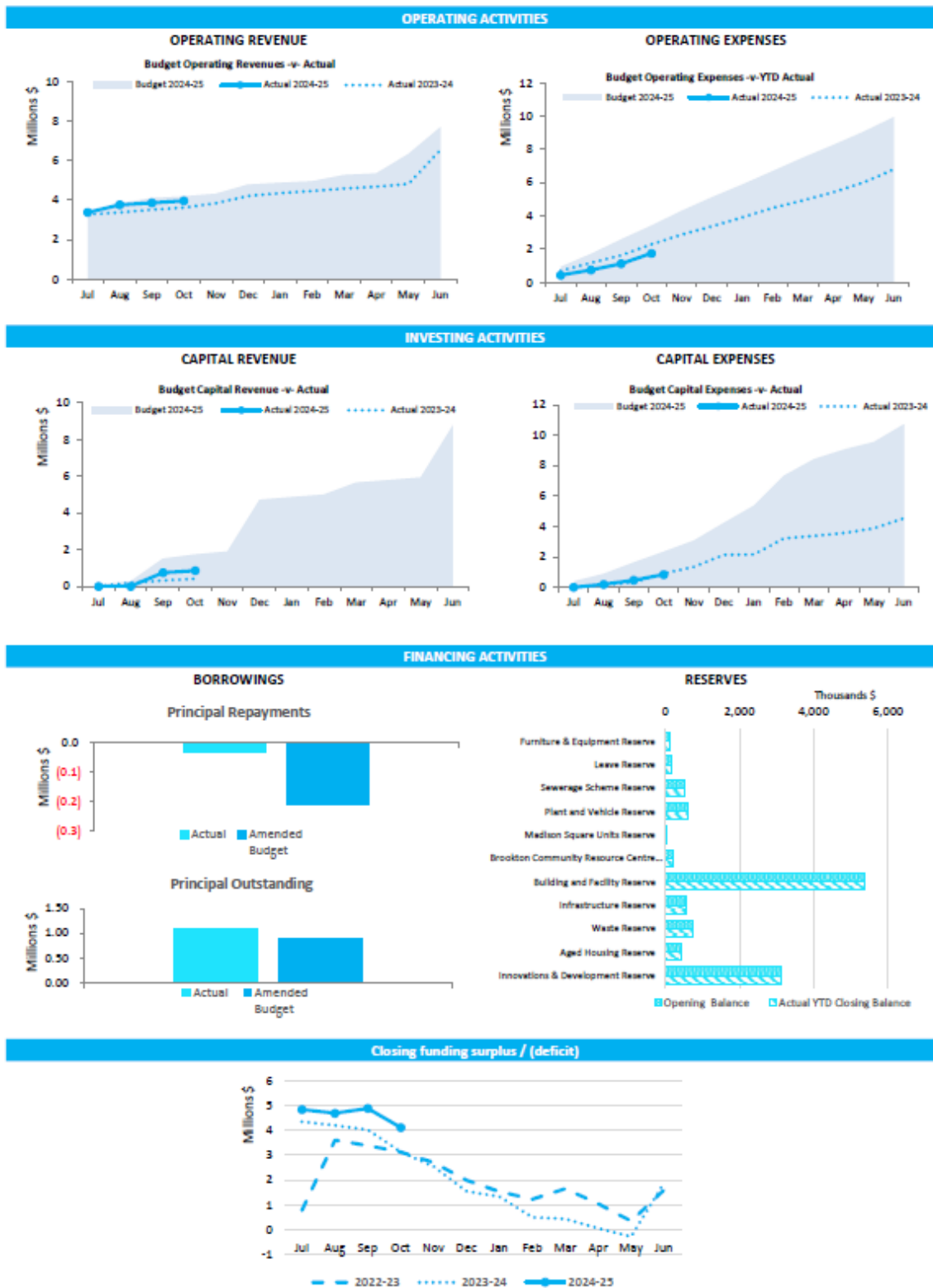
SHIRE OF BROOKTON

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) FOR THE PERIOD ENDED 31 OCTOBER 2024

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

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

Funding surplus / (deficit) Components

	Funding surplus / (deficit)			
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$1.81 M	\$1.81 M	\$1.89 M	\$0.08 M
Closing	\$0.00 M	\$2.79 M	\$4.12 M	\$1.33 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$16.53 M	% of total
Unrestricted Cash	\$4.65 M	28.1%
Restricted Cash	\$11.88 M	71.9%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$0.14 M	% Outstanding
Trade Payables	\$0.05 M	
0 to 30 Days		94.6%
Over 30 Days		5.4%
Over 90 Days		0%

Refer to Note 3 - Payables

Receivables		
	\$1.02 M	% Collected
Rates Receivable	\$0.91 M	74.2%
Trade Receivable	\$0.11 M	% Outstanding
Over 30 Days		12.9%
Over 90 Days		47%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.10 M	\$1.56 M	\$2.23 M	\$0.67 M

Refer to Statement of Financial Activity

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

Refer to Statement of Financial Activity

Grants, Subsidies and Contributions		
YTD Actual	\$0.36 M	% Variance
YTD Budget	\$0.65 M	(44.0%)

Refer to Note 13 - Operating Grants and Contributions

Fees and Charges		
YTD Actual	\$0.67 M	% Variance
YTD Budget	\$0.62 M	6.9%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$5.23 M)	(\$1.14 M)	(\$0.58 M)	\$0.57 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.06 M	%
Adopted Budget	\$0.26 M	(75.2%)

Refer to Note 7 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$0.84 M	% Spent
Adopted Budget	\$9.03 M	(90.7%)

Refer to Note 8 - Capital Acquisitions

Capital Grants and Contributions		
YTD Actual	\$0.20 M	% Received
Adopted Budget	\$3.51 M	(94.3%)

Refer to Note 8 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$3.32 M	\$0.55 M	\$0.57 M	\$0.02 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.03 M
Interest expense	(\$0.00 M)
Principal due	\$1.09 M

Refer to Note 9 - Borrowings

Reserves		
Reserves balance	\$11.88 M	
Interest earned	\$0.00 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 2024

