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STATE ROAD FUNDS TO LOCAL GOVERNMENT PROCEDURES

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Document Number	D23#763850 Printed copies are uncontrolled unless marked otherwise; refer to MRWA website for current version.
Issue Date	01 December 2020
Review Frequency	6 years maximum

Amendments

Revision Number	Revision Date	Description of Key Changes	Section / Page No.
1	01/12/2020	Initial issue approved by SAC	All
2	02/06/2021	Revised KPI Reporting commencing in 2021/22	7.2.3
3	02/06/2021	MRWA web link added	12.2.4
4	11/11/2021	Local Government Project Signage Requirements	16.2
5	01/09/2023	Document refresh	All

Abbreviations and Operational Definitions of Key Terms

Term	Definition
AADT	Annual Average Daily Traffic
Agreement	State Road Funds to Local Government Agreement
BMS	Bridge Management system (MRWA corporate system for management of structures state-wide.)
FAGS	Financial Assistance Grant funding
LG	Local Government
MCA	Multi Criteria Assessment
MRRG	Metropolitan Regional Road Group
MRWA	Main Roads Western Australia
MRWA IRIS database	Main Roads Western Australia Integrated Road Information System
MVLF	Motor Vehicle License Fee
Nudge	A for purpose charity that focuses on getting young people into jobs and training opportunities in various industries throughout WA, and have been working in partnership with MRWA since 2006
Regional Director	Main Roads Western Australia's Regional Director
RRG	Regional Road Groups
SAC	State Road Funds to Local Government Advisory Committee
WALGA	Western Australian Local Government Association
WALGGC	Western Australian Local Government Grants Commission

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1 POLICY

Main Roads Western Australia (MRWA) and Local Government work together to develop and manage the Western Australian road network to meet the needs of the community.

The State Road Funds to Local Government Agreement (Agreement) provides funds for a number of programs. The State Road Funds to Local Government Advisory Committee (SAC) administer these programs.

In accordance with the Agreement, these Procedures detail requirements in relation to aspects of administering, distributing, and accounting for the allocation and expenditure of funds for Local Government roads provided under the Agreement.

2 PURPOSE

The purpose of these Procedures is to:

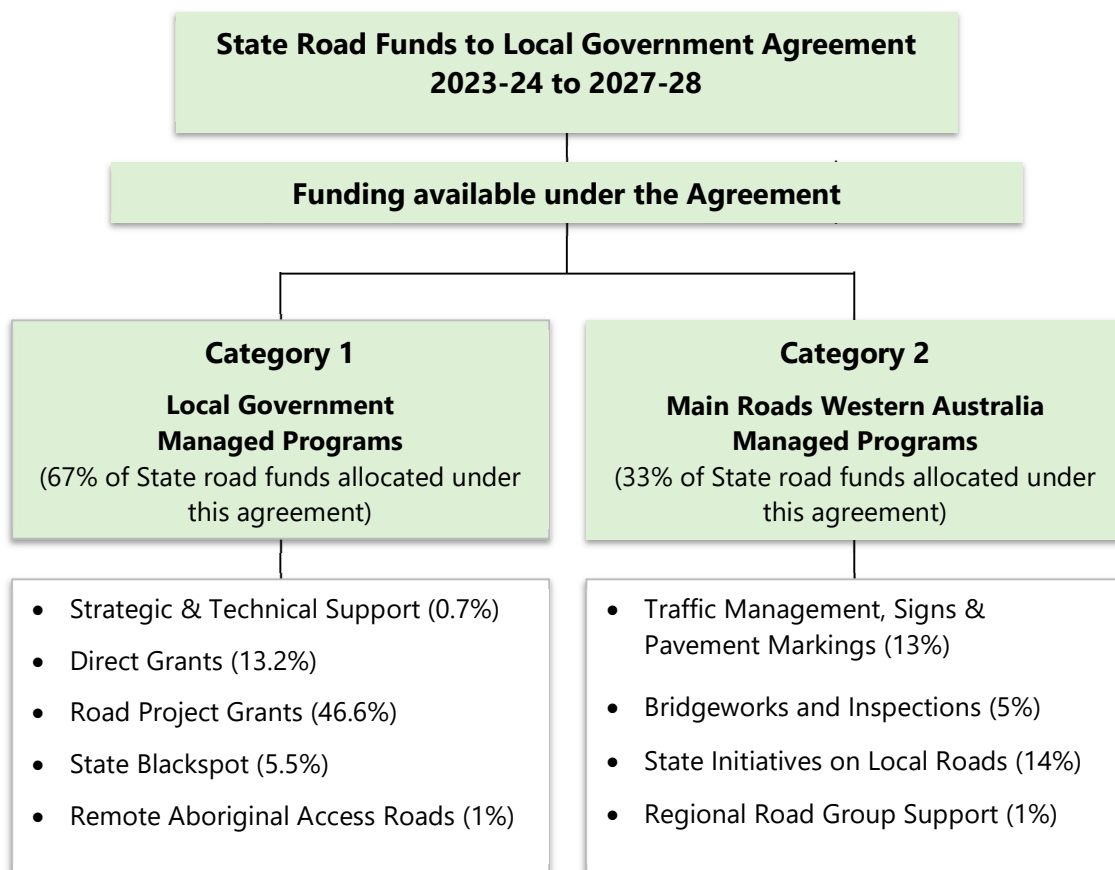
- Provide the management for administering, distributing, and accounting for the allocation and expenditure/delivery of the programs under the Agreement.
- Specify the terms of reference of SAC and Regional Road Groups (RRG).
- Outline the process of determining the annual Local Government Roads Program; and
- Help ensure that the social outcomes of the State Government are considered in relation to the State's road network, in particular road safety, Aboriginal employment, and recycled materials.

3 SCOPE

These procedures cover the processes required to facilitate the determination and management of funding under the Agreement. As shown in Figure 1, there are two categories of State funding for Local Government roads:

- Category 1 - Local Government Managed Programs
- Category 2 – Main Roads WA Managed Programs

Figure 1: State Road Funds to Local Government Agreement categories



Note: Percentages of the sub-categories are indicative only

4 COMMITMENTS

As part of the Agreement, Local and State Governments committed to:

- Increasing the application of the Safe System for road safety approach to the Local Road network.
- Providing opportunities for the employment of Aboriginal and Torres Strait Islander peoples.
- Increasing sustainable road construction practices through the greater use of recycled materials.

With respect to the above, and within the first two years of this Agreement, representatives from MRWA, WALGA and RRGs will collaborate to establish a system/process for monitoring, reporting, and advancing each individual commitment. This work will focus on, but not be limited to, LGA works funded under this Agreement.

Based on the above work the parties will work to determine and, where practical, implement actions to further advance each commitment.

The initial framework is:

- A working group be established, chaired by MRWA and include representatives from MRWA, WALGA and RRGs.

The working group would:

- Develop a Terms of Reference.
- Prepare a report for each SAC meeting and as requested by the SAC Secretariat.
- In the initial stages, meet at least monthly.

Noting that the Terms of Reference, each are to be approved by SAC. And regarding any implementation issues, SAC remains the ultimate decision maker.

5 GOVERNANCE STRUCTURE

The governance structure for the distribution of funds under the Agreement is shown at Figure 2.

The Minister for Transport is the overall approving authority for all funding decisions under this Agreement. To facilitate the development of a recommended program, the distribution of funding to both categories and sub-categories is established within the Agreement. Funding can be moved between categories or sub-categories with the approval of SAC.

The Managing Director of MRWA makes recommendations to the Minister for Transport for the annual funding program.

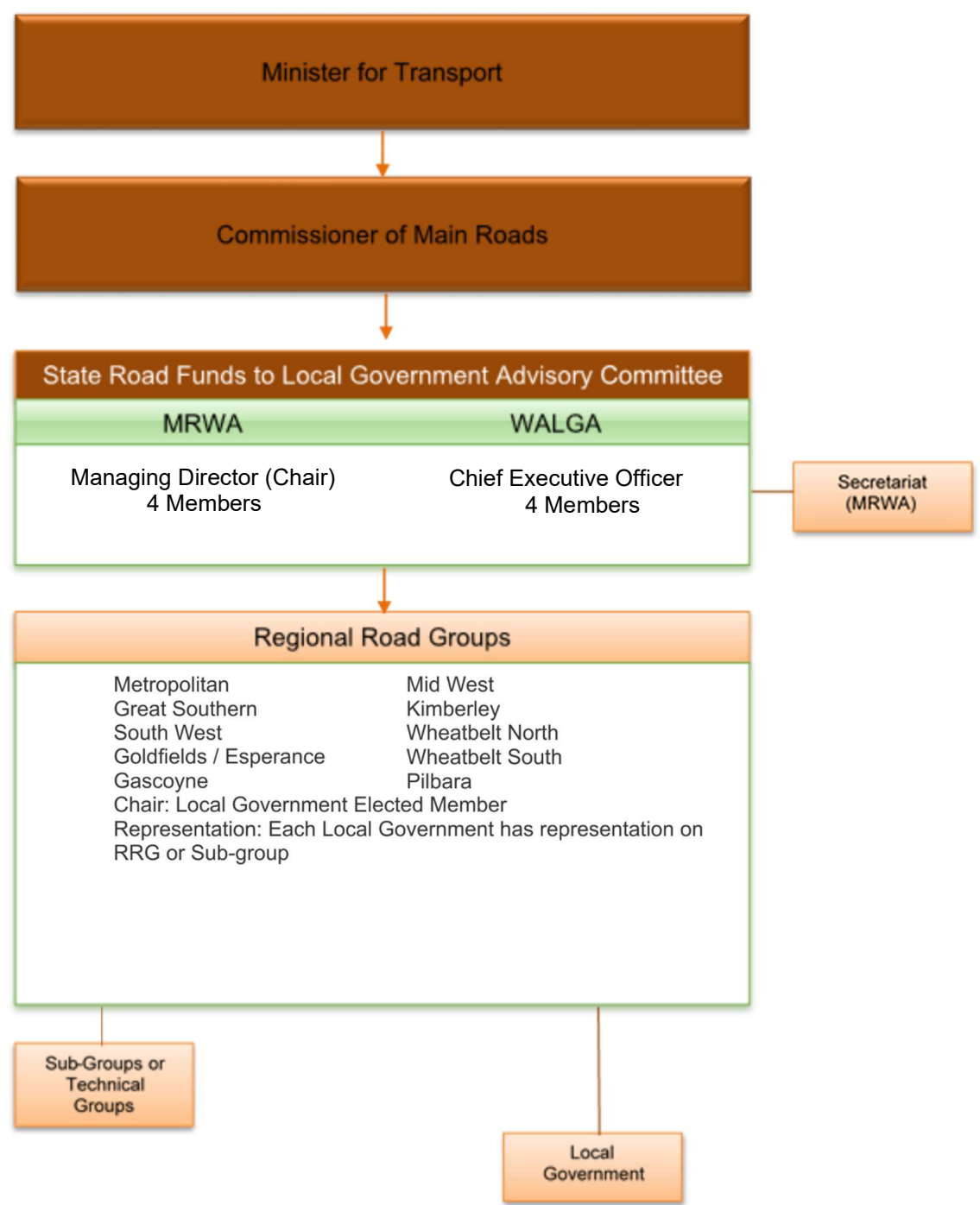
The State Road Funds to Local Government Advisory Committee (SAC) comprises equal representation from MRWA and WALGA. The Managing Director of MRWA chairs SAC, which oversees and monitors the distribution of State funds as provided for under the Agreement.

RRGs prioritise Local Government road funding under the Agreement and monitor the implementation of the Local Government program within their own region. A Local Government Elected Member shall chair RRG meetings. MRWA provides technical and administrative support.

Regional Road Sub-Groups and/or Technical Groups may be established under individual RRGs to assist with management and consideration of local road issues pertaining to that region.

Local Government provide representation on both RRGs and/or Regional Road Sub-Groups or Technical Groups. Local Governments provide submissions for road funding and take part in the priority and determination process of those submissions.

Figure 2: Agreement Governance Structures



6 REFERENCES AND RELATED DOCUMENTS

Procedures outlined in this manual to be read in conjunction with the following documents:

Document Reference	Description
D23#417931	The current State Road Funds to Local Government Agreement
D21#510508	State Black Spot Program Development and Management Guidelines
D22#1045677	Level 1 Bridge Inspection Framework
WALGGC	Remote Access Roads
D21#606257	Commodity Freight Routes funding

7 STATE ROAD FUNDS TO LOCAL GOVERNMENT ADVISORY COMMITTEE (SAC)

SAC will oversee, monitor, and endorse to the Honourable Minister for Transport, via the Managing Director Main Roads, the allocation of State funds under this Agreement.

SAC will set in place and be responsible for the overarching policy and procedures covering the administration and functioning of the Agreement. The Terms of Reference below define the role and activities of SAC. SAC also monitors the expenditure of the overall program and where appropriate, may redistribute funds to ensure the timely and best use of available resources.

7.1 Management and Administration

7.1.1 Membership

SAC membership shall be made up by the Managing Director of MRWA, the Chief Executive Officer of WALGA, four representatives as nominated by WALGA and four MRWA officers nominated by MRWA.

7.1.2 Chairperson

The Chairperson shall be the Managing Director of MRWA.

7.1.3 Secretariat

MRWA will provide technical and administrative support to SAC.

7.1.4 Observers

Members of SAC may invite to their meetings support staff and other personnel who would assist with matters under consideration.

7.1.5 Decision Making

Decisions shall be by consensus.

7.1.6 Meetings

The Chairperson, through the Secretariat, will develop an annual meeting timetable. A minimum of three meetings to be held per year.

The Secretariat shall co-ordinate the recording and distribution of minutes of each SAC meeting to both SAC members and RRG secretariat.

7.1.7 Delegated Representatives

Each Committee member, including the Chairperson, may delegate authority to a nominated person, to attend and otherwise represent the member.

7.1.8 Quorum

Whilst it is expected that each member will either attend each meeting or arrange for a delegated representative, a quorum of six (50% plus one) is required to conduct a meeting.

7.1.9 Correspondence

Address all correspondence to:

Secretariat
State Road Funds to Local Government Advisory Committee
PO Box 6202
EAST PERTH WA 6892

7.2 Scope and Responsibilities

SAC shall be responsible for:

- Endorsing the Annual Local Roads Program to the Managing Director, MRWA.
- Monitoring the delivery and acquittal of funded programs/projects.
- Redistributing funds between projects, programs and Regional Road Groups if required to suit delivery progress/schedules.
- Reviewing individual RRG procedures.
- Set and be responsible for these procedures covering the administration and functioning of the Agreement.
- Responding with appropriate strategies when funding changes are made under the Agreement.
- Deciding and approving changes to relevant policies and processes affecting the Agreement.
- Responding to transport issues received from Regional Road Groups, Local Government and MRWA.

SAC shall ensure funds made available under this Agreement are used to:

- Deliver benefits to the community.
- Preserve, improve, and extend the road network; and
- Comply with the obligations of the Managing Director of MRWA under legislation.

SAC will maintain a structure of RRGs to assist with the management and administration of funding and other activities under the Agreement.

Subject to the endorsement of SAC, the overall Program by Category is submitted, via the Managing Director of Main Roads, to the Minister for Transport for approval.

7.3 Discretionary Powers

SAC has the authority to adjust funding arrangements as appropriate, noting the Minister is the overall approving authority.

Any decision will be conveyed to the appropriate Regional Road Group secretariat for dissemination as appropriate.

7.4 Financial Monitoring

At each SAC meeting, a financial report is tabled that includes funds expended to date and end of year forecasts.

8 REGIONAL ROAD GROUPS

Each Local Government shall be a member of a RRG. RRGs operate under the delegated authority of SAC.

These Terms of Reference shall apply to the role and responsibilities of the RRG.

8.1 Management and Administration

8.1.1 Region

Each Local Government in Western Australia shall be included in an appropriate RRG as defined by SAC. As a principle, the regional boundaries be as similar as possible to those used by MRWA.

Where there are exceptional circumstances, a Local Government may apply to SAC to transfer from one RRG to another. Supporting documentation shall accompany an application to justify the reasons for a change.

Where SAC approves a Local Government to transfer to another RRG, it will amend funding allocations to reflect the change.

8.1.2 Chairperson

An Elected Member shall be the Chairperson of each RRG. A RRG shall elect a Chairperson at least every second year at its first meeting following Local Government elections.

8.1.3 Membership

Each Local Government shall be represented on the RRG by an Elected Member.

8.1.4 Voting and Decision Making

As far as practicable, decisions should be by consensus. Where voting is necessary, only Local Government Elected Members will be voting representatives on the following basis:

- One vote for each Local Government represented at RRG meetings where no Sub-Group(s) exist; or
- One vote for each Sub-Group represented at RRG meeting where Sub-Group(s) exist.

Unresolved issues shall be brought to the attention of SAC by the RRG Chair.

8.1.5 Meetings

The Chairperson of a RRG, assisted by the Secretariat, will develop an annual meeting timetable relating to the timetable of SAC.

The schedule of RRG meetings can be found on the WALGA website.

8.1.6 Delegated Representatives

A member of a RRG may delegate authority, including voting rights, to another Elected Member from the same Local Government to attend and represent them at a meeting.

8.1.7 Quorum

Whilst it is expected that each member will either attend each meeting or arrange for a delegated representative, a quorum of 50% plus one is required to conduct a meeting.

8.1.8 Reporting Structure

The Local Government's RRG representative (being an Elected Member under 8.1.3) ensure that the RRG minutes are communicated to each of that LG's other Elected Members.

RRGs will make recommendations to SAC in relation to the annual Local Roads Program and other issues as they pertain to the Local Road Network.

8.1.9 Observers

A RRG Chair and/ or Secretariat may invite to a meeting any person with appropriate experience or expertise to assist in any matter.

8.1.10 Secretariat

MRWA shall provide technical and administrative support to the RRG. Regional Directors will provide the secretariat contact for each RRG (refer to attachment 5 for a Guide).

8.1.11 Regional Road Sub-Group

A RRG may establish a Regional Road Sub-Group(s) to:

- Assist to identify road-funding priorities.
- Consider local road issues to inform decision making by the RRG.
- Provide advice to the RRG.

A RRG will determine and approve the Terms of Reference for a Regional Road Sub-Group(s). The Terms of Reference will include:

- Roles and responsibilities of the Sub-Group(s).
- Process to elect the Chairperson.

- Membership of the Sub-Group(s).
- Voting rights within the Sub-Group(s).
- Voting rights of the Sub-Group(s) at the RRG.

A Local Government may apply to the RRG to transfer from one Sub-Group to another.

8.1.12 Regional Road Technical Group

A RRG may establish a Regional Road Technical Group to assist with management and consideration of local road issues; and provide technical advice as requested.

A RRG will determine and approve the Terms of Reference for a Regional Road Technical Group(s). The Terms of Reference will include:

- Roles and responsibilities of the Technical Group(s).
- Process to elect the Chairperson.
- Membership of the Technical Group(s).

Note: the Technical Group(s) is an advisory group with no voting rights at the RRG.

8.1.13 Correspondence

Address all correspondence:

Chairperson

RRG

C/- Regional Director

Main Roads WA

(See Attachment 2 for Regional addresses)

8.2 Regional Road Group Responsibilities

Within policies and guidelines established by SAC, the RRG shall be responsible for assessing road funding submissions from its members, the annual distribution of funds to Local Government roads, monitoring and reporting on the financial/delivery outcomes of the application of the funds to Local Government roads in its region.

A RRG shall ensure that funds made available by the State are applied to the Local Government road network to:

- Deliver benefits to the community.
- Preserve, improve, and extend the road system; and
- Comply with the obligations of the Managing Director of MRWA under legislation.

A RRG is responsible for:

- Convening at least two meetings per year.
- Developing and recommending to SAC, an annual Local Government roads program for their region.
- Monitoring the implementation of the program in their region.
- Developing and recommending to SAC, Strategies for Significant Local Government Roads.
- Developing and recommending to SAC, three year works projections.
- Establish and maintain project prioritisation methodologies for annual distribution of road funds to Local Government roads within the region.
- Developing regional specific policies and procedures to suit local circumstances.
- Providing updates of regional specific procedures to SAC for approval prior to formal introduction.
- Providing funding information to Local Governments to facilitate grant acquittal in accordance with the annual budget.
- Assisting SAC with Local Government priorities at the regional level.
- Advising SAC of any likely under or over expenditure with an explanation as to the cause and proposed solutions.
- Monitoring and responding to the safety performance of the Local Government road network in the region.
- Dealing with any other business relevant to the transport needs of the region.
- Monitoring and responding to the delivery of the Agreement commitments.

8.2.1 Key Performance Indicators

- Percentage of Blackspot Programs funding expended. (Target 100%)
- Percentage of Road Project Grants expended. (Target 100%)
- Percentage of sealed road length within the region subject to documented visual condition survey in the previous five years. (Target 75%)
- Number of Local Governments by RRG that provided a road inventory data update to MRWA for uploading into the IRIS database in the last three financial years. (Target 100%)
- Percentage of Local Government bridges by RRG subject to an annual level one (visual) inspection submitted to MRWA in the previous reporting cycle as per the WALGA/MRWA framework. (Target 100%)

9 FUNDING AND FUNDING ALLOCATION

Both Funding and Funding Allocations will be as per the Head Agreement and as set out within Figure 1 (section 3) above.

9.1 Funding Sources

On an annual basis, the share of State road funds to be allocated for Local Government roads will be equivalent to the agreed percentage (as stipulated in the current Agreement) of the State Budget's estimated motor vehicle licence fees (MVLf) for that year. In the event of a State Government revenue policy initiative to reduce vehicle licence fees and recover road user charges through alternative mechanisms, this percentage will be adjusted to ensure the reduction to vehicle licence fees is revenue neutral to Local Government.

Recognising that road projects may extend over several years, the parties acknowledge actual revenue and expenditure may not be equal on a yearly basis and there may be a carry over or advancement of funds between years. As approval for carryovers may be sought from WA Treasury it is to the benefit of all parties that the program is delivered as budgeted.

There are two funding categories:

- Local Government Managed Programs (Category 1); and
- MRWA Managed Programs (Category 2).

Any structural change to the way in which the funds are managed will require the agreement of both State and Local Government.

9.2 Funding Allocations

The revenue determined in section 9.1 above is distributed to Local Government roads based on:

Local Government Managed Programs (Category 1) 67%*

0.7%	Strategic and Technical Support
13.2%	Direct Grants
46.6%	Road Project Grants
5.5%	State Black Spot
1.0%	Remote Aboriginal Access Roads

MRWA Managed Programs (Category 2) 33%*

13.0%	Traffic Management, Signs and Pavement Markings
4.0%	Bridgeworks
1.0%	Bridge Inspections
14.0%	State Initiatives on Local Roads
1.0%	RRG Support

**Note:* Percentages are rounded and indicative only. SAC may approve alterations as deemed appropriate.

9.3 Local Government Project Signage Requirements

If a Local Government erects a project sign, where the project has been funded under the SRFLGA and where there are no program specific mandatory signage requirements, the sign must include appropriate recognition of the State Government’s contribution to the project.

This will include dual branding with the State’s Crest and Local Government logo and text that reads “Jointly funded by the State Government and <Local Council>.”

10 REGIONAL STRATEGIES FOR SIGNIFICANT LOCAL GOVERNMENT ROADS

The ROADS 2040 Regional Road Development Strategies document provides a strategic review of regionally significant Local Government roads and the development strategies for them. The document is located on the WALGA website.

Each RRG (except for the Metropolitan Region) documents a strategic review of regionally significant Local Government Roads and the development strategies for them. Roads in the strategies are designated as “Significant Local Government Roads” and are roads that do, or will, provide a positive contribution to the economic and/or social wellbeing of the region and Western Australia as a whole.

SAC may initiate a formal review of the strategies every five years. Local Governments under direction from the RRG shall review the identified Significant Local Government Roads and their strategies in accordance with the approved Guidelines.

Local Governments may seek amendments to the strategies by submitting a documented request to their RRG. The RRG shall make recommendations for amendments to SAC for approval.

11 LOCAL GOVERNMENT MANAGED PROGRAMS – STRATEGIC AND TECHNICAL SUPPORT (CATEGORY 1)

SAC will determine the allocation for Strategic and Technical support annually.

Strategic and Technical Support funds are provided for such items as:

- Municipal Infrastructure needs, development, evaluation, and research.
- Local Government Transport and Roads Research and Innovation Program.
- WALGA RoadWise program.
- WA Local Government Grants Commission Support.
- Other activities as identified or agreed by SAC.

12 LOCAL GOVERNMENT MANAGED PROGRAMS - DIRECT GRANTS (CATEGORY 1)

Direct Grants will be provided annually to all Local Governments. Each year SAC will review the amount available for Direct Grants.

Direct Grants are allocated for routine maintenance tasks on Local Government roads.

Routine maintenance are tasks to maintain the asset but do not increase its service potential or life e.g., repairing potholes, grading an unsealed road, clearing, or repairing drainage systems.

12.1 Annual Allocation

Funding to Direct Grants will be base lined at 13.2% of State road funds provided under the Agreement.

SAC will use the Asset Preservation Model provided by the Western Australian Local Government Grants Commission (WALGGC) to calculate Direct Grant allocations each year. RRG and Local Governments will be advised of Direct Grant allocations as soon as the information is available.

12.2 Road Classification Transfers Impacting on Direct Grant Allocations

Direct Grant allocations are subject to an annual adjustment for gazetted road classification transfers (i.e., State Roads to Local Roads and vice versa) and any net adjustment is reflected in the total Local Roads Program.

This adjustment is based on the outputs of the Asset Preservation Model, which are agreed to by SAC.

12.3 Payments

Direct Grants will only be processed following program approval advice from SAC Secretariat.

Before payment can be made, each Local Government shall submit a Certificate of Completion (refer to attachment 3b) for works funded from their previous year's allocation.

It is at the respective region's discretion whether a Tax Invoice or an RCTI is preferred to administer the Direct Grants, and each Local Government should adhere to the preferred

approach. Direct Grants are not subject to GST as this form of grant is an appropriation. When an RCTI is to be generated then a tax invoice is not required.

All Local Governments should endeavour to acquit Direct Grants by the 31st of August each year and, if this does not occur, provide an explanation to the RRG Secretariat.

The Regional Director shall make available at each RRG meeting, particulars of Direct Grants recouped to date by Local Governments in that Region.

12.4 Certificate of Completion

Direct Grant allocations made by MRWA to Local Governments are subject to the provisions of the *Financial Management Act 2006* and *Auditor General Act 2006* and are subject to audit.

To facilitate full and open accountability of Direct Grant allocations provided, Local Governments must ensure appropriate financial records are established and maintained to enable verification of expenditures against those allocations provided.

This requirement is also contained in the Certificate of Completion (refer to attachment 3b) declaration signed by the Local Government Chief Executive Officer acknowledging that MRWA can access the Council's financial records to verify this claim.

12.5 Funds Management

RRGs are responsible for ensuring Direct Grants are expended in the year of the distribution. RRGs should advise SAC before the end of September in the budget year, of any Local Government yet to have provided a Certificate of Completion to their RRG Secretariat. SAC will review such with a view to redistribute unclaimed funds if appropriate.

13 LOCAL GOVERNMENT MANAGED PROGRAMS – ROAD PROJECT GRANTS (CATEGORY 1)

13.1 General

Road Project Grants (RPG) are used for specific road projects assessed and prioritised by the RRG using their documented methodology. Projects may comprise capital upgrade or renewal but not routine maintenance.

13.2 Annual Allocation

SAC shall allocate funds for road projects to each RRG. Allocations will be based on the WA Grants Commission Asset Preservation and Population models. In addition, and at the discretion of SAC, a portion of the Rural and/or Metropolitan Road Project Grant pool may be allocated to specific purposes. Examples of such funding may include:

- Nudge.
- Commodity Route funding.
- Road and Bridge Condition data; and
- One off special project allocation.

After specific purpose funding, as per above, has been 'removed', the remaining pool of Road Project Grant funding is apportioned on a basis of 64% to Rural Local Governments and 34% to Metropolitan Local Governments.

SAC's aim is to provide RRGs with an indicative funding allocation, for the following year, of Road Project Grants before October each year.

13.2.1 Nudge

Nudge is a for purpose charity that focuses on getting young people into jobs and training opportunities in various industries throughout WA. nudge is an employer support agency that specialises in making the process of training, employment, and community engagement as simple as possible.

13.2.2 Commodity Route Funding

Commodity Route Funding shall be applied according to the Application and Assessment Guidelines as published on the MRWA website.

A commodity route is defined as a route where there is a significant high priority transport task associated with the transport of a commodity such as grain, timber, agricultural lime, iron ore, and/ or other commodities.

Each year, an annual allocation, based on 3% of the RPG pool, will be set aside for a Commodity Route Fund.

Qualifying projects not eligible for Road Project Grant funding will be assessed and ranked first. Projects eligible for Road Project Grant funding, but not prioritised for funding, will be assessed, and ranked for the allocation of remaining funds.

Funding is budgeted on a cost sharing basis of \$2 from the Commodity Route Fund and \$1 from Local Government funds.

A Technical Review Group (TRG) will prioritise project applications. The TRG comprises members from MRWA and WALGA. There is an annual call for project applications, which are submitted to the RRG for review before formal submission to the TRG. The TRG will make recommendations to SAC for approval.

13.2.3 Road and Bridge Condition Data

An amount of up to \$500,000 is set aside annually from the Road Project Grant allocation for the assessment of the condition of the regionally significant Local Government roads as defined in the RRG Roads List strategies. The amount shall fund visual condition assessments in accordance with the WALGA Visual Defects Assessment Manual or other agreed methodology.

In consultation with RRGs, WALGA will establish a Technical Committee to manage the program. Funds shall be allocated on the basis that every significant sealed road is assessed a minimum of once every five years. The annual allocation may be granted to a group of Regions to facilitate the most economically efficient data collection strategy. Excess funds may be used to perform other types of road/ bridge condition assessments. The data may be provided to MRWA in an agreed format and will be used to assess the condition of the road network at a Regional and State level. The assessments shall be made available to Local Governments by uploading to the RAM pavement management system or as otherwise preferred.

13.2.4 Road and Bridge Data for IRIS

On a three years basis, each Local Government shall provide MRWA an electronic copy of roads under their care and maintenance. This data provides a contemporary record of the road network in WA.

Local Governments shall provide the data in an IRIS acceptable format to MRWA prior to the end of May in the appropriate year. Non-compliance by a Local Government may lead to the delay in remittance of their Direct Grant allocation for that following year.

The correct IRIS format can be found in the [IRIS Local Government Interface Requirements document](#).

Please contact Network and Inventory Data Administrator, Asset & Geospatial Information, Planning and Technical Services Directorate (agi@mainroads.wa.gov.au) to confirm the latest version.

The number of Local Governments by RRG that have uploaded road inventory data to the MRWA IRIS databased in the previous three financial years (in accordance with the MRWA schedule) is a KPI and reported to SAC annually. The target is 100%.

13.3 Project Eligibility for Road Project Grant Funding

Road Project Grants are used for capital upgrade or renewal type projects. Capital upgrade is defined as expenditure that provides a higher level of service e.g., widening a road pavement, providing a second carriageway, or sealing an unsealed road. Capital renewal projects are defined as planned projects that increase service potential or extend the life of a road e.g., resealing a sealed road, re-sheeting a gravel road or reconstructing a road pavement to existing standards.

Eligibility for road project grant funding will be determined on the following basis:

- Perth Metropolitan Region:

Projects where road AADT exceeds 2,000 vehicles per day or the design exceeds 10,000,000 Equivalent Standard Axles (ESA) for a 20-year design life, and which may be classified as District Distributors, Local Distributors and Access Roads.

- All Other Regions:

Road strategies as defined in Regional Strategies for Strategic Local Government Roads: ROADS 2040 (or later) is the basis for identifying and prioritising RPG submissions (refer section 10).

A RRG can allocate road project grants for road related projects (e.g., street lighting) provided they are on roads of regional significance, are prioritised against other road projects within the Region and prior approval is obtained from SAC.

13.4 Local Government Road Project Grant Proposals to Regional Road Groups

Non-Metropolitan local Governments shall submit to the RRG, for evaluation, proposals for road projects (refer to attachment 1). These should include the scope, benefits, and estimated costs of the project. These costs should be in outturn dollars.

This requirement has been modified for the Perth Metropolitan area where worksheets have been developed specific to the MRRG Improvement and Rehabilitation Programs and are available on the MRWA external website.

The estimated costs shall include all direct costs associated with the project and include investigation, design, and supervision costs. Indirect costs such as administrative overheads, ongoing running costs and routine maintenance costs are NOT eligible for funding. Preconstruction costs are eligible.

13.5 Contributory Arrangements

Regional Road Project Grant funds are distributed to projects on a priority basis using a process agreed to by the RRG and endorsed by SAC. Project allocations from the Road Project Grants Pool are provided on a cost sharing basis of \$2 from Road Project Grant funds to \$1 from Local Government funds. SAC may consider variations in exceptional circumstances.

13.6 RRG Prioritisation of RPG using an MCA Methodology

Using a Multi-Criteria Assessment (MCA) model to evaluate and prioritise projects, the RRG shall determine the particular projects recommended to SAC for funding. The RRG will help ensure that the evaluation methodology used maximises the community benefits by recommending the preservation and improvement projects that meet regional needs.

For preservation projects, the following criteria should be considered in the MCA model.

Table 1: MCA Preservation Project Criteria

Criteria	Recommended Weighting
Condition Assessment	Highest Weight
Safety	Higher Weight
Traffic	Higher Weight
Sustainability	Medium Weight
Social/Economics	Medium Weight

For improvement projects, the following criteria should be considered in the MCA model.

Table 2: MCA Improvement Project Criteria

Criteria	Recommended Weighting
Traffic	Highest Weight
Road Safety	Highest Weight
Economics	Higher Weight
Environment	Higher Weight
Sustainability	Higher Weight
Social	Medium Weight

Each Regional Road Group will be given the flexibility to define the exact weights and the factors that underpin each criterion.

Each year, recommendations for Road Project Grants provided through the MCA model shall be available to the SAC Secretariat.

13.7 Three Year Works Program

All non-Metropolitan RRGs should develop a three year works program and publish this with the minutes of the relevant meeting. The first year of the program will be the annual funding recommendations to SAC. The two future years will comprise a list of prioritised projects with estimated costs. The future year projects are not commitments and do not require detailed assessment but are intended to provide the source for reserve projects and assist Local Governments to plan for future funding and work commitments. The program will also provide a basis to advocate for future funding under the Agreement.

13.8 State Road Funds to Local Government Advisory Committee Endorsement

Each year Regional Road Groups submit to the SAC Secretariat, projects prioritised by the RRG for funding. The SAC Secretariat will ensure any advanced programming is appropriate. The SAC Secretariat shall prepare an annual budget defining the allocation of funding across categories and sub-categories for SAC consideration. SAC shall consider the annual budget and provide its endorsement to the Managing Director of MRWA with a target date end of May. Subject to the recommendation of the Managing Director, the Local Roads Program is submitted to the Minister for Transport for approval. RRG and member Local Governments will be advised of Road Project Grant allocations as soon as the information is available for distribution.

13.9 Under or Over Expenditure

13.9.1 Under Expenditure

If the final cost of a project is less than the approved budget allocation, the Local Government will be paid the actual expenditure (less the one-third contribution) incurred subject to certification of satisfactory completion of the project.

The balance of the approved budget allocation is to be reallocated by the RRG.

If the occasion arises where a Local Government has claimed payments in excess of the final project cost (less the one-third contribution) the total unexpended amount must be returned to the RRG for redistribution.

13.9.2 Over Expenditure

Where a project is completed for more than the budget allocation the respective Local Government shall be responsible for funding the shortfall.

A Local Government may apply to the RRG to cover a funding shortfall in exceptional circumstances. Any additional grant should be based on only two thirds of that additional expenditure.

13.9.3 Payment

There are two methods of payment to Local Governments.

For Road Project Grants and State Black Spot funding, a Local Government may elect to:

- claim payment for the approved funding allocation following completion of the project and by providing a Certificate of Completion (attachment 3c) only. Note: A Progress Payment Certificate is not required when making a final claim for an individual project. The Certificate of Completion must accompany the claim for payment.
- or
- apply to the Regional Director for an advance payment equal to 40% of the approved project allocation supported by a Progress Payment Certificate (attachment 3a), signed by the Chief Executive Officer.

A further 40% will be paid to the Local Government on submission of a further Progress Payment Certificate (attachment 3a) signed by the Chief Executive Officer, certifying that incurred expenditure on the project has exceeded 40% of the project funding approved (attachment 3a).

The balance of the approved allocation (provided no under expenditure) will be paid to the Local Government on the submission of a Certificate of Completion (Attachment 3c). Note: A Progress Payment Certificate is not required for the final (3rd) payment. The balance paid on the final claim cannot exceed the actual total cost, less contribution, of the individual project.

The first and second claims for payment are to be supported by a Progress Claim Certificate (Attachment 3a) and for the final claim supported by a Certificate of Completion (Attachment 3c). These certificates are to be forwarded to the Regional Director via the RRG secretariat.

Payments will be made by MRWA to Local Governments upon submission of a Certificate of Completion (Attachment 3c).

Road Project Grant allocations made by MRWA to Local Governments are subject to the provisions of the *Financial Management Act 2006* and the *Auditor General Act 2006* and therefore subject to audit.

To facilitate full and open accountability of Road Project Grant allocations, Local Governments must ensure that appropriate financial records are established and maintained to enable verification of expenditures against the original project funding approved. The financial records must be in a format capable of assessment within the context of any annual audit process undertaken by MRWA auditors.

13.10 Certificate of Completion (Attachment 3c)

On completion of the project the Local Government shall provide a Certificate of Completion (refer Attachment 3c) to the Secretariat. This must include an accurate final cost, including expenditure detail as included in the original funding request. The Chief Executive Officer and the Works Supervisor/Engineer must co-sign this certificate prior to the balance of the funds being released to the Local Government.

13.11 Delays in Program

The RRG shall monitor expenditure on approved roads projects with Local Governments with the aim that funds will be expended and recouped within the financial year.

Where a Local Government cannot demonstrate acceptable progress on an approved project before December 31st, the RRG shall review and consider reallocating funds to the next highest priority project on the RRG's list.

A Local Government is to notify MRWA RRG Secretariat by no later than 31st January of any financial year, of circumstances in which Road Project Grant allocations are likely to remain unspent at the expiration of that financial year. These matters shall be referred to the relevant RRG for consideration and determination on the re-allocation of unspent funds for recommendation to SAC.

13.12 Reporting

MRWA, on behalf of RRGs, shall report annually to SAC on Road Project Grant allocations compared with actual expenditures. This report shall be at the regional program level and provide reasons for any variations between the approved budget and actual expenditure incurred.

13.13 Summary of Key Dates (Road Project Grants)

PROCESS STEP		END DATE
1	Local Governments apply to RRG for project funds, with supporting justification	September or prior, as determined by RRG
2	RRG provide program recommendations to the SAC Secretariat	January
3	SAC makes recommendations to Managing Director of MRWA	May
4	Minister approves future program	Before July
5	Local Governments advised of Minister approved program	Before July
6	RRG advise SAC of forecast underspend	January
7	SAC reallocate funding to other regions or programs	February

14 LOCAL GOVERNMENT MANAGED PROGRAMS – STATE BLACK SPOT FUNDING (CATEGORY 1)

14.1 State Blackspot Funding

Funding provided under the State Blackspot Program on Local Roads is to target improving the safety performance of roads with a proven crash history or high-risk locations with the likelihood of crashes occurring.

The State Blackspot Program Development and Management Guidelines (located on the MRWA website) detail the technical and administrative criteria governing project applications, implementation of approved works and procedural requirements for expenditure and recovery of approved funding. The State Blackspot Program Development and Management Guidelines identify MRWA as the Managing Authority (Director Budget and Investment Planning), responsible for administering the Program. For Local Roads, the Delivery Authority is Local Government who is responsible for managing the delivery of projects.

Funding allocations for State Blackspot projects are provided on a cost sharing basis of \$2 from the State Blackspot fund to \$1 from Local Government provided funds.

Every endeavour must be made to fully expend the funds in the year of allocation. Under exceptional circumstances, extension of projects may be considered by the Managing Authority.

Project status information reports shall be prepared by the relevant Delivery Authority and forwarded to the Program Development Coordinator who is responsible for co-ordinating all reporting associated with the State Blackspot Program.

Project Status Reports must be provided as per the following schedule:

REPORT TYPE	SUBMISSION OF INFORMATION
Annual Report	June 30
Verbal/written report on project status	At RRG Meetings
Project Completion Report	Within 30 days of completion

Payments under the State Blackspot Program on Local Roads is as per Road Project Grants (refer to section 13.9.3).

For State Blackspot projects on local roads, completion reports are to be certified by the Works Supervisor/Engineer and the Chief Executive Officer of the Local Government and forwarded to the State Blackspot Program Manager, MRWA.

The State Black Spot Program on local roads will fund all costs directly associated with an approved project. Administrative overheads are indirect costs and therefore are not eligible for funding, nor are ongoing running costs.

The percentage of State Black Spot Program funding expended by a RRG is a KPI and reported to SAC annually. The target is 100%.

15 LOCAL GOVERNMENT MANAGED PROGRAMS - REMOTE ABORIGINAL ACCESS ROADS (CATEGORY 1)

These roads provide access to remote Aboriginal communities. The roads are under the care and maintenance of a Local Government and are included in its road inventory.

The Commonwealth provides FAGS to the WALGGC in the form of Untied Funds for Local Roads. Of these funds (excluding Roads to Recovery funding), 7% is set aside for Special Projects and two thirds of the 7% is provided for Specific Works on Local Government bridges and one third for Remote Aboriginal Access Roads. The State provides a minimum one third matching contribution from the Agreement for every two thirds provided by the Commonwealth.

Commonwealth component funding is provided direct to the applicable Local Government. The State funding component is available on a 40/40/20 basis using the appropriate forms (refer to the attachments 3a and 3c).

Where an access road to an Aboriginal Community is repaired for greater than the approved budget allocation, the over expenditure is the responsibility of the Local Government. A submission may be made to the appropriate RRG for additional funding on one third Local Government and a maximum two thirds from any remaining remote Aboriginal access roads program funding.

Where an access road to an Aboriginal Community is repaired for less than the approved budget allocation, any savings on the Agreement's contribution (one third of the savings) shall be redirected back to the overall program for redistribution.

WALGGC invite a call for nominations for road projects to be funded from this funding stream and the nominations are then considered by the Aboriginal Roads Committee, of which an approved list of projects will be selected for funding.

Submission of nominations are the responsibility of each Local Government and any remote Aboriginal communities interested in seeking funding for road projects from this stream should liaise with the relevant Local Government to signal its intent.

16 STATE GOVERNMENT MANAGED PROGRAMS - TRAFFIC MANAGEMENT, SIGNS AND PAVEMENT MARKINGS (CATEGORY 2)

16.1 Traffic Management

Costs associated with the provision and maintenance of signs, pavement markings, installation and operating cost of traffic control signals and intersections channelisation's as well as support for road safety initiatives on and around Local Government road works.

16.1.1 Signs and Pavement markings

Regulatory signs and pavement markings are the responsibility of the Managing Director of MRWA under the Main Roads Act (1930).

In the majority of cases, funding is provided to maintain, improve and upgrade existing regulatory signs and pavement markings on Local Government roads. This excludes the cost of signs and pavement markings required on, or due to, any grant funded project where the cost must be included in the project cost.

Grant funded projects include:

- Road Project Grants.
- State and Federal Blackspot (outside SRFLGA).
- Roads to Recovery (outside SRFLGA).
- Commodity Routes; and
- Royalties for Regions (outside SRFLGA).

16.1.2 Traffic Signals

Traffic signals are the responsibility of the Managing Director of MRWA under the *Main Roads Act (1930)*.

In the majority of cases, funding is provided for maintenance and minor modifications to traffic signals managed by MRWA (excludes traffic signals associated with a specific project which should be funded from that project's budget).

16.1.3 Rail Crossings

Section 297 of the *Road Traffic Code 2000* empowers the Commissioner of MRWA with responsibility for all traffic signs and traffic control signals on all public roads in Western

Australia. This responsibility extends to include any traffic signing, signalling devices or road markings installed at or on the approaches to railway level crossings.

Over time MRWA has also assumed responsibility for providing the necessary funding for all capital works and a 50% contribution towards the cost of maintenance associated with the railway level crossings on the freight network that cross the public road network. The exceptions to this funding arrangements are for mining company railways operating in the Pilbara or when control is required as part of a specific rail or road development by others.

In July 2005 MRWA entered into two 49-year funding agreements with the Freight Rail Infrastructure Manager (now Arc Infrastructure Ltd) that deal specifically with capital works and maintenance funding. Accordingly, MRWA provides funding to Arc Infrastructure to undertake railway crossing upgrade and renewal works which are delivered in compliance with a pre-determined 5-year program and contributes 50% of the maintenance cost. The 49-year term of these agreements aligns with the lease agreement associated with the privatisation of the freight network.

MRWA also contributes towards the cost of maintenance of level crossings on the PTA passenger network.

17 STATE GOVERNMENT MANAGED PROGRAMS - BRIDGEWORKS AND INSPECTIONS (CATEGORY 2)

17.1 Bridge Responsibilities

Local Government are responsible for bridges on local roads, including regular maintenance. Direct Grants can be used for maintenance works on Local Government bridges, however, bridgeworks on local roads, including timber bridge inspections, are determined on a priority basis by MRWA according to the urgency of bridge repairs and upgrading.

17.1.1 Bridge Inspections Level One – Routine Bridge Inspections

Local Governments are required to perform annual Level 1 bridge inspections of all their bridges. The visual inspection must check for overall safety and performance and identify obvious damage and structural integrity. They must also provide a check on the completion of adequate annual routine maintenance and other issues that may have been identified during previous inspections. Completed inspection forms must be submitted to the relevant MRWA Regional Structures Asset Manager.

MRWA and WALGA have developed a Level 1 Bridge Inspection Framework. Local Governments are required to comply with the procedures and timeframes agreed in the framework.

17.1.2 Bridge Inspections Level Two – Detailed Visual Inspections, Condition Assessments

Detailed visual inspections are required every five years for timber bridges and every seven years for concrete and steel bridges. MRWA funds and manages these inspections. Local Governments may request additional inspections if concerns are identified from a Level 1 inspection.

These inspections are more detailed involving close inspection of all components. Photographs and quantitative data are recorded. MRWA are required to provide copies of the inspection reports to the bridge owner.

17.1.3 Bridge Inspections Level Three – Specialist Inspections and Investigations

Specialist inspections and investigations are not part of a regular bridge maintenance schedule and are only performed when there are conditions or circumstances which require the bridge to be investigated in detail. MRWA manages these inspections and copies of the report must be provided to the bridge owner. Funding for these inspections is provided for within this Agreement.

17.2 Funding – Bridge works

The Commonwealth provides Financial Assistance Grant funding (FAGS) to the WALGGC in the form of Untied Funds for Local Roads. Of these funds (excluding Roads to Recovery funding), 7% is set aside for Special Projects and two thirds of the 7% is provided for Specific Works on Local Government bridges and one third for Remote Aboriginal Access Roads. The State provides a one third matching contribution from the Agreement for every two thirds provided by the Commonwealth.

In special circumstances funds are also provided for bridgeworks that are either totally funded through MRWA Programs or contributions arranged with Local Government.

MRWA's contribution for bridgeworks funded from the WALGGC is limited to a maximum of one third of the estimated total cost of the work and is only available after the Local Government's two third share is expended.

WALGGC prompts all Local Governments to submit project applications on an annual basis. Funds are allocated by the WALGGC based on recommendations provided by the Bridge Committee. The Bridge Committee comprises representatives from MRWA, WALGGC and WALGA. The Committee receives recommendations from MRWA on the priorities of projects under consideration. Delivery of projects is generally managed by MRWA, but Local Governments have the option to manage the projects themselves.

Special Project funds are only allocated for Specific Works on bridges which are defined as planned proactive work items normally scheduled at least two years in advance to maintain the integrity of bridge structural components. Funds may also be allocated for bridge reconstruction where the existing bridge has reached the end of its economic life. Funding only covers like for like replacement costs. The Special Project funds do not cover routine or preventative maintenance or new bridge construction where there is no existing bridge.

In order to be eligible for Special Project funds a Local Government must be able to show that annual visual inspections have been performed in accordance with the Level 1 Bridge Inspection Framework and that adequate routine and preventative maintenance has been undertaken to prevent undue deterioration.

These Funds may also be allocated to co-fund projects funded under the Federal Bridges Renewal Program.

17.2.1 Under Expenditure

Where a bridge is repaired for less than the approved budget allocation, the SAC Secretariat shall be notified of any savings on the State contribution which may be redirected to offset over-expenditures on other approved bridgeworks or returned to the overall funding pool.

17.2.2 Over Expenditure

Where a bridge is repaired for more than the approved budget allocation the excess will be funded from either savings from other approved bridgeworks or from the MRWA Program. No additional contribution will be required from the Local Government.

In circumstances where MRWA undertake bridgeworks on behalf of the Local Government, the 2/3 contribution made by Local Government through Commonwealth funding is payable to MRWA through the Sundry Debtor process.

17.3 Bridge Emergency Works

If deemed appropriate by MRWA, to undertake any emergency works on a bridge(s) occurring in the course of a year after all funding is allocated to other bridge works, then the funds expended on the emergency works will be deducted from the following year's overall allocation.

Bridge Emergency Funding can be made available and would be provided on the basis of the State Government contributing \$2 to \$1 Local Government. Eligibility for funding from this source is conditional on:

- The Local Government providing MRWA with evidence that it has undertaken routine maintenance on the affected bridge.
- MRWA and the Local Government agreeing on the scope of works required.
- The Local Government providing MRWA with an agreed cost estimate for undertaking the repairs.
- MRWA authorising the repair work prior to commencement.

The Local Government will then undertake and complete the repairs and invoice MRWA for 2/3 of the actual costs up to 2/3 of the original estimated cost.

MRWA will confirm the standard of repair work is acceptable prior to arranging payment.

17.4 Accounting for Bridge Design activities prior to the year of Delivery

To prepare for and enhance program delivery, a separate allocation of funds is available for the design costs of future bridge works.

The regional Asset Manager will provide, through the Bridge Management System (BMS), to regions, a schedule of estimated costs of design activities for works on local bridges that are expected to be undertaken in the following year. Funds will then be made available from the allocation established for this purpose based on the regional submissions. Regions will then be expected to establish a separate proposal for this allocation and are to ensure that the costs are recorded so that these can be separately tracked and reported for each bridge site.

18 STATE GOVERNMENT MANAGED PROGRAMS - STATE INITIATIVES ON LOCAL ROADS (CATEGORY 2)

Funding for State responsibilities/works on the Local Government road network will be managed through MRWA programs. These include programs for road safety, bridges, bridge inspections, State initiated major projects on Local Government roads and work on roads used by the public in National Parks and State Forests, Rottnest Island and King's Park.

18.1 State Initiatives on Local Roads

Projects funded in this category are generally specific purpose State initiated projects. These projects can comprise both road and bridgeworks on urban and rural roads. As a result of their size and or complexity, projects are generally undertaken by MRWA on behalf of Local Governments.

As a result of a Cabinet decision (March 2012), funding for National Parks and State Forests including the Department of Environment and Conservation roads, Rottnest Island and King's Park will be provided under this category.

National Parks do not generate any rates for Local Government and therefore, the State contributes funds for the development of roads used by the public in these areas, mainly to support tourism activity. Funds provided for National Parks will also include funds for roadworks in King's Park and on Rottnest Island.

As part of the 2022-23 State Budget process Cabinet has further endorsed ongoing funding for both the WA Bicycle Network programs

19 STATE GOVERNMENT MANAGED PROGRAMS - REGIONAL ROAD GROUP SUPPORT (CATEGORY 2)

RRG support covers work for Local Government, the costs of which cannot be related to a specific project and cover road management services for Local Government roads on either a State or Regional Road basis.

Examples include:

- Administrative support provided by MRWA to RRG.
- Technical assistance provided by MRWA to support the operation of RRG.
- Audit of grant recoups pursuant to MRWA requirements.
- Other activities as identified or agreed to by SAC.

ATTACHMENT 1 – ROAD PROJECT PROPOSAL

TRIM Reference
D20#475664

Local Government		Year.....
<div>Road Name No.</div> <div>Sectionkm tokm Lengthkm</div> <div>Work Description</div> <div>.....</div> <div>.....</div> <div>.....</div> <div>(Show proposed standards and traffic volume details on reverse side)</div>		<div>Regional Road Development Strategy Priority</div> <div>A</div> <div>B</div> <div>C</div> <div>(Circle appropriate letter)</div> <div>Work Category</div> <div>Preservation <input type="checkbox"/></div> <div>Improvement/Expansion <input type="checkbox"/></div> <div>(✓ appropriate box)</div>

PROJECT COST AND FUNDING REQUESTS					
	Year 1	Year 2	Year 3	Year 4	Year 5
	\$	\$	\$	\$	\$
Local Government					
Road Projects Pool					
Total					

Locality Plan is to be attached

PROJECT JUSTIFICATION

.....

.....

.....

.....

.....

ENVIRONMENTAL ASSESSMENTS

Local Government will conduct the necessary environmental assessments and accepts responsibility for environmental consequences, implementing land resumptions and any claims for damage arising from the execution of works in this application.

Local Government is also responsible for obtaining heritage and Aboriginal site clearance.

Attachment 1 continued

PROPOSED STANDARDS

Type Cross Section	* Formation Widthm
Pavement Widthm	Shoulder Widthm
Nominal Primerseal/Seal Widthm	* Design Speedkm/h
(Excluding widening on curves and crests)	(*Only for new construction or reconstruction)

TRAFFIC VOLUME

If primersealing or sealing is included in this project, state the average daily traffic volumes and the months and years when they were taken. (See traffic count specification).

Average Daily Traffic

Count 1	Count 2	Count 3	Average
Month
Year

- Note:**
- 1. This Statement is required where the work is on a local road that is already sealed or will be sealed in the near future. It is not required for reseals and enrichment seals.
 - 2. Approval of this project for construction does not imply that it will be approved for sealing at a later date unless the sealing warrant is met.

.....
Works Supervisor/Engineer	Chief Executive Officer
Date:/...../.....	Date:/...../.....

ATTACHMENT 2 – ADDRESS LISTING

Great Southern Region

PO Box 503
Albany WA 6331
steve.hutchings@mainroads.wa.gov.au
alisha.hotker@mainroads.wa.gov.au

Kimberley Region

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South West Region

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Wheatbelt South Region

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Narrogin WA 6312
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Gascoyne Region

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Wheatbelt North Region

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Mid West Region

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Metropolitan Region

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mrrg@mainroads.wa.gov.au

State Road Funds to Local Government Advisory Committee

Chairperson
State Road Funds to Local Government Advisory Committee
C/- Main Roads Western Australia PO Box 6202
East Perth WA 6892



ATTACHMENT 3A – PROGRESS PAYMENT CERTIFICATE

PROGRESS PAYMENT CERTIFICATE

A separate certificate must be used for each claim on each project (A Progress Payment Certificate is not required for the final claim)

[Please indicate ✓]

☐ Road Project Grant

☐ Black Spot Program (State and Australian Government) ¹

[Please indicate ✓]

Claim No 1 (1st 40%)

☐

Claim No 2 (2nd 40%) ²

☐

Project Details

Local Government:

Financial Year:

Road Name:

Proposal / Job No.:

Work Description:

Section (Slks):

 to

Approved Project Allocations

Total Project Allocation	State Contribution (2/3)	LG Contribution (1/3)
\$	\$	\$

Claim Details for State Contribution

Previous Claim/s	Current Claim	Total Funds Claimed
\$	\$	\$

Notes:

- (1) No LG contribution required for Australian Government Black Spot projects.
- (2) Prior to claiming Claim No. 2, Incurred Expenditure to Date must exceed 40% of the State Contribution.

Mandatory Information

Project's estimated or actual commencement date ____/____/____

Project's estimated or actual completion date ____/____/____

I certify that the information provided within this Progress Certificate is correct and supported by Local Government records.

Signature
Chief Executive Officer

Name

Date



ATTACHMENT 3B – CERTIFICATE OF COMPLETION

CERTIFICATE OF COMPLETION

This form is to be used for Direct Grants only.
Insert “various” in the Road Name field.

☐ Direct Grant (No LG Contribution required)

Project Details

Local Government:

Financial Year:

Road Name:

Proposal / Job No.:

Description of completed works:

Section (Slks): to

Approved Project Allocations

Total Project Allocation	State Contribution (2/3)	LG Contribution (1/3)
\$	\$	\$

Final Project Cost

Final Total Project Cost	State Contribution (max 2/3)	LG Contribution (min 1/3)
\$	\$	\$

Claimed State Contributions

Claim No. 1 – 1 st 40%	Claim No. 2 – 2 nd 40%	Claim No. 3 – Final Claim	Total Funds Claimed
\$	\$	\$	\$

- Actual State Contribution cannot exceed the Approved State Contribution.

I certify that the works have been completed by the Council and that the total funds claimed for the project have been fully expended on this project.

Signature

Name

Works Supervisor/Engineer

Date

I declare that the details provided within this Certificate of Completion are correct, that the Council has contributed a minimum of one third of the total project cost (excluding Direct Grants and Australian Government Black Spot projects) and acknowledge that Main Roads Western Australia can access the Council's financial records to verify this claim.

Signature

Name

Chief Executive Officer

Date



ATTACHMENT 3C – CERTIFICATE OF COMPLETION

CERTIFICATE OF COMPLETION

A separate certificate must be used for each Road Project or State/Australian Black Spot Project.

<input type="checkbox"/>	Road Project Grant	(Please tick appropriate box)
<input type="checkbox"/>	Black Spot Program (State and Australian Government)	
<input type="checkbox"/>	Commodity Routes	

Project Details

Local Government:	<input type="text"/>	Financial Year:	<input type="text"/>
Road Name:	<input type="text"/>	Proposal / Job No.:	<input type="text"/>
Description of completed works:	<input type="text"/>	Section (Slks):	to <input type="text"/>

Approved Project Allocations

Total Project Allocation	State Contribution (2/3)	LG Contribution (1/3)
\$	\$	\$

Final Project Cost

Final Total Project Cost	State Contribution (max 2/3)	LG Contribution (min 1/3)
\$	\$	\$

Claimed State Contributions

Claim No. 1 – 1 st 40%	Claim No. 2 – 2 nd 40%	Claim No. 3 – Final Claim	Total Funds Claimed
\$	\$	\$	\$

- Actual State Contribution cannot exceed the Approved State Contribution.

I certify that the works have been completed by the Council and that the total funds claimed for the project have been fully expended on this project.

Signature	Name
Works Supervisor/Engineer	Date

I declare that the details provided within this Certificate of Completion are correct, that the Council has contributed a minimum of one third of the total project cost (excluding Direct Grants and Australian Government Black Spot projects) and acknowledge that Main Roads Western Australia can access the Council's financial records to verify this claim.

Signature	Name
Chief Executive Officer	Date

ATTACHMENT 4 – STATE ROAD FUNDS TO LOCAL GOVERNMENT ADMINISTRATIVE PROCEDURES

(To be used as a guide)

Executive Support

MRWA's Regional Office will provide the executive support and all other administrative, technical support to the RRG (where there are Sub-Groups or Technical Groups to the RRG, support is to be provided by Local Government). The following is an outline of the type of support to be provided:

- Provide information to RRG and Local Governments on annual program of works, indicative funding, and other financial matters.
- Provide support to assist Local Governments in programming and prioritising projects.
- Provide minute takers for meetings, distribute the minutes to the RRG members within one month of Chair approval.
- Provide the necessary administrative duties involved in the follow up of meeting action.

Records

The following will be maintained by MRWA to support RRG:

- Correspondence File (which provides background information required to support action of the RRG).
- Meeting and agenda files (to ensure that ready access is available, and records of Minutes maintained).
- Annual and Three-Year Works Program including amendments.
- Summary of Payments of Local Road Funds to Local Governments.
- Certificates of Completion for Local Road Projects and Direct Grants.
- An up-to-date Procedures and Road Projects Evaluation Guidelines Manual.
- An up-to-date list of RRG and Sub-Group or Technical Group membership.

Meetings

Timing and Venue

An annual timetable will be established, and meetings should be conducted on a regular basis. The date and venue of meetings to be determined by the RRG. Consider holding meetings at locations equitable for all participants.

Attachment 4 continued

Meeting Agenda

MRWA staff to prepare the agenda in consultation with Chairperson of the RRG.

Format:

- Chairperson to open meeting, welcome members and observers and call for apologies.
- Confirmation of Minutes of previous meeting.
- Business arising from previous minutes.
- Presentation of Advisory Committee Minutes since last RRG meeting.
- Inwards and Outwards Correspondence
- Reports:
 - Chairperson
 - WALGA Representative Submissions from Local Governments
 - Recommendations to State Road Funds to Local Government Advisory Committee
 - Summary of payments made to Local Governments (recoups, audit forms). Amendments to Program of Works.
 - Black Spot and Road Safety Progress Report.
- General Business.
- Future meeting dates.
- Meeting close.

The Agenda provided to each RRG member is to include the following:

- Minutes of the previous meeting.
- Summary of financial status and completion of projects.
- Copies of inward and outward correspondence.
- Any other relevant papers, maps etc. to assist the Group.

Correspondence:

In general, correspondence is to be dealt with in the following manner:

- RRG correspondence is addressed to the Chairperson or the Regional Director.
- All correspondence dealing with Local Roads Funding and RRG involvement is treated as inwards correspondence at the RRG Meetings.
- Urgent matters are referred by email direct to the Chairperson, or otherwise presented at the RRG meeting.

*We're working for
Western Australia.*

State Road Funds to Local Government Agreement

2023/24 to 2027/28

State Road Funds to Local Government Agreement to Western Australian Local Governments

This Agreement is the 6th Agreement between State and Local Government in Western Australia. The continuation of the Agreement demonstrates the strength of the relationship between the two spheres of Government and the value delivered by the Agreement.

Since the inaugural Agreement of this type in 1995-96 this arrangement has been of enormous significance to both State and Local Government in Western Australia. As with past Agreements, it provides certainty and a collaborative approach which supports both levels of Government to meet the challenge of maintaining and improving the State and Local Road Network.

This Agreement is based on the equivalent of 20% of motor vehicle licence fee collections, being allocated to assist with the improvement and maintenance of the Local Government road network.

In addition to the direct funding under this Agreement, the State Government's commitment to fund other works on the local road network is acknowledged.

The continuing management role of Regional Road Groups, with the support of Main Roads Western Australia and the Western Australian Local Government Association, is important to ensure that funds under this Agreement are allocated to road works which best meet regional needs. Regional Road Groups help ensure local involvement in the decision-making process of how these funds are applied.

The State Road Funds to Local Government Agreement will continue to deliver positive outcomes for all Western Australians. We look forward to building on past successes and working collaboratively to deliver a quality and safe road network.

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Preamble

The 2023-24 to 2027-28 State Road Funds to Local Government Agreement builds upon previous funding and administrative arrangements negotiated between the State and Local Government dating back to 1995. This Agreement provides Local Government with greater surety in funding for the duration of the Agreement. It also reinforces the strong working relationship between Local Government, the Western Australian Local Government Association (WALGA) and the State Government through Main Roads Western Australia.

Local Governments in Western Australia manage 127,000 km of roads and 15,000 km of sealed paths on which 40% of travel occurs. This network connects with 18,000 km of State roads and principal shared paths, ports, airports and public transport services. Cooperation and coordination between the State and Local Government is central to delivering liveable communities with equitable access to work, education, goods and services as well as providing efficient supply chains for business.

There is a recognised need for co-operation and coordination between agencies with an interest in the road network. This helps to ensure that the most efficient and effective use can be made of the limited funds available for roads and that the best possible outcomes are achieved.

The Agreement does not set out all the matters in the relationship between the State and Local Government regarding roads but focuses on the allocation of this Agreement's financial resources by the State Government to Local Government road infrastructure and sets out the broad parameters in relation to the allocation of those financial resources.

Nevertheless, it is intended that Main Roads Western Australia and WALGA, through the State Road Funds to Local Government Advisory Committee, will continually consider policy and make improvements that will take into account the needs of WA's total road network.

State Road Funds to Local Government Procedures detail requirements in relation to aspects of administering, distributing and accounting for the allocation and expenditure of funds for Local Government roads provided under this Agreement.

1. Guiding Principles

The State Government, through Main Roads Western Australia, and Local Government, through its peak body, WALGA, will give elected Local Government representatives an opportunity to participate in determining the preservation and expansion needs of the Local Government road network, together with traffic management and road safety projects, from both a regional and state-wide perspective.

The funds within this Agreement, as outlined in Section 5, are allocated across Western Australia, focusing on areas of strategic importance and areas that will help provide maximum benefit to communities. The needs of all road users and the Western Australian community will be considered during the allocation process.

In reaching this Agreement, the State Government, WALGA, and Main Roads Western Australia are committed to the principles of:

- Promoting and applying the Safe System for road safety to road infrastructure.
- Facilitating the efficient movement of freight and people.
- Autonomy of Local Government in the allocation of road funding based on locally and regionally identified priorities, and principles agreed by Main Roads Western Australia and WALGA.
- Sharing revenue from vehicle registrations in proportions agreed between the State Government and WALGA.
- Recognition of the partnership required for delivering projects funded within this program.
- Greater funding certainty for Local Government for the term of the Agreement,
- Continuation of the successful partnership between State Government and Local Government to preserve and enhance the State's vital road network, and
- Good asset management practices.

As such it is expected that the outcomes from investments through this Agreement contribute to, and support, key State Government policy objectives, including:

- A 50 to 70% reduction in the number of people killed, severely or seriously injured in road crashes by 2030 (Driving Change Road Safety Strategy 2020-2030).
- Increasing opportunities and markets for aboriginal employees and businesses (Aboriginal Empowerment Strategy Western Australia 2012-2029).
- Continuing to move towards a more sustainable road industry including greater use of recycled materials.
- A reduction in Construction and Demolition waste generation per capita of 15% by 2025 and 30% by 2030 (Waste Avoidance and Resource Recovery Strategy 2030).
- Growing a stronger and more diverse economy (Diversify WA).
- Easy movement of people and freight across the sub-regions and beyond, a key to economic development and regional liveability (Perth and Peel @ 3.5 million).
- Net zero greenhouse gas emissions by 2050 through a multimodal transport system that promotes sustainable behaviour (WA Climate Change Policy; WA Bicycle Network Plan; Active Travel to Schools Roadmap 2021 - 2030).

2. Commitments

As part of this Agreement, Local and State Governments commit to:

- Increasing the application of the Safe System for road safety approach to the Local Road network.
- Providing opportunities for the employment of Aboriginal people.
- Increasing sustainable road construction practices through the greater use recycled materials.

2.1 Road Safety

The National Road Safety Strategy 2021-2030 is owned by Infrastructure and Transport Minister, representing all jurisdictions together with the Australian Local Government Association representing the local government sector. The Strategy articulates responsibilities for all levels of government and aims to demonstrate that zero deaths and serious injuries on our roads can be achieved. The National Strategy targets are that by 2030:

- The annual number of fatalities will be reduced by at least 50%, or approximately 55% of rate per capita
- The annual number of serious injuries will be reduced by at least 30%, or approximately 38% of rate per capita

Road safety improvements implemented during past decades did reduce trauma on WA roads; however, WA's trend for reductions in death and serious injury is starting to plateau. Notably, for the six year period 2016-2021 just over 50% (461) of WA road fatalities occurred on local roads in WA. Therefore, the National and State targets will only be achieved with practical and tangible actions to improve road safety on the entire WA road network.