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 2024**

BY NATURE

	Ref	Adopted Budget	YTD Budget	YTD Actual	Variance \$	Variance % ((c) - (b))/(b)	Var.
	Note	(a)	(b)	(c)	(c) - (b)		
		\$	\$	\$	\$	%	
OPERATING ACTIVITIES							
Revenue from operating activities							
Rates		2,874,905	2,874,905	2,872,059	(2,846)	(0.10%)	
Grants, subsidies and contributions	13	1,513,445	649,471	363,503	(285,968)	(44.03%)	▼
Fees and charges		910,585	623,730	666,601	42,871	6.87%	
Interest revenue		347,470	7,336	18,040	10,704	145.91%	▲
Other revenue		2,049,227	47,941	53,138	5,197	10.84%	
Profit on disposal of assets	7	12,042	3,672	0	(3,672)	(100.00%)	
		7,707,674	4,207,055	3,973,340	(233,715)	(5.56%)	
Expenditure from operating activities							
Employee costs		(2,623,566)	(903,387)	(958,810)	(55,423)	(6.13%)	
Materials and contracts		(4,288,616)	(1,422,900)	(481,724)	941,176	66.14%	▲
Utility charges		(267,774)	(89,144)	(49,087)	40,057	44.93%	▲
Depreciation		(2,297,086)	(765,612)	0	765,612	100.00%	▲
Finance costs		(65,317)	(5,269)	2,978	8,247	156.51%	
Insurance expenses		(228,961)	(176,081)	(237,213)	(61,132)	(34.72%)	▼
Other expenditure		(125,302)	(41,772)	(17,075)	24,697	59.12%	▲
Loss on disposal of assets	7	(64,405)	(19,712)	(15,568)	4,144	21.02%	
		(9,961,027)	(3,423,877)	(1,756,500)	1,667,377	(48.70%)	
Non-cash amounts excluded from operating activities	1(a)	2,349,449	781,652	15,568	(766,084)	(98.01%)	▼
Amount attributable to operating activities		96,096	1,564,830	2,232,408	667,578	42.66%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	14	3,508,256	1,063,476	199,633	(863,843)	(81.23%)	▼
Proceeds from disposal of assets	7	260,000	86,664	64,545	(22,119)	(25.52%)	▼
Proceeds from financial assets at amortised cost - self supporting loans	9	29,967	0	0	0	0.00%	
		3,798,223	1,150,140	264,178	(885,962)	(77.03%)	
Outflows from investing activities							
Payments for inventories, property, plant and equipment and infrastructure	8	(9,027,010)	(2,294,868)	(841,213)	1,453,655	63.34%	▲
		(9,027,010)	(2,294,868)	(841,213)	1,453,655	(63.34%)	▲
Amount attributable to investing activities		(5,228,787)	(1,144,728)	(577,035)	567,693	(49.59%)	▲
FINANCING ACTIVITIES							
Inflows from financing activities							
Proceeds from new debentures	9	600,000	600,000	600,000	0	0.00%	
Transfer from reserves	11	4,377,069	0	0	0	0.00%	
		4,977,069	600,000	600,000	0	0.00%	
Outflows from financing activities							
Repayment of borrowings	9	(210,570)	(44,916)	(28,275)	16,641	37.05%	▲
Payments for principal portion of lease liabilities	10	(1,568)	(1,568)	0	1,568	100.00%	
Transfer to reserves	11	(1,446,331)	0	0	0	0.00%	
		(1,658,469)	(46,484)	(28,275)	18,209	(39.17%)	▲
Amount attributable to financing activities		3,318,600	553,516	571,725	18,209	3.29%	
MOVEMENT IN SURPLUS OR DEFICIT							
Net current assets at start of financial year - surplus/(deficit)	1(c)	1,814,091	1,814,091	1,892,153	78,062	4.30%	
Amount attributable to operating activities		96,096	1,564,830	2,232,408	667,578	42.66%	
Amount attributable to investing activities		(5,228,787)	(1,144,728)	(577,035)	567,693	(49.59%)	▲
Amount attributable to financing activities		3,318,600	553,516	571,725	18,209	3.29%	
Net current assets at end of financial year - surplus/(deficit)	1(c)	0	2,787,709	4,119,251	1,331,542	(47.76%)	▲

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 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, 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 2024

BY PROGRAM

	Note	Adopted Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
		\$	\$	\$	\$	%		
OPERATING ACTIVITIES								
Revenue from operating activities								
Governance		6,034	4,332	361	(3,971)	(91.67%)	▼	
General Purpose Funding - Rates	6	2,874,905	2,874,905	2,872,059	(2,846)	(0.10%)	▼	
General Purpose Funding - Other		964,796	163,199	169,636	6,437	3.94%	▲	
Law, Order and Public Safety		609,420	150,716	41,835	(108,882)	(72.24%)	▼	\$
Health		300	100	422	322	321.82%	▲	
Education and Welfare		57,700	19,232	25,321	6,089	31.66%	▲	
Housing		98,687	32,892	33,920	1,028	3.13%	▲	
Community Amenities		501,902	487,700	490,698	2,998	0.61%	▲	
Recreation and Culture		34,133	9,875	14,170	4,295	43.49%	▲	
Transport		2,114,406	323,660	133,184	(190,476)	(58.85%)	▼	\$
Economic Services		414,791	126,584	145,940	19,356	15.29%	▲	\$
Other Property and Services		30,600	13,860	45,795	31,935	230.41%	▲	\$
		7,707,674	4,207,055	3,973,340	(233,715)	(5.56%)	▼	
Expenditure from operating activities								
Governance		(646,730)	(235,565)	(195,516)	40,049	17.00%	▲	\$
General Purpose Funding		(432,578)	(141,404)	(132,346)	9,058	6.41%	▲	
Law, Order and Public Safety		(980,658)	(333,052)	(167,242)	165,810	49.78%	▲	\$
Health		(23,316)	(8,099)	(7,352)	747	9.23%	▲	
Education and Welfare		(112,939)	(38,538)	(22,088)	16,450	42.68%	▲	\$
Housing		(187,323)	(63,750)	(29,459)	34,291	53.79%	▲	\$
Community Amenities		(708,559)	(228,470)	(182,537)	45,933	20.10%	▲	\$
Recreation and Culture		(1,065,083)	(353,265)	(243,324)	109,941	31.12%	▲	\$
Transport		(4,870,895)	(1,649,299)	(588,758)	1,060,541	64.30%	▲	\$
Economic Services		(878,643)	(291,523)	(248,809)	42,714	14.65%	▲	\$
Other Property and Services		(54,303)	(80,912)	60,932	141,844	175.31%	▲	\$
		(9,961,027)	(3,423,877)	(1,756,500)	1,667,377	48.70%	▲	
Non-cash amounts excluded from operating activities	1(a)	2,349,449	781,652	15,568	(766,084)	(98.01%)	▼	
Amount attributable to operating activities		96,096	1,564,830	2,232,408	667,578	42.66%		
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions	14	3,508,256	1,063,476	199,633	(863,843)	(81.23%)	▼	\$
Proceeds from Disposal of Assets	7	260,000	86,664	64,545	(22,119)	(25.52%)	▼	\$
Proceeds from financial assets at amortised cost - self supporting loans	9	29,967	0	0	0			
		3,798,223	1,150,140	264,178	(885,962)	(77.03%)	▼	
Outflows from investing activities								
Payments for inventories, property, plant and equipment and infrastructure	8	(9,027,010)	(2,294,868)	(841,213)	1,453,655	63.34%	▲	\$
		(9,027,010)	(2,294,868)	(841,213)	1,453,655	(63.34%)	▲	
Amount attributable to investing activities		(5,228,787)	(1,144,728)	(577,035)	567,693	(49.59%)	▲	
FINANCING ACTIVITIES								
Inflows from financing activities								
Proceeds from New Debentures	9	600,000	600,000	600,000	0	0.00%		
Transfer from Reserves	11	4,377,069	0	0	0			
		4,977,069	600,000	600,000	0	0.00%		
Outflows from financing activities								
Repayment of borrowings	9	(210,570)	(44,916)	(28,275)	16,641	37.05%	▲	\$
Payments for principal portion of lease liabilities	10	(1,568)	(1,568)	0	1,568	100.00%	▲	
Transfer to Reserves	11	(1,446,331)	0	0	0			
		(1,658,469)	(46,484)	(28,275)	18,209	(39.17%)	▲	
Amount attributable to financing activities		3,318,600	553,516	571,725	18,209	3.29%	▲	
MOVEMENT IN SURPLUS OR DEFICIT								
Net current assets at start of financial year - surplus/(deficit)	1	1,814,091	1,814,091	1,892,153	78,062	4.30%	▲	
Amount attributable to operating activities		96,096	1,564,830	2,232,408	667,578	42.66%		
Amount attributable to investing activities		(5,228,787)	(1,144,728)	(577,035)	567,693	(49.59%)	▲	
Amount attributable to financing activities		3,318,600	553,516	571,725	18,209	3.29%		
Net current assets at end of financial year - surplus/(deficit)	1	0	2,787,709	4,119,251	1,331,542	(47.76%)	▲	

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 15 for an explanation of the reasons for the variance.
The material variance adopted by Council for the 2024/25 year is \$10,000 and 10%.