Within the first two years of this Agreement Main Roads, WALGA and RRGs will collaborate to establish a system(s) / process(s) for monitoring, reporting, and advancing Safe System treatments and a Safe Systems approach focusing, but not limited to, LGA works funded within this Agreement.

Based on the above work the parties will work to determine and, where practical, implement the next steps to further advance Road Safety.

2.2 Aboriginal Employment

Low employment rates for Indigenous Australians contributes to economic and social disadvantage and hardship. Meaningful employment provides financial and economic security, improves outcomes for health, social and emotional wellbeing and living standards. Meaningful employment provides economic independence that can enable Indigenous Australians to explore their own aspirations and achieve self-determination.

Consistent with the Partnership Agreement on Closing the Gap established between the Commonwealth Government, State and Territory Governments and the Australian Local Government Association, WA has a commitment to the Closing the Gap targets.

The WA Closing the Gap Jurisdictional Implementation Plan highlights that local government is

integral to achieving Closing the Gap objectives and that it is vital that State agencies and local governments work together

This Agreement will provide funding support to nudge Foundation. Nudge have demonstrated excellence in sourcing and supporting, aboriginal trainees and apprentices in civil construction and other industries. This provides the individuals with sustainable employment and the industry access to skilled employees

Within the first two years of this Agreement Main Roads, WALGA and RRGs will collaborate to establish a system(s) / process(s) for monitoring and reporting Aboriginal Employment focusing, but not limited to, LGA works funded within this Agreement.

Based on the above work the parties will work to determine and, where practical, implement the next steps to further advance Aboriginal Employment.

2.3 Recycled Materials

WA's Waste Avoidance and Resource Recovery Strategy 2030 sets targets of increasing material recovery to 70% by 2025 and to 75% by 2030. The strategy notes that construction and demolition waste make up approximately 50% of WA's waste and represents a significant opportunity for material recovery. Demolition waste can be diverted to become products such as crushed concrete.

When considering the use of recycled materials within works there will be a focus on the State Government's initiative of Road to Reuse materials.

It is acknowledged that in WA the industry is still developing. Therefore, this Agreement will have an initial focus on crushed recycled concrete and crumbed rubber products.

Within the first two years of this Agreement Main Roads Western Australia, WALGA and RRGs will collaborate to establish a system(s) / process(s) for monitoring, reporting and advancing the use of recycled materials focusing, but not limited to, LGA works funded within this Agreement.

Based on the above work the parties will work to determine and, where practical, implement the next steps to further advance the use of recycled materials.

3. State Road Funds to Local Government Advisory Committee

The State Road Funds to Local Government Advisory Committee (SAC) will oversee, monitor, and endorse to the Honourable Minister for Transport, via the Managing Director Main Roads, the allocation of State funds under this Agreement.

SAC will set in place and be responsible for the overarching policy and procedures covering the administration and functioning of the Agreement. Regional Road Groups (RRGs) are responsible for developing regional specific policies and procedures within the overarching framework to suit local circumstances.

The membership of SAC is to be made up of the Managing Director of Main Roads as Chairperson, the Chief Executive Officer of WALGA or their nominee, four representatives as nominated by WALGA and four Main Roads Western Australia officers as nominated by Main Roads.

4. Regional Road Groups

Membership of Regional Road Groups is to comprise elected Local Government representatives (Councillors and/or Commissioners as appointed under the Local Government Act 1995 from time to time) with all Local Governments being represented.

RRGs may establish Sub-Groups and/or Technical Advisory Groups to suit regional conditions. The Sub-Groups will comprise of Local Government elected representatives (Councillors and/or Commissioners as appointed under the Local Government Act 1995 from time to time) and will provide delegates to represent the Sub-Group at the RRGs.

RRGs will make recommendations to the SAC in relation to the Annual Local Roads Program and other issues. This may include advice relating to State Black Spot Programs, amendments to the Roads 2040 Strategy or its updated equivalent document, the Functional Road Hierarchy and three (3) year works projections.

5. Funding

5.1 Funding sources

On an annual basis, the share of State road funds to be allocated on Local Government roads will be equivalent to 20% of the State Budget estimated motor vehicle licence fees (MVLf) for that year. In the event of a State Government revenue policy initiative to reduce vehicle licence fees and recover road user charges through alternative mechanisms, this percentage will be adjusted to ensure that the reduction to vehicle licence fees is revenue neutral to Local Government.

Recognising that road projects may extend over several years, the parties acknowledge that actual revenue and expenditure may not be equal on a yearly basis and there may be a carry over or advancement of funds between years.

Funding under the Agreement is split into two categories: Local Government Managed Programs (Category 1) and Main Roads Western Australia Managed Programs (Category 2). This Agreement is projected to produce annual allocations from State road funds to Local Government roads for the years 2023/24 to 2027/28 as per the following schedule:

2023/24	\$253 million
2024/25	\$264 million
2025/26	\$275 million
2026/27	\$288 million and
2027/28	\$300 million

The above allocations are based on the 2022/23 State Budget and Forward Estimates of motor vehicle licence fees. They are indicative and are subject to adjustment as each State Budget Year estimate is approved.

During the life of the Agreement, management of State Road Funds to Local Government Agreement funding will continue to be examined to manage annual carryover of funds. Any structural change to the way the funds are managed will require the agreement of the State Advisory Committee (SAC).

5.2 Funding Allocation Categories

The revenue determined in section 5.1 is to be distributed to Local Government roads on the basis of:

Local Government Managed Programs (Category 1): 67%

Strategic and Technical Support
Direct Grants
Road Project Grants
State Black Spot
Remote Aboriginal Access Roads

Main Roads western Australia Managed Programs (Category 2): 33%

Traffic Management, Signs and Pavement Markings
Bridgeworks and Inspections
State Initiatives on Local Roads
Regional Road Group Support

The allocation to the Categories and subcategories will move in line with the total Agreement pool or as otherwise approved by SAC.

Local Government Managed Programs (Category 1):

5.2.1 Strategic and Technical Support

Strategic and Technical Support funds are provided for the following:

- Municipal infrastructure needs, development, evaluation & research.
- Provision and analysis of crash statistics and road safety data for RRGs.
- WALGA RoadWise program.
- WA Local Government Grants Commission support.
- nudge
- Other activities as identified or agreed by SAC.

5.2.2 Direct Grants

Direct Grants are allocated for routine maintenance of Local Government roads. Direct Grants are to be allocated to Local Governments on an annual basis using the Asset Preservation Model formula provided by the Western Australian Local Government Grants Commission.

To qualify for Direct Grant allocations, Local Governments must provide a Certificate of Completion to the Main Roads Western Australia Regional Office (Regional Road Group Secretariate) certifying that the previous year's allocation has been expended for routine maintenance on roads in their district.

Funding of Direct Grants is base-lined at 13.2% of State road funds provided under this Agreement. Direct Grant allocations are subject to annual adjustment for Gazetted road classification transfers (State Roads to Local Government Roads and vice versa). Adjustments will be based on the outputs of the Asset Preservation Model, which are agreed to by SAC and will be made in the following year.

5.2.3 Road Project Grants

After deducting funding for Commodity Routes and Road and Bridge Condition Data, the Road Project Grant pool is to be distributed on the basis of 36% to the Metropolitan Regional Road Group and 64% to Rural Regional Road Groups.

The methodology for allocating funds to Rural Regional Road Groups for road projects is to be based on 75% of the Asset Preservation Model and 25% population factor.

Preservation work (periodic maintenance) may be considered for Road Project Grant Funding by RRGs.

Road project grants are to be distributed to projects on a priority basis using a process that is agreed to by the Regional Road Group and endorsed by SAC. These allocations are provided on a cost sharing basis of \$2 from Road Project Grant funds to \$1 from Local Government funds. SAC may consider variations in exceptional circumstances.

Regional Road Groups can allocate Road Project Grants for road related projects (e.g. street lighting) provided they are on roads of Regional significance, are prioritised against other road projects within the Region and prior approval is obtained from SAC.

5.2.3.1 Commodity Routes

Commodity Routes are defined as routes where there is a significantly high priority transport task associated with the transport of a commodity such as, but not limited to, grain, timber, agricultural lime or iron ore. The funding is intended for roads that require upgrading or maintenance to accommodate the commodity transport function. Periodic maintenance and rehabilitation projects will be favoured in the prioritisation process.

Projects will be assessed according to the Commodity Routes Fund Application and Assessment Guidelines. Projects that are not eligible for Road Project Grant funding will receive priority in the assessment process. A Technical Review Group (TRG) comprising members from WALGA and Main Roads will call for project proposals via the RRGs. The TRG will assess and prioritise the proposals and make recommendations to SAC for approval. Allocations will be provided on a cost sharing basis of \$2 from the Commodity Route Fund and \$1 from Local Government funds. SAC may approve other special contributory arrangements on the recommendation of the RRG.

5.2.3.2 Road and Bridge Condition Data Collection Fund

An amount of \$500 000 will be set aside annually from the Road Project Grant allocation primarily for the assessment of the condition of the regionally significant Local bituminous sealed roads as defined in the Roads 2040 (or later) strategy.

The amount shall be used to conduct visual condition assessments of the regionally significant Local road roads in accordance with the WALGA Visual Defects Assessment Manual or other agreed methodology. The Fund may also be used to perform Level 1 bridge inspections.

In consultation with Regional Road Groups, WALGA and Main Roads Western Australia will manage the program. The funds shall be allocated on the basis that every significant road is assessed a minimum of once every five years. The entire annual allocation may be granted to a grouping of regions each year to facilitate the most economically efficient data collection strategy. The data must be provided annually to Main Roads in an agreed format and may be used to assess the condition of the road network at a Regional and State level.

5.2.4 State Blackspot

Funding provided under the State Blackspot Program on Local Roads is to target reducing road trauma on the road network. Funding decisions within the program will continue be informed by crash history or likelihood risk of crashes occurring. The program shall be managed in accordance with the Local Government Procedures and the State Blackspot Program Guidelines and may include the funding of systems/procedures or other works which assist in the process of reducing road trauma.

5.2.5 Remote Aboriginal Community Access Roads

Of the Untied Commonwealth funds provided for Local Government roads and distributed by the Western Australian Local Government Grants Commission (excluding Roads to Recovery funding), 7% is set aside for Special Projects and 1/3 of 7% is provided for access roads serving Aboriginal Communities.

These funds are supplemented by a minimum matching contribution of \$1 from the State for every \$2 provided under the Commonwealth Grant Scheme.

The State Government may also provide additional funds towards the Program above its matching contribution for specific projects.

The Indigenous Roads Committee establishes funding criteria and makes funding recommendations.

Main Roads Western Australia managed programs (Category 2):

5.2.6 Traffic Management, Signs and Pavement Markings

Traffic Management includes rail crossings and traffic control signals. Traffic Signs and Pavement Markings includes longitudinal road markings, regulatory signs and lines and pavement markers on the Local Government road network.

5.2.7 Bridge Works/Bridge Inspections

The Commonwealth provides Financial Assistance Grant funding to the Western Australian Government Grants Commission in the form of Untied Funds for Local Roads.

Of these funds (excluding Roads to Recovery funding), 7% is set aside for Special Projects and 2/3 of the 7% is provided for major maintenance and replacement of bridges on Local Roads.

The State provides a minimum matching contribution of \$1 for every \$2 provided under this arrangement.

The State also provides additional funding for Detailed Visual inspections (Level 2), Specialist Inspections and Investigations (Level 3) and for specific bridge projects with no funding contribution required from Local Government.

Local Governments are required to fund and perform Routine Visual Inspections (Level 1) of all bridges annually and to submit the inspections to Main Roads Western Australia. To be eligible for Special Project funding, Local Governments must be able to show that Level 1 inspections have been performed and that adequate routine and preventative maintenance have been undertaken to prevent undue deterioration.

5.2.8 State Initiatives on Local Roads

State Initiatives on Local Roads accounts for works that are generally larger in nature and fall outside of the criteria for other funding groups under this Agreement, however, are still of strategic importance to the State.

5.2.8.1 Active transport

Active Transport supports safe, well-designed and connected networks for people of all ages and abilities to ride bikes, scooters or walk to get around. Within this Agreement, over \$5 million will be set aside annually for Active Transport programs/projects to be administered by the Department of Transport.

5.2.9 Regional Road Group Support

Regional Road Group Support funds are provided for the following:

- Administrative support provided by Main Roads Western Australia for activities under this Agreement.

- Administrative and Technical assistance provided by Main Roads Western Australia to support the operation of RRG activities.
- Administrative support provided by Main Roads Western Australia to SAC and for the oversight of this Agreement.
- Audit of grant recoups pursuant to Main Roads Western Australia requirements.
- Other activities as identified or agreed.

6. Dispute Resolution

Local Governments should raise issues relating to funding under this Agreement with their respective Regional Road Group. If the issue(s) are unable to be resolved at this level, Regional Road Groups should refer them to SAC for review.

7. Key Performance Indicators

Key performance Indicators (KPIs) will focus on Expenditure Performance, asset management and road safety. KPIs have been established for monitoring purposes. Main Roads Western Australia and WALGA will prepare an annual KPI report for SAC. The report will be provided to the Regional Road Groups.

8. Audit of Acquittal Records

At the first SAC meeting following the end of each financial year, Main Roads Western Australia will provide WALGA with actual expenditure on Local Government Roads, which can be reconciled against the approved annual budget for that year.

Any Local Government claiming funds under the Agreement accepts these payments on the understanding that they are subject to audit by Main Roads Western Australia or its representative. Costs associated with these audits will be funded from the Regional Road Group support category.

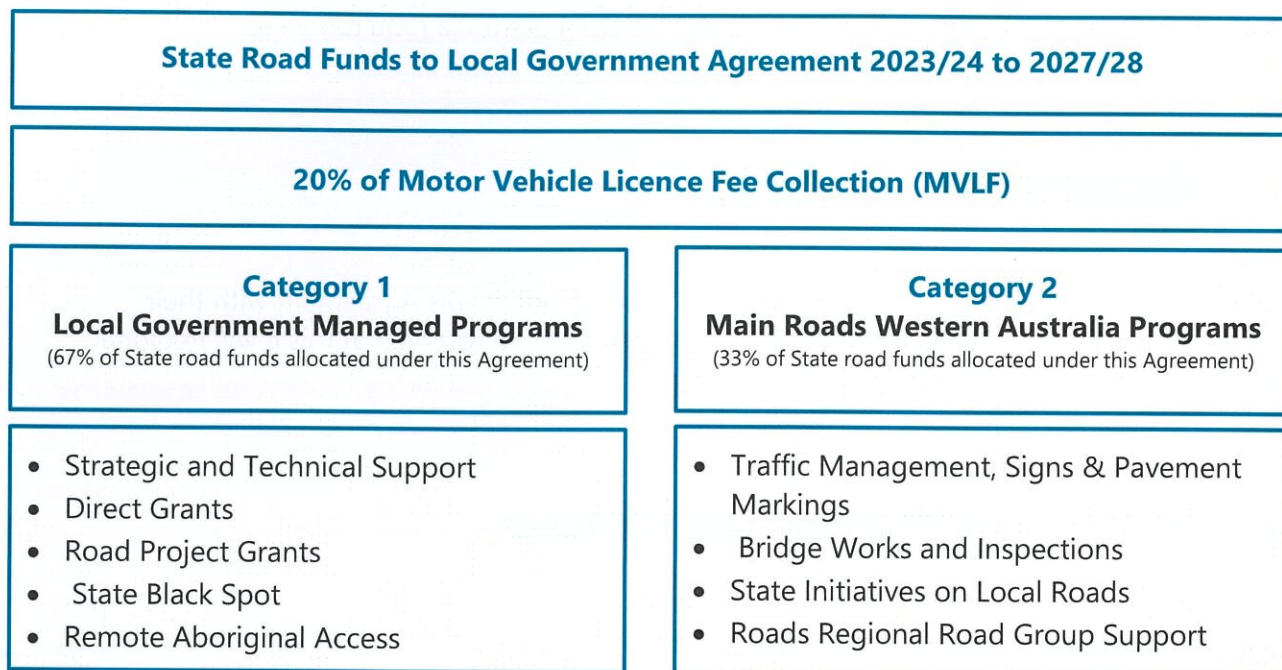
9. Commencement and Term

This Agreement commences from the 2023/24 financial year and will remain in place for a five-year period inclusive of the 2027/2028 financial year.

The Agreement may be cancelled by the mutual agreement of the WALGA, State Council and the Honourable Minister for Transport.

Figure 1 - STATE ROAD FUNDS TO LOCAL ROADS

Flow Chart for Calculating Funding Share for Local Government Roads



Signatories



Signed by

Hon. Roger Cook MLA

Premier of Western Australia



Signed by

Hon. Rita Saffioti MLA

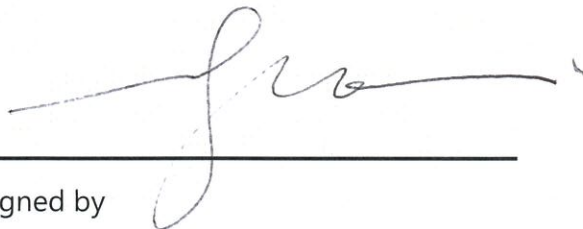
**Deputy Premier; Treasurer
Minister for Transport; Tourism**



Signed by

Cr Karen Chappel AM

**President, Western Australian
Local Government Association**



Signed by

Peter Woronzow

Commissioner of Main Roads



Signed by

Nick Sloan

**Chief Executive Officer of Western
Australian Local Government
Association**

DRAWING REGISTER

DWG NO.	DESCRIPTION	REV
L01	KEY PLAN	C
L02	LANDSCAPE PLAN SHEET 1 OF 5	C
L03	LANDSCAPE PLAN SHEET 2 OF 5	C
L04	LANDSCAPE PLAN SHEET 3 OF 5	C
L05	LANDSCAPE PLAN SHEET 4 OF 5	C
L06	LANDSCAPE PLAN SHEET 5 OF 5	C
L07	SECTION SHEET 1 OF 4	C
L08	SECTION SHEET 2 OF 4	C
L09	SECTION SHEET 3 OF 4	C
L10	SECTION SHEET 4 OF 4	C

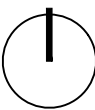
Attachment 9.2.1A

SANDAKAN RESERVE MASTER PLAN
SHIRE OF BOYUP BROOK
COVER SHEET

DATE
SCALE
DRAWING NO.
L000

REV

C

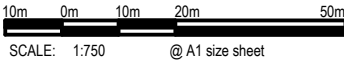


LOCAL COMMUNITY KEY

- SHIRE ADMINISTRATION BUILDING
- 1
- COMMUNITY CENTRE AND HALL
- 2
- ST JOHNS AMBULANCE CENTRE
- 3
- DFES BUILDING
- 4
- PIONEER MUSEUM
- 5

MASTER PLAN ELEMENT KEY

- 6
- SANDAKAN MEMORIAL REDEVELOPMENT
- 7
- ACTIVATED EVENTS SPACE
- 8
- YOUTH PRECINCT
- 9
- MAIN PLAYGROUND
- 10
- CARAVAN / CAMPER TRAILER PARKING
- 11
- REVISED PARKING LAYOUT
- 12
- DFES / ST JOHNS ACCESS AND PLAY PRECINCT PARKING
- 13
- RATIONALISED ADMINISTRATION PARKING
- 14
- SANDAKAN MEMORIAL PARKING
- 15
- ABEL STREET CROSSING
- 16
- DOG PARK
- 17
- BBQ AND SHELTER AND TABLE TENNIS



REV NO.	DESCRIPTION	DATE
C	ISSUED FOR CONSULTATION	02.07.25
B	DRAFT ISSUED FOR COUNCIL COMMENT	06.12.24
A	DRAFT ISSUED FOR DISCUSSION	23.08.24
		DATE

PROJECT NO.	
DESIGNED	DW
DRAWN	LP
CHECKED	DW
APPROVED	DW

SANDAKAN RESERVE MASTER PLAN
SHIRE OF BOYUP BROOK
OVERALL MASTER PLAN

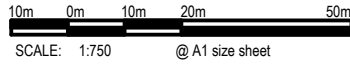
DATE
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DRAWING NO.
L00

REV
C





- NOTES:
1. PLAY PRECINCT BY OTHERS
 2. DESIGN SUBJECT TO SITE SURVEY



REV NO.	DESCRIPTION	DATE
C	ISSUED FOR CONSULTATION	02.07.25
B	DRAFT ISSUED FOR COUNCIL COMMENT	06.12.24
A	DRAFT ISSUED FOR DISCUSSION	23.08.24
		DATE

PATH: P:\pro\24\2405 Sandakan Masterplan Boyup Brook\07 Drawings\01 CAD\03 Sheets\SK-02-CONCEPT DESIGN - REVISION.dwg

PROJECT NO.	
DESIGNED	DW
DRAWN	LP
CHECKED	DW
APPROVED	DW

SANDAKAN RESERVE MASTER PLAN
SHIRE OF BOYUP BROOK
KEY PLAN

DATE
SCALE 1:750 @ A1
DRAWING NO.
L01

REV
C



LOCAL COMMUNITY KEY

PROVIDE CONNECTION INCLUDING WAYFINDING SIGNAGE BETWEEN THE BOYUP BROOK WALK TRAIL AND NEW SCULPTURE TRAIL

1

MASTER PLAN ELEMENT KEY

- 2 COMPACTED LATERITE GRAVEL TRAIL WITH HIDDEN SCULPTURES AND INTERPRETATIVE SIGNAGE
- 3 RETAIN DEAD TREES FOR WILDLIFE HABITAT
- 4 STRENGTHEN EXISTING BUSHLAND PLANTING WITH NATIVE SPECIES ENDEMIC TO THE SITE & PROVIDE INTERPRETATIVE SIGNAGE
- 5 PROVIDE NATURAL LOG SEATING ADJACENT TO INTERPRETATIVE SIGNAGE



LANDSCAPE LEGEND

- ASPHALT
- CONCRETE
- COMPACTED GRAVEL

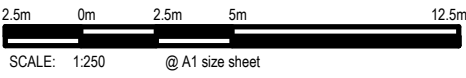
- STABILIZED GRAVEL (PUMP TRACK)
- MULCH ONLY
- IRRIGATED TURF

- MIXED NATIVE PLANTINGS (IRRIGATED)
- MIXED NATIVE PLANTINGS (NON IRRIGATED)
- BLEACHER SEATING (AS NOTED)
- RETAINING WALL (AS NOTED)

- EXISTING TREES
- DEAD TREE (TO BE RETAINED)
- TREES FOR REMOVAL

- NEW NATIVE TREE PLANTING
- DECIDUOUS STREET TREE PLANTING CREPE MYRTLES

NOTES:
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REV NO.	DESCRIPTION	DATE
C	ISSUED FOR CONSULTATION	02.07.25
B	DRAFT ISSUED FOR COUNCIL COMMENT	06.12.24

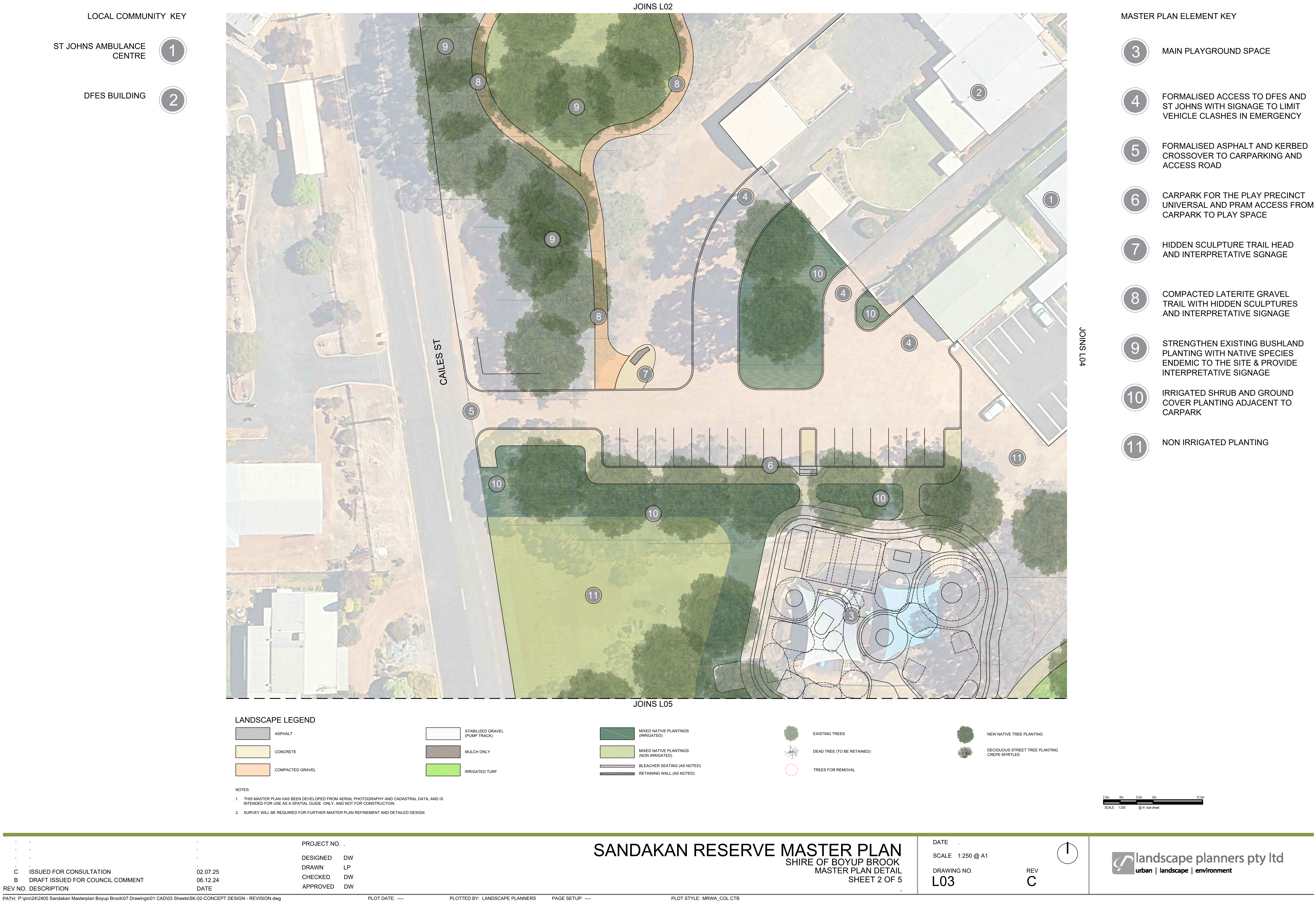
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DESIGNED	DW
DRAWN	LP
CHECKED	DW
APPROVED	DW

SANDAKAN RESERVE MASTER PLAN
SHIRE OF BOYUP BROOK
MASTER PLAN DETAIL
SHEET 1 OF 5

DATE
SCALE 1:250 @ A1
DRAWING NO.
L02

REV
C





LOCAL COMMUNITY KEY

ST JOHNS AMBULANCE
CENTRE

1

CONNECTION TO ABEL STREET
NORTH WEST SIDE

2

JOINS L03



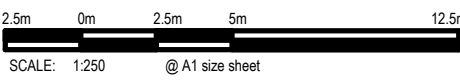
MASTER PLAN ELEMENT KEY

- 3 SANDAKAN MEMORIAL
PRECINCT
- 4 ACCESSIBLE PATH OF TRAVEL FROM
SANDAKAN RESERVE TO THE NORTH
SIDE OF ABEL STREET INCLUDING
PRAM RAMP
- 5 NEW CARPARK FOR THE
MEMORIAL PRECINCT
- 6 ACCESSIBLE PATH OF TRAVEL TO
MEMORIAL AREA
- 7 COMPACTED GRAVEL AREA WITH
POWER AND WATER FOR COFFEE
VAN AND GAZEBOS DURING
MEMORIAL ACTIVATION
- 8 LEVEL IRRIGATED TURF AREA FOR
USE DURING MEMORIAL ACTIVATION
OR EVENTS
- 9 RETAINING WALL FOR LEVEL TURF
AREA WITH STAIRS AND PATH TO
ABEL STREET
- 10 IRRIGATED TURF BLEACHER SEATING
CENTRED AROUND MEMORIAL
- 11 CONCRETE ACCESS PATHS TO
STREETSCAPE, PLAY AND YOUTH
PRECINCT
- 12 IRRIGATED SHRUB AND
GROUND COVER PLANTING BETWEEN
MEMORIAL AND SHIRE ADMIN
BUILDING
- 13 EXISTING ACCESS ROAD REMOVED
AND AREA PLANTED
- 14 ASPHALT CARPARK AND KERBED
CROSSOVER TO ABEL STREET
- 15 RAISED DECK STAGE AREA WITH
SANDAKAN SCULPTURAL WALL
BETWEEN BACK OF STAGE AND
MEMORIAL

LANDSCAPE LEGEND

ASPHALT	STABILIZED GRAVEL (PUMP TRACK)	MIXED NATIVE PLANTINGS (IRRIGATED)	EXISTING TREES	NEW NATIVE TREE PLANTING
CONCRETE	MULCH ONLY	MIXED NATIVE PLANTINGS (NON IRRIGATED)	DEAD TREE (TO BE RETAINED)	DECIDUOUS STREET TREE PLANTING CREPE MYRTLES
COMPACTED GRAVEL	IRRIGATED TURF	BLEACHER SEATING (AS NOTED)	TREES FOR REMOVAL	
		RETAINING WALL (AS NOTED)		

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LOCAL COMMUNITY KEY

RETAIN ACCESS FOR WATER
SUPPLY POINT

1

PROVIDE VEHICLE ACCESS TO
COWLEY STREET

2

CONSIDER CREPE MYRTLE
PLANTING TO SOUTH SIDE OF
COWLEY STREE TO
STRENGTHEN STREETScape
CONNECTIONS

3

MASTER PLAN ELEMENT KEY

4 DOG PARK WITH SHELTER

5 ACTIVATED EVENTS SPACE WITH
IRRIGATED GRASS AND POWER AND
WATER FOR FOOD TRUCKS AND
VANS

6 CABLEWAY PLAY AREA

7 FITNESS AREA

8 CARAVAN / CAMPER TRAILER
PARKING ONE WAY ACCESS ISLE
WITH PARKING EITHER SIDE

9 DUMP POINT FOR PORTABLE
TOILET WASTE

10 ACCESSIBLE TOILETS FOR
PRECINCT

11 PUMP TRACK WITH STABILISED
GRAVEL FINISH, POSSIBLE NATURE
PLAY AREA WITHIN THE TRACK

12 ACCESS ROAD WITH GATE TO
ACCESS EVENTS SPACE AND FOR
MAINTENANCE

13 IRRIGATED TURF AREA WITHIN THE
PLAY PRECINCT WITH BBQ, SEATING
TABLES AND SHELTER + TABLE
TENNIS

14 ACCESS PATHS ACROSS THE
PRECINCTS

15 IRRIGATED SHRUB AND
GROUNDcover PLANTING FOR
AMENITY ADJACENT TO PULL IN BAYS.

16 STREET TREE PLANTING OF CREPE
MYRTLES TO CONNECT TO ABEL
STREET AND TOWN CENTRE

17 NINJA COURSE WITH TREE PLANTING
AND MULCH

18 MAIN PLAYGROUND

19 BOULDER AREA



LANDSCAPE LEGEND

ASPHALT
CONCRETE
COMPACTED GRAVEL

STABILIZED GRAVEL
(PUMP TRACK)
MULCH ONLY
IRRIGATED TURF

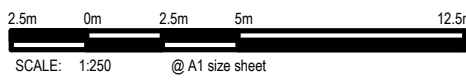
MIXED NATIVE PLANTINGS
(IRRIGATED)
MIXED NATIVE PLANTINGS
(NON IRRIGATED)
BLEACHER SEATING (AS NOTED)
RETAINING WALL (AS NOTED)

EXISTING TREES
DEAD TREE (TO BE RETAINED)
TREES FOR REMOVAL

NEW NATIVE TREE PLANTING
DECIDUOUS STREET TREE PLANTING
CREPE MYRTLES

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SANDAKAN RESERVE MASTER PLAN
SHIRE OF BOYUP BROOK
MASTER PLAN DETAIL
SHEET 4 OF 5

DATE
SCALE 1:250 @ A1
DRAWING NO.
L05

REV
C

landscape planners pty ltd
urban | landscape | environment

PROJECT NO. .
DESIGNED DW
DRAWN LP
CHECKED DW
APPROVED DW
ISSUED FOR CONSULTATION 02.07.25
DRAFT ISSUED FOR COUNCIL COMMENT 06.12.24
REV NO. DESCRIPTION DATE

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PLOT DATE: ---

PLOTTED BY: LANDSCAPE PLANNERS

PAGE SETUP: ---

PLOT STYLE: MRWA_COL.CTB

- LOCAL COMMUNITY KEY
- SHIRE ADMINISTRATION BUILDING

1
- COMMUNITY CENTRE AND HALL

2

JOINS L04

- MASTER PLAN ELEMENT KEY
- 3

YOUTH PRECINCT
- 4

SKATE PARK WITH BOWL AND SKATE SKILLS AREAS
- 5

SHADE SHELTER WITH SEATING AND DRINK FOUNTAIN
- 6

RETAINING WALL AND BALUSTRADE WITH YOUTH PRECINCT ABOVE AND CARPARK BELOW.
- 7

STREETSCAPE AND PRECINCT PATH CONNECTIONS
- 8

RATIONISED CAR PARK ACCESS ROAD AND CAR PARKING
- 9

RATIONAISED CAR PARKING AND ACCESS ROAD FOR SHIRE ADMIN BUILDING
- 10

RATIONALISED ADMINISTRATION PARKING
- 11

ELECTRICAL VEHICLE CHARGING BAYS
- 12

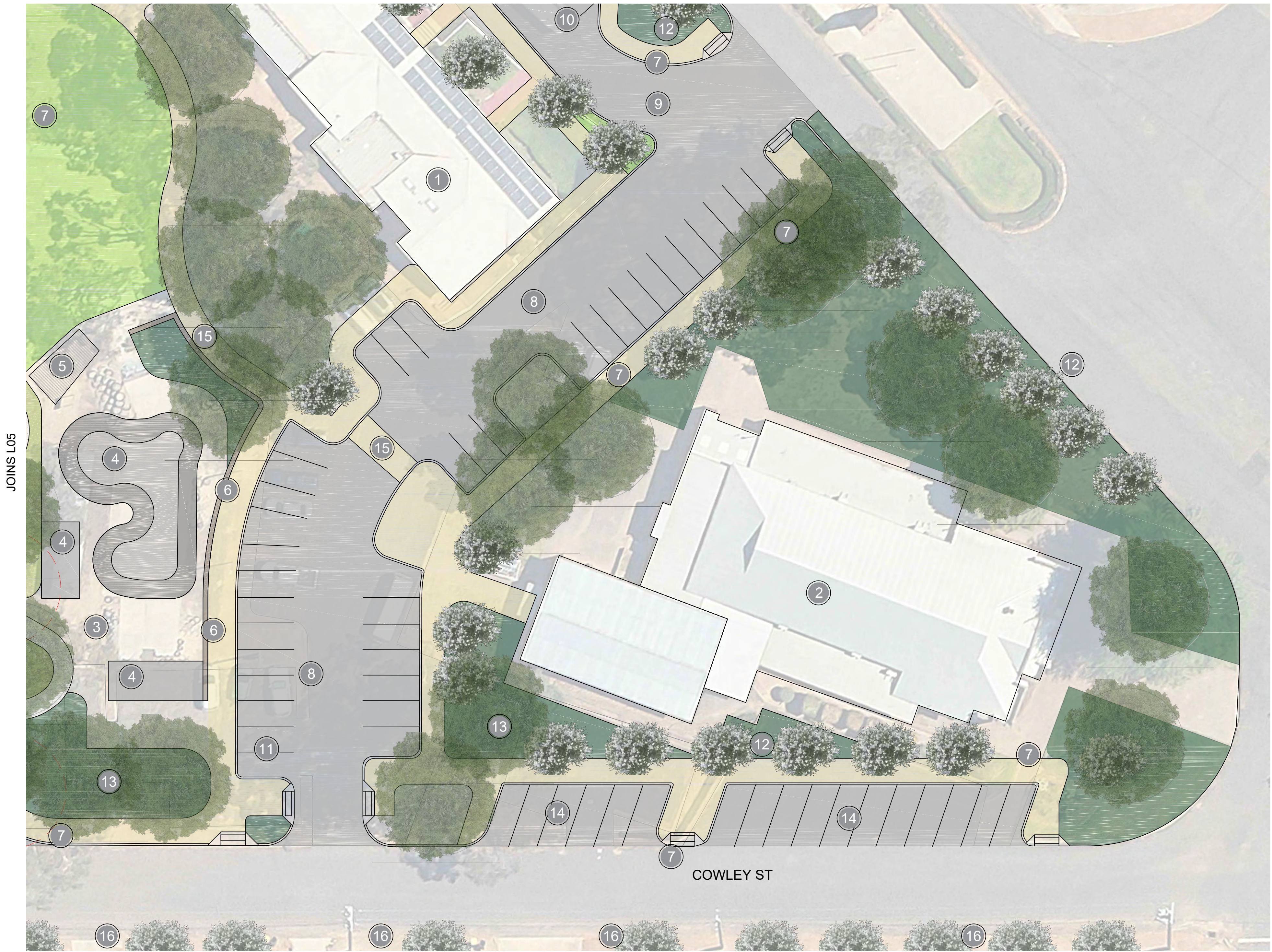
STREET TREE PLANTING OF CREPE MYRTLES TO CONNECT TO ABEL STREET AND TOWN CENTRE
- 13

REMOVAL AND LANDSCAPING OF REDUNDANT CAR PARK AREAS
- 14

RATIONAISE ANGLED STREET PARKING ON COWLEY STREET
- 15

STRENGTHEN ACCESS BETWEEN COMMUNITY CENTRE AND YOUTH PRECINCT WITH ACCESS PATHS
- 16

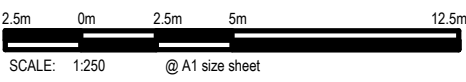
STREET TREE PLANTING OF CREPE MYRTLES TO CONNECT TO ABEL STREET AND TOWN CENTRE



LANDSCAPE LEGEND

- | | | | | |
|------------------|--------------------------------|--|----------------------------|--------------------------------|
| ASPHALT | STABILIZED GRAVEL (PUMP TRACK) | MIXED NATIVE PLANTINGS (IRRIGATED) | EXISTING TREES | NEW NATIVE TREE PLANTING |
| CONCRETE | MULCH ONLY | MIXED NATIVE PLANTINGS (NON IRRIGATED) | DEAD TREE (TO BE RETAINED) | DECIDUOUS STREET TREE PLANTING |
| COMPACTED GRAVEL | IRRIGATED TURF | BLEACHER SEATING (AS NOTED) | TREES FOR REMOVAL | CREPE MYRTLES |
| | | RETAINING WALL (AS NOTED) | | |

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		DATE

PATH: P:\pro\24\2405 Sandakan Masterplan Boyup Brook\07 Drawings\01 CAD\03 Sheets\SK-02-CONCEPT DESIGN - REVISION.dwg

PROJECT NO.	
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DRAWN	LP
CHECKED	DW
APPROVED	DW

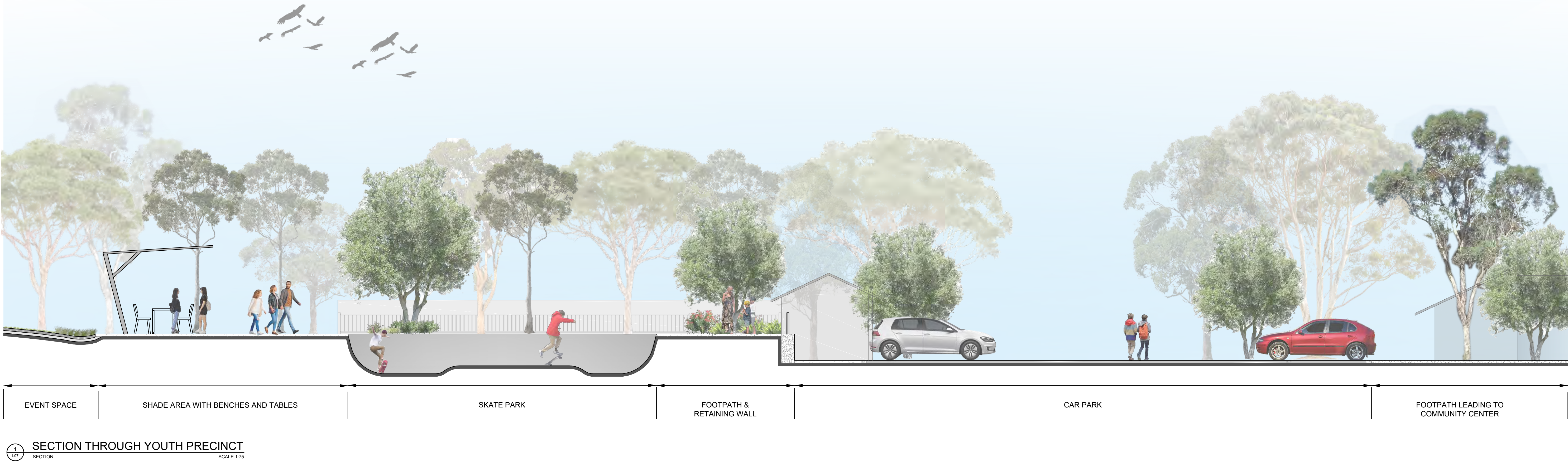
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SANDAKAN RESERVE MASTER PLAN
SHIRE OF BOYUP BROOK
MASTER PLAN DETAIL
SHEET 5 OF 5

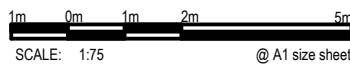
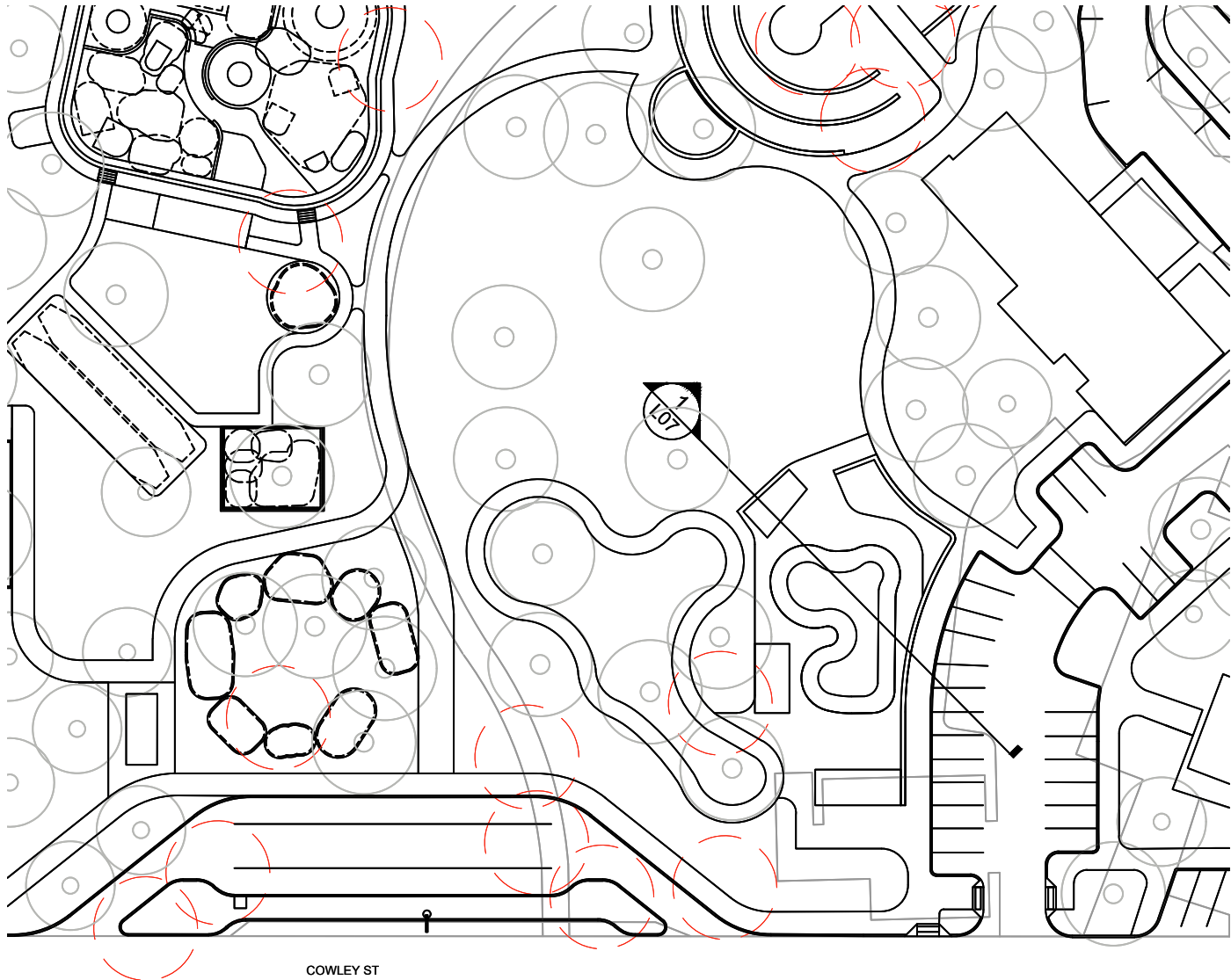
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DRAWING NO.
L06

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C





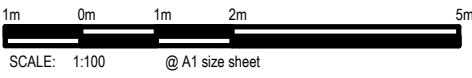
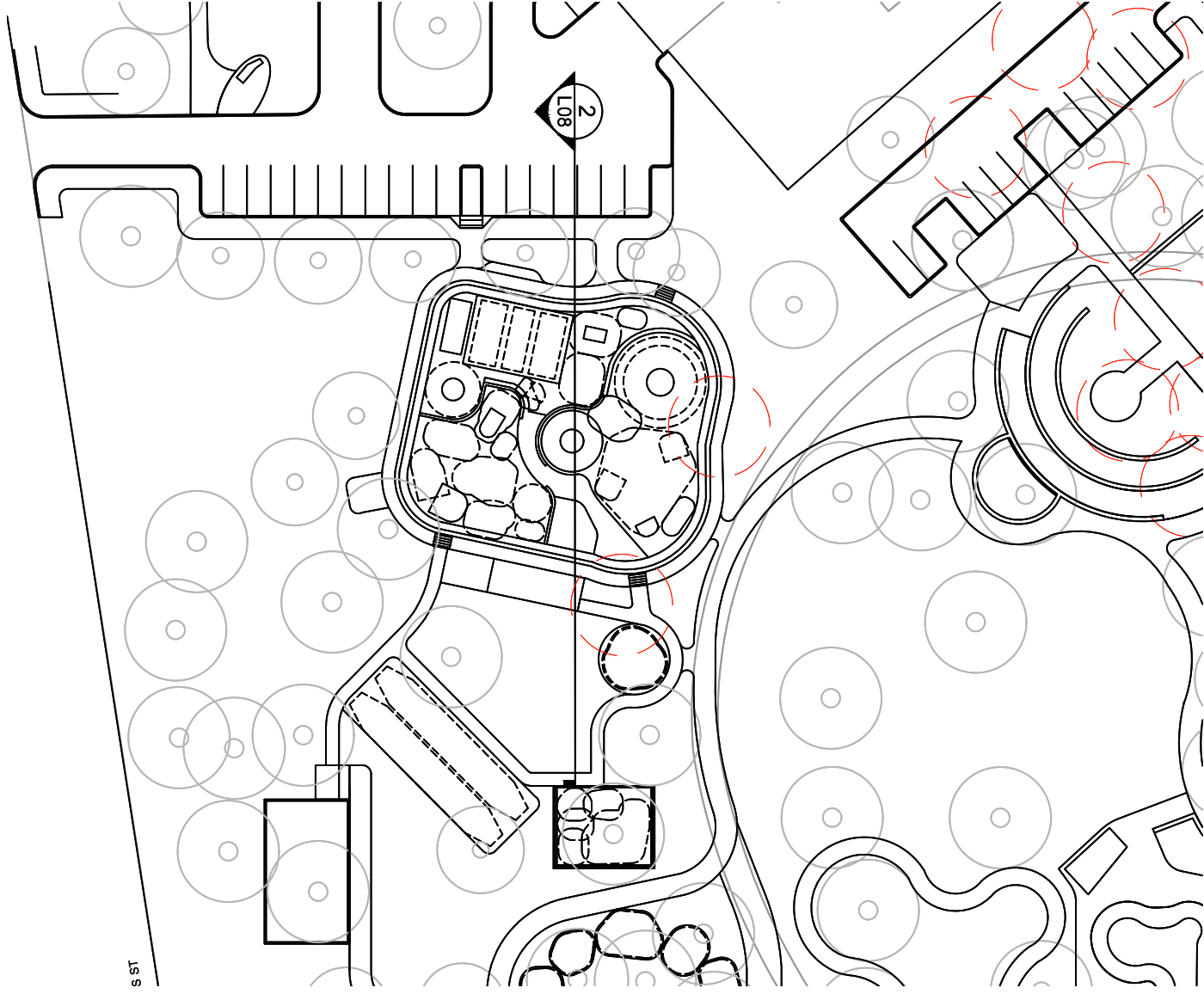
KEY PLAN





SECTION THROUGH PLAY PRECINCT
SECTION
SCALE 1:100

KEY PLAN



REV NO.	DESCRIPTION	DATE
C	ISSUED FOR CONSULTATION	02.07.25
B	DRAFT ISSUED FOR COUNCIL COMMENT	06.12.24
A	DATE	

PROJECT NO.	
DESIGNED	DW
DRAWN	LP
CHECKED	DW
APPROVED	DW

SANDAKAN RESERVE MASTER PLAN
SHIRE OF BOYUP BROOK
PLAY PRECINCT SECTION

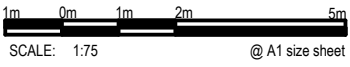
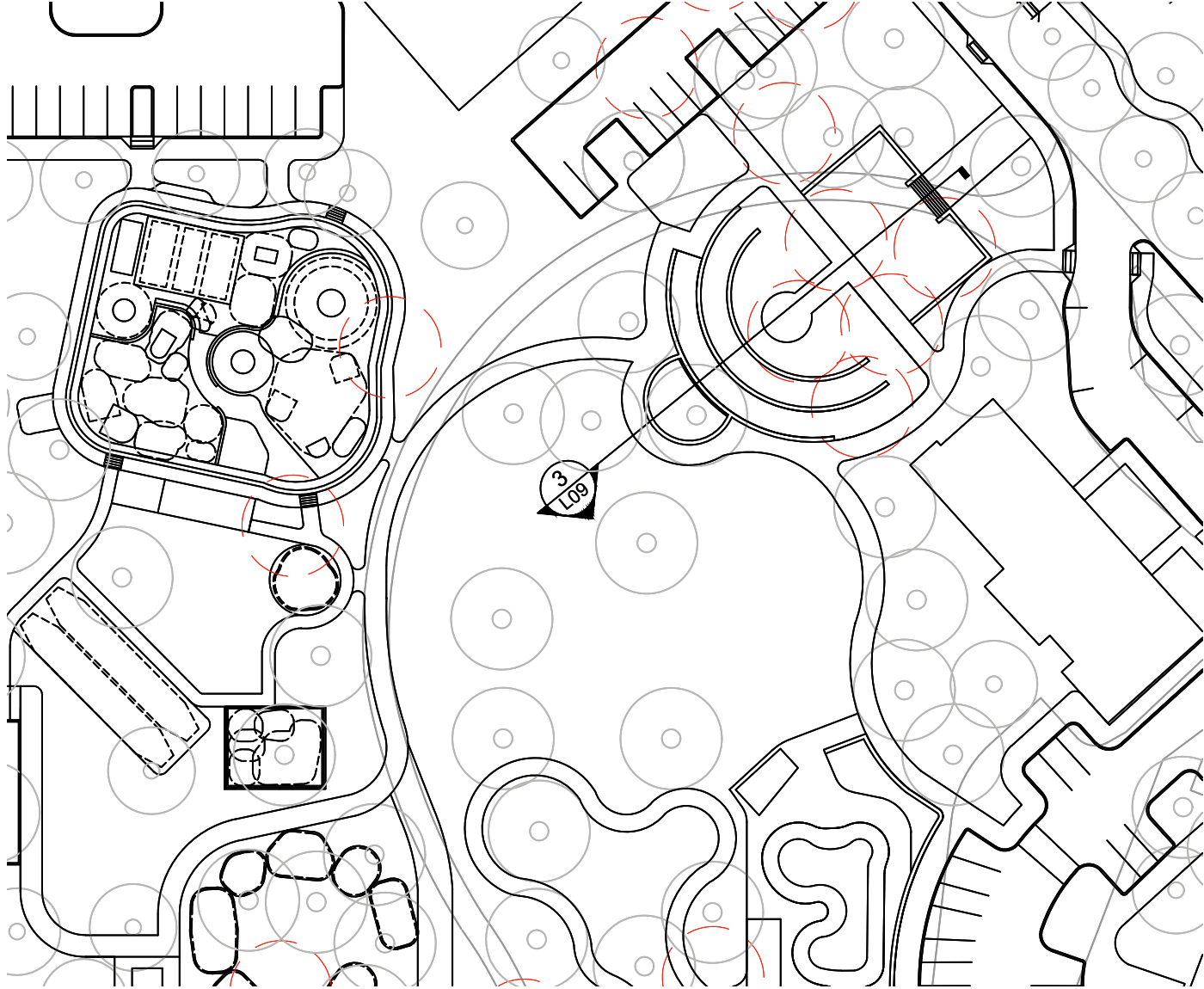
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DRAWING NO.
L08

REV
C





KEY PLAN



REV NO.	DESCRIPTION	DATE
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B	DRAFT ISSUED FOR COUNCIL COMMENT	06.12.24
L09	ISSUED FOR CONSULTATION	06.12.24

PROJECT NO.	---
DESIGNED	DW
DRAWN	LP
CHECKED	DW
APPROVED	DW

SANDAKAN RESERVE MASTER PLAN
SHIRE OF BOYUP BROOK
SANDAKAN MEMORIAL PRECINCT SECTION

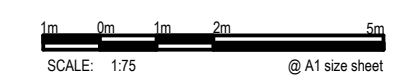
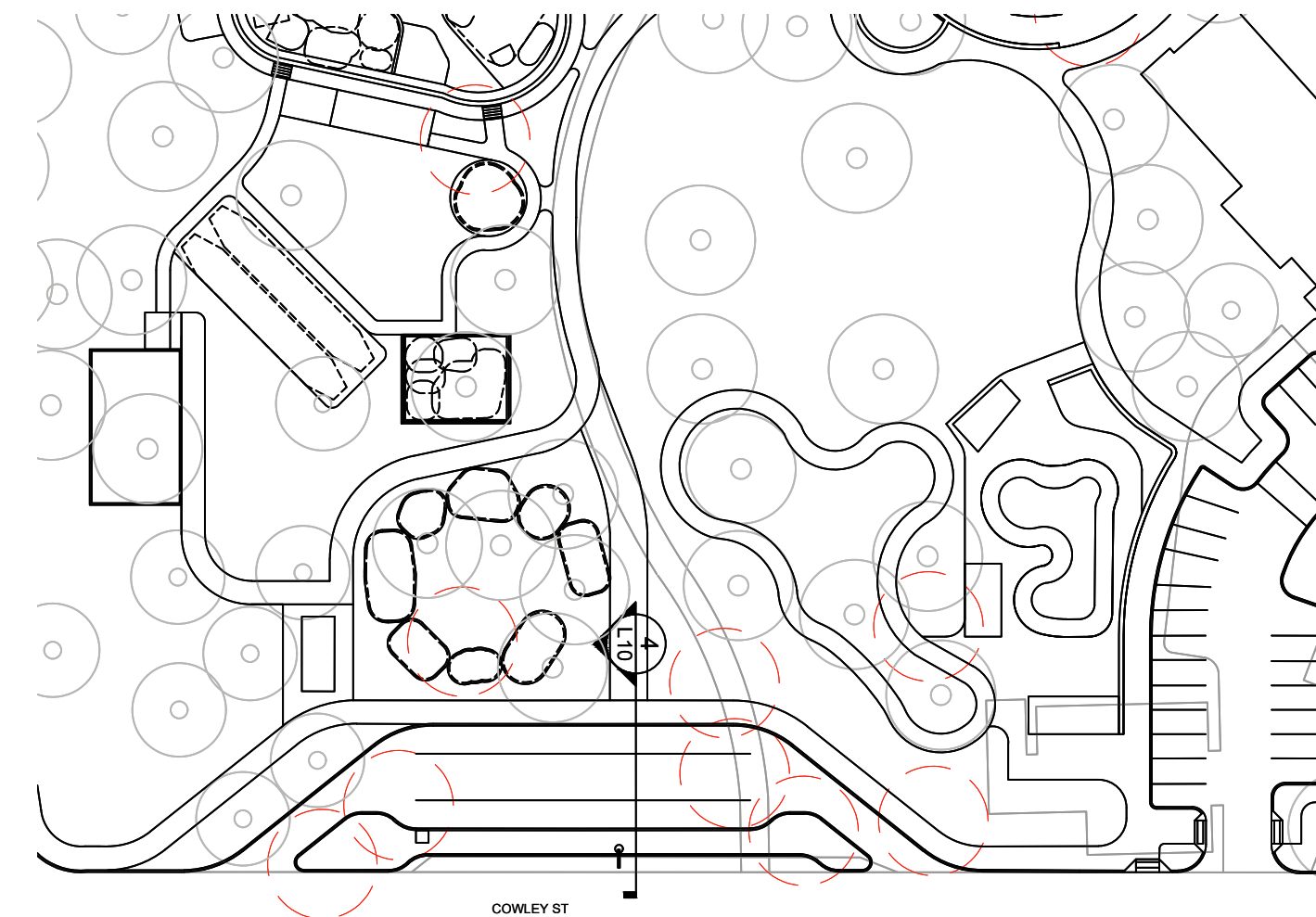
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DRAWING NO.
L09

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C





SECTION THROUGH CARAVAN AND TRAILER PARKING AREA



REV NO.	DESCRIPTION	DATE	APPROVED	DW
C	ISSUED FOR CONSULTATION	02.07.25	DRAWN	LP
B	DRAFT ISSUED FOR COUNCIL COMMENT	06.12.24	CHECKED	DW
REV NO.	DESCRIPTION	DATE	APPROVED	DW

SANDAKAN RESERVE MASTER PLAN

SHIRE OF BOYUP BROOK

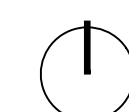
CARAVAN AND CAMPER PARKING SECTION

DATE .

SCALE 1:75 @ A1

DRAWING NO.

L10

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PLOT DATE: ----

PLOTTED BY: LANDSCAPE PLANNERS

PAGE SETUP: ---

PLOT STYLE: MRWA_COL.CTB

Attachment 9.2.1B

Results Summary

[View results](#) ...

1. What would you like to see added to the Sandakan Park and Skatepark?

[More Details](#)

[Insights](#)

47

Responses

Latest Responses

"don't know"

"More things like the examples."

" more equipment the "

8 respondents (17%) answered **Better** for this question.



6. How would you rate the current skatepark

[More Details](#)

Promoters	0
Passives	0
Detractors	47

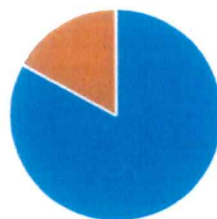


2. What would you rather

[More Details](#)

[Insights](#)

● Nature park	39
● Traditional park	8

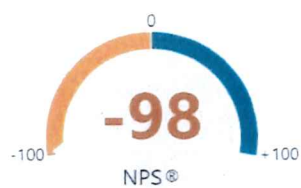


3. How would you rate the current play park

[More Details](#)

[Insights](#)

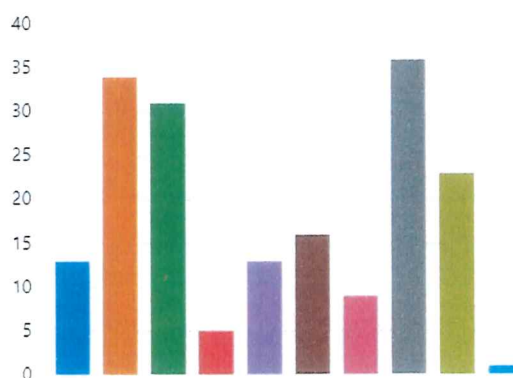
Promoters	0
Passives	1
Detractors	46



4. Favourite playground equipment (choose 4)

[More Details](#)

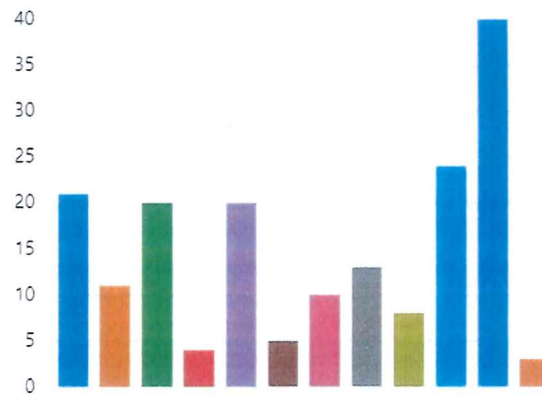
● swings	13
● hamster wheel	34
● slides	31
● monkey bars	5
● merry go rounds	13
● basket swings	16
● spinney done	9
● flying fox	36
● tramp ground	23
● Rockwall	1



7. Favourite obstacles for a skate park (choose 4)

[More Details](#)

● Full pipe	21
● Vert Ramp	11
● Fun box	20
● Handrails	4
● Quarter pipe	20
● Ledges	5
● Spine transfers	10
● Pyramids	13
● Banked ramps	8
● Pool/ bowl	24
● Snake run/pump track	40
● Pole	3



Attachment 9.2.1C



SHIRE NEWS



Project Update

Cemetery: The Shire of Boyup Brook has revised the plans for the cemetery project to fit within budget limitations. While the scope has been adjusted, essential upgrades such as drainage improvements, carpark construction and restroom facilities will be included. We expect to receive new quotes for the revised project in early July and aim to begin work by the end of the year.

Kulikup Hall Project: The Shire supported the Kulikup Hall Committee with the purchase of bricks to fit out the verandah and complete renovations.

Footpaths: We are excited to update residents on the upcoming footpath improvement project. We have secured a contractor and anticipate the project will begin in the next couple of months. The upgrades will address several footpaths and will include a new pram ramp at IGA, renewal of the Bridge Street footpath between the post office and medical centre and improvements to the northern end of Inglis Street. Detailed information on specific repair locations will be available closer to works commencing.

SHERP: The Shire previously secured funding through the Department of Communities Social Housing Economic Recovery Package (SHERP) program. Renovations on Shire owned social housing will begin in early August, upgrading two units to modern standards and enhancing safety for residents.

Sandakan Playground: The Shire has applied for a grant to secure funds for the playground re-development at Sandakan Park and are currently waiting on the outcome.

Sandakan Park: The first meeting of the Sandakan Park Reference Group was held on the 20th June. The group includes representation from the Boyup Brook Playgroup, students from Boyup Brook District High School, Boyup Brook RSL, Council and Shire staff. The group are working with Landscape Planners Pty Ltd on the overall masterplan for Sandakan Park.



SHIRE NEWS



Sandakan Park Project Reference Group

The Shire has formed a Sandakan Park Project Reference Group to work on the next stages of the proposed Sandakan Park upgrades. The group met on the 20th June with David from Landscape Planners to talk about ideas and discuss draft plans for the area.

The Reference Group consists of:

- Three student leaders from BBDHS - Sunny, Amalia and Scott along with Principal Melissa Reimers
- Chantay Norton - Boyup Brook Playgroup
- Colin Hales - Boyup Brook RSL
- Cr Charles Caldwell - Shire of Boyup Brook
- Leonard Long - CEO Shire of Boyup Brook
- Celina Rath - Project Officer Shire of Boyup Brook
- Nicki Jones - Community Development Officer Shire of Boyup Brook

There was fantastic input from everyone with a couple of landscape architects in the making! More information will be available in the coming months as we work towards a masterplan for Sandakan Park that will be presented to the community for comment.