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

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 15 to these financial statements.

SIGNIFICANT ACCOUNTING POLICIES

CRITICAL ACCOUNTING ESTIMATES

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

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

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

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

GOODS AND SERVICES TAX

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

ROUNDING OFF FIGURES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 October 2024

(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	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	7	(12,042)	(3,672)	0
Add: Loss on asset disposals	7	64,405	19,712	15,568
Add: Depreciation on assets		2,297,086	765,612	0
Total non-cash items excluded from operating activities		2,349,449	781,652	15,568

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation*

32 to agree to the surplus/(deficit) after imposition of general rates.

		Adopted Budget Opening 30 June 2024	Last Year Closing 30 June 2024	Year to Date 31 October 2024
Adjustments to net current assets				
Less: Reserves - restricted cash	11	(11,880,663)	(11,880,665)	(11,880,665)
Less: - Financial assets at amortised cost - self supporting loans	4	(29,967)	(29,967)	(29,967)
Add: Borrowings	9	210,570	161,834	157,654
Add: Lease liabilities	10	1,568	1,568	1,568
Total adjustments to net current assets		(11,698,492)	(11,747,230)	(11,751,410)

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

Current assets

Cash and cash equivalents	2	14,503,939	14,728,692	16,531,418
Financial assets at amortised cost	4	29,967	0	0
Rates receivables	3	126,600	105,539	847,935
Receivables	3	109,370	160,262	106,680
Other current assets	4	32,367	77,315	48,385

Less: Current liabilities

Payables	5	(388,358)	(226,525)	(136,361)
Borrowings	9	(151,836)	(161,834)	(157,654)
Contract liabilities	12	(549,668)	(688,741)	(1,014,417)
Lease liabilities	10	(1,568)	(1,568)	(1,568)
Provisions	12	(199,079)	(353,756)	(353,756)

Less: Total adjustments to net current assets	1(b)	(11,698,492)	(11,747,230)	(11,751,410)
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Closing funding surplus / (deficit)		1,813,242	1,892,153	4,119,251
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CURRENT AND NON-CURRENT CLASSIFICATION

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

STATEMENT OF FINANCIAL ACTIVITY INFORMATION (ALTERNATE PRESENTATION)

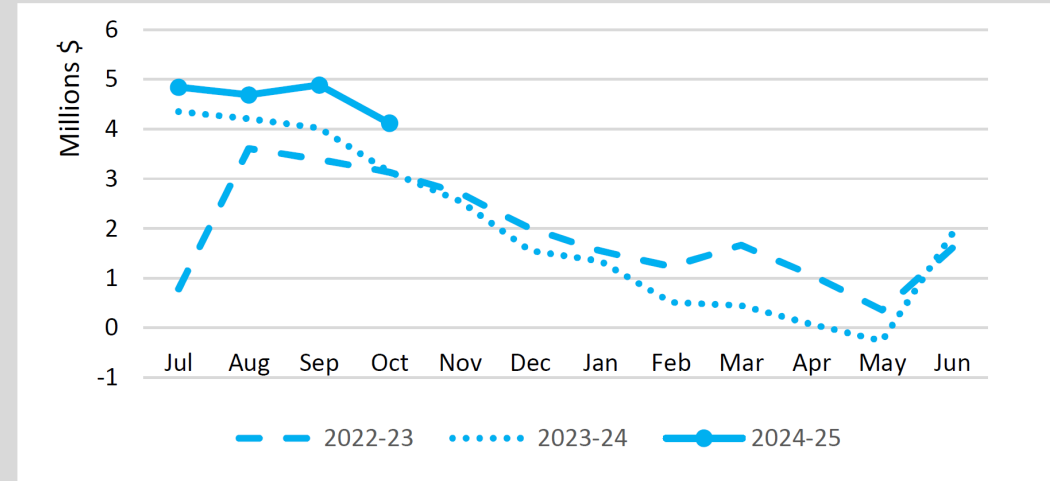
Adjusted Net Current Assets	Note	Last Years Closing 30/06/2024	This Time Last Year 31/10/2023	Year to Date Actual 31/10/2024
		\$	\$	\$
Current Assets				
Cash Unrestricted	2	2,848,027	2,839,085	4,650,753
Cash Restricted - Reserves	2	11,880,665	12,754,601	11,880,665
Receivables - Rates	3	105,539	900,278	847,935
Receivables - Other	3	160,262	281,607	106,680
Other Financial Assets	4	29,967	27,988	29,967
Inventories	4	25,544	15,612	18,418
		15,071,807	16,819,172	17,534,418
Less: Current Liabilities				
Payables	5	(211,045)	(58,528)	(116,843)
Contract Liabilities/Capital Grant and Contribution Liabilities	12	(688,741)	(478,897)	(1,014,417)
Bonds & Deposits	5	(15,480)	(15,923)	(19,518)
Loan and Lease Liability	9	(163,402)	(78,643)	(159,222)
Provisions	12	(353,756)	(343,905)	(353,756)
		(1,432,424)	(975,896)	(1,663,757)
Less: Cash Reserves	11	(11,880,665)	(12,754,601)	(11,880,665)
Add Back: Loan and Lease Liability		163,402	78,643	159,222
Less : Loan Receivable - clubs/institutions		(29,967)	(27,988)	(29,967)
Net Current Funding Position		1,892,153	3,139,329	4,119,251

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting polices 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)
\$4.12 M
Last Year YTD
Surplus(Deficit)
\$3.14 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2024

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Cash Floats	Cash and cash equivalents	450		450		N/A	NIL	On hand
At Call Deposits								
Municipal Cash At Bank	Cash and cash equivalents	213,666		213,666		Bendigo	0.00%	N/A
Municipal Cash At Bank (Cash Management A/C)	Cash and cash equivalents	201,904		201,904		Bendigo	1.25%	N/A
Municipal Term Deposit	Cash and cash equivalents	215,953		215,953		WATC	4.30%	OCD
Municipal Term Deposit	Cash and cash equivalents	2,000,000		2,000,000		WATC	4.30%	OCD
Municipal Term Deposit	Cash and cash equivalents	2,000,000		2,000,000		WATC	4.30%	OCD
Bond Cash At Bank	Cash and cash equivalents	18,780		18,780		Bendigo	0.00%	N/A
Term Deposits								
Reserves Cash At Bank	Cash and cash equivalents		5,000,000	5,000,000		Bendigo	4.20%	20/12/2024
Reserves Cash At Bank	Cash and cash equivalents		4,792,172	4,792,172		WATC	4.56%	20/12/2024
Reserves Cash At Bank	Cash and cash equivalents		2,088,492	2,088,492		WATC	4.52%	20/12/2024
Total		4,650,753	11,880,665	16,531,418	0			
Comprising								
Cash and cash equivalents		4,650,753	11,880,665	16,531,418	0			
		4,650,753	11,880,665	16,531,418	0			