Attachment 9.3.1A

Chq/EFT	Date	Name	Description	Amount
EFT17457	05/06/2025	AMPAC Debt Recovery (WA) Pty Ltd	Rates Debt Collection Commission and Costs May2025	-730.75
EFT17458	05/06/2025	Australian Services Union	Payroll Deductions	-53.00
EFT17459	05/06/2025	Boyup Brook Community Resource Centre	Heritage Council WA Grant - Sharing Stories	-220.00
EFT17460	05/06/2025	Building and Construction Industry Training Fund	BCITF Collected May2025	-368.96
EFT17461	05/06/2025	Colour Me Face and Body Art	Sandakan Play Space Opening - Face Painting	-459.00
EFT17462	05/06/2025	Department of Energy, Mines, Industry Regulation and Safety	BSL Collected May2025	-281.40
EFT17463	05/06/2025	Employee	Reimburse Catering	-5.70
EFT17464	05/06/2025	Everlon & Co Trust	Niche Wall Plaque	-244.64
EFT17465	05/06/2025	Haycom Technology Pty Ltd	Medical Centre - UPS and Scanner	-1661.00
EFT17466	05/06/2025	Manjimup Freight Distributors & BMI Logistics	Freight Feb2025	-18.50
EFT17467	05/06/2025	Mathwin Transport	Swimming Pool Freight May2025	-66.20
EFT17468	05/06/2025	Node1 Pty Ltd	Admin NBN Jun2025	-227.00
EFT17469	05/06/2025	Peppercorn Percy	Floral Arrangement	-100.00
EFT17470	05/06/2025	Shire of Boyup Brook	BSL and BCITF Commission May2025	-53.00
EFT17471	05/06/2025	Sigma Telford Group	Swimming Pool - Winter Chemicals	-1174.01
EFT17472	05/06/2025	WA Contract Ranger Services Pty Ltd	Contract Ranger Services May2025	-1515.25
EFT17473	16/06/2025	A&L Printers (SW Precision Print)	Depot - Daily Prestart Books	-774.00
EFT17474	16/06/2025	AFGRI Equipment Australia Pty Ltd	Rylington Park - Tractor Parts	-244.75
EFT17475	16/06/2025	Australia Post	Postage May2025	-267.79
EFT17476	16/06/2025	BM & MA Kerr	Rylington Park - Contract Fencing	-3014.00
EFT17477	16/06/2025	BOC Limited	Gas Cylinder Rental May2025	-66.86
EFT17478	16/06/2025	BP Medical	Medical Supplies	-1123.71
EFT17479	16/06/2025	Benjinup Volunteer Bush Fire Brigade	MAF 2024/25 - Treatment 27173 Walker Rd	-6500.00
EFT17480	16/06/2025	Blackwood Plant Hire	RRG210 Boyup Brook-Arthur Rd - Edging Works	-7480.00
EFT17481	16/06/2025	Boyup Brook Co-operative Company Limited	Rylington Park - Purchases May2025 incl Sheep Treatments	-10168.15
EFT17482	16/06/2025	Boyup Brook IGA	Purchases May2025	-608.15
EFT17483	16/06/2025	Boyup Brook Tyre Service	P195 Isuzu FVZ 1500 - Repairs	-110.00
EFT17483	16/06/2025	Boyup Brook Tyre Service	P227 Greensmaster Triflex Mower GR3420 - Parts	-355.00
EFT17483	16/06/2025	Boyup Brook Tyre Service	Fuel May2025	-109.13
EFT17484	16/06/2025	Boyup Brook Workshop	Fuel May2025	-2716.23
EFT17484	16/06/2025	Boyup Brook Workshop	P224 John Deere 622GP Motor Grader - Repairs	-121.00
EFT17484	16/06/2025	Boyup Brook Workshop	P228 Toro ZMaster 7000 Mower Plus Z600 - Repairs	-121.00
EFT17484	16/06/2025	Boyup Brook Workshop	Fuel Jun2025	-7872.21
EFT17484	16/06/2025	Boyup Brook Workshop	P222 Mitsubishi Fuso FS52 Heavy Rigid Water Truck - Service	-901.28
EFT17484	16/06/2025	Boyup Brook Workshop	P195 Isuzu FVZ 1500 - Minor Service	-998.23
EFT17485	16/06/2025	Boyup Property Maintenance	Shire Properties - Gutter Cleaning	-8850.00
EFT17486	16/06/2025	Bunnings Group Ltd	Rylington Park Ladies Day - Replacement Gazebo for CMCBB	-199.00
EFT17487	16/06/2025	CSBP Limited	Rylington Park - Soil Testing	-1,378.08
EFT17488	16/06/2025	Employee	Reimburse Various Admin Purchases	-492.27
EFT17489	16/06/2025	Clear Bridge Group Pty Ltd	Rylington Park Ladies Day - Replacement Gazebo for BBDHS	-1,173.98
EFT17490	16/06/2025	Dronow Contracting (2005) Pty Ltd	Various Roads - Culvert Replacement	-50,080.80
EFT17491	16/06/2025	Gun Smoke Valley Contracting	Rylington Park - Shearing	-3,370.30
EFT17492	16/06/2025	H+H Architects	Evacuation Centre Plans and Documentation - Building Surveyor	-5,751.90
EFT17493	16/06/2025	Hales Electrical	P102 Three Phase Generator Set (2011) - Generator Test Run	-385.00
EFT17493	16/06/2025	Hales Electrical	Music Park - Replace Faulty RCD	-176.00
EFT17494	16/06/2025	Hastie Waste Pty Ltd	Rylington Park - Bulk Waste Collection May2025	-125.00
EFT17495	16/06/2025	Kojonup Agricultural Supplies	Rylington Park - Canola Seed	-13,420.00
EFT17495	16/06/2025	Kojonup Agricultural Supplies	Rylington Park - Fencing Materials	-384.00
EFT17496	16/06/2025	Kojonup Auto Electrics	Rylington Park - Sheep Feeder Repairs	-143.00
EFT17497	16/06/2025	Lakeside Wholesale Nursery	LRCI Cemetery Upgrades - Plants	-985.80
EFT17498	16/06/2025	Employee	Reimburse Catering Supplies	-35.00
EFT17499	16/06/2025	Manjimup Freight Distributors & BMI Logistics	Freight Mar2025	-42.65
EFT17500	16/06/2025	Mason's South West Rubber Stamps	Medical Centre - Self Inking Stamp	-58.20
EFT17501	16/06/2025	Employee	Reimburse Various Admin Purchases	-418.26
EFT17502	16/06/2025	Parks Chainsaw and Tree Services	Talison Sandakan Playground Upgrades - Tree Removal	-9,460.00
EFT17503	16/06/2025	Employee	Reimburse Rylington Park Internet Jun2025	-139.00
EFT17504	16/06/2025	Pingarning Pty Ltd t/as Prompt Safety Solutions	WHS Services Quarterly Service Visit Jun2025	-1,210.00
EFT17505	16/06/2025	South West Isuzu	P225 Isuzu GIGA CXY 2012 Prime Mover - Repairs	-7,853.92
EFT17505	16/06/2025	South West Isuzu	P214 Isuzu Giga CX7 455 Prime Mover - Parts	-213.66
EFT17506	16/06/2025	Southern Lock & Security	Hockey Ground Toilets - Door Locks	-480.20
EFT17507	16/06/2025	Telstra Limited	Telephone Across Shire Facilities to 24/05/2025	-973.35
EFT17507	16/06/2025	Telstra Limited	Admin NBN to 24/05/2025	-1,212.74
EFT17508	16/06/2025	Tweed Volunteer Bush Fire Brigade	ESL VBFB Training - Catering	-150.00
EFT17509	16/06/2025	West Boyup Brook Bush Fire Brigade	MAF Treatment 27166 - Lee Steere Dr	-1,600.00
EFT17510	16/06/2025	Yarrabin Enterprises Trust	Rylington Park - Sheep Scanning	-1,344.26
EFT17511	16/06/2025	Activ8me	GP House and Swimming Pool Internet Jun2025	-144.90
EFT17512	23/06/2025	AFGRI Equipment Australia Pty Ltd	Rylington Park - Tractor Parts	-34.58
EFT17513	23/06/2025	Amity Signs	Street Signs	-994.95
EFT17514	23/06/2025	Asphaltech Pty Ltd	RRG210 Boyup Brook-Arthur Rd - Sealing	-38,613.96
EFT17515	23/06/2025	Australian Services Union	Payroll Deductions	-53.00
EFT17516	23/06/2025	Australian Taxation Office	BAS PAYG May2025	-64,126.00
EFT17517	23/06/2025	Boyup Brook Co-operative Company Limited	Rylington Park - Purchases Apr2025	-1,815.75
EFT17518	23/06/2025	Boyup Brook Community Resource Centre	SLWA Grant - Encouraging Promising Practice	-3,207.00
EFT17518	23/06/2025	Boyup Brook Community Resource Centre	Gazette Advertising Jun2025	-485.00
EFT17519	23/06/2025	Boyup Brook District High School	Donation to Tree Removal for Agricultural Project per Res 25/01/015	-2,000.00
EFT17520	23/06/2025	Boyup Brook Districts Pioneers Museum Inc	Quarterly Support for Running Costs Apr-Jun2025 per MoU 2024-27	-1,375.00
EFT17521	23/06/2025	Boyup Brook Tyre Service	P407 Ford Ranger (Rylington Park) - Parts	-255.00
EFT17522	23/06/2025	Boyup Brook Workshop	Fuel Jun2025	-3,537.48
EFT17522	23/06/2025	Boyup Brook Workshop	LRCI Cemetery Upgrades - Backfill Undermined Graves	-3,447.97
EFT17523	23/06/2025	Breeze Connect Pty Ltd	Medical Centre VOIP and NBN May2025	-230.92
EFT17524	23/06/2025	Congeling Park Grazing Co	RRG210 Boyup Brook Arthur Rd - Gravel	-9,870.30
EFT17524	23/06/2025	Congeling Park Grazing Co	Lower Blackwood Rd - Gravel	-346.50
EFT17525	23/06/2025	D&L Bleachmore Haulage	Rylington Park - Fertiliser Freight	-4,893.35
EFT17526	23/06/2025	Darren Long Consulting	Assistance with Financial Reporting, Assets and Rates Apr2025	-5,434.00
EFT17527	23/06/2025	EM Squire & RI Squire	Swimming Pool - Repair Pipe Leak	-400.00
EFT17527	23/06/2025	EM Squire & RI Squire	Tourist Centre - Replace Kitchen HWS	-950.00
EFT17528	23/06/2025	Employee	Reimburse Admin Refreshments	-38.98
EFT17529	23/06/2025	Focus Networks	Monthly Device Management Fees May2025	-3,274.70
EFT17529	23/06/2025	Focus Networks	Implement Microsoft MFA	-3,352.80
EFT17529	23/06/2025	Focus Networks	VMWare Critical Security Update	-913.00
EFT17529	23/06/2025	Focus Networks	Monthly Managed IT and Telephony Services and Microsoft Subscriptions Jun2025	-4,101.37



Chq/EFT	Date	Name	Description	Amount
EFT17530	23/06/2025	Fulton Hogan Industries Pty Ltd	RRG210 Boyup Brook-Arthur Road - Sealing	-87,457.37
EFT17531	23/06/2025	Geographe Ford	P249 Ford Ranger Sport - 30,000km Service	-505.00
EFT17532	23/06/2025	Hales Electrical	Flax Mill Caravan Park - Power Upgrades Final Payment	-13,852.00
EFT17533	23/06/2025	Councillor	Reimburse State Budget Seminar	-60.98
EFT17534	23/06/2025	InterGrain Pty Ltd	Rylington Park - End Point Royalties	-140.25
EFT17535	23/06/2025	JE & KM Corker	RRG210 Boyup Brook-Arthur Rd - Gravel	-547.80
EFT17536	23/06/2025	Johnson's Food Services	Various Shire Buildings - Cleaning Supplies	-270.19
EFT17537	23/06/2025	KATT Pty Ltd	Shire Plant and Buildings - Fire and First Aid Inspections	-1,358.50
EFT17538	23/06/2025	Kingspan Water & Energy Pty Ltd	CWSP Grant Fire Emergency Water Sites -Final Payment	-7,404.03
EFT17539	23/06/2025	Kojonup Agricultural Supplies	Rylington Park - Herbicide	-3957.15
EFT17539	23/06/2025	Kojonup Agricultural Supplies	Rylington Park - Fertiliser	-70257.28
EFT17539	23/06/2025	Kojonup Agricultural Supplies	Rylington Park - Seed	-13696.00
EFT17539	23/06/2025	Kojonup Agricultural Supplies	Rylington Park - Seed Treatment	-1,100.00
EFT17540	23/06/2025	Lamat Cleaning	Medical Centre - Cleaning May2025	-1,300.00
EFT17541	23/06/2025	Landgate	General Revaluations 2024-25	-13,227.40
EFT17542	23/06/2025	Leal Carpentry Pty Ltd	BBCRC - Restumping	-24,500.00
EFT17543	23/06/2025	MAGIQ Software Ltd	MagiQ Software Implementation - Training and Handover	-28,600.00
EFT17544	23/06/2025	Magentus Practice Management Pty Ltd	Medical Centre Quarterly Licence and Support Jul-Sep2025	-1,247.87
EFT17545	23/06/2025	Manjimup Freight Distributors & BMI Logistics	Freight May2025	-38.50
EFT17546	23/06/2025	Marketforce	Differential Rates Notice in The West Australian 15/05/2025	-679.06
EFT17547	23/06/2025	Mcleods Lawyers Pty Ltd	Medical Centre - Legal Advice	-591.80
EFT17548	23/06/2025	Employee	Reimburse Sandakan Park Opening Portable PA System	-1,842.00
EFT17549	23/06/2025	Nollajup Volunteer Bush Fire Brigade	MAF 2024/25 Treatment 27166 - Lee Steere Dr	-1,600.00
EFT17550	23/06/2025	Officeworks Ltd	Admin Stationery	-141.12
EFT17550	23/06/2025	Officeworks Ltd	Medical Centre Stationery	-100.11
EFT17550	23/06/2025	Officeworks Ltd	EMOS Office Chair	-599.00
EFT17551	23/06/2025	Ohura Group Pty Ltd	Industrial Relations Consultancy May2025	-193.80
EFT17552	23/06/2025	PFI Supplies	Various Shire Buildings - Cleaning Supplies	-395.60
EFT17553	23/06/2025	Phoenix Petroleum	Rylington Park - Fuel Jun2025	-2,616.18
EFT17554	23/06/2025	Price's Fabrication and Steel Pty Ltd	CWSP Grant Flax Mill Tanks - Final Payment	-37,150.20
EFT17555	23/06/2025	Rear's Electrical & Mechanical Services Pty Ltd	Rylington Park - Replace Accommodation Smoke Alarm	-154.00
EFT17556	23/06/2025	SOS Office Equipment	Photocopier Billing May2025	-621.40
EFT17557	23/06/2025	Serene Valley Transport	Rylington Park - Paddock Maintenance	-1,265.00
EFT17558	23/06/2025	Service Leadership	Professional Development Workshop - Deposit	-2,475.00
EFT17559	23/06/2025	Southwest Hoist & Crane	P232 Vehicle Hoist and Crane - Quarterly Service and Inspection	-976.80
EFT17560	23/06/2025	Synergy	Electricity Across Shire Facilities to 29/05/2025	-4,631.73
EFT17561	23/06/2025	TM Atherton and Co	Rylington Park - Fertiliser Spreading	-3,745.50
EFT17562	23/06/2025	Terkos Driver Training Pty Ltd	Depot Staff - HC Truck Driver Training	-2,150.00
EFT17563	23/06/2025	The Brook Takeaway	Catering May2025	-98.00
EFT17564	23/06/2025	The Right Stuff for Landholders	Swimming Pool - Pump Fittings	-374.04
EFT17565	23/06/2025	Trophies West	Honour Board Plate Engraving	-15.95
EFT17566	23/06/2025	Veolia Recycling & Recovery (Perth) Pty Ltd	Waste Collection May2025	-9,040.19
EFT17567	23/06/2025	Veolia Recycling and Recovery Pty Ltd (NSW)	Paper and Cardboard Recycling Collection May2025	-812.34
EFT17568	23/06/2025	WA Contract Ranger Services Pty Ltd	Contract Ranger Services Jun2025	-2,090.00
EFT17569	23/06/2025	WALGA	Executive Officer Training 26/05/2025	-654.50
EFT17570	23/06/2025	Winc Australia Pty Limited	Swimming Pool Gym - Cleaning Wipes	-232.74
EFT17571	26/06/2025	AFGRI Equipment Australia Pty Ltd	Rylington Park - Tractor Repairs	-4,246.39
EFT17571	26/06/2025	AFGRI Equipment Australia Pty Ltd	P146 Small Plant - Oil	-118.00
EFT17572	26/06/2025	AMA Insurance Brokers	Medical Malpractice Insurance 2025-26	-8,705.00
EFT17573	26/06/2025	Employee	Reimburse Training Costs	-297.78
EFT17574	26/06/2025	Boyup Brook Co-operative Company Limited	Purchases May2025	-3,312.00
EFT17575	26/06/2025	Boyup Brook Medical Services	Pre-employment Medical	-180.00
EFT17576	26/06/2025	Boyup Brook Tyre Service	P248 Toyota Rav4 2WD 2.5L Hyb CVT GX - Windscreen	-900.00
EFT17577	26/06/2025	Boyup Brook Workshop	P238 Mitsubishi Triton GLX 4x4 MR 2.4L Diesel Auto - Service	-637.56
EFT17577	26/06/2025	Boyup Brook Workshop	P246 FUSO Canter 815 Crew Cab 4t Truck - Repairs	-715.00
EFT17577	26/06/2025	Boyup Brook Workshop	P227 Greensmaster Triflex Mower GR3420 - Repairs	-1,009.80
EFT17577	26/06/2025	Boyup Brook Workshop	Fuel Jun2025	-2,359.21
EFT17578	26/06/2025	Cleanaway Daniels Services Pty Ltd	Medical Centre - Sharps Disposal May2025	-82.47
EFT17579	26/06/2025	Comfort Makers of Boyup Brook	Refund Hall Hire Bond	-200.00
EFT17580	26/06/2025	Employee	Reimburse BFAC Meeting Catering	-340.01
EFT17581	26/06/2025	Doo-Bee Cleaning	Various Shire Buildings - Cleaning Jun2025	-607.50
EFT17582	26/06/2025	EM Squire & RI Squire	Rec Grounds - Repair Pipe Leak	-120.00
EFT17582	26/06/2025	EM Squire & RI Squire	CWSP Grant Flax Mill Tanks - Plumbing Progress Payment	-4,000.00
EFT17583	26/06/2025	Echo Field Pty Ltd T/as SprayMow Services	Tennis Courts - Spraying	-1,130.00
EFT17584	26/06/2025	Everlon & Co Trust (ttf)	Niche Wall Plaque	-285.65
EFT17585	26/06/2025	Fulton Hogan Industries Pty Ltd	Knapp St - Maintenance Sealing	-22,470.43
EFT17585	26/06/2025	Fulton Hogan Industries Pty Ltd	RRG148 Boyup Brook-Cranbrook Rd - Sealing	-18,154.29
EFT17586	26/06/2025	Hoist Right	Depot Lifting Equipment - Test and Tag	-346.29
EFT17587	26/06/2025	Interfire Agencies	ESL VBFB PPE and Equipment	-10,975.53
EFT17588	26/06/2025	Internode Pty Ltd	Depot and BBELC Internet Jul2025	-219.98
EFT17589	26/06/2025	JLT Risk Solutions Pty Ltd (LGIS Broking)	Regional Risk Coordinator Jan-Jun2025	-3,822.50
EFT17590	26/06/2025	Jetline Kerbing Contractors	LRCI Footpath Upgrades - Kerbing	-6,160.00
EFT17591	26/06/2025	KATT Pty Ltd	Shire Buildings - RCD and Appliance Test and Tag	-8,332.50
EFT17592	26/06/2025	Kojonup Agricultural Supplies	Rylington Park - Herbicides	-592.32
EFT17592	26/06/2025	Kojonup Agricultural Supplies	Rylington Park - Stock Water Parts	-37.06
EFT17593	26/06/2025	Landgate	Bridge 3311A Dwalganup Rd - Copy of Survey	-31.60
EFT17593	26/06/2025	Landgate	Urban Valuations	-58.20
EFT17594	26/06/2025	Lindsay & Tamara Garrard	Refund Building Fee Overcharge	-22.00
EFT17595	26/06/2025	MAGIQ Software Ltd	MagiQ Software Implementation - Go Live Support	-16,500.00
EFT17596	26/06/2025	Mcleods Lawyers Pty Ltd	Legal Advice - Unclaimed Storage Goods	-1,100.00
EFT17597	26/06/2025	Employee	Reimburse Training	-98.50
EFT17598	26/06/2025	Employee	Reimburse Sandakan Play Space Opening - Gazebos	-1,811.23
EFT17599	26/06/2025	Employee	Flax Mill Caravan Park - Cleaning Jan2025	-1,050.00
EFT17600	26/06/2025	Procurement Plus	RFQ and Contract Development Assistance	-770.00
EFT17601	26/06/2025	RSEA Safety	Depot Work Clothing	-614.19
EFT17602	26/06/2025	Synergy	Electricity Across Shire Facilities to 16/06/2025	-713.32
EFT17603	26/06/2025	TM Atherton and Co	Rylington Park - Spreading	-429.00
EFT17604	26/06/2025	Team Global Express	Freight Jun2025	-96.83
EFT17605	26/06/2025	WA Concrete Pty Ltd	LRCI Footpath Upgrades - Abel St	-726.00
EFT17606	26/06/2025	Zone 50 Engineering Surveys Pty Ltd	RRG210 Boyup Brook Arthur Rd - Survey Design Final Payment	-4,030.40
EFT17606	26/06/2025	Zone 50 Engineering Surveys Pty Ltd	RRG148 Boyup Brook-Cranbrook Rd - Survey Design Final Payment	-4,369.20
EFT17607	30/06/2025	BP Medical	Medical Supplies	-228.46
EFT17608	30/06/2025	Boyup Brook Tourism Association Inc.	Employee Farewell Gifts	-390.00



Chq/EFT	Date	Name	Description	Amount
EFT17609	30/06/2025	Boyup Brook Workshop	Fuel Jun2025	-3,611.97
EFT17610	30/06/2025	Volunteer	Reimburse VBFB First Aid Training	-306.00
EFT17611	30/06/2025	Councillor	Cr Sitting Fee and Allowances Jan-Jun2025	-5,376.09
EFT17612	30/06/2025	Councillor	Cr Sitting Fee and Allowances Jan-Jun2025	-5,490.74
EFT17613	30/06/2025	Councillor	Cr Sitting Fee and Allowances Jan-Jun2025	-5,043.61
EFT17614	30/06/2025	GR & SL Mead	P533 Chowrup 2.4R Fire Truck - Reimburse Diesel 2024-25	-366.62
EFT17615	30/06/2025	HR & FA Gifford	Rylington Park - Contract Seeding	-11,011.00
EFT17616	30/06/2025	Councillor	Cr Sitting Fee and Allowances Jan-Jun2025	-6,834.59
EFT17617	30/06/2025	Mathwin Transport	Rylington Park - Wool Freight	-851.60
EFT17617	30/06/2025	Mathwin Transport	Rylington Park - Fertiliser Freight	-95.37
EFT17618	30/06/2025	Councillor	Cr Sitting Fee and Allowances Jan-Jun2025	-5,261.44
EFT17619	30/06/2025	Councillor	Cr Sitting Fee and Allowances Jul2024-Jun2025	-9,835.00
EFT17620	30/06/2025	Councillor	Cr Sitting Fee and Allowances Jan-Jun2025	-13,706.50
EFT17621	30/06/2025	Councillor	Cr Sitting Fee and Allowances Jan-Jun2025	-3,675.40
EFT17622	30/06/2025	Stew & Brew	Catering Jun2025	-445.50
EFT17623	30/06/2025	Turret Engineering Pty Ltd	ESL VBFB Equipment	-3,591.50
EFT17624	30/06/2025	WA Concrete Pty Ltd	LRCI Footpath Upgrades - Final Payment	-22,809.81
TOTAL MUNI EFT to 30 June 2025				-893,208.10
20696	16/06/2025	Pivotel	GPS Tracking Service - Grader and Transfer Station Jun20252025	-62.00
20697	16/06/2025	Water Corporation	Water Across Shire Facilities to 04/06/2025	-2,686.91
20698	23/06/2025	Department of Transport - Licensing	Fleet Licensing 2025-26	-13,466.55
20699	23/06/2025	WFI (Insurance Australia Ltd)	Rylington Park - Farm Property Insurance 2025-56	-2,758.00
20700	23/06/2025	Water Corporation	Water Across Shire Facilities to 05/06/2025	-5,637.64
TOTAL MUNI CHEQUES to 30 June 2025				-24,611.10

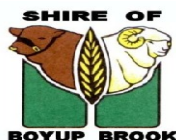


Chq/EFT	Date	Name	Description	Amount
DD9558.1	04/06/2025	Employee Super Fund	Payroll Deductions	-1,002.61
DD9558.2	04/06/2025	CBUS (Construction & Building Industry Super)	Superannuation Contributions	-411.39
DD9558.3	04/06/2025	HESTA	Superannuation Contributions	-300.84
DD9558.4	04/06/2025	HOSTPLUS Superannuation Fund	Superannuation Contributions	-1,429.20
DD9558.5	04/06/2025	Prime Super	Superannuation Contributions	-117.05
DD9558.6	04/06/2025	Aware Super	Payroll Deductions	-6,438.02
DD9558.7	04/06/2025	Rest Superannuation	Superannuation Contributions	-2,227.19
DD9558.8	04/06/2025	Australian Super	Superannuation Contributions	-1,656.75
DD9558.9	04/06/2025	Colonial First State Superannuation	Superannuation Contributions	-1,318.18
DD9560.1	05/06/2025	Salary & Wages	Payroll 04Jun2025	-103,029.56
DD9579.1	18/06/2025	Employee Super Fund	Payroll Deductions	-1,002.61
DD9579.2	18/06/2025	CBUS (Construction & Building Industry Super)	Superannuation Contributions	-361.59
DD9579.3	18/06/2025	HESTA	Superannuation Contributions	-294.40
DD9579.4	18/06/2025	HOSTPLUS Superannuation Fund	Superannuation Contributions	-1,740.66
DD9579.5	18/06/2025	Aware Super	Payroll Deductions	-6,685.34
DD9579.6	18/06/2025	Rest Superannuation	Superannuation Contributions	-2,963.10
DD9579.7	18/06/2025	Australian Super	Superannuation Contributions	-1,715.70
DD9579.8	18/06/2025	Colonial First State Superannuation	Superannuation Contributions	-1,356.50
DD9579.9	18/06/2025	Commonwealth Essential Super	Superannuation Contributions	-774.42
DD9581.1	19/06/2025	Salary & Wages	Payroll 18Jun2025	-115,330.34
DD9595.1	24/06/2025	Aware Super	Payroll Deductions	-19.27
DD9595.2	24/06/2025	Australian Super	Superannuation Contributions	-86.10
DD9595.3	24/06/2025	CBUS (Construction & Building Industry Super)	Superannuation Contributions	-16.15
DD9597.1	24/06/2025	Salary & Wages	Payroll 24Jun2025	-2,864.76
DD9611.1	02/06/2025	Commonwealth Bank	Bank Fees Jun2025	-438.77
DD9611.2	19/06/2025	Property Owner	3 Reid Pl - Rent 27/06/2025-10/07/2025	-900.00
DD9611.3	16/06/2025	Commonwealth Bank	Bank Fees Jun2025	-87.66
DD9611.4	02/06/2025	Westnet	Swimming Pool and Medical Centre Internet Jun2025	-199.90
DD9611.5	10/06/2025	De Lage Landen Pty Ltd	Admin Photocopier DCVII-C5573 Rental Jun2025	-184.80
DD9611.7	05/06/2025	The Bunbury Diocesan Trustees and Anglican Parish of Boyup Brook	18 Barron St GP House - Rent 06/06/2025-19/06/2025	-720.00
DD9611.8	19/06/2025	The Bunbury Diocesan Trustees and Anglican Parish of Boyup Brook	18 Barron St GP House - Rent 20/06/2025-03/07/2025	-720.00
DD9611.9	05/06/2025	Property Owner	3 Reid Pl - Rent 13/06/2025-26/06/2025	-900.00
DD9558.10	04/06/2025	Commonwealth Essential Super	Superannuation Contributions	-792.38
DD9558.11	04/06/2025	AMP Super Fund - SignatureSuper	Superannuation Contributions	-2,176.81
DD9558.12	04/06/2025	Australian Retirement Trust	Superannuation Contributions	-563.42
DD9558.13	04/06/2025	Panorama Super (Asgard Independence Plan Division Two)	Superannuation Contributions	-346.30
DD9579.10	18/06/2025	AMP Super Fund - SignatureSuper	Superannuation Contributions	-3,258.59
DD9579.11	18/06/2025	Australian Retirement Trust	Superannuation Contributions	-563.42
DD9579.12	18/06/2025	Panorama Super (Asgard Independence Plan Division Two)	Superannuation Contributions	-346.30
TOTAL DIRECT DEBITS TO 30 June 2025				-265,340.08
DD9610.1	15/06/2025	Shire of Boyup Brook Credit Card - CEO	WALGA - Emergency Management Training	-300.00
DD9610.1	15/06/2025	Shire of Boyup Brook Credit Card - CEO	ChatGPT Subscription Jun2025	-31.81
DD9610.1	15/06/2025	Shire of Boyup Brook Credit Card - CEO	PTA - Train Travel to Perth	-20.80
DD9610.1	15/06/2025	Shire of Boyup Brook Credit Card - CEO	Starlink - CEO House Internet 11/06/2025-11/07/2025	-139.00
TOTAL CEO CREDIT CARD TO 30 June 2025				-491.61
DD9610.1	15/06/2025	Shire of Boyup Brook Credit Card - EMCS	Ruby Medical Centre - Pre-employment Medical	-160.00
DD9610.1	15/06/2025	Shire of Boyup Brook Credit Card - EMCS	Canva Annual Subscription 2025-26	-164.99
DD9610.1	15/06/2025	Shire of Boyup Brook Credit Card - EMCS	Adobe Acrobat Pro DC Monthly Subscription 20/05/2025-19/06/2025	-244.94
DD9610.1	15/06/2025	Shire of Boyup Brook Credit Card - EMCS	Timbecon - Chambers Cleaning Supplies	-109.17
DD9610.1	15/06/2025	Shire of Boyup Brook Credit Card - EMCS	Sarah's Flowers - Bereavement Arrangement	-127.90
DD9610.1	15/06/2025	Shire of Boyup Brook Credit Card - EMCS	Awards and Trophies - Thankyou Gifts for Talison Lithium	-905.60
TOTAL EMCS CREDIT CARD TO 30 June 2025				-1,712.60
DD9611.6	23/06/2025	BP Australia Pty Ltd	CEO Fuel May2025	-88.05
DD9611.6	23/06/2025	BP Australia Pty Ltd	CEO Fuel May2025	-72.97
DD9611.6	23/06/2025	BP Australia Pty Ltd	CEO Fuel May2025	-84.40
DD9611.6	23/06/2025	BP Australia Pty Ltd	CEO Fuel May2025	-69.30
DD9611.6	23/06/2025	BP Australia Pty Ltd	CEO Fuel May2025	-54.31
DD9611.6	23/06/2025	BP Australia Pty Ltd	CEO Fuel May2025	-31.95
DD9611.6	23/06/2025	BP Australia Pty Ltd	CEO Fuel May2025	-47.74
TOTAL CEO BP FUEL CARD TO 30 June 2025				-448.72
DD9611.6	23/06/2025	BP Australia Pty Ltd	MCS Fuel May2025	-60.48
DD9611.6	23/06/2025	BP Australia Pty Ltd	MCS Fuel May2025	-34.88
TOTAL MCS BP FUEL CARD TO 30 June 2025				-95.36
TOTAL DD MUNI ACCOUNT TO 30 June 2025				-268,088.37
DD9619.1	30/06/2025	Police Licensing	Police Licensing Jun2025	-63,911.65
TOTAL DD POLICE LICENSING ACCOUNT TO 30 June 2025				-63,911.65
TOTAL DD BOYUP BROOK EARLY LEARNING CENTRE ACCOUNT TO 30 June 2025				0.00



SUMMARY

EFT	-893,208.10
CHQ (Muni Account)	-24,611.10
DD	-268,088.37
MUNI TOTAL	-1,185,907.57
<hr/>	
ALL MUNI TRANS TO 30 June 2025	-1,185,907.57
DD (Police Licensing Account) TO 30 June 2025	-63,911.65
GRAND TOTAL 1 - 30 June 2025	-1,249,819.22



SHIRE OF BOYUP BROOK

MONTHLY FINANCIAL REPORT

30 JUNE 2025

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**SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 JUNE 2025**

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 JUNE 2025
Prepared by: Darren Long (Finance Consultant)
Reviewed by: Malcolm Armstrong (MFS)

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of Local Government (Financial Management) Regulations 1996, Regulation 34. Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also 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 Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement. The Shire currently has no monies held in Trust.

SIGNIFICANT ACCOUNTING POLICES

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.

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 that are 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 that are not readily apparent from other sources. Actual results may differ from these estimates.

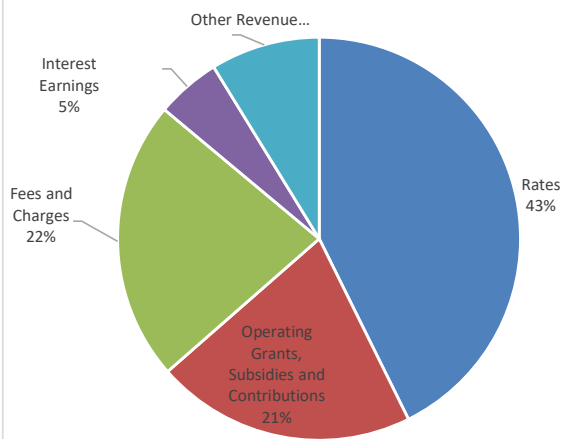
ROUNDING OFF FIGURES

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

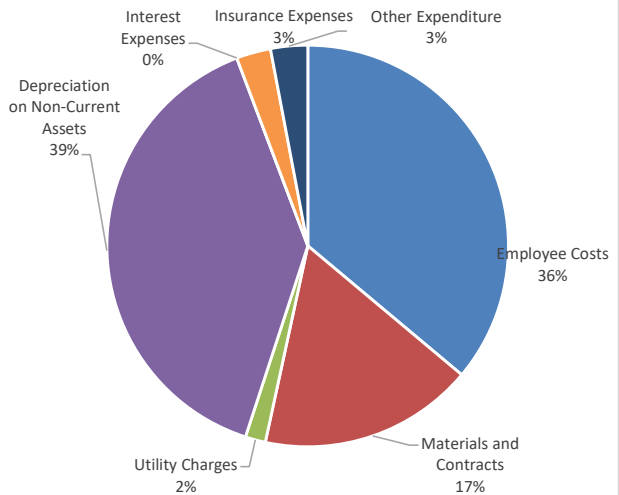
**SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 JUNE 2025**

SUMMARY GRAPHS

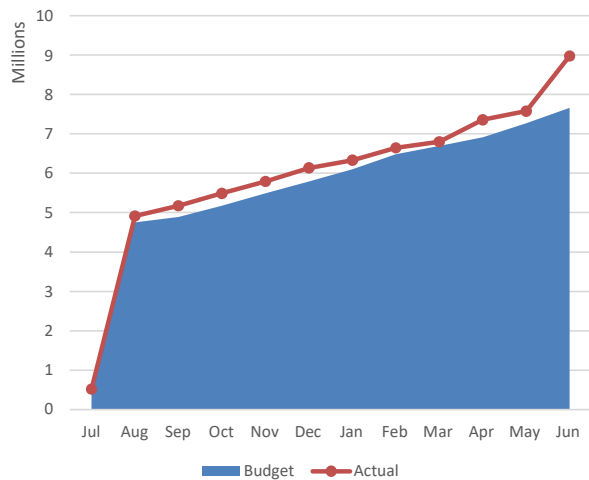
OPERATING REVENUE



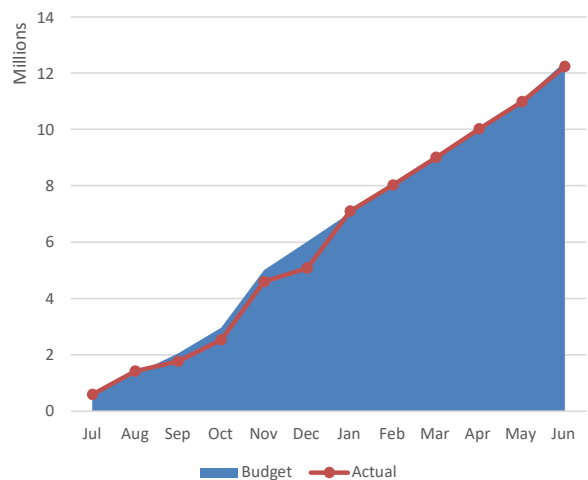
OPERATING EXPENSES



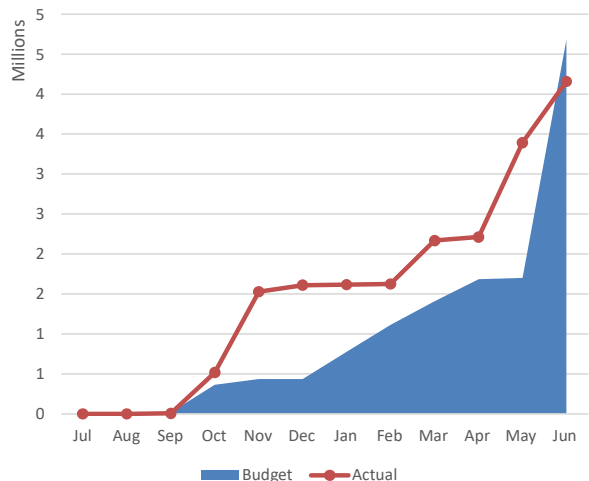
OPERATING REVENUE - Budget-v-YTD Actual



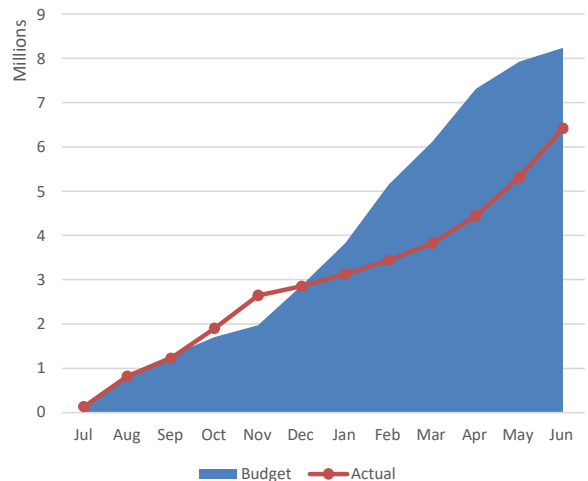
OPERATING EXPENSES - Budget-v-YTD Actual



CAPITAL REVENUE - Budget-v-YTD Actual



CAPITAL EXPENSES - Budget-v-YTD Actual



**SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 JUNE 2025**

STATUTORY REPORTING PROGRAMS

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

	ACTIVITIES
GOVERNANCE To provide a decision making process for the efficient allocation of scarce resources.	Administration and operation of facilities and services to members of the Council. Other costs that relate to the tasks of assisting elected members and ratepayers on matters which are which are not directly related to specific shire services.
GENERAL PURPOSE FUNDING To collect revenue to allow for the provision of services.	Rates, general purpose government 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.	Food and water quality, pest control, immunisation services, child health services and health education.
EDUCATION AND WELFARE To meet the needs of the community in these areas.	Management and support for families, children, youth and the aged within the community by providing Youth, Aged and Family Centres, Home and Community Aged Care Programs and assistance to schools.
HOUSING To help ensure adequate housing.	Provision of residential housing for council staff. Provision of housing for aged persons, low income families, government and semi government employees.
COMMUNITY AMENITIES Provide services required by the community.	Rubbish collection services and disposal of waste, stormwater drainage, protection of the environment, town planning and regional development and other community amenities (cemeteries and public toilets).
RECREATION AND CULTURE To establish and manage efficiently infrastructure and resources which will help the social wellbeing of the community.	Public halls, recreation and aquatic centres, parks and reserves, libraries, heritage and culture.
TRANSPORT To provide effective and efficient transport services to the community.	Construction and maintenance of roads, footpaths, bridges, street cleaning and lighting, road verges, streetscaping and depot maintenance.
ECONOMIC SERVICES To help promote the Shire and its economic wellbeing.	The regulation and provision of tourism, area promotion, building control, noxious weeds, vermin control and standpipes.
OTHER PROPERTY AND SERVICES To monitor and control Shire's overhead operating accounts.	Private works, public works overheads, plant and equipment operations, town planning schemes and activities not reported in the above programs.