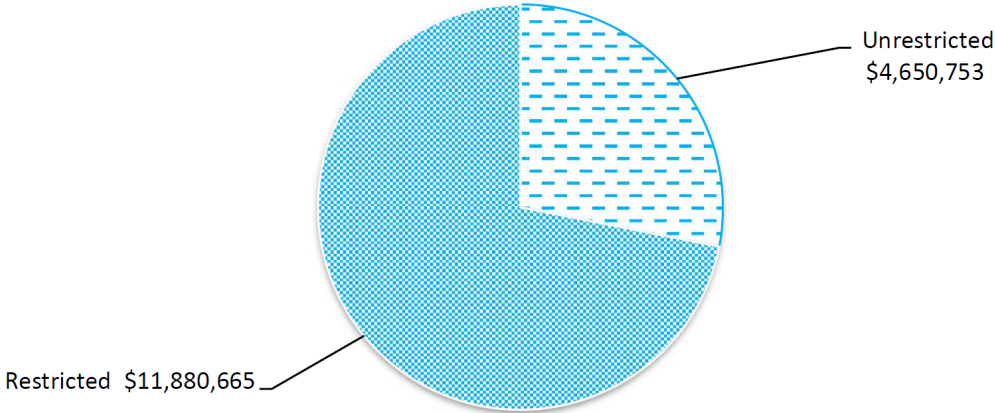
KEY INFORMATION

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.

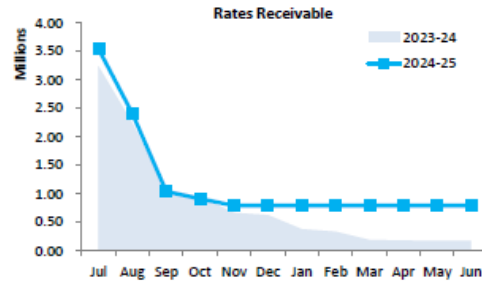
The local government classifies financial assets at amortised cost if both of the following criteria are met:

- 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 2024	31 Oct 2024
	\$	\$
Opening arrears previous years	155,777	167,905
Levied this year	3,140,401	3,353,678
Less - collections to date	(3,128,273)	(2,611,282)
Gross rates collectable	167,905	910,301
Net rates collectable	167,905	910,301
% Collected	94.9%	74.2%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(50)	18,995	6,013	33	22,158	47,150
Percentage	(0.1%)	40.3%	12.8%	0.1%	47%	
Balance per trial balance						
Sundry receivable						47,150
GST receivable						(10,529)
Other Receivables						16,288
Receivable - Employee Related Provisions - Current						53,772
Total receivables general outstanding						106,680

Amounts shown above include GST (where applicable)

KEY INFORMATION

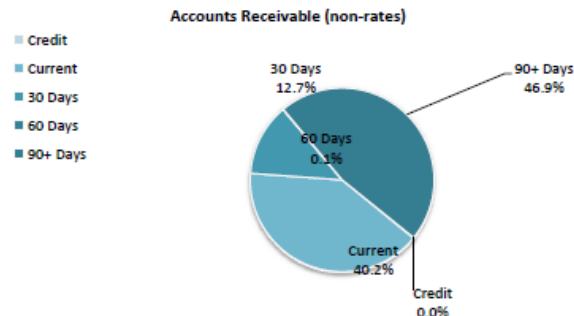
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2024

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

	Opening Balance 1 July 2024	Asset Increase	Asset Reduction	Closing Balance 31 October 2024
Other current assets	\$	\$	\$	\$
Other financial assets at amortised cost				
Financial assets at amortised cost - self supporting loans	29,967	0	0	29,967
Inventory				
Fuel and materials (including gravel)	25,544	0	(7,125)	18,418
Accrued income/prepayments	21,804	0	(21,804)	0
Total other current assets	77,315	0	(28,929)	48,385
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.

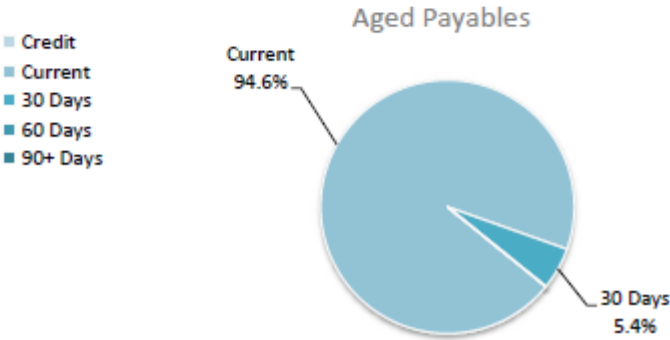
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2024

OPERATING ACTIVITIES
NOTE 5
PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	42,791	2,438	0	0	45,229
Percentage	0%	94.6%	5.4%	0%	0%	
Balance per trial balance						
Sundry creditors						45,229
Other creditors						53,798
Bonds and deposits held						19,518
Prepaid (Excess) Rates						17,817
Total payables general outstanding						136,361
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 2024

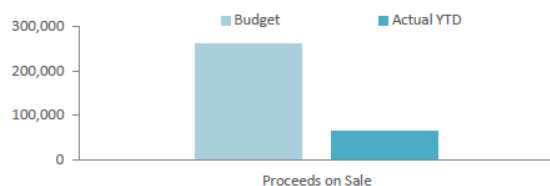
OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
Residential	0.10550	250	2,986,366	315,062	0	0	315,062	315,062	0	0	315,062
Industrial	0.10550	5	78,870	8,321	0	0	8,321	8,321	0	0	8,321
Commercial	0.10550	19	641,536	67,682	0	0	67,682	67,682	0	0	67,682
GRV	0.10550	2	392,500	41,409	0	0	41,409	41,409	0	0	41,409
Unimproved value											
Unimproved	0.00604	201	337,966,003	2,042,667	0	0	2,042,667	2,042,667	(3,138)	(550)	2,038,979
Non Rateable											
Sub-Total		477	342,065,275	2,475,141	0	0	2,475,141	2,475,140	(3,138)	(550)	2,471,452
Minimum payment	Minimum \$										
Gross rental value											
Residential	939	66	184,411	61,974	0	0	61,974	61,974	0	0	61,974
Industrial	939	2	9,280	1,878	0	0	1,878	1,878	0	0	1,878
Commercial	939	11	60,396	10,329	0	0	10,329	10,329	0	0	10,329
GRV	939	2	7,825	1,878	0	0	1,878	1,878	0	0	1,878
Unimproved value											
Unimproved	1,569	178	24,594,994	279,282	0	0	279,282	279,282			279,282
Sub-total		259	24,856,906	355,341	0	0	355,341	355,341	0	0	355,341
		736	366,922,181	2,830,482	0	0	2,830,482	2,830,481	(3,138)	(550)	2,826,793
Discount							-1,300				(457)
Amount from general rates							2,829,182				2,826,336
Ex-gratia rates (CBH)	Tonnage	2		45,723	0	0	45,723	45,723	0	0	45,723
Total general rates							2,874,905				2,872,059
Total		736					2,874,905				2,872,059