SHIRE OF BOYUP BROOK
STATEMENT OF COMPREHENSIVE INCOME BY PROGRAM
FOR THE PERIOD ENDING 30 JUNE 2025

	2024-2025 ANNUAL BUDGET	2024-2025 AMENDED BUDGET	2024-2025 YTD BUDGET	2024-2025 YTD ACTUAL
EXPENDITURE (Excluding Finance Costs)	\$	\$		\$
General Purpose Funding	(187,102)	(202,891)	(187,102)	(173,251)
Governance	(506,944)	(469,625)	(506,944)	(427,427)
Law, Order, Public Safety	(613,638)	(640,932)	(613,638)	(545,916)
Health	(1,556,766)	(1,724,316)	(1,556,766)	(1,511,104)
Education and Welfare	(491,583)	(454,051)	(491,583)	(384,155)
Housing	(315,164)	(356,634)	(315,164)	(378,985)
Community Amenities	(507,502)	(520,303)	(507,502)	(474,500)
Recreation and Culture	(1,500,340)	(1,472,123)	(1,500,340)	(1,529,201)
Transport	(4,980,636)	(5,951,810)	(4,980,636)	(5,277,102)
Economic Services	(778,236)	(677,209)	(778,236)	(617,729)
Other Property and Services	(965,694)	(1,037,709)	(965,694)	(917,066)
Total Operating Expenditure	(12,403,605)	(13,507,603)	(12,403,605)	(12,236,434)
REVENUE				
General Purpose Funding	4,269,261	4,459,181	4,269,261	5,505,869
Governance	0	8,910	0	10,910
Law, Order, Public Safety	238,727	226,206	238,727	236,658
Health	1,152,100	1,105,595	1,152,100	1,158,470
Education and Welfare	225,000	250,107	225,000	238,526
Housing	226,540	219,940	226,540	226,810
Community Amenities	254,382	271,201	254,382	275,088
Recreation and Culture	62,490	69,189	62,490	98,854
Transport	237,670	282,020	237,670	304,232
Economic Services	160,840	157,278	160,840	181,056
Other Property & Services	833,233	907,079	833,233	737,081
Total Operating Revenue	7,660,243	7,956,706	7,660,243	8,973,555
Sub-Total	(4,743,362)	(5,550,897)	(4,743,362)	(3,262,879)
FINANCE COSTS				
Housing	(908)	(908)	(908)	(600)
Recreation & Culture	(1,845)	(1,655)	(1,845)	(1,137)
Total Finance Costs	(2,753)	(2,563)	(2,753)	(1,737)
NON-OPERATING REVENUE				
Law, Order & Public Safety	835,545	881,455	835,545	163,517
Education & Welfare	0	900		4,532
Community Amenities	0	287,292	0	432,867
Recreation & Culture	1,716,000	1,723,869	1,716,000	1,546,076
Transport	1,845,663	1,906,799	1,845,663	1,792,265
Economic Services	0	85,973	0	53,905
Total Non-Operating Revenue	4,397,208	4,886,288	4,397,208	3,993,162
PROFIT/(LOSS) ON SALE OF ASSETS				
Transport Profit	0	0	0	36,052
Transport Loss	0	0	0	(34,809)
Total Profit/(Loss)	0	0	0	1,243
NET RESULT	(348,906)	(667,172)	(348,907)	729,789
Other Comprehensive Income				
Changes on revaluation of non-current assets	0	0	0	0
	0	0	0	0
TOTAL COMPREHENSIVE INCOME	(348,906)	(667,172)	(348,907)	729,789

**SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 JUNE 2025**

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refer 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 non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

FEES AND CHARGEES

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, 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 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.

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 etc.

EXPENSES

EMPLOYEE COSTS

All costs associate 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, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, 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, ETC.)

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

Loss on the disposal of fixed assets.

DEPRECIATION

Depreciation expense raised on all classes of assets.

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, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

SHIRE OF BOYUP BROOK
STATEMENT OF COMPREHENSIVE INCOME BY NATURE & TYPE
FOR THE PERIOD ENDING 30 JUNE 2025

	2024-2025 ORIGINAL BUDGET	2024-2025 AMENDED BUDGET	2024-2025 YTD BUDGET	2024-2025 YTD ACTUAL
Expenses				
Employee Costs	(4,471,406)	(4,454,858)	(4,471,406)	(4,416,102)
Materials and Contracts	(3,387,919)	(3,549,754)	(3,387,919)	(2,118,772)
Utility Charges	(235,560)	(195,104)	(235,560)	(198,612)
Depreciation on Non-Current Assets	(3,622,898)	(4,585,054)	(3,622,898)	(4,800,397)
Interest Expenses	(2,753)	(2,753)	(2,753)	(1,737)
Insurance Expenses	(327,312)	(341,881)	(327,312)	(337,967)
Other Expenditure	(358,509)	(380,762)	(358,510)	(364,584)
Total Operating Expenses	(12,406,357)	(13,510,166)	(12,406,358)	(12,238,171)
Revenue				
Rates	3,825,765	3,824,094	3,825,765	3,828,977
Operating Grants, Subsidies and Contributions	805,683	913,783	805,683	1,872,043
Fees and Charges	1,962,497	1,926,048	1,962,497	2,021,445
Interest Earnings	201,300	432,339	201,300	464,029
Other Revenue	864,998	860,442	864,998	787,061
Total Operating Revenue	7,660,243	7,956,706	7,660,243	8,973,555
Sub-Total	(4,746,114)	(5,553,460)	(4,746,115)	(3,264,616)
Non-Operating Grants, Subsidies & Contributions	4,397,208	4,886,288	4,397,208	3,993,162
Profit on Asset Disposals	0	0	0	36,052
Loss on Asset Disposals	0	0	0	(34,809)
	4,397,208	4,886,288	4,397,208	3,994,405
Net Result	(348,906)	(667,172)	(348,907)	729,789
Other Comprehensive Income				
Changes on revaluation of non-current assets	0	0	0	0
Total Other Comprehensive Income	0	0	0	0
TOTAL COMPREHENSIVE INCOME	(348,906)	(667,172)	(348,907)	729,789

SHIRE OF BOYUP BROOK
FINANCIAL ACTIVITY STATEMENT BY NATURE/TYPE
FOR THE PERIOD ENDING 30 JUNE 2025

	2024-2025 ORIGINAL BUDGET	2024-2025 AMENDED BUDGET	2024-2025 YTD BUDGET (a)	2024-2025 YTD ACTUAL (b)	VARIANCE \$ (b)-(a)	VARIANCE % (b)-(a)/(a)	Var ▲▼
OPERATING REVENUE							
Ex-Gratia Rates & Write-offs	\$ (678)	\$ (2,351)	\$ (678)	\$ 1,592	Within Threshold	(334.81%)	
Operating Grants, Subsidies and Contributions	805,683	913,783	805,683	1,872,043	1,066,360	132.35%	▲
Fees and Charges	1,962,497	1,926,048	1,962,497	2,021,445	58,948	Within Threshold	
Interest Earnings	201,300	432,339	201,300	464,029	262,729	130.52%	
Other Revenue	864,998	860,442	864,998	787,061	(77,937)	Within Threshold	
Profit on Disposal of Asset	0	0	0	36,052	36,052	0%	
Total Operating Revenue	3,833,800	4,130,261	3,833,800	5,182,222	1,346,152		
LESS OPERATING EXPENDITURE							
Employee Costs	(4,471,406)	(4,454,858)	(4,471,406)	(3,988,296)	483,110	10.80%	
Materials and Contracts	(3,387,919)	(3,549,754)	(3,387,919)	(2,546,578)	841,341	(24.83%)	
Utility Charges	(235,560)	(195,104)	(235,560)	(198,612)	36,948	15.69%	
Depreciation on Non-Current Assets	(3,622,898)	(4,585,054)	(3,622,898)	(4,800,397)	(1,177,499)	(32.50%)	
Interest Expenses	(2,753)	(2,753)	(2,753)	(1,737)	Within Threshold	(36.91%)	
Insurance Expenses	(327,312)	(341,881)	(327,312)	(337,967)	(10,655)	Within Threshold	
Other Expenditure	(358,510)	(380,762)	(358,510)	(364,584)	Within Threshold	Within Threshold	
Loss on Disposal of Asset	0	0	0	(34,809)	(34,809)	0%	
Total Operating Expenses	(12,406,358)	(13,510,166)	(12,406,358)	(12,272,980)	138,436		
Sub-Total	(8,572,558)	(9,379,905)	(8,572,558)	(7,090,758)	1,484,588		
OPERATING ACTIVITIES EXCLUDED FROM BUDGET							
Movement in Employee Provisions (Non-current)	44,635	44,635	44,635	0	(44,635)	(100.00%)	
Movement in Accrued Interest Expense	0	0	0	(1,042)	Within Threshold	0%	
Movement in Accrued Interest Income	0	0	0	6,806	Within Threshold	0%	
Movement in Accrued Expenses	0	(46,257)	0	(46,257)	(46,257)	0%	
Movement in Accrued Wages	0	(132,058)	0	(132,058)	(132,058)	0%	
Movement in Cash backed Employee Provisions	0	0	0	0	Within Threshold	0%	
(Profit)/ Loss on the disposal of assets	0	0	0	(1,243)	Within Threshold	0%	
Depreciation Written Back	3,622,898	4,585,054	3,622,898	4,800,397	1,177,499	32.50%	
Operating Activities Excluded from Budget	3,667,533	4,451,374	3,667,533	4,626,603	954,549		
Sub Total	(4,905,025)	(4,928,531)	(4,905,025)	(2,464,155)	2,439,137		
INVESTING ACTIVITIES							
Outflows from investing activities							
Purchase Buildings	(1,979,933)	(2,052,451)	(1,979,933)	(397,996)	1,581,937	79.90%	
Purchase Plant and Equipment	(620,386)	(601,979)	(620,386)	(559,010)	61,376	Within Threshold	
Purchase Furniture and Equipment	0	(40,640)	0	(40,640)	(40,640)	0.00%	
Infrastructure Assets - Roads	(2,434,101)	(2,434,708)	(2,434,101)	(2,362,864)	71,237	Within Threshold	
Infrastructure Assets - Footpaths	(216,620)	(263,914)	(216,620)	(259,720)	(43,100)	(19.90%)	
Infrastructure Assets - Aerodromes	(70,000)	(96,000)	(70,000)	(72,095)	Within Threshold	Within Threshold	
Infrastructure Assets - Parks & Ovals	(1,966,000)	(1,967,103)	(1,966,000)	(1,545,234)	420,766	21.40%	
Infrastructure Assets - Recreation	0	0	0	(3,902)	Within Threshold	0.00%	
Infrastructure Assets - Other	(487,331)	(705,696)	(487,331)	(635,330)	(147,999)	(30.37%)	
Inflows from investing activities							
Proceeds from Sale of Assets	282,000	465,455	282,000	165,455	(116,545)	(41.33%)	
Contributions for the Development of Assets	4,397,208	4,886,288	4,397,208	3,993,162	(404,046)	Within Threshold	
Amount Attributable to Investing Activities	(3,095,163)	(2,810,748)	(3,095,163)	(1,718,174)	1,382,986		
FINANCING ACTIVITIES							
Outflows from financing activities							
Repayment of Debt - Loan Principal	(24,014)	(24,014)	(24,014)	(24,014)	Within Threshold	Within Threshold	
Repayment of Debt - Lease Principal	(15,241)	(20,241)	(15,241)	(20,360)	Within Threshold	(33.59%)	
Transfer to Reserves	(421,000)	(776,000)	(421,000)	(494,898)	(73,898)	(17.55%)	
Inflows from financing activities							
Transfer from Reserves	1,034,000	1,054,000	1,034,000	0	(1,034,000)	(100.00%)	
Amount Attributable to Financing Activities	573,745	233,745	573,745	(539,272)	(1,107,898)		
Sub Total	(7,426,443)	(7,505,534)	(7,426,443)	(4,721,601)	2,714,225		
FUNDING FROM							
Estimated Opening Surplus at 1 July	3,600,000	3,679,906	3,600,000	3,679,906	79,906	Within Threshold	
Amount Raised from General Rates	3,826,443	3,826,445	3,826,443	3,827,386	Within Threshold	Within Threshold	
Closing Funds	0	0	0	0	Within Threshold	0%	
NET SURPLUS/(DEFICIT)	0	817	(0)	2,785,691	652,233		

SHIRE OF BOYUP BROOK
BUDGET REVIEW FINANCIAL ACTIVITY STATEMENT BY FUNCTION/PROGRAM
FOR THE PERIOD ENDING 30 JUNE 2025

	2024-2025 ORIGINAL BUDGET	2024-2025 AMENDED BUDGET	2024-2025 YTD BUDGET (a)	2024-2025 YTD ACTUAL (b)	VARIANCE \$ (b)-(a)	VARIANCE % (b)-(a)/(a)	Var ▲▼
OPERATING REVENUE	\$	\$	\$	\$			
General Purpose Funding	442,818	632,736	442,818	1,678,484	1,235,666	279.05%	▲
Governance	0	8,910	0	10,910	10,910	0%	▲
Law, Order Public Safety	238,727	226,206	238,727	236,658	Within Threshold	Within Threshold	
Health	1,152,100	1,105,595	1,152,100	1,158,470	Within Threshold	Within Threshold	
Education and Welfare	225,000	250,107	225,000	238,526	13,526	Within Threshold	
Housing	226,540	219,940	226,540	226,810	Within Threshold	Within Threshold	
Community Amenities	254,382	271,201	254,382	275,088	20,706	Within Threshold	
Recreation and Culture	62,490	69,189	62,490	98,854	36,364	58.19%	▲
Transport	237,670	282,020	237,670	340,284	102,614	43.17%	▲
Economic Services	160,840	157,278	160,840	181,056	20,216	12.57%	▲
Other Property and Services	833,233	907,079	833,233	737,082	(96,151)	(11.54%)	▼
Total Operating Revenue	3,833,800	4,130,261	3,833,800	5,182,222	1,348,851		
LESS OPERATING EXPENDITURE							
General Purpose Funding	(187,102)	(202,891)	(187,102)	(173,250)	13,852	Within Threshold	
Governance	(506,944)	(469,625)	(506,944)	(427,426)	79,518	15.69%	
Law, Order, Public Safety	(613,638)	(640,932)	(613,638)	(545,915)	67,723	11.04%	
Health	(1,556,766)	(1,724,316)	(1,556,766)	(1,511,104)	45,662	Within Threshold	
Education and Welfare	(491,583)	(454,051)	(491,583)	(384,156)	107,427	21.85%	
Housing	(316,072)	(357,542)	(316,072)	(379,585)	(63,513)	(20.09%)	
Community Amenities	(507,502)	(520,303)	(507,502)	(474,500)	33,002	Within Threshold	
Recreation and Culture	(1,502,185)	(1,473,778)	(1,502,185)	(1,530,338)	(28,153)	Within Threshold	
Transport	(4,980,636)	(5,951,810)	(4,980,636)	(5,311,911)	(331,275)	Within Threshold	
Economic Services	(778,236)	(677,209)	(778,236)	(617,729)	160,507	20.62%	
Other Property & Services	(965,694)	(1,037,709)	(965,694)	(917,066)	48,628	Within Threshold	
Total operating Expenses	(12,406,358)	(13,510,166)	(12,406,358)	(12,272,980)	133,378		
Sub-Total	(8,572,558)	(9,379,905)	(8,572,558)	(7,090,758)	1,477,229		
OPERATING ACTIVITIES EXCLUDED FROM BUDGET							
Movement in Employee Provisions (Non-current)	44,635	44,635	44,635	0	(44,635)	(100.00%)	
Movement in Accrued Interest Expense	0	0	0	(1,042)	Within Threshold	0%	
Movement in Prepaid Expenses	0	0	0	0	Within Threshold	0%	
Movement in Stock On Hand	0	0	0	0	Within Threshold	0%	
Movement in Accrued Interest Income	0	0	0	6,806	Within Threshold	0%	
Movement in Accrued Expenses	0	(46,257)	0	(46,257)	(46,257)	0%	
Movement in Accrued Wages	0	(132,058)	0	(132,058)	(132,058)	0%	
Depreciation Written Back	3,622,898	4,585,054	3,622,898	4,800,397	1,177,499	32.50%	
Operating Activities Excluded from Budget	3,667,533	4,451,374	3,667,533	4,626,603	954,549		
Sub Total	(4,905,025)	(4,928,531)	(4,905,025)	(2,464,155)	2,431,778		
INVESTING ACTIVITIES							
Outflows from investing activities							
Purchase Buildings	(1,979,933)	(2,052,451)	(1,979,933)	(397,996)	1,581,937	79.90%	
Purchase Plant and Equipment	(620,386)	(601,979)	(620,386)	(559,010)	61,376	Within Threshold	
Purchase Furniture and Equipment	0	(40,640)	0	(40,640)	(40,640)	0.00%	▼
Infrastructure Assets - Roads	(2,434,101)	(2,434,708)	(2,434,101)	(2,362,864)	71,237	Within Threshold	
Infrastructure Assets - Footpaths	(216,620)	(263,914)	(216,620)	(259,720)	(43,100)	(19.90%)	
Infrastructure Assets - Aerodromes	(70,000)	(96,000)	(70,000)	(72,095)	Within Threshold	Within Threshold	
Infrastructure Assets - Parks & Ovals	(1,966,000)	(1,967,103)	(1,966,000)	(1,545,234)	420,766	21.40%	
Infrastructure Assets - Recreation	0	0	0	(3,902)	Within Threshold	0.00%	
Infrastructure Assets - Other	(487,331)	(705,696)	(487,331)	(635,330)	(147,999)	(30.37%)	
Inflows from investing activities							
Proceeds from Sale of Assets	282,000	465,455	282,000	165,455	(116,545)	(41.33%)	▼
Contributions for the Development of Assets	4,397,208	4,886,288	4,397,208	3,993,162	(404,046)	Within Threshold	
Amount Attributable to Investing Activities	(3,095,163)	(2,810,748)	(3,095,163)	(1,718,174)	1,382,986		
FINANCING ACTIVITIES							
Outflows from financing activities							
Repayment of Debt - Loan Principal	(24,014)	(24,014)	(24,014)	(24,014)	Within Threshold	Within Threshold	
Repayment of Debt - Lease Principal	(15,241)	(20,241)	(15,241)	(20,360)	Within Threshold	33.59%	
Transfer to Reserves	(421,000)	(776,000)	(421,000)	(494,898)	(73,898)	(17.55%)	
Inflows from financing activities							
Transfer from Reserves	1,034,000	1,054,000	1,034,000	0	(1,034,000)	(100.00%)	▼
Loans Raised	0	0	0	0	Within Threshold	0%	
Amount Attributable to Financing Activities	573,745	233,745	573,745	(539,272)	(1,107,898)		
Sub Total	(7,426,443)	(7,505,534)	(7,426,443)	(4,721,601)	2,706,866		
FUNDING FROM							
Estimated Opening Surplus at 1 July	3,600,000	3,679,906	3,600,000	3,679,906	79,906	Within Threshold	
Amount Raised from General Rates	3,826,443	3,826,445	3,826,443	3,827,386	Within Threshold	Within Threshold	
Sub Total	7,426,443	7,506,351	7,426,443	7,507,292	79,906		
NET SURPLUS/(DEFICIT)	0	817	0	2,785,691			

SHIRE OF BOYUP BROOK
SUMMARY OF CURRENT ASSETS AND LIABILITIES
FOR THE PERIOD ENDING 30 JUNE 2025

	ACTUAL YTD	ACTUAL 30/06/2024
<u>Current Assets</u>		
Cash at bank and on Hand	4,838,618	5,997,802
Restricted Cash	21,909	23,331
Restricted Cash Reserves	3,530,696	3,035,799
Trade Receivables	1,898,981	971,096
Stock on Hand/Inventory/Biological Assets	190,671	190,671
Other Assets	1,200	24,247
Total Current Assets	10,482,074	10,242,946
<u>Current Liabilities</u>		
Trade Creditors	(195,076)	(\$463,311)
Bonds and Deposits	(47,634)	(\$44,905)
Accrued Wages	0	(\$132,058)
Accrued Interest on Loans	0	(\$1,042)
Accrued Expense	0	(\$46,257)
ATO Liabilities	0	\$0
Contract Liability	(3,292,613)	(\$2,381,855)
Loan Liability	(0)	(\$24,014)
Finance Lease Liability	5,119	(\$15,241)
Provisions	(439,694)	(\$439,694)
Total Current Liabilities	(3,969,898)	(3,548,378)
Sub-Total	6,512,176	6,694,568
<u>Adjustments</u>		
LESS Cash Backed Reserves	(3,530,696)	(3,035,799)
LESS Restricted Cash	0	0
LESS Inventory	(190,671)	(190,671)
LESS Accrued Interest Income	0	(6,806)
LESS Prepaid Expenses	0	0
ADD: Employee Leave Provisions	0	0
ADD: Accrued Interest on Loans	0	1,042
ADD: Accrued Salaries & Wages	0	132,058
ADD: Accrued Expenses	0	46,257
ADD: Current Loan Liability	0	24,014
ADD: Current Finance Lease Liability	(5,119)	15,241
Rounding	0	1
Net Current Position	2,785,691	3,679,906

**SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 JUNE 2025**

EXPLANATION OF MATERIAL VARIANCES

The Local Government (Financial Management) Regulation 34 (2) (b) requires 'an explanation of each of the material variances' identified within the Statement of Financial Activity for each months financial statements.

The Local Government (Financial Management) Regulation 34 (5) states that "Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS5, to be used in statements of financial activity for reporting material variances.

For the Shire of Boyup Brook, material variances are to be reported when exceeding 10%, and a minimum of \$10,000.

REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE \$	VARIANCE %	TIMING / PERMANENT	EXPLANATION
<u>Operating Revenue</u>						
Operating Grants & Contributions	805,683	1,872,043	1,066,360	132%	TIMING/ PERMANENT	Decrease in General Purpose Grants - Federal Commission (OP) by \$ 75k, Increase in General Purpose Grants - Federal Roads (OP) by \$ 33k, Increase in Members - Operating Grants and Contributions by \$ 10k, Increase in Grants Direct - State - MRD - (OP) by \$ 45k, Increase in Rylington Events Income by \$ 14k.
Fees & Charges	1,962,497	2,021,445	58,948	Within Threshold	TIMING	Increase in Early Learning Centre - Fees & Charges by \$ 13k, Increase in Cemetery Burial Fees by \$ 10k, Increase in Caravan Park & Complex Fees & Charges by \$ 22k, Increase in Building Licences (UFEE) by \$ 11k, Decrease in Standpipe Water Charges by \$ 16k
Interest Earnings	201,300	464,029	262,729	131%	TIMING /PERMANENT	Increase in Rates - Non Payment Penalty - LG by \$ 11k, Increase in General Purpose Funding - Interest On Investments - Municipal Account by \$ 176k, Increase in General Purpose Funding - Interest on Investments - Reserves Account by \$ 67k
Other Revenue	864,998	787,061	(77,937)	Within Threshold	TIMING	Increase in Sale of Recyclables Revenue by \$4K, Increase in Licensing Service by \$3K, Increase in Workers Compensation Reimbursements by \$19K, Decrease in Diesel Fuel Rebate by \$10K, Increase in Rylington Park Income by \$7K, Increase in Rylington Park Program Income by \$49K, Decrease in Rylington Stock Program Income by \$46K, Decrease in

**SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 JUNE 2025**

EXPLANATION OF MATERIAL VARIANCES

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REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE \$	VARIANCE %	TIMING / PERMANENT	EXPLANATION
<u>Operating Expenses</u>						
Employee Costs	(4,471,406)	(3,988,296)	483,110	11%	TIMING	Increase in BFRC - Bushfire Risk Planning by \$ 34k, Decrease in Ranger Services Operation Costs by \$ 37k, Decrease in Emergency Management Coordination Expenses by \$ 71k, Increase in Medical Service Employee Costs by \$ 81k, Decrease in Medical Service Provision for Leave Accruals by \$ 31k, Decrease in Early Learning Centre - Employee Costs by \$ 44k, Increase in Other Housing - Operating & Mtce Expense by \$ 23k, Decrease in Transfer Station Employee Costs by \$ 21k, Decrease in Support for Others by \$ 59k, Decrease in Support for Others by \$ 200k, Decrease in Drains & Culverts by \$ 13k, Decrease in Verge Pruning (Rural) by \$ 40k, Decrease in Air Strip by \$ 23k, Increase in Supervision by \$ 35k, Decrease in Supervision by \$ 16k, Decrease in PWOH Leave - Depot by \$ 40k, Increase in LESS PWOH ALLOCATED - PROJECTS by \$ 191k, Decrease in Repair Wages by \$ 60k, Decrease in Gross Total Salaries and Wages by \$ 63k, Increase in Workers Compensation Expenses by \$ 104k, Increase in LESS SALS/WAGES ALLOCATED by \$ 42k, Decrease in Administration Staff Employee Costs by \$ 101k, Decrease in Administration Staff Housing by \$ 11k, Decrease in Administration - Superannuation by \$ 25k, Increase in Administration - WHS by \$ 13k, Decrease in Rylington Park Operational Expenses by \$ 44k, Increase in Rylington Events Expenses by \$ 14k

**SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 JUNE 2025**

EXPLANATION OF MATERIAL VARIANCES

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REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE \$	VARIANCE %	TIMING / PERMANENT	EXPLANATION
Materials & Contracts	(3,387,919)	(2,546,578)	841,341	-25%	TIMING	Decrease in Members - Training Costs by \$ 10k, Decrease in Members - Council Chamber Expenses by \$ 31k, Increase in ESL - 3. Maintenance of Fire Vehicles, Trailers by \$ 15k, Decrease in ESL - 7. Other Goods & Services by \$ 10k, Decrease in ESL - 5. Clothing and Accessories by \$ 18k, Decrease in DFES Fire Defence Grant Expenses by \$ 14k, Decrease in Bush Fire - Mitigation Activity Funded by \$ 24k, Increase in Ranger Services Operation Costs by \$ 40k, Decrease in Health Administration Services Expenses by \$ 40k, Decrease in Medical Ctr - Locum Doctor by \$ 49k, Decrease in Aged Needs Strategy Project by \$ 29k, Increase in Community Housing Maintenance Expenses (SHERP) - Grant Funded by \$ 18k, Decrease in Refuse Collection Boyup Brook Townsite Expense by \$ 13k, Increase in Land Fill Disposal Site by \$ 12k, Decrease in Town Planning Admin & Control by \$ 10k, Decrease in Swimming Pool & Gymnasium General Operations by \$ 14k, Decrease in Townsite Gardens by \$ 12k, Increase in Rural Road Maintenance by \$ 44k, Decrease in Repairs & Maint - Bridges by \$ 249k, Increase in Maintenance Grading by \$ 31k, Increase in Drains & Culverts by \$ 20k, Decrease in Verge Pruning (Rural) by \$ 72k, Increase in Town Road Repairsby \$ 27k, Decrease in Consulting Engineer Expenses by \$ 38k, Decrease in Air Strip by \$ 20k, Decrease in Promotion Activities by \$ 15k, Decrease in Occupational Health & Safety by \$ 20k, Decrease in Fuel & Oil by \$ 75k, Decrease in Tyres & Tubes by \$ 14k, Decrease in Administration - Audit Fees Parts and Repairs by \$ 32k, Increase in Licenses by \$ 13k, Decrease in by \$ 32k, Decrease in Administration Bldg Costs by \$ 16k, Decrease in Consultants by \$ 62k, Decrease in Administration - Legal Expenses by \$ 11k, Increase in Administration - IT System Operation & Maintenance by \$ 158k, Increase in Administration Vehicle Costs by \$ 11k, Decrease in Administration - Telephones by \$ 14k, Decrease in Rylington Park Operational Expenses by \$ 12k, Decrease in Rylington Stock Program Expenses by \$ 43k, Decrease in Rylington Cropping Program Expenses by \$ 76k, Decrease in Rylington Education Program Expenses by \$ 67k,

**SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 JUNE 2025**

EXPLANATION OF MATERIAL VARIANCES

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For the Shire of Boyup Brook, material variances are to be reported when exceeding 10%, and a minimum of \$10,000.

REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE \$	VARIANCE %	TIMING / PERMANENT	EXPLANATION
Utility Charges	(235,560)	(198,612)	36,948	16%	TIMING	Decrease in Standpipes by \$ 26k.
Depreciation on Assets	(3,622,898)	(4,800,397)	(1,177,499)	-33%	TIMING	Increase in Emergency Services by \$ 26k, Increase in Boyup Brook Citizens Lodge by \$ 24k, Increase in Depreciation - Public Halls by \$ 51k, Increase in Buildings, Recreation, & Other Infra by \$ 45k, Increase in Depreciation - Parks & Gardens by \$ 22k, Increase in Other Culture by \$ 12k, Increase in Depreciation Roads by \$ 760k, Increase in Depreciation - Bridges by \$ 271k, Decrease in Depreciation - Drainage by \$ 111k, Increase in Depreciation - Airport by \$ 16k, Increase in Depreciation - Tourism, Community Development & Area Promotion by \$ 10k, Decrease in Depreciation - Saleyards & Markets by \$ 91k, Increase in Depreciation - Plant by \$ 119k,
Other Expenses	(358,510)	(364,584)	Within Threshold	Within Threshold	TIMING	It is included some minore Increase & Decrease

**SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 JUNE 2025**

EXPLANATION OF MATERIAL VARIANCES

The Local Government (Financial Management) Regulation 34 (2) (b) requires 'an explanation of each of the material variances' identified within the Statement of Financial Activity for each months financial statements.

The Local Government (Financial Management) Regulation 34 (5) states that "Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS5, to be used in statements of financial activity for reporting material variances.

For the Shire of Boyup Brook, material variances are to be reported when exceeding 10%, and a minimum of \$10,000.

REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE \$	VARIANCE %	TIMING / PERMANENT	EXPLANATION
<u>Investing Activities</u>						
Purchase Buildings	(1,979,933)	(397,996)	1,581,937	80%	TIMING	Decrease in Other Law - Evacuation Centre Building Capital Expenditure by \$ 1.567k, Decrease in Town Hall Building Capital Expenditure by \$ 68k, Decrease in 'Flaxmill Scrutching Shed by \$ 16k, Increase in Administration Building Capital Expenditure by \$ 83k,
Purchase Plant and Equipment	(620,386)	(559,010)	61,376	Within Threshold	TIMING	Decrease in Swimming Pool - Plant & Equipment by \$ 10k, Decrease in Plant & Equipment - Parks & Gardens by \$ 33k,
Purchase Furniture and Equipment	0	(40,640)	(40,640)	0%	TIMING	Increase in Furniture & Equipment - Capital Renewals by \$ 32k
Infrastructure Assets - Roads	(2,434,101)	(2,362,864)	71,237	Within Threshold	TIMING	Increase in RTR - Six Mile Road by \$ 19k, Decrease in RTR - Craigie Road by \$ 46k, Increase in 'RRG Boyup Brook-Cranbrook Rd by \$ 23k, Decrease in RRG Boyup Brook-Arthur River Rd by \$ 23k, Decrease in RRG Winneju Road by \$ 21k, Decrease in Municipal Funded - Winter Grading by \$ 14k,
Infrastructure Assets - Footpaths	(216,620)	(259,720)	(43,100)	-20%	TIMING	Increase in LRCI - Inglis St Footpath by \$ 12k,
Infrastructure Assets - Parks & Ovals	(1,966,000)	(1,545,234)	420,766	21%	TIMING	Decrease in Sandakan Playground Upgrade - Tallison by \$ 422 k
Infrastructure Assets - Other	(487,331)	(635,330)	(147,999)	-30%	TIMING	Increase in Other Law - Other Infrastructure Emergency Water Tanks by \$ 54k, Decrease in Cemetery Other Infrastructure by \$ 8k, Increase in Flaxmill Fence & Water Supply Upgrade by 105k,
Proceeds from Sale of Assets	282,000	165,455	(116,545)	-41%	TIMING	Decrease in Proceeds Sale of Plant Assets by \$ 117k
Non-Operating Grants, Subsidies for the Development of Assets	4,397,208	3,993,162	(404,046)	Within Threshold	TIMING	Increase in ESL and DFES - Non-Operating Grants (inc Appliance Replacement) by \$ 23k, Decrease in Non-Operating Grants by \$ 701k, Increase in Other Comm Amenities - Non-Operating Grants by \$ 433k, Decrease in Capital Grants & Contributions by \$ 40k, Decrease in Grants State - Regional Road Group - (Cap) by \$ 15k, Decrease in Grants - Federal - Roads to Recovery Grant (Cap) by \$ 12k, Decrease in Capital Grants Other & Road Contributions by \$ 12k, Increase in Non-Operating Grants, Contributions & Subsidies by \$ 35k, Increase in Non-Operating Grants & Contributions by \$ 19k
<u>Financing Activities</u>						
Transfer to Reserves	(421,000)	(494,898)	(73,898)	-18%		Increase in interest earned on Reserves accounts.

SHIRE OF BOYUP BROOK
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING 30 JUNE 2025

	2023-24 ACTUAL	2024-25 ACTUAL	Variance
	\$	\$	\$
Current assets			
Unrestricted Cash & Cash Equivalents	5,998,756	4,838,996	-1,159,760
Restricted Cash - Reserves	3,035,798	3,530,695	494,897
Restricted Cash - Other	22,378	21,530	-848
Trade and other receivables	974,163	1,898,982	924,819
Inventories	190,671	190,671	0
Other assets	21,181	1,200	-19,981
Total current assets	10,242,947	10,482,074	239,127
Non-current assets			
Trade and other receivables	62,416	62,416	0
LG House Unit Trust	83,171	83,171	0
Land	4,570,000	4,570,000	0
Buildings	18,311,715	18,309,557	-2,158
Furniture & Equipment	19,556	58,212	38,656
Plant & Equipment	2,582,543	2,500,254	-82,289
Right of use Assets - Plant	45,721	39,822	-5,899
Infrastructure Assets - Roads	92,944,335	92,899,253	-45,082
Infrastructure Assets - Bridges	21,435,894	20,519,287	-916,606
Infrastructure Assets - Footpaths	621,245	867,095	245,850
Infrastructure Assets - Recreation	2,372,053	3,759,080	1,387,027
Infrastructure Assets - Drainage	8,938,514	8,778,017	-160,497
Infrastructure Assets - Parks/Ovals	0	0	0
Infrastructure Assets - Other	5,511,382	5,964,561	453,179
Total non-current assets	157,498,544	158,410,725	912,180
Total assets	167,741,491	168,892,799	1,151,307
Current liabilities			
Trade and other payables	642,668	195,076	447,592
Bonds and deposits	44,906	47,633	-2,727
Contract Liabilities	2,381,855	3,292,613	-910,758
Interest-bearing loans and borrowings	24,014	0	24,014
Finance Lease Liability - Current	15,241	-5,119	20,360
Provisions	439,694	439,694	0
Total current liabilities	3,548,379	3,969,897	-421,519
Non-current liabilities			
Interest-bearing loans and borrowings	25,445	25,445	0
Finance Lease Liability - Non Current	0	0	0
Provisions	63,671	63,671	0
Total non-current liabilities	89,116	89,116	0
Total liabilities	3,637,495	4,059,014	-421,519
Net assets	164,103,996	164,833,785	729,789
Equity			
Retained surplus	57,662,523	57,167,627	-494,896
Net Result	0	729,789	729,789
Reserve - asset revaluation	103,405,674	103,405,674	0
Reserve - Cash backed	3,035,799	3,530,695	494,896
Total equity	164,103,996	164,833,785	729,789

This statement is to be read in conjunction with the accompanying notes

**SHIRE OF BOYUP BROOK
STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDING 30 JUNE 2025**

	2023-2024 ACTUAL \$	2024-2025 BUDGET \$	2024-2025 ACTUAL \$
Cash Flows from operating activities			
Payments			
Employee Costs	(4,645,824)	(4,426,771)	(4,554,797)
Materials & Contracts	(1,708,127)	(3,387,919)	(2,439,208)
Utilities (gas, electricity, water, etc)	(251,198)	(235,560)	(198,612)
Insurance	(4,217)	(2,753)	(337,967)
Interest Expense	(282,769)	(327,312)	(2,779)
Goods and Services Tax Paid	(409,414)	0	(200,630)
Other Expenses	(488,234)	(358,511)	(364,584)
	(7,789,783)	(8,738,826)	(8,098,576)
Receipts			
Rates	3,611,469	3,825,765	3,912,339
Operating Grants & Subsidies	1,996,691	662,343	1,870,588
Fees and Charges	2,151,995	1,962,497	2,021,445
Interest Earnings	398,741	201,300	470,834
Goods and Services Tax	375,526	0	129,016
Other	861,952	864,998	794,310
	9,396,374	7,516,903	9,198,532
Net Cash flows from Operating Activities	1,606,591	(1,221,923)	1,099,956
Cash flows from investing activities			
Payments			
Purchase of Land	0	0	0
Purchase of Buildings	(621,140)	(1,979,933)	(397,996)
Purchase Plant and Equipment	(454,979)	(620,386)	(559,010)
Purchase Furniture and Equipment	0	0	(40,640)
Purchase Road Infrastructure Assets	(2,226,902)	(2,434,101)	(2,362,863)
Purchase of Bridges Assets	0	0	0
Purchase of Footpath Assets	(243)	(216,620)	(259,720)
Purchase Drainage Assets	(115,658)	0	0
Purchase Parks & Ovals Assets	0	(1,966,000)	(1,545,234)
Purchase Recreation Assets	(126,105)	0	(3,902)
Purchase Infrastructure Other Assets	(79,253)	(557,331)	(707,424)
Receipts			
Proceeds from Sale of Assets	51,818	282,000	165,455
Non-Operating grants used for Development of Assets	3,742,312	3,490,693	3,990,043
	169,850	(4,001,678)	(1,721,291)
Cash flows from financing activities			
Repayment of Debentures	(22,660)	(24,014)	(24,014)
Principal elements of lease payments	(19,800)	(15,242)	(20,360)
Proceeds from New Debentures	0	0	0
Net cash flows from financing activities	(42,460)	(39,256)	(44,374)
Net increase/(decrease) in cash held	1,733,981	(5,262,857)	(665,710)
Cash at the Beginning of Reporting Period	7,322,951	9,056,932	9,056,932
Cash at the End of Reporting Period	9,056,932	3,794,075	8,391,222

**SHIRE OF BOYUP BROOK
STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDING 30 JUNE 2025**

Notes

	2023-2024 ACTUAL \$	2024-2025 BUDGET \$	2024-2025 ACTUAL \$
RECONCILIATION OF CASH			
Cash at Bank	3,578,473	21,821	4,824,335
Restricted Cash	5,462,559	3,766,304	3,566,137
Cash on Hand	15,900	5,950	750
TOTAL CASH	9,056,932	3,794,075	8,391,222
RECONCILIATION OF NET CASH USED IN OPERATING ACTIVITIES TO OPERATING RESULT			
Net Result (As per Comprehensive Income Statement)	(988,611)	(348,907)	729,789
Add back Depreciation	4,623,109	3,622,898	4,800,397
(Gain)/Loss on Disposal of Assets	8,182	0	(1,243)
LG House Unit trust	0	0	0
Self Supporting Loan Principal Reimbursements	0	0	0
Contributions for the Development of Assets	(1,680,465)	(3,490,693)	(3,993,162)
Changes in Assets and Liabilities			
(Increase)/Decrease in Inventory	(235)	0	0
(Increase)/Decrease in Receivables	(1,892,320)	0	(901,719)
Increase/(Decrease) in Accounts Payable	1,498,536	0	465,894
Increase/(Decrease) in Contract Liability	0	(1,049,855)	0
Increase/(Decrease) in Prepayments	0	0	0
Increase/(Decrease) in Employee Provisions	38,396	44,635	0
Increase/(Decrease) in Accrued Expenses	0	0	0
Rounding	0	0	0
NET CASH FROM/(USED) IN OPERATING ACTIVITIES	1,606,591	(1,221,922)	1,099,956

**SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 JUNE 2025**

CAPITAL EXPENDITURE PROGRAM

COA	Description	Resp. Officer	Asset Class	Asset Invest. Type	2024-25 Total Budget	2024/25 Amended Budget	2024-25 YTD Budget	2024-25 YTD Actuals	% of Annual Budget
Governance									
041401	Members Furniture & Equipment - Acquisitions	MWS	F&E	New	0	32,199	0	32,199	0.0%
					0	32,199	0	32,199	
Law Order & Public Safety									
053401	Other Law - Evacuation Centre Building Capital Expenditure	MWS	L&B	New	1,707,000	1,707,000	1,707,000	140,471	8.2%
051600	ESL Plant & Equipment - SES LED Trailers	MWS	P&E	New	45,090	45,090	45,090	45,090	100.0%
051900	Other Infrastructure-Emergency Fire Water Tanks	MWS	OTHER	New	0	95,194	0	54,055	
					1,752,090	1,847,284	1,752,090	239,616	
Education & Welfare									
081400	Community Resource Centre - External painting, balustrades, decking & restumping, internal paint	BMC	L&B	Renewal	20,000	20,000	20,000	22,273	111.4%
081401	Early Learning Centre - External painting, kitchen cabinetry & irrigation install	BMC	L&B	Renewal	5,000	5,000	5,000	0	0.0%
					25,000	25,000	25,000	22,273	
Housing									
091400	CEO Residence - Replace fencing	BMC	L&B	Renewal	10,000	4,529	10,000	4,529	45.3%
					10,000	4,529	10,000	4,529	
Community Amenities									
107900	Cemetery Other Infrastructure	MWS	Other	Upgrade	457,331	457,331	457,331	449,453	98.3%
					457,331	457,331	457,331	449,453	
Recreation & Culture									
LRC017	Boyup Brook Hall Refurbishment	BMC	L&B	Upgrade	75,000	75,000	75,000	6,655	8.9%
BC5500	Swimming Pool Buildings Air Conditioning	MWS	L&B	New	10,000	6,947	10,000	6,947	69.5%
BR5052	Craft Hut Capital Expenditure	MWS	L&B	New	14,000	8,066	14,000	8,066	57.6%
112500	Swimming Pool - Plant & Equipment	MWS	P&E	New	22,696	21,769	22,696	12,769	56.3%
IR008	Sandakan Playground Fencing/Equipment - New	MWS	PARK	New	0	0	0	3,902	0.0%
113907	Plant & Equipment - Parks & Gardens	MWS	P&E	New	32,600	32,600	32,600	0	0.0%
PKS01	Sandakan Playground Upgrade - Tallison	MWS	PARK	New	1,966,000	1,966,000	1,966,000	1,544,132	78.5%
113903	Capital Improvements - Other Infrastr - Sandakan Memorial	MWS	PARK	New	0	1,103	0	1,103	0.0%
					2,120,296	2,111,485	2,120,296	1,583,573	
Transport									
123603	DWS - Fleet Vehicles	MWS	P&E	New	70,000	64,975	70,000	64,975	92.8%
123610	Heavy Plant Replacements	MWS	P&E	Renewal	375,000	375,359	375,000	375,359	100.1%
RTR009	RTR - Six Mile Road	MWS	ROAD	New	276,467	277,074	276,467	295,896	107.0%
RTR037	Roads to Recovery - Craigie Road	MWS	ROAD	Renewal	270,450	270,450	270,450	224,425	83.0%
RRG004	Regional Road Group - Winnejuap Road	MWS	ROAD	Upgrade	420,000	420,000	420,000	399,233	95.1%
RRG148	Regional Road Group - Boyup Brook Cranbrook Road	MWS	ROAD	Upgrade	390,000	390,000	390,000	413,527	106.0%
RRG210	Regional Road Group - Boyup Brook Arthur River Road	MWS	ROAD	Upgrade	465,000	465,000	465,000	442,093	95.1%
MU501	Gravel Pits Rehabilitation	MWS	ROAD	Renewal	20,000	20,000	20,000	17,611	88.1%
121401	Gravel Sheetting Road Projects	MWS	ROAD	Renewal	103,395	103,395	103,395	96,028	92.9%
121410	Winter Road Grading	MWS	ROAD	Renewal	488,789	488,789	488,789	474,050	97.0%
126400	Aerodrome Infrastructure - Gravel resheet	MWS	AIR	Renewal	70,000	96,000	70,000	72,095	103.0%
122895	Depot - Buildings	MWS	L&B	New	0	963	0	963	0.0%
LFC106	LRCI - Abel St Footpath	MWS	FOOT	New	23,060	23,060	23,060	25,200	109.3%
LFC107	LRCI - Bridge St Footpath	MWS	FOOT	New	76,380	76,380	76,380	83,536	109.4%
LFC109	LRCI - Forrest St Footpath	MWS	FOOT	New	12,875	12,875	12,875	16,005	124.3%
LFC111	LRCI - Inglis St Footpath	MWS	FOOT	New	21,950	21,950	21,950	34,159	155.6%
LFC112	LRCI - Phase 4 Barron St Footpath	MWS	FOOT	New	0	0	0	12,400	0.0%
LFC114	LRCI - Cailles St Footpath	MWS	FOOT	New	4,200	4,200	4,200	4,356	103.7%
LFC115	LRCI - Beatty St Footpath	MWS	FOOT	New	71,974	71,974	71,974	71,974	100.0%
LFC123	LRCI - Dickson St Footpath	MWS	FOOT	New	6,181	6,181	6,181	6,181	100.0%
LFC125	LRCI- Phase 4 Glynn St Footpath	MWS	FOOT	New	0	0	0	5,908	100.0%
LFCNEW	LRCI - Glynn St St Footpath	MWS	FOOT	New	0	47,294	0	0	0.0%
					3,165,721	3,235,919	3,165,721	3,135,976	
Economic Services									
135402	Standpipe - Card Swipe Facilities x 2	MWS	OTHER	Upgrade	30,000	30,000	30,000	26,701	89.0%
132404	Flaxmill Scrutching Shed	MWS	L&B	New	16,200	0	16,200	0	0.0%
132409	Caravan Parks Buildings (Laundry, Ablutions etc)	MWS	L&B	New	35,000	45,000	35,000	38,420	109.8%
132901	Flaxmill Fence & Water Supply Upgrade (Other Inf)	MWS	OTHER	Upgrade	0	123,171	0	105,121	
					81,200	198,171	81,200	170,242	

**SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 JUNE 2025**

CAPITAL EXPENDITURE PROGRAM

COA	Description	Resp. Officer	Asset Class	Asset Invest. Type	2024-25 Total Budget	2024/25 Amended Budget	2024-25 YTD Budget	2024-25 YTD Actuals	% of Annual Budget
Other Property & Services									
146500	Administration Vehicle replacements	MWS	P&E	Renewal	45,000	37,459	45,000	37,459	83.2%
149502	Rylington Park Plant & Equipment	MWS	P&E	New	30,000	24,727	30,000	23,357	77.9%
149503	Rylington Park - Water filtration & replace house roof	MWS	L&B	Renewal	30,000	35,066	30,000	29,066	96.9%
146605	Administration Building Capital Expenditure	MWS	L&B	New	57,733	144,880	57,733	140,607	243.5%
146601	ICT Upgrades & Renewals (Furniture & Equipment)	MWS	F&E	New	0	8,441	0	8,441	0.0%
					162,733	250,573	162,733	238,930	
Total Capital Expenditure					7,774,371	8,162,491	7,774,371	5,876,790	

SUMMARIES:					
Land & Buildings	1,979,933	2,052,451	1,979,933	397,996	20.1%
Plant & Equipment	620,386	601,979	620,386	559,010	90.1%
Furniture & Equipment	0	40,640	0	40,640	0.0%
Road Infrastructure	2,434,101	2,434,708	2,434,101	2,362,863	97.1%
Footpath Infrastructure	216,620	263,914	216,620	259,720	119.9%
Airport Infrastructure	70,000	96,000	70,000	72,095	103.0%
Parks & Reserves Infrastructure	1,966,000	1,967,103	1,966,000	1,549,136	78.8%
Recreation Infrastructure	0	0	0	0	0.0%
Other Infrastructure	487,331	705,696	487,331	635,329	130.4%
	7,774,371	8,162,491	7,774,371	5,876,790	75.6%
At No Cost	0	0	0	0	0.0%
Asset Renewal	1,437,634	1,456,047	1,437,634	1,352,895	94.1%
New Asset	4,499,406	4,745,942	4,499,406	2,681,112	59.6%
Upgrading Asset	1,837,331	1,960,502	1,837,331	1,842,783	100.3%
	7,774,371	8,162,491	7,774,371	5,876,790	75.6%
Chief Executive Officer	0	0	0	0	0.0%
Deputy CEO	0	0	0	0	0.0%
Manager Works & Services	7,664,371	8,057,962	7,664,371	5,843,333	76.2%
Building Maintenance Coordinator	110,000	104,529	110,000	33,456	30.4%
	7,774,371	8,162,491	7,774,371	5,876,790	75.6%

SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT
STATEMENT OF CAPITAL GRANTS & CONTRACT LIABILITIES
FOR THE PERIOD ENDING 30 JUNE 2025

UNSPENT CAPITAL GRANTS

Grant Provider	Liability 1 July 2024	Increase in Liability	Liability Recorded as Revenue	Closing Liability	Adopted Budget Revenue	Amended Budget Revenue	YTD Budget	YTD Actual Revenue
Law, Order & Public Safety								
DFES - Evauation Centre Grant	406,500	-	(140,471)	266,029	813,000	-	835,545	140,471
DFES - SES LED Trailers Grant	-	22,545	(22,545)	-	22,545	-	-	22,545
Community Amenities								
DITRDC - LRCI Phase 4A	432,867	-	(432,867)	-	-	-	-	432,867
Recreation & Culture								
Talison - Sandakan Playground	-	1,681,680	(1,544,132)	137,548	1,716,000	-	1,716,000	1,544,132
Transport								
DITRDC - LRCI Phase 2 Grant	3,948	-	-	3,948	7,646	-	-	-
DITRDC - LRCI Phase 3 Grant	-	366,025	(366,025)	-	366,025	-	-	366,025
DITRDC - LRCI Phase 4B	-	-	-	-	75,075	-	448,746	-
MRWA - Boyup Brook-Winnejup Road Grant Job 30000537	63,200	-	-	63,200	-	-	-	-
MRWA - Regional Road Group Funding	-	835,459	(835,459)	-	850,000	-	850,000	835,459
DITRDC - Roads to Recovery Grant	-	535,212	(520,321)	14,891	546,917	-	546,917	520,321
WALGGC - Special Bridge Funding	1,332,000	-	-	1,332,000	-	-	-	-
WALGGC - Special Bridge Funding	-	1,449,997	-	1,449,997	-	-	-	-
Economic Services								
DWER - Standpipe Upgrade	-	19,418	(19,418)	-	-	-	-	19,418
		-	-	-		-	-	-
Total Unspent Capital Grants	2,238,515	4,910,336	(3,881,238)	3,267,613	4,397,208	-	4,397,208	3,881,238

CONTRACT LIABILITIES

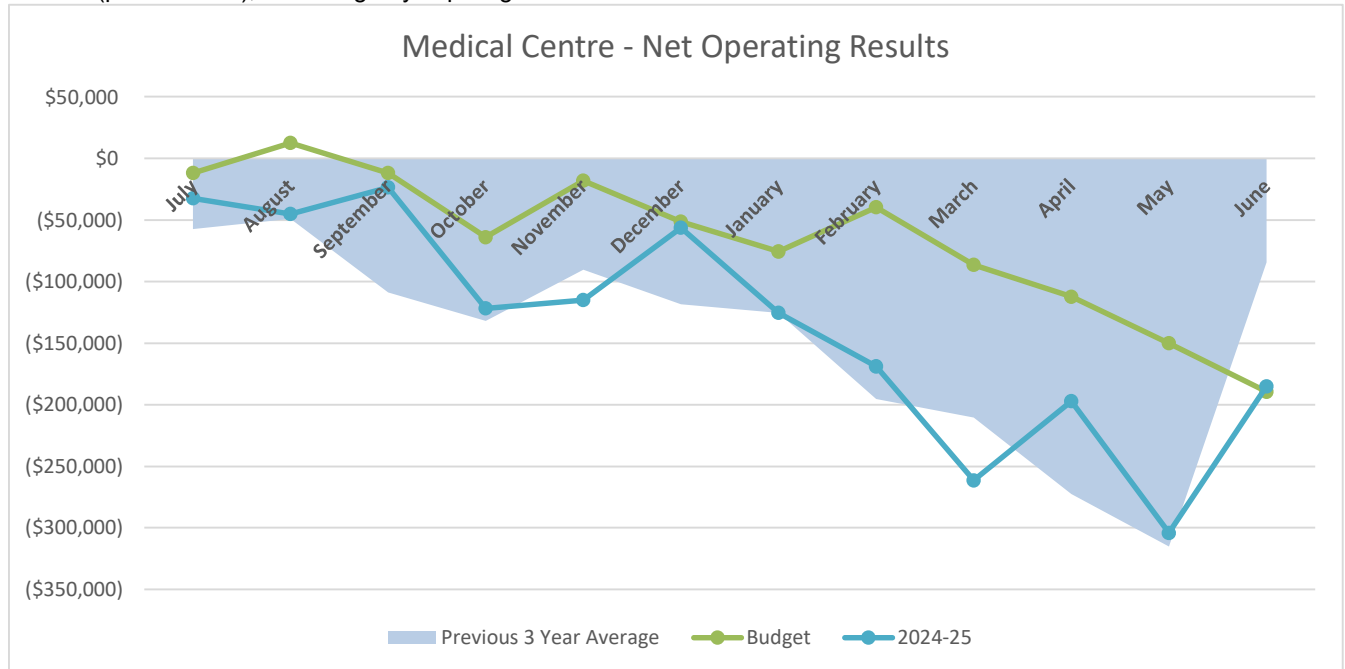
Grant Provider	Liability 1 July 2024	Increase in Liability	Liability Recorded as Revenue	Closing Liability	Adopted Budget Revenue	Amended Budget Revenue	YTD Budget	YTD Actual Revenue
Law, Order & Public Safety								
DFES - Bushfire Mitigation funding	-	-	-	-	-	-	-	-
Education & Welfare								
Regional Childcare Workers Grant	-	25,000	-	25,000	-	-	-	-
Housing								
DoC - SHERP Grant Funding	143,340	-	(143,340)	-	143,340	-	143,340	143,340
Recreation & Culture								
State Library - Technology grant	-	5,000	(5,000)	-	-	-	-	5,000
Total Contract Liabilities	143,340	30,000	(148,340)	25,000	143,340	-	143,340	148,340
TOTAL LIABILITIES & REVENUE	2,381,855	4,940,336	(4,029,578)	3,292,613	4,540,548	0	4,540,548	4,029,578

SHIRE OF BOYUP BROOK MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 30 JUNE 2025

MAJOR BUSINESS UNITS

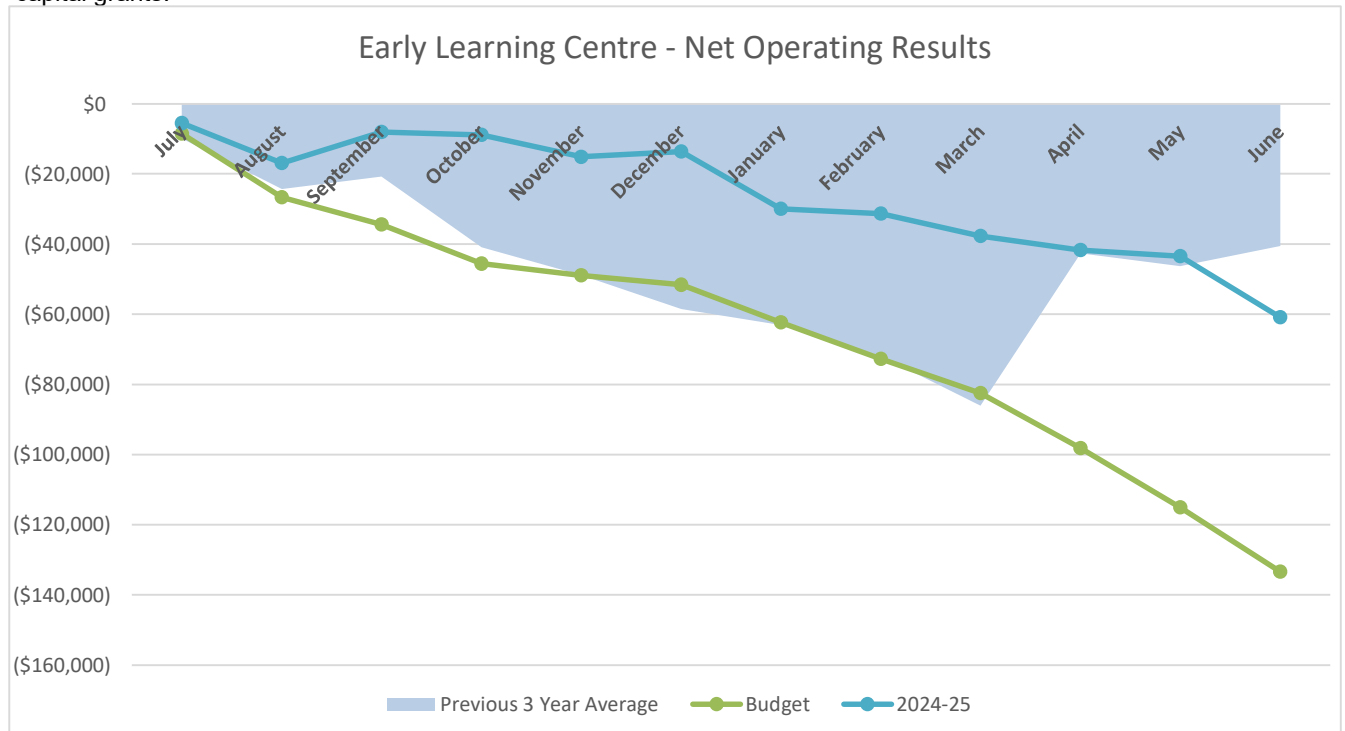
Medical Centre

The Shire of Boyup Brook owns and operates a medical centre that employs 2 doctors, a practice manager, nurses and reception staff, to provide medical services to the community. The following graph shows the operations of the Medical Centre (profit or loss), excluding any capital grants.



Early Learning Centre

The Shire of Boyup Brook owns and operates an early learning centre in Boyup Brook that provides child care services to the community. The following graph shows the operations of the Early Learning Centre (profit or loss), excluding capital grants.

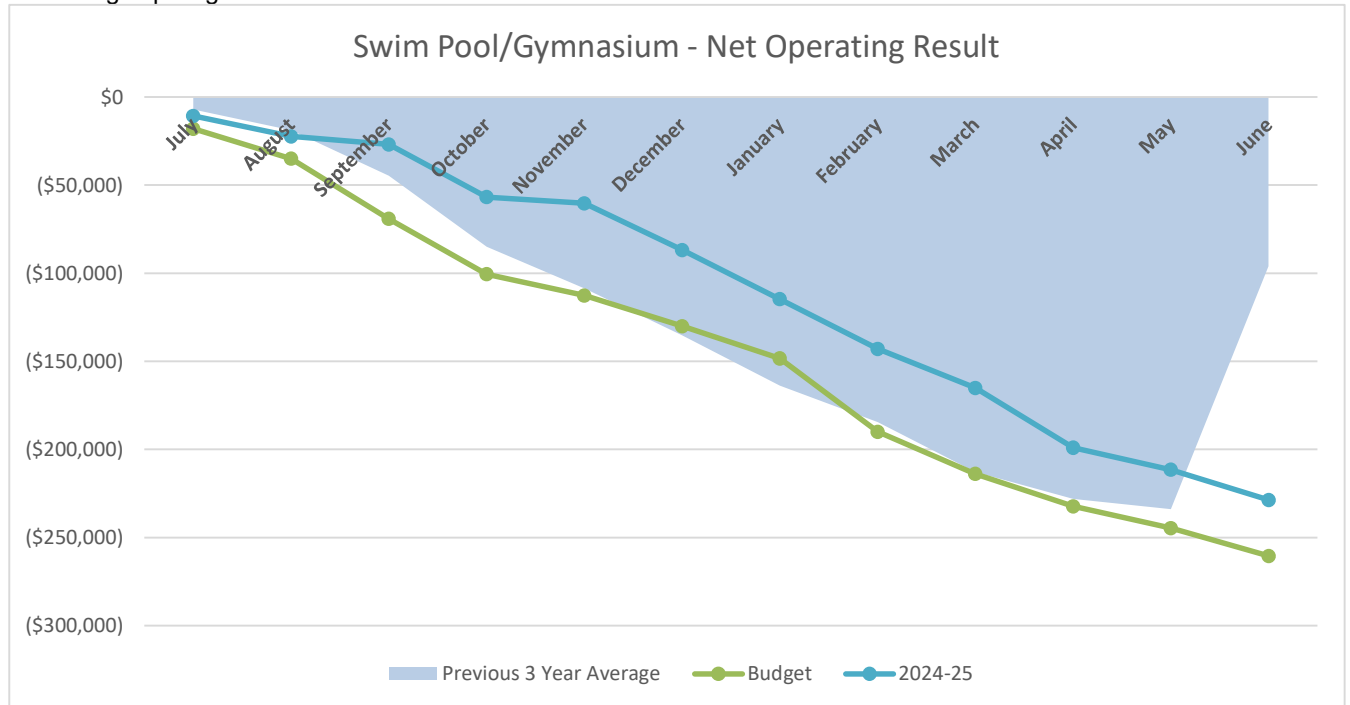


SHIRE OF BOYUP BROOK MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 30 JUNE 2025

MAJOR BUSINESS UNITS

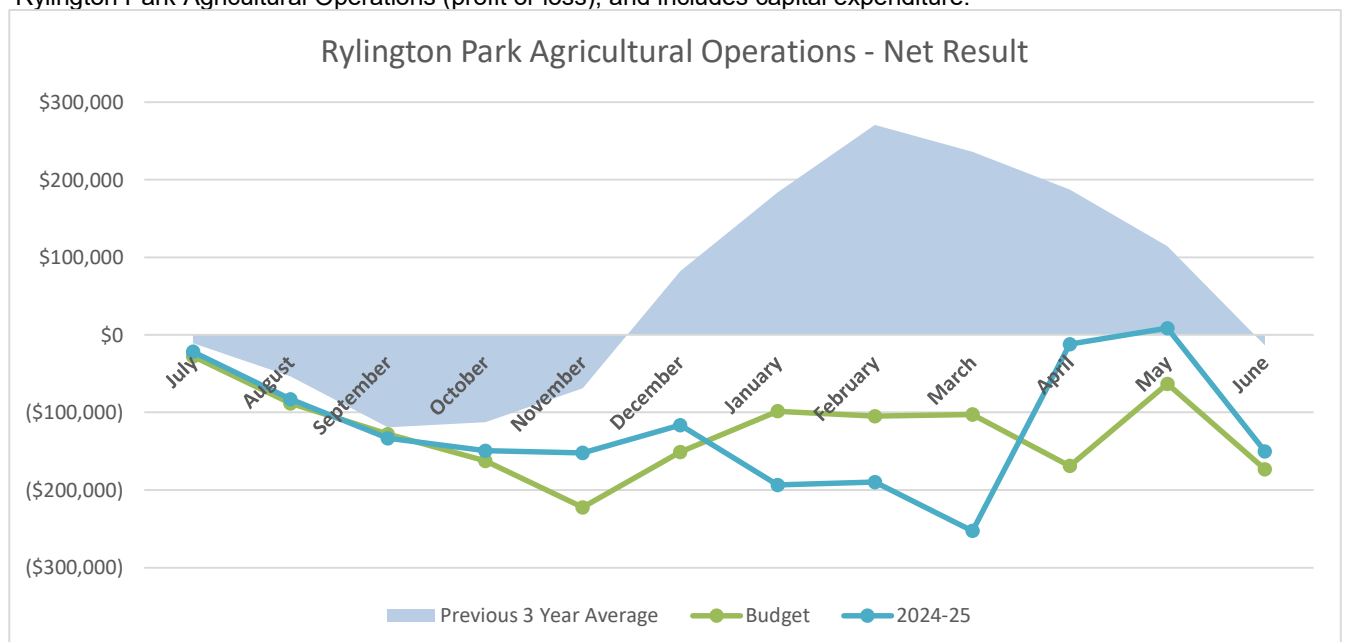
Swimming Pool/Gymnasium

The Shire of Boyup Brook owns and operating a swimming pool and gymnasium complex that provides leisure services to the community. The following graph shows the operations of the Swimming Pool/Gymnasium (profit or loss), excluding capital grants.