KEY INFORMATION

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

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book		Proceeds	Profit	Net Book		Profit	(Loss)
		Value	Value			Value	Value		
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Governance								
PAV5	2021 Mazda Cx-30 G25 - 180	23,976	25,000	1,024	0	27,731	19,091	0	(8,640)
	Law, order, public safety								
PU35	Mitsubishi Mr4W47 2019 Triton Ute	30,267	25,000	0	(5,267)	0	0	0	0
	Transport								
PU36	2020 MR MITSUBISHI TRITON GLX-R 4X4 DUAL CAB	23,414	25,000	1,586	0	25,729	24,545	0	(1,184)
PU37	2014 FOTON TUNLAND UTE	5,590	5,000	0	(590)	0	0	0	0
PU34	2020 MITSUBISHI MR4T40 TRITON DUAL CAB UTE	25,959	25,000	0	(959)	0	0	0	0
PU118	2020 MR4W47 MITSUBISHI TRITON 4X4 GLX	25,929	25,000	0	(929)	26,653	20,909	0	(5,744)
PBH4	2012 CASE 581PC5 BACKHOE - BO5418	58,058	35,000	0	(23,058)	0	0	0	0
PR8	2012 BOMAG BW25RH MULTI WHEEL ROLLER-1DUK617	48,429	50,000	1,571	0	0	0	0	0
PR10	E TYRE ROLLER ET002	21,801	5,000	0	(16,801)	0	0	0	0
PR11	E TYRE ROLLER ET003	21,801	5,000	0	(16,801)	0	0	0	0
PMUL	DEBRIS BILLY GOAT MOUNTED MULCHER	8,679	15,000	6,321	0	0	0	0	0
PPT12	CHIPPER/MULCHER - HANSA C27	18,460	20,000	1,540	0	0	0	0	0
		312,363	260,000	12,042	(64,405)	80,113	64,545	0	(15,568)



Capital acquisitions	Adopted Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$
Buildings	4,252,494	1,245,419	321,467	(923,952)
Furniture and equipment	65,356	48,316	22,067	(26,249)
Plant and equipment	747,487	323,485	148,905	(174,580)
Bushfire equipment	0	0	10,660	10,660
Infrastructure - roads	3,201,621	407,308	101,961	(305,347)
Infrastructure - parks and gardens	60,000	19,996	0	(19,996)
Infrastructure - sewerage	700,052	233,344	236,153	2,809
Infrastructure - water	0	17,000	0	(17,000)
Payments for Capital Acquisitions	9,027,010	2,294,868	841,213	(1,453,655)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	3,508,256	1,057,965	199,633	(858,332)
Borrowings	600,000	600,000	600,000	0
Other (disposals & C/Fwd)	260,000	86,664	64,545	(22,119)
Plant and Vehicle Reserve	700,000	0	0	0
Furniture & Equipment Reserve	104,356	0	0	0
Sewerage Scheme Reserve	157,645	0	0	0
Brookton Community Resource Centre Reserve	10,000	0	0	0
Building and Facility Reserve	1,006,452	0	0	0
Infrastructure Reserve	355,916	0	0	0
Innovations & Development Reserve	2,042,700	0	0	0
Contribution - operations	281,685	550,239	(22,965)	(573,204)
Capital funding total	9,027,010	2,294,868	841,213	(1,453,655)

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.

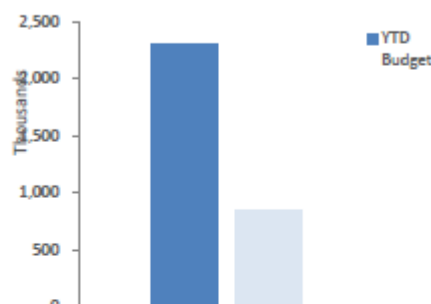
Initial recognition and measurement for assets held at cost

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			Variance
Account Number	Job Number	Balance Sheet Category	Account/Job Description	Budget	YTD Budget	YTD Actual	(Under)/Over
				\$	\$	\$	\$
Buildings							
E042510	ADMINCAP	9230	ADMINISTRATION OFFICE - CHAMBERS & ADMINISTRATION	(30,000)	(10,000)	0	(10,000)
Total - Governance				(30,000)	(10,000)	0	(10,000)
E054510	EBSHEDCAP	9230	EAST BROOKTON BFB SHED	(770,709)	(256,900)	(106,626)	(150,274)
E054510	WBSHEDCAP	9230	WEST BROOKTON BFB - APPLIANCE BAY FACILITY AND AM	(239,932)	(79,976)	(173,475)	93,499
Total - Law, Order & Public Safety				(1,010,641)	(336,876)	(280,102)	(56,774)
Housing							
E092510	RLANDCAP	9230	PURCHASE ADDITIONAL RESIDENTIAL LAND - STOCK	(45,000)	(15,000)	0	(15,000)
Total - Housing				(45,000)	(15,000)	0	(15,000)
Recreation And Culture							
E111510		9230	PURCHASE BUILDINGS	(25,000)	(8,332)	0	(8,332)
E111511	MHALLSFC	9230	MEMORIAL HALL RENEWALS	(755,303)	(251,764)	0	(251,764)
E112510	POOLCAP	9230	POOL - CAPITAL	(5,000)	(833)	0	(833)
E112510	SHEDCAP	9230	BROOKTON AQUATIC CENTRE STORAGE SHED AND CONCR	(27,400)	(4,566)	(19,815)	15,249
E115510	RWSTCAP	9230	RAILWAY STATION BUILDING REFURBISHMENT	(1,838,150)	(612,716)	(21,550)	(591,166)
Total - Recreation And Culture				(2,650,853)	(878,211)	(41,365)	(836,846)
Economic Services							
E132510		9230	PURCHASE BUILDINGS	(6,000)	(2,000)	0	(2,000)
E136510	INDLCAP	9230	LAND FOR BROOKTON COMMERCIAL/INDUSTRIAL HUB	(500,000)	0	0	0
E136510	CRCCAP	9230	BROOKTON CRC LAND & BUILDING CAPITAL	(10,000)	(3,332)	0	(3,332)
Total - Economic Services				(516,000)	(5,332)	0	(5,332)
				0	0	0	0
Total - Buildings				(4,252,494)	(1,245,419)	(321,467)	(923,952)
Plant & Equipment							
Governance							
E042532		9234	ADMIN PURCHASE DCEO VEHICLE	(50,000)	(50,000)	(50,428)	428
Total - Governance				(50,000)	(50,000)	(50,428)	428
Law, Order & Public Safety							
E055530		9234	PURCHASE PLANT & EQUIPMENT - BRMP & CESM	(93,487)	(93,487)	0	(93,487)
E054000	CCTV	9234	TOWN CCTV INSTALLTION - SECURITY & SAFETY	(9,000)	(3,000)	0	(3,000)
E054530		9236	BUSHFIRE PURCHASE PLANT & EQUIPMENT	0	0	(10,660)	10,660
Total - Law, Order & Public Safety				(102,487)	(96,487)	(10,660)	(85,827)
Community Amenities							
Total - Community Amenities				0	0	0	0
Recreation & Culture							
E112530		9234	PURCHASE PLANT & EQUIPMENT	(28,000)	(4,666)	0	(4,666)
Total - Recreation & Culture				(28,000)	(4,666)	0	(4,666)
Other Property & Services							
E142530		9234	PURCHASE PLANT & EQUIPMENT PURCHASE P&E - REPLACEMENT PU36 2020 MR MITSUBISHI TRITON GLX-R 4X4 DUAL CAB	(7,000)	(2,332)	0	(2,332)
E143530	LIGHTV1	9234	PURCHASE P&E - REPLACEMENT 2014 FOTON TUNLAND	(50,000)	(50,000)	(49,238)	(762)
E143530	LIGHTV3	9234	PURCHASE P&E - REPLACEMENT 2020 MITSUBISHI	(30,000)	(30,000)	0	(30,000)
E143530	LIGHTV4	9234	MR4T40 TRITON DUAL CAB UTE	(45,000)	(45,000)	0	(45,000)
E143530	LIGHTV5	9234	PURCHASE P&E - REPLACEMENT 2020 MR4W47 MITSUBISHI TRITON 4X4 GLX PURCHASE P&E - REPLACEMENT PBH4 2012 CASE 581PCS BACKHOE - BOS418	(45,000)	(45,000)	(49,238)	4,238
E143530	EP003	9234	PURCHASE P&E - REPLACEMENT 2012 BOMAG BW25RH	(190,000)	0	0	0
E143530	EP004	9234	MULTI WHEEL ROLLER-1DUK617	(200,000)	0	0	0
Total - Other Property & Services				(567,000)	(172,332)	(98,477)	(73,855)
Total - Plant & Equipment				(747,487)	(323,485)	(159,565)	(163,920)
Furniture & Equipment							
Governance							
E042520	ELECCAP	9232	CAPEX - ELECTRONIC EQUIPMENT	(13,056)	(4,352)	(14,016)	9,664
E042520	COMPCAP	9232	INTEGRITY ATTAIN SOFTWARE - COMPLIANCE RECORDS M	(12,500)	(4,164)	0	(4,164)
E042520	SERVCAP	9232	ADMIN SERVER UPGRADE	0	0	(8,051)	8,051
Total - Governance				(25,556)	(8,516)	(22,067)	13,551
Recreation & Culture							
E111520		9232	PURCHASE FURNITURE & EQUIPMENT	(39,800)	(39,800)	0	(39,800)
Total - Recreation & Culture				(39,800)	(39,800)	0	(39,800)
Total - Furniture & Equipment				(65,356)	(48,316)	(22,067)	(26,249)
Infrastructure - Roads							
Transport							
E121555	YORKRRG	9250	YORK-WILLIAMS ROAD	(592,662)	(296,330)	(2,850)	(293,480)
E121560	DAVIR2R	9250	DAVIS ROAD R2R	(109,563)	(109,562)	(73,533)	(36,029)
E121560	MATTR2R	9250	MATTINGLY ROAD R2R	(109,563)	0	0	0
E121560	MATCR2R	9250	MATTINGLY ROAD CULVERT R2R	(60,024)	0	0	0
E121560	STKWR2R	9250	SOUTH KWEDA ROAD R2R	(105,635)	0	(5,197)	5,197
E121565	TILLSFC	9250	TILLER STREET - CAPITAL WORKS	(45,000)	0	0	0
E121565	BODESFC	9250	BODEY STREET - CAPITAL WORKS	(5,520)	(1,416)	0	(1,416)
E121565	WOODSFC	9250	WOODS LOOP ROAD CAPITAL WORKS	(110,349)	0	(6,558)	6,558
E121565	MATRSFC	9250	MATTINGLY ROAD CAPITAL WORKS	(37,000)	0	0	0
E121565	WBSF1	9250	DANGIN-MEARS ROAD WHEATBELT SECONDARY FREIGHT NETWORK	(187,316)	0	(7,860)	7,860
E121565	WBSF2	9250	DANGIN-MEARS ROAD WHEATBELT SECONDARY FREIGHT NETWORK 23/24	(1,102,939)	0	(5,963)	5,963
E121570	BRIDGE04	9250	BRIDGE 3146A BOYAGARRA ROAD	(77,500)	0	0	0
E121570	BRIDGE07	9250	BRIDGE 3163A JAENSCH ROAD	(49,200)	0	0	0
E121570	BRIDGE09	9250	BRIDGE 3158A MATTHEWS ROAD	(24,970)	0	0	0
E121570	BRIDGE10	9250	BRIDGE 4863 YORK-WILLIAMS ROAD	(23,380)	0	0	0
E121572		9250	BRIDGE CONSTRUCTION - MRWA & WALGGC	(561,000)	0	0	0
Total - Transport				(3,201,621)	(407,308)	(101,961)	(305,347)
Total - Infrastructure - Roads				(3,201,621)	(407,308)	(101,961)	(305,347)
Infrastructure - Sewerage							
Community Amenities							
E102541	SEWPIPE	9254	SEWERAGE PIPE RELINING/UPGRADE BROOKTON WASTEWATER (EFFLUENT) OXIDATION POND - FENCE	(542,407)	(180,800)	(236,153)	55,353
E102540	SEWEFE	9254	BROOKTON WASTEWATER (EFFLUENT) OXIDATION POND - DESILDGING	(17,445)	(5,812)	0	(5,812)
E102540	SEWEDS	9254		(140,200)	(46,732)	0	(46,732)
Total - Community Amenities				(700,052)	(233,344)	(236,153)	2,809
Total - Infrastructure - Sewerage				(700,052)	(233,344)	(236,153)	2,809
Infrastructure - Water							
Community Amenities							
E107541	HVCAPO3	9262	HAPPY VALLEY BORE PUMP	0	(17,000)	0	(17,000)
Total - Community Amenities				0	(17,000)	0	(17,000)
Total - Infrastructure - Water				0	(17,000)	0	(17,000)
Infrastructure - Parks & Gardens							
Recreation And Culture							
E113531	BCOUCAP	9256	BASKETBALL COURT (HALF SIZE)	(20,000)	(6,664)	0	(6,664)
E113531	ELEBCAP	9256	ELECTRONIC SIGNAGE BOARD	(40,000)	(13,332)	0	(13,332)
Total - Recreation And Culture				(60,000)	(19,996)	0	(19,996)
Total - Infrastructure - Parks & Gardens				(60,000)	(19,996)	0	(19,996)
Grand Total				(9,027,010)	(2,294,868)	(841,213)	(1,453,655)

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2024

FINANCING ACTIVITIES
NOTE 9
BORROWINGS

Repayments - borrowings

Information on borrowings			New Loans			Principal Repayments			Principal Outstanding			Interest Repayments		
Particulars	Loan No.	1 July 2024	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Education and welfare														
Kalkarni Residency (20%)	80	23,593	0	0	0	(5,655)	(11,469)	(11,469)	17,938	12,124	12,124	(113)	(1,356)	(1,356)
Housing														
Staff Housing (33%)	80	38,929	0	0	0	(9,331)	(18,924)	(18,924)	29,598	20,005	20,005	(187)	(2,238)	(2,238)
Community amenities														
Sewerage (14%)	80	16,515	0	0	0	(3,959)	(8,029)	(8,029)	12,557	8,486	8,486	(79)	(949)	(949)
Effluent Loan	83	0	600,000	600,000	600,000	0	(48,736)	(48,736)	600,000	551,264	551,264	0	(28,933)	(28,933)
Recreation and culture														
Sport & Recreation	81	284,694	0	0	0	0	(74,520)	(74,520)	284,694	210,174	210,174	1,016	(20,674)	(20,674)
Other property and services														
Grader (33%)	80	38,929	0	0	0	(9,331)	(18,925)	(18,925)	29,598	20,004	20,004	(187)	(2,238)	(2,238)
		402,661	600,000	600,000	600,000	(28,275)	(180,603)	(180,603)	974,386	822,058	822,058	451	(56,388)	(56,388)
Self supporting loans														
General purpose funding														
Country Club	82	114,485	0	0	0	0	(29,967)	(29,967)	114,485	84,518	84,518	2,527	(8,315)	(8,315)
		114,485	0	0	0	0	(29,967)	(29,967)	114,485	84,518	84,518	2,527	(8,315)	(8,315)
Total		517,147	600,000	600,000	600,000	(28,275)	(210,570)	(210,570)	1,088,871	906,577	906,577	2,978	(64,703)	(64,703)
Current borrowings		161,834							157,654					
Non-current borrowings		355,313							931,217					
		517,147							1,088,871					

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

New borrowings 2024-25

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Effluent Loan	600,000	600,000	WATC	Debenture	10	152,064	4.49	236,153	(600,000)	363,847
	600,000	600,000				152,064		236,153	(600,000)	363,847

The Shire has no unspent debenture funds as at 30th June 2024, nor is it expected to have unspent funds as at 30th June 2025.