Rylington Park Agricultural Operations

The Shire of Boyup Brook assumed ownership and operation of Rylington Park farm on 7 May 2020 as a commercial farming activity that provides educational farming opportunities. The following graph shows the total operations of Rylington Park Agricultural Operations (profit or loss), and includes capital expenditure.



SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 JUNE 2025

RESERVES - CASH BACKED	2024-25 Actual Opening Balance	2024-25 Actual Transfer to	2024-25 Actual Transfer (from)	2024-25 Actual Closing Balance	2024-25 Budget Opening Balance	2024-25 Budget Transfer to	2024-25 Budget Transfer (from)	2024-25 Budget Closing Balance
Leave Reserve	35,745	1,599	0	37,344	35,745	848	0	36,593
Plant Reserve	340,571	45,852	0	386,423	340,572	37,566	0	378,138
Building Reserve	800,266	87,695	0	887,961	800,265	68,952	(447,000)	422,217
Community Housing Reserve	229,350	10,262	0	239,612	229,351	5,430	0	234,781
Emergency Reserve	13,341	597	0	13,938	13,341	315	0	13,656
Insurance Claim Reserve	16,259	727	0	16,986	16,259	383	0	16,642
Other Recreation Reserve	69,053	23,090	0	92,143	69,053	21,635	0	90,688
Commercial Reserve	482,817	21,604	0	504,421	482,817	11,438	0	494,255
Bridges Reserve	30,166	32,483	0	62,649	30,166	30,713	0	60,879
Aged Accommodation Reserve	34,665	1,551	0	36,216	34,665	818	0	35,483
Road Contributions Reserve	30,588	1,369	0	31,957	30,588	728	0	31,316
IT/Office Equipment Reserve	42,677	105,685	0	148,362	42,677	101,013	0	143,690
Civic Receptions Reserve	17,936	803	0	18,739	17,936	428	0	18,364
Unspent Grants Reserve	85	4	0	89	85	0	0	85
Unspent Community Grants Reserve	131	6	0	137	131	0	0	131
Rylington Park Working Capital Reserve	247,210	11,061	0	258,271	378,250	8,955	(140,000)	247,205
Rylington Park Community Projects Reserve	534,938	23,935	0	558,873	534,938	12,668	(447,000)	100,606
Co-Contributions Reserve	100,000	56,362	0	156,362	100,000	52,370	0	152,370
Waste Reserve	10,000	10,825	0	20,825	10,000	10,240	0	20,240
Reserved Equity: Rylington Park Scholarship Fund	0	6,745	0	6,745	0	6,500	0	6,500
Asset Design and Development Reserve	0	51,888	0	51,888	0	50,000	0	50,000
Swimming Pool Reserve	0	755	0	755	0	0	0	0
	3,035,798	494,897	0	3,530,695	3,166,839	421,000	(1,034,000)	2,553,839

**SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 JUNE 2025**

LOAN REPAYMENTS	Loan Number	2024-25 Actual Principal	2024-25 New New Loans	2024-25 New Principal Repayments	2024-25 Actual Interest Repayments	2024-25 Actual Principal Outstanding	2024-25 Budget Principal	2024-25 Budget New Loans	2024-25 Budget Principal Repayments	2024-25 Budget Interest Repayments	2024-25 Budget Principal Outstanding
		1 July 2024					1 July 2024				
Housing											
Staff House	115	17,994	0	(8,038)	(600)	9,956	17,994	0	(8,038)	(1,388)	9,956
Recreation and culture											
Swimming Pool	114	32,742	0	(14,622)	(922)	18,120	32,742	0	(14,622)	(2,529)	18,120
		50,736	0	(22,660)	(1,522)	28,076	50,736	0	(22,660)	(3,917)	28,076

SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
Proceeds Sale of Assets									
123001	Proceeds Sale of Plant Assets	(\$282,000)	(\$165,455)	(\$165,454.55)	\$0	(\$282,000)	\$0	(\$165,455)	\$0
092020	Proceeds - Sale of Land Assets	\$0	\$0	\$0	\$0	\$0	\$0	(\$300,000)	\$0
PROCEEDS FROM SALE OF ASSETS		(\$282,000)	(\$165,455)	(\$165,455)	\$0	(\$282,000)	\$0	(\$465,455)	\$0
Written Down Value								\$0	\$0
092600	Written Down Value - Disposal of Assets	\$282,000	\$0	\$0	\$0	\$0	\$282,000	\$0	\$465,455
Sub Total - WDV ON DISPOSAL OF ASSET		\$282,000	\$0	\$0	\$0	\$0	\$282,000	\$0	\$465,455
Total - GAIN/LOSS ON DISPOSAL OF ASSET		\$0	(\$165,455)	(\$165,455)	\$0	(\$282,000)	\$282,000	(\$465,455)	\$465,455
Total - OPERATING STATEMENT		\$0	(\$165,455)	(\$165,455)	\$0	(\$282,000)	\$282,000	(\$465,455)	\$465,455

SHIRE OF BOYUP BROOK

MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
RATES									
OPERATING EXPENDITURE									
031103	Rates Administration Activity Costs	\$139,690	\$132,213	\$0	\$132,213	\$0	\$139,690	\$0	\$148,589
031101	Collection Costs	\$5,000	\$828	\$0	\$828	\$0	\$5,000	\$0	\$5,000
031100	Valuation Charges	\$32,850	\$31,444	\$0	\$31,444	\$0	\$32,850	\$0	\$33,350
031102	Search Costs	\$300	\$0	\$0	\$0	\$0	\$300	\$0	\$300
Sub Total - GENERAL RATES OP EXP		\$177,840	\$164,484	\$0	\$164,484	\$0	\$177,840	\$0	\$187,239
OPERATING INCOME									
031001	Rates - GRV	(\$582,295)	\$0	\$0	\$0	(\$582,295)	\$0	(\$582,295)	\$0
031002	Rates - UV	(\$2,690,290)	\$0	\$0	\$0	(\$2,690,290)	\$0	(\$2,690,292)	\$0
031003	Rates - GRV - Minimum	(\$71,934)	\$0	\$0	\$0	(\$71,934)	\$0	(\$71,934)	\$0
031004	Rates - UV - Minimum	(\$481,924)	\$0	\$0	\$0	(\$481,924)	\$0	(\$481,924)	\$0
031006	Rates - Ex-Gratia Rates	(\$1,390)	(\$1,592)	(\$1,592)	\$0	(\$1,390)	\$0	(\$1,592)	\$0
031013	Rates Administration Fee	(\$40)	(\$3,390)	(\$3,390)	\$0	(\$40)	\$0	(\$3,380)	\$0
031005	Rates - Instalment Interest	(\$5,000)	(\$10,984)	(\$10,984)	\$0	(\$5,000)	\$0	(\$10,963)	\$0
031007	Rates - Non Payment Penalty - LG	(\$20,000)	(\$30,814)	(\$30,814)	\$0	(\$20,000)	\$0	(\$20,000)	\$0
031008	Rates - Rate Enquiries	(\$10,000)	(\$8,147)	(\$8,147)	\$0	(\$10,000)	\$0	(\$8,500)	\$0
031009	Rates - ESL Administration Fee	(\$4,000)	(\$4,000)	(\$4,000)	\$0	(\$4,000)	\$0	(\$4,000)	\$0
031010	Rates - Reimbursements	(\$5,000)	(\$698)	(\$698)	\$0	(\$5,000)	\$0	(\$5,000)	\$0
031011	Rates - Penalty Interest - DFES	(\$600)	(\$1,068)	(\$1,068)	\$0	(\$600)	\$0	(\$676)	\$0
031012	Rates - Rates Interims	(\$1,000)	(\$3,832,212)	(\$3,832,212)	\$0	(\$1,000)	\$0	(\$1,873)	\$0
031016	Rates - Concessions	\$3,018	\$0	\$0	\$0	\$3,018	\$0	\$3,018	\$0
031017	Rates - Deferred Rates - Interest Grant	\$0	(\$1,861)	(\$1,861)	\$0	\$0	\$0	(\$1,861)	\$0
031104	Rates Written Off	\$50	\$4,826	\$4,826	\$0	\$50	\$0	\$4,659	\$0
Sub Total - GENERAL RATES OP INC		(\$3,870,405)	(\$3,889,939)	(\$3,889,939)	\$0	(\$3,870,405)	\$0	(\$3,876,613)	\$0
Total - GENERAL RATES		(\$3,692,565)	(\$3,725,455)	(\$3,889,939)	\$164,484	(\$3,870,405)	\$177,840	(\$3,876,613)	\$187,239

SHIRE OF BOYUP BROOK

MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
OTHER GENERAL PURPOSE FUNDING									
OPERATING EXPENDITURE									
032100	General Purpose Funding - Administration Allocated	\$9,262	\$8,767	\$0	\$8,767	\$0	\$9,262	\$0	\$9,852
032101	General Purpose Funding - Doubtful Debts Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,300
032110	General Purpose Funding - Bad Debts Written Off			\$0	\$0	\$0	\$0	\$0	\$3,500
Sub Total - OTHER GENERAL PURPOSE FUNDING OP/EXP		\$9,262	\$8,767	\$0	\$8,767	\$0	\$9,262	\$0	\$15,652
OPERATING INCOME									
032001	General Purpose Grants Federal Commission (OP)	(\$176,701)	(\$624,133)	(\$624,133)	\$0	(\$176,701)	\$0	(\$101,928)	\$0
032002	General Purpose Grants Federal - Roads (OP)	(\$46,455)	(\$572,657)	(\$572,657)	\$0	(\$46,455)	\$0	(\$79,940)	\$0
032003	General Purpose Funding - Interest On Investments - Municipal Account	(\$100,000)	(\$276,056)	(\$276,056)	\$0	(\$100,000)	\$0	(\$270,000)	\$0
032004	Interest on Investments - Reserves Account	(\$75,000)	(\$142,092)	(\$142,092)	\$0	(\$75,000)	\$0	(\$130,000)	\$0
032006	General Purpose Funding - Interest on Investments - Medical Funds	(\$700)	(\$683)	(\$683)	\$0	(\$700)	\$0	(\$700)	\$0
032007	General Purpose Funding - Interest on Investments - Business Online	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
032008	General Purpose Funding - Interest on Investments - Short Term Deposit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - OTHER GENERAL PURPOSE FUNDING OP/INC		(\$398,856)	(\$1,615,930)	(\$1,615,930)	\$0	(\$398,856)	\$0	(\$582,568)	\$0
Total - OTHER GENERAL PURPOSE FUNDING		(\$389,594)	(\$1,607,164)	(\$1,615,930)	\$8,767	(\$398,856)	\$9,262	(\$582,568)	\$15,652
Total - GENERAL PURPOSE FUNDING		(\$4,082,159)	(\$5,332,618)	(\$5,505,869)	\$173,251	(\$4,269,261)	\$187,102	(\$4,459,181)	\$202,891

SHIRE OF BOYUP BROOK

MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
MEMBERS OF COUNCIL									
OPERATING EXPENDITURE									
041100	Members - Sitting Fees.	\$74,458	\$73,345	\$0	\$73,345	\$0	\$74,458	\$0	\$74,458
041119	Website Expenses	\$8,860	\$8,860	\$0	\$8,860	\$0	\$8,860	\$0	\$8,860
041101	Members - Training Costs	\$10,000	\$336	\$0	\$336	\$0	\$10,000	\$0	\$3,000
041102	Members - Travelling Costs	\$4,500	\$5,216	\$0	\$5,216	\$0	\$4,500	\$0	\$4,500
041103	Members - Telecommunications Reimbursements	\$11,520	\$11,329	\$0	\$11,329	\$0	\$11,520	\$0	\$11,520
041104	Members - Other Expenses	\$4,400	\$2,325	\$0	\$2,325	\$0	\$4,400	\$0	\$4,400
041105	Members - Conferences/Seminars Costs	\$15,500	\$6,253	\$0	\$6,253	\$0	\$15,500	\$0	\$15,500
041106	Members - President's Allowance	\$10,280	\$10,280	\$0	\$10,280	\$0	\$10,280	\$0	\$10,280
041107	Members - Deputy President's Allowance	\$2,570	\$2,570	\$0	\$2,570	\$0	\$2,570	\$0	\$2,570
041108	Members - Council Chamber Expenses	\$45,440	\$15,784	\$0	\$15,784	\$0	\$45,440	\$0	\$13,995
041109	Members - Refreshments & Receptions	\$44,510	\$34,369	\$0	\$34,369	\$0	\$44,510	\$0	\$44,510
041110	Members - Bunbury Wellington GOC Projects	\$2,000	\$2,000	\$0	\$2,000	\$0	\$2,000	\$0	\$2,000
041111	Members - Insurance Costs For Members	\$6,916	\$7,074	\$0	\$7,074	\$0	\$6,916	\$0	\$7,073
041112	Members - Subscriptions	\$9,103	\$9,703	\$0	\$9,703	\$0	\$9,103	\$0	\$9,700
041113	Members - Election Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
041114	Members - Donations	\$27,000	\$23,973	\$0	\$23,973	\$0	\$27,000	\$0	\$25,000
041118	ICT - Councillors	\$14,620	\$8,710	\$0	\$8,710	\$0	\$14,620	\$0	\$14,620
041120	Warren Blackwood Alliance Expenses	\$29,077	\$29,077	\$0	\$29,077	\$0	\$29,077	\$0	\$29,077
041150	Members - Admin Allocation	\$74,476	\$70,490	\$0	\$70,490	\$0	\$74,476	\$0	\$69,732
Sub Total - MEMBERS OF COUNCIL OP/EXP		\$395,230	\$321,692	\$0	\$321,692	\$0	\$395,230	\$0	\$350,795
OPERATING INCOME									
041001	Members - Reimbursements Income	\$0	(\$910)	(\$910)	\$0	\$0	\$0	(\$910)	\$0
041002	Other Governance - Sundry Reimbursements Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
041004	Members - Operating Grants and Contributions	\$0	(\$10,000)	(\$10,000)	\$0	\$0	\$0	(\$8,000)	\$0
Sub Total - MEMBERS OF COUNCIL OP/INC		\$0	(\$10,910)	(\$10,910)	\$0	\$0	\$0	(\$8,910)	\$0
Total - MEMBERS OF COUNCIL		\$395,230	\$310,782	(\$10,910)	\$321,692	\$0	\$395,230	(\$8,910)	\$350,795

SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
GOVERNANCE									
OPERATING EXPENDITURE									
042100	Other Governance - Admin Allocated	\$111,714	\$105,735	\$0	\$105,735	\$0	\$111,714	\$0	\$118,830
Sub Total - GOVERNANCE - GENERAL OP/EXP		\$111,714	\$105,735	\$0	\$105,735	\$0	\$111,714	\$0	\$118,830
OPERATING INCOME									
Sub Total - GOVERNANCE - GENERAL OP/INC		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - GOVERNANCE - GENERAL		\$111,714	\$105,735	\$0	\$105,735	\$0	\$111,714	\$0	\$118,830
Total - GOVERNANCE		\$506,944	\$416,517	(\$10,910)	\$427,427	\$0	\$506,944	(\$8,910)	\$469,625

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
LAW, ORDER AND PUBLIC SAFETY									
FIRE PREVENTION									
OPERATING EXPENDITURE									
051109	ESL - Insurances Fire Appliances and Personnel	\$40,793	\$39,068	\$0	\$39,068	\$0	\$40,793	\$0	\$39,066
051112	Fire Prevention And Support	\$29,558	\$48,909	\$0	\$48,909	\$0	\$29,558	\$0	\$60,770
051101	Fire Break Inspection Expenses	\$3,540	\$3,570	\$0	\$3,570	\$0	\$3,540	\$0	\$3,570
051102	Fire Hazard Reductions Expenses	\$9,681	\$5,373	\$0	\$5,373	\$0	\$9,681	\$0	\$9,075
051104	Minor Fire Plant & Equipment Purchases non ESL	\$550	\$0	\$0	\$0	\$0	\$550	\$0	\$550
051105	Fire Plant & Equipment Maintenance - Non ESL	\$850	\$240	\$0	\$240	\$0	\$850	\$0	\$850
051106	ESL - Fire Vehicle Maintenance Costs	\$18,600	\$33,279	\$0	\$33,279	\$0	\$18,600	\$0	\$30,593
051107	ESL - Brigade Utilities, rates and taxes	\$2,500	\$0	\$0	\$0	\$0	\$2,500	\$0	\$2,500
051108	ESL - Other Goods & Services relating to Fires	\$12,561	\$2,961	\$0	\$2,961	\$0	\$12,561	\$0	\$12,561
051110	ESL - Fire Plant & Equip over \$1500	\$9,375	\$3,349	\$0	\$3,349	\$0	\$9,375	\$0	\$9,375
051111	ESL - Minor Fire Plant/Equip Under \$1500	\$12,660	\$6,856	\$0	\$6,856	\$0	\$12,660	\$0	\$12,660
051114	ESL - Land & Building Maintenance	\$1,166	\$447	\$0	\$447	\$0	\$1,166	\$0	\$1,166
051115	ESL - Clothing and Accessories	\$33,800	\$16,627	\$0	\$16,627	\$0	\$33,800	\$0	\$33,800
051116	ESL - Plant and Equipment Maintenance	\$8,100	\$15,258	\$0	\$15,258	\$0	\$8,100	\$0	\$17,013
051117	BFRC - Bushfire Risk Planning	\$22,890	\$63,642	\$0	\$63,642	\$0	\$22,890	\$0	\$59,520
051118	DFES Fire Defence Grant Expenses	\$13,520	\$0	\$0	\$0	\$0	\$13,520	\$0	\$13,520
051120	Bush Fire - Mitigation Activity Funded	\$93,522	\$69,427	\$0	\$69,427	\$0	\$93,522	\$0	\$93,545
051150	Admin Allocation - Fire Control	\$74,476	\$70,490	\$0	\$70,490	\$0	\$74,476	\$0	\$79,220
051190	Depreciation - Fire Control	\$670	\$2,603	\$0	\$2,603	\$0	\$670	\$0	\$2,631
Sub Total - FIRE PREVENTION OP/EXP		\$388,812	\$382,096	\$0	\$382,096	\$0	\$388,812	\$0	\$481,985
OPERATING INCOME									
050600	ESL & DFES Non Operating Grants	\$0	(\$22,545)	(\$22,545)	\$0	\$0	\$0	(\$45,910)	\$0
051001	Fire Infringements/Fines Income	\$0	(\$385)	(\$385)	\$0	\$0	\$0	(\$350)	\$0
051002	Sale Of Fire Maps Income	(\$100)	(\$68)	(\$68)	\$0	(\$100)	\$0	(\$45)	\$0
051003	LGIS Fire Reimbursement Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
051004	Operating Grants and Subsidies Income	(\$233,077)	(\$224,600)	(\$224,600)	\$0	(\$233,077)	\$0	(\$220,261)	\$0
051005	Fire Hazard Reduction Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
051009	Non-Operating Grants and Contributions	\$0	(\$6,558)	(\$6,558)	\$0	\$0	\$0	\$0	\$0
Sub Total - FIRE PREVENTION OP/INC		(\$233,177)	(\$254,157)	(\$254,157)	\$0	(\$233,177)	\$0	(\$266,566)	\$0
Total - FIRE PREVENTION		\$155,635	\$127,939	(\$254,157)	\$382,096	(\$233,177)	\$388,812	(\$266,566)	\$481,985

SHIRE OF BOYUP BROOK

MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
ANIMAL CONTROL									
OPERATING EXPENDITURE									
052100	Ranger Services Operation Costs	\$44,237	\$42,168	\$0	\$42,168	\$0	\$44,237	\$0	\$46,720
052005	Trap Hire Refunds	\$50	\$0	\$0	\$0	\$0	\$50	\$0	\$50
052101	Ranger Vehicle Operating Expenses	\$1,535	\$0	\$0	\$0	\$0	\$1,535	\$0	\$1,535
052102	Dog License Discs Costs	\$300	\$0	\$0	\$0	\$0	\$300	\$0	\$300
052103	Other Control Expenses	\$900	\$0	\$0	\$0	\$0	\$900	\$0	\$900
052104	Animal Impounding Costs	\$5,000	\$0	\$0	\$0	\$0	\$5,000	\$0	\$5,000
052109	Cat License Tags Expense	\$200	\$0	\$0	\$0	\$0	\$200	\$0	\$200
052110	Ranger Services Salary Super and Employee Costs	\$4,526	\$3,408	\$0	\$3,408	\$0	\$4,526	\$0	\$3,426
052111	Ranger Services Provision for Leave Accruals	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
052150	Admin Allocation - Animal Control	\$27,976	\$26,478	\$0	\$26,478	\$0	\$27,976	\$0	\$29,758
052190	Depreciation	\$400	\$8,263	\$0	\$8,263	\$0	\$400	\$0	\$8,355
Sub Total - ANIMAL CONTROL OP/EXP		\$85,124	\$80,318	\$0	\$80,318	\$0	\$85,124	\$0	\$96,244
OPERATING INCOME									
052001	Animal Fines & Penalties Income	(\$250)	(\$600)	(\$600)	\$0	(\$250)	\$0	(\$250)	\$0
052002	Animal Impounding Fees Income	(\$300)	\$0	\$0	\$0	(\$300)	\$0	(\$300)	\$0
052003	Dog Registrations Charges	(\$5,000)	(\$4,848)	(\$4,848)	\$0	(\$5,000)	\$0	(\$5,000)	\$0
052004	Cat Registration Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - ANIMAL CONTROL OP/INC		(\$5,550)	(\$5,548)	(\$5,548)	\$0	(\$5,550)	\$0	(\$5,550)	\$0
Total - ANIMAL CONTROL		\$79,574	\$74,770	(\$5,548)	\$80,318	(\$5,550)	\$85,124	(\$5,550)	\$96,244

SHIRE OF BOYUP BROOK

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
OTHER LAW ORDER & PUBLIC SAFETY									
OPERATING EXPENDITURE									
053100	Local Emergency Management Committee Expenses	\$1,000	\$182	\$0	\$182	\$0	\$1,000	\$0	\$1,000
053150	Administration Allocated - Emergency Mgt	\$27,976	\$26,478	\$0	\$26,478	\$0	\$27,976	\$0	\$29,758
053152	Other Costs	\$0	\$719	\$0	\$719	\$0	\$0	\$0	\$450
053103	Emergency Management Coordination Expenses	\$83,381	\$2,802	\$0	\$2,802	\$0	\$83,381	\$0	\$4,150
053190	Depreciation	\$27,345	\$53,321	\$0	\$53,321	\$0	\$27,345	\$0	\$27,345
Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP/EXP		\$139,702	\$83,502	\$0	\$83,502	\$0	\$139,702	\$0	\$62,703
OPERATING INCOME									
053002	Non-Operating Grants	(\$835,545)	(\$140,471)	(\$140,471)	\$0	(\$835,545)	\$0	(\$835,545)	\$0
Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP /INC		(\$835,545)	(\$140,471)	(\$140,471)	\$0	(\$835,545)	\$0	(\$835,545)	\$0
Total - OTHER LAW ORDER PUBLIC SAFETY		(\$695,843)	(\$56,969)	(\$140,471)	\$83,502	(\$835,545)	\$139,702	(\$835,545)	\$62,703
Total - LAW ORDER & PUBLIC SAFETY		(\$460,634)	\$145,740	(\$400,175)	\$545,916	(\$1,074,272)	\$613,638	(\$1,107,661)	\$640,932

SHIRE OF BOYUP BROOK

MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme			YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB		Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
HEALTH -FAMILY AND OTHER HEALTH										
OPERATING EXPENDITURE										
071100	B0101	Family Stop Centre - Operation	\$0	\$471	\$0	\$471	\$0	\$0	\$0	\$350
071100	G300	Family Stop Centre - Grounds	\$0	\$0	\$0	\$0	\$0	\$0		
071150		Admin Allocated - Family Stop Centre	\$0	\$10,484	\$0	\$10,484	\$0	\$0	\$0	\$0
071190		Depreciation - Family Stop Centre	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - HEALTH FAMILY STOP OP/EXP			\$0	\$10,955	\$0	\$10,955	\$0	\$0	\$0	\$350
OPERATING INCOME										
Sub Total - HEALTH FAMILY STOP OP/INC			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - HEALTH FAMILY STOP			\$0	\$10,955	\$0	\$10,955	\$0	\$0	\$0	\$350
HEALTH ADMINISTRATION & INSPECTION										
OPERATING EXPENDITURE										
072100		Health Administration Services Expenses	\$147,762	\$96,259	\$0	\$96,259	\$0	\$147,762	\$0	\$141,797
072101		Other Health Administration Expenses	\$150	\$704	\$0	\$704	\$0	\$150	\$0	\$500
072150		Admin Allocation - Other Health	\$18,713	\$17,712	\$0	\$17,712	\$0	\$18,713	\$0	\$19,905
Sub Total - HEALTH ADMIN AND INSPECTION OP/EXP			\$166,625	\$114,675	\$0	\$114,675	\$0	\$166,625	\$0	\$162,202
OPERATING INCOME										
072001		Food Stall Permit Charges	(\$700)	(\$1,149)	(\$1,149)	\$0	(\$700)	\$0	(\$950)	\$0
072002		Temporary Camping Site Permit Charges	(\$500)	(\$1,000)	(\$1,000)	\$0	(\$500)	\$0	(\$800)	\$0
072003		Food Business Registration Fee	(\$150)	(\$2,059)	(\$2,059)	\$0	(\$150)	\$0	(\$1,845)	\$0
072004		Annual Inspections	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
072005		Lodging House Registration Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - HEALTH ADMIN AND INSPECTION OP/INC			(\$1,350)	(\$4,207)	(\$4,207)	\$0	(\$1,350)	\$0	(\$3,595)	\$0
Total - HEALTH ADMIN AND INSPECTION			\$165,275	\$110,468	(\$4,207)	\$114,675	(\$1,350)	\$166,625	(\$3,595)	\$162,202

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme			YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB		Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
OTHER HEALTH - MEDICAL SERVICES										
OPERATING EXPENDITURE										
074100	B0105	Housing General Practitioner - Medical Service	\$15,607	\$13,959	\$0	\$13,959	\$0	\$15,607	\$0	\$15,607
074102		Boyup Brook Medical Services Building Costs	\$33,915	\$44,832	\$0	\$44,832	\$0	\$33,915	\$0	\$40,378
074101		Medical Services General Operations	\$1,968	\$807	\$0	\$807	\$0	\$1,968	\$0	\$1,968
074103		Medical Service Employee Costs	\$891,943	\$972,058	\$0	\$972,058	\$0	\$891,943	\$0	\$1,075,386
074105		Postage, Printing & Stationery	\$5,800	\$4,775	\$0	\$4,775	\$0	\$5,800	\$0	\$5,800
074106		Medical Ctr - Telephones	\$6,900	\$5,906	\$0	\$5,906	\$0	\$6,900	\$0	\$6,900
074107		Medical Ctr - Subscriptions	\$9,031	\$5,390	\$0	\$5,390	\$0	\$9,031	\$0	\$21,121
074108		Medical Ctr - Insurances	\$17,490	\$28,710	\$0	\$28,710	\$0	\$17,490	\$0	\$20,397
074109		Medical Bank Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
074110		Medical Ctr - Computer Expenses	\$35,656	\$28,055	\$0	\$28,055	\$0	\$35,656	\$0	\$35,656
074111		Medical Ctr - Medical Supplies & Equipt	\$22,800	\$19,599	\$0	\$19,599	\$0	\$22,800	\$0	\$22,800
074112		Medical Ctr - Locum Doctor	\$48,600	\$0	\$0	\$0	\$0	\$48,600	\$0	\$2,000
074113		Medical Ctr - Superannuation	\$101,557	\$104,023	\$0	\$104,023	\$0	\$101,557	\$0	\$107,050
074114		Medical Ctr - Training	\$5,000	\$5,784	\$0	\$5,784	\$0	\$5,000	\$0	\$5,000
074115		Medical Ctr - Sundry Expenses	\$9,250	\$2,848	\$0	\$2,848	\$0	\$9,250	\$0	\$9,250
074116		Medical Service Provision for Leave Accruals	\$31,245	\$0	\$0	\$0	\$0	\$31,245	\$0	\$31,245
074117		Medical - Fringe Benefit Tax	\$2,650	\$2,157	\$0	\$2,157	\$0	\$2,650	\$0	\$2,650
074118		Medical Employee (Packaging) Costs	\$1,200	\$0	\$0	\$0	\$0	\$1,200	\$0	\$1,200
074119		Medical Doubtful Debts Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
074120		Medical Ctr - Bank Merchant Fees	\$550	\$708	\$0	\$708	\$0	\$550	\$0	\$750
074150		Admin Allocated - Boyup Brook Medical Services	\$83,738	\$79,256	\$0	\$79,256	\$0	\$83,738	\$0	\$89,073
074191		Depreciation - Medical Centre	\$8,500	\$10,169	\$0	\$10,169	\$0	\$8,500	\$0	\$8,500
074190		Depreciation - Housing GP - 5 Rogers Ave	\$6,800	\$7,000	\$0	\$7,000	\$0	\$6,800	\$0	\$6,800
074192		Depreciation - Ultrasound Machine	\$0	\$714	\$0	\$714	\$0	\$0	\$0	\$725
Sub Total - PREVENTIVE SRVS - OP/EXP			\$1,340,200	\$1,336,750	\$0	\$1,336,750	\$0	\$1,340,200	\$0	\$1,510,256
OPERATING INCOME										
074001		Surgery Turnover	(\$1,150,000)	(\$1,151,645)	(\$1,151,645)	\$0	(\$1,150,000)	\$0	(\$1,100,000)	\$0
074002		Surgery Rental Income	(\$750)	(\$2,618)	(\$2,618)	\$0	(\$750)	\$0	(\$2,000)	\$0
074003		Medical - Reimbursement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - PREVENTIVE SRVS - OP/INC			(\$1,150,750)	(\$1,154,263)	(\$1,154,263)	\$0	(\$1,150,750)	\$0	(\$1,102,000)	\$0
Total - PREVENTIVE SERVICES			\$189,450	\$182,487	(\$1,154,263)	\$1,336,750	(\$1,150,750)	\$1,340,200	(\$1,102,000)	\$1,510,256

SHIRE OF BOYUP BROOK

MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
PREVENTIVE SERVICE - OTHER									
OPERATING EXPENDITURE									
073100	Analytical Expenses	\$500	\$479	\$0	\$479	\$0	\$500	\$0	\$500
Sub Total - PREVENTIVE SRVS - OTHER OP/EXP		\$500	\$479	\$0	\$479	\$0	\$500	\$0	\$500
Total - PREVENTIVE SERVICES - OTHER		\$500	\$479	\$0	\$479	\$0	\$500	\$0	\$500
OTHER HEALTH									
OPERATING EXPENDITURE									
075100	Ambulance Centre Operation	\$30,728	\$30,533	\$0	\$30,533	\$0	\$30,728	\$0	\$31,103
075150	Admin Allocated - Other Health	\$18,713	\$17,712	\$0	\$17,712	\$0	\$18,713	\$0	\$19,905
Sub Total - OTHER HEALTH OP/EXP		\$49,441	\$48,245	\$0	\$48,245	\$0	\$49,441	\$0	\$51,008
OPERATING INCOME									
Sub Total - OTHER HEALTH OP/INC		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - OTHER HEALTH		\$49,441	\$48,245	\$0	\$48,245	\$0	\$49,441	\$0	\$51,008
Total - HEALTH		\$404,666	\$352,634	(\$1,158,470)	\$1,511,104	(\$1,152,100)	\$1,556,766	(\$1,105,595)	\$1,724,316

SHIRE OF BOYUP BROOK

MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
OTHER EDUCATION									
OPERATING EXPENDITURE									
081100	Community Resource Centre	\$7,556	\$6,853	\$0	\$6,853	\$0	\$7,556	\$0	\$7,874
081102	Donations - Other Education	\$250	\$3,618	\$0	\$3,618	\$0	\$250	\$0	\$2,050
081103	Early Learning Centre - Employee Costs	\$289,911	\$234,853	\$0	\$234,853	\$0	\$289,911	\$0	\$238,067
081104	Early Learning Centre - Operating Costs	\$18,400	\$10,539	\$0	\$10,539	\$0	\$18,400	\$0	\$22,700
081105	Early Learning Centre Provision of Leave Accrual	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
081107	Early Learning Centre Building & Grounds								
081107	Early Learning Centre Building Maintenance Expenses	\$11,770	\$8,716	\$0	\$8,716	\$0	\$11,770	\$0	\$11,964
081107	G316 Early Learning Centre Grounds Maintenance Expenses	\$3,988	\$0	\$0	\$0	\$0	\$3,988	\$0	\$3,988
081150	Admin Allocation - Other Education	\$37,427	\$24,939	\$0	\$24,939	\$0	\$37,427	\$0	\$39,811
081190	Depreciation - Other Education	\$10,567	\$14,422	\$0	\$14,422	\$0	\$10,567	\$0	\$10,567
Sub Total - OTHER EDUCATION OP/EXP		\$379,869	\$303,940	\$0	\$303,940	\$0	\$379,869	\$0	\$337,021
OPERATING INCOME									
081003	Early Learning Centre - Fees & Charges	(\$225,000)	(\$238,364)	(\$238,364)	\$0	(\$225,000)	\$0	(\$225,000)	\$0
081004	Early Learning Centre -Operating Income	\$0	(\$162)	(\$162)	\$0	\$0	\$0	(\$107)	\$0
081005	Early Learning Centre - Non operating grants	\$0	(\$4,532)	(\$4,532)	\$0	\$0	\$0	(\$900)	\$0
081006	Early Learning Centre - Operating grants, subsidies & contributions	\$0	\$0	\$0	\$0	\$0	\$0	(\$25,000)	\$0
Sub Total - OTHER EDUCATION OP