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 2024

FINANCING ACTIVITIES

NOTE 10

LEASE LIABILITIES

Movement in carrying amounts

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

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 2024

OPERATING ACTIVITIES
NOTE 11
RESERVE ACCOUNTS

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Furniture & Equipment Reserve	115,326	3,087	0	97,000	0	(104,356)	0	111,057	115,326
Leave Reserve	152,717	4,088	0	0	0	0	0	156,805	152,717
Sewerage Scheme Reserve	518,155	13,869	0	19,625	0	(157,645)	0	394,004	518,155
Plant and Vehicle Reserve	616,660	16,506	0	625,000	0	(700,000)	0	558,166	616,660
Madison Square Units Reserve	33,945	909	0	297	0	0	0	35,151	33,945
Brookton Community Resource Centre R	231,318	6,191	0	0	0	(10,000)	0	227,509	231,318
Building and Facility Reserve	5,371,134	143,765	0	329,945	0	(1,006,452)	0	4,838,392	5,371,134
Infrastructure Reserve	563,091	15,072	0	0	0	(355,916)	0	222,247	563,091
Waste Reserve	733,151	19,624	0	30,596	0	0	0	783,371	733,151
Aged Housing Reserve	417,078	11,164	0	25,866	0	0	0	454,108	417,078
Innovations & Development Reserve	3,128,088	83,727	0	0	0	(2,042,700)	0	1,169,115	3,128,088
	11,880,665	318,002	0	1,128,329	0	(4,377,069)	0	8,949,927	11,880,665

	Note	Opening Balance 1 July 2024	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 Oct 2024
Other current liabilities		\$		\$	\$	\$
Other liabilities						
- Contract liabilities		5,511	0	189,825	(5,511)	189,825
- Capital grant/contribution liabilities		683,230	0	340,995	(199,633)	824,592
Total other liabilities		688,741	0	530,820	(205,144)	1,014,417
Employee Related Provisions						
Annual leave		152,915	0	0	0	152,915
Long service leave		167,392	0	0	0	167,392
Provision for long service leave oncosts - Current		12,851	0	0	0	12,851
Provision for annual leave oncosts - Current		20,599	0	0	0	20,599
Total Employee Related Provisions		353,756	0	0	0	353,756
Total other current assets		1,042,497	0	530,820	(205,144)	1,368,174

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 2024

NOTE 13
GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability 1 July 2024	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Oct 2024	Current Liability 31 Oct 2024	Adopted Budget Revenue	Adopted YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Governance								
Admin Grants & Subsidies	0	0	0	0	0	0	0	1,750
PW Grants & Subsidies	0	0	0	0	0	0	0	5,000
General purpose funding								
Grants Commission - General (WALGGC)	0	0	0	0	0	147,382	36,845	37,255
Grants Commission - Roads (WALGGC)	0	0	0	0	0	74,074	18,518	10,579
Grants Commission - Bridges (WALGGC)	0	0	0	0	0	374,000	93,500	93,500
Law, order, public safety								
DFES Grant - Fire Mitigation Activity Fund 23/24	5,511	0	(5,511)	0	0	5,511	1,836	0
DFES Grant - Fire Mitigation Activity Fund 24/25	0	175,075	0	175,075	175,075	366,150	122,048	0
DFES Grant - ESL operating Grant	0	0	0	0	0	84,464	21,116	39,464
All West Australians Reducing Emergencies (AWARE)	0	6,750	0	6,750	6,750	7,500	2,500	0
Recreation and culture								
Seniors Week Grant	0	0	0	0	0	0	0	5,000
Transport								
MRWA Direct Grant Funding	0	0	0	0	0	319,988	319,988	132,988
Economic services								
Seniors Week Event	0	0	0	0	0	1,000	1,000	0
Community Events & Programs Revenue	0	0	0	0	0	0	0	734
Community Christmas Party Revenue	0	0	0	0	0	2,000	0	0
Australia Day Celebrations Revenue	0	8,000	0	8,000	8,000	5,000	0	0
Youth Week Event Revenue	0	0	0	0	0	2,000	0	0
Grant Revenue - Stay On Your Feet	0	0	0	0	0	4,376	1,456	4,376
Grant Revenue -Dpird Crc Development Grant	0	0	0	0	0	3,000	1,000	3,000
Grant Revenue - Fitness Initiatives	0	0	0	0	0	5,000	1,664	0
CRC Operating Grant Revenue	0	0	0	0	0	112,000	28,000	29,857
	5,511	189,825	(5,511)	189,825	189,825	1,513,445	649,471	363,503

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2024

NOTE 14
CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue					
	Liability 1 July 2024	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Oct 2024	Current Liability 31 Oct 2024	Adopted Budget Revenue	Adopted YTD Budget	Amended Annual Budget	Budget Variations	Expected	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies											
General purpose funding											
LRCI - Replacement Public Bins - Robinson Road	0	0	0	0	0	4,114	4,114	4,114	0	4,114	0
LRCI - Waterless Public Toilet Cemetery	0	0	0	0	0	36,751	36,751	36,751	0	36,751	0
LRCI - Robinson Rd Toilets, Upgrade including Planting	0	0	0	0	0	52,954	52,954	52,954	0	52,954	0
LRCI 4 - Woods Loop Road	0	28,959	0	28,959	28,959	110,349	27,587	110,349	0	110,349	0
LRCI 4 - Mattingly Road	0	0	0	0	0	37,000	9,250	37,000	0	37,000	0
LRCI 4 - Railway Station Building Refurbishment	0	20,000	0	20,000	20,000	40,000	13,332	40,000	0	40,000	0
WBDC - Railway Station Building Refurbishment	241,680	13,770	0	255,450	255,450	170,522	42,630	170,522	0	170,522	0
Law, order, public safety		0									0
DFES Capital Grant Income (West Brookton BFB Shed)	0	0	0	0	0	286,906	95,632	286,906	0	286,906	0
Esl Grant - Emergency Services Levy - Capital East Brookton Shed	314,564	0	(106,626)	207,938	207,938	670,709	223,568	670,709	0	670,709	106,626
DFES adjustment to value of PF11	0	10,660	(10,660)	0	0	0	0	0	0	0	10,660
WSFN 1 - Dangin-Mears Road - Income - 2022/23	0	0	0	0	0	804,625	201,156	804,625	0	804,625	0
WSFN 2 - Dangin-Mears Road - Income - 2023/24	126,986	0	(5,963)	121,022	121,022	514,433	128,608	514,433	0	514,433	5,963
Davis Road - R2R Income	0	109,563	(73,533)	36,030	36,030	109,563	27,390	109,563	0	109,563	73,533
Mattingly Road - R2R Income	0	0	0	0	0	109,563	27,390	109,563	0	109,563	0
South Kweda Road - R2R Income	0	0	0	0	0	60,024	15,006	60,024	0	60,024	0
Mattingly Road Culvert - R2R Income	0	0	0	0	0	105,635	26,408	105,635	0	105,635	0
York Williams Road Rrg	0	158,043	(2,850)	155,193	155,193	395,108	131,700	395,108	0	395,108	2,850
TOTALS	683,230	340,995	(199,633)	824,592	824,592	3,508,256	1,063,476	3,508,256	0	3,508,256	199,633

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2024**

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

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

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

Description	Opening Balance 1 July 2024	Amount Received	Amount Paid	Closing Balance 31 Oct 2024
	\$	\$	\$	\$
Restricted Cash - Bonds and Deposits				
Bus Bonds	2,080	350	0	2,430
Facility Hire Bonds	6,830	2,500	(1,500)	7,830
Gym Bonds	6,570	840	(490)	6,920
Other Bonds	0	3,900	(2,300)	1,600
Sub-Total	15,480	7,590	(4,290)	18,780
	15,480	7,590	(4,290)	18,780

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2024**

**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						
OTHMRRM	Rural Road Maintenance	OCM 10.24-07	Operating Expenditure			(17,000)	(17,000)
HVCAP03	Happy Valley Bore Pump	OCM 10.24-07	Capital Expenditure		17,000		0
				0	17,000	(17,000)	0

KEY INFORMATION

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2024**

**NOTE 17
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.
The material variance adopted by Council for the 2024-25 year is \$10,000 or 10.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
Revenue from operating activities	\$	%				
Grants, subsidies and contributions	(285,968)	(44.03%)	▼		Main Roads Special Project funding 2024/25 - Yeo Road Bridge #3143 & DFES Grant Funding - DFES Bushfire Mitigation Works 24/25 not yet received	
Interest revenue	10,704	145.91%	▲	Interest charged on outstanding rates higher than expected		
Expenditure from operating activities						
Materials and contracts	941,176	66.14%	▲	Budget profiling is the reason for the variance. Will correct as road & building program activity increases		
Utility charges	40,057	44.93%	▲	Budget profiling is the reason for this variance. Water and power charges will increase over the hotter months		
Depreciation	765,612	100.00%	▲	Depreciation is not run for FY 24/25 until after the 23/24 Annual Report is complete		
Insurance expenses	(61,132)	(34.72%)	▼		Second insurance instalment paid in October 24. Will correct in November when budget profiling is brought in line with expense	
Other expenditure	24,697	59.12%	▲	Minimal utilisation of Septic Tank Incentive program 24/25. No Community Chest Fund applications received		
Non-cash amounts excluded from operating activities	(766,084)	(98.01%)	▼		Non-cash expense which is added back in the financial statement. The main variance relates to Depreciation not being run YTD	
Investing activities						
Proceeds from capital grants, subsidies and contributions	(863,843)	(81.23%)	▼		Due to Accounting Standard AASB1058 recognition of revenue	
Proceeds from disposal of assets	(22,119)	(25.52%)	▼		PAV5, PU118 & PU36 Trade in value less than expected. Other disposals are yet to be completed	
Payments for inventories, property, plant and equipment and infrastructure	1,453,655	63.34%	▲	The variance relates to Capital projects which have not yet commenced in FY24/25. Infrastructure - Memorial Hall - Stage 2 , Basketball Court (Half Size), Sewerage Works, Rural Road & Bridge works		
Financing activities						
Repayment of borrowings	16,641	37.05%	▲	Repayment of Loan 83 budgeted September 24 not due until March 25		

15.11.24 GOVERNANCE REPORTS

15.11.24.01 POLICY 2.57 - FEE WAIVER POLICY

File No:	GOV031A
Date of Meeting:	21 November 2024
Location/Address:	N/A
Name of Applicant:	Shire of Brookton
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:	Absolute Majority
Previous Report:	N/A

Summary of Report:

Council is requested to endorse draft policy 2.57 Fee Waiver Policy.

Description of Proposal:

Policies are adopted by Council and establish guidelines or provide direction for the Shire's activities and actions. Policies are defined as the principles and intent behind the programs that a local government implements. A policy can also be a general plan or approach to a specific need, problem or issue. The policy determines the guidelines for fee waivers.

A copy of the draft policy 2.57 Fee Waiver Policy is detailed in attachment 15.11.24.01A.

Background:

Council receive numerous applications for fee waivers related to Shire facilities and charges, however no criteria has been established for Officers. The draft policy outlines the framework including criteria that must be met for an application to be considered for a waiver. If an application is assessed and deemed to potentially meet the criteria, the officer will present it to Council for a decision by absolute majority. If an application does not meet the criteria, the applicant will be notified by the officer without the need for the application to be presented to the council.

Consultation:

Internal consultation has occurred with the Chief Executive Officer and at the October and November 2024 Corporate Briefing Forum with elected members.

Statutory Environment:

Local Government Act 1995

6.12. Power to defer, grant discounts, waive or write off debts

- (1) *Subject to subsection (2) and any other written law, a local government may –*
- (a) *when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money, or*
 - (b) *wave or grant concessions in relation to any amount of money, or*
 - (c) *write off any amount of money, which is owed to the local government.*

**Absolute majority required*

- (2) *Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rats*

and service charges.

- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

Relevant Plans and Policy:

There are no relevant plans or policy applicable to this matter.

Financial Implications:

Council is responsible for generating revenue through rates, fees, and charges from its facilities and services. These funds are allocated to support community services, including necessary upgrades. Implementing this policy may affect this function..

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:

The proposed policy will streamline the assessment process and ensure that all applications are evaluated fairly and consistently while maintain transparency and accountability.

OFFICER’S RECOMMENDATION

That Council adopts Policy 2.57 Fee Waiver Policy, as included at Attachment 15.11.24.01A.

(Absolute majority vote required)

COUNCIL RESOLUTION

MOVED Cr McCabe SECONDED Cr Copping

That Council adopts Policy 2.57 Fee Waiver Policy, as included at Attachment 15.11.24.01A.

CARRIED BY ABSOLUTE MAJORITY VOTE 5/0

For: Cr Crute, Cr Bell, Cr Copping, Cr McCabe, Cr Wallis

Against: Nil

Attachment

Attachment 15.11.24.01A – Policy 2.57 Fee Waiver Policy.

2.57 FEE WAIVER POLICY

Objective

To provide a consistent framework for assessing and determining requests for the waiver of fees and charges relating to venue and facility bookings and seeks to ensure:

- A standard process for applicants to follow;
- Consistent and fair assessment of each request received; and
- Transparency and accountability to the community.

Assessment Criteria

Council will only consider to waive fees and charges for events relating to Council's venues/facilities that

- Have Community Impact in areas of social cohesion, cultural enrichment, community well-being;
- that provide educational opportunities or enhance learning for the community;
- that are free and open to the public; or
- are from not for profit, community organisations and groups.

Council will not consider to waive fees and charges for events relating to Council's venues/facilities that

- charge an entry fee
- return fundraising to an organisation
- are from business groups or government departments conducting events relating to their core business or interest
- Are from religious groups holding religious ceremonies
- Are from political groups
- fees that are Statutory fees or charges

Council will not waive the requirement for the payment of Bonds for facilities.

Resolution No:

Resolution Date:

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

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

18.11.24	CONFIDENTIAL REPORTS
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Nil.

19.11.24	NEXT MEETING & CLOSURE
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The next Ordinary meeting of the Council will be held on Thursday 19th December 2024 commencing at 6.00 pm.

There being no further business, President Cr Crute, declared the meeting closed at 6:22pm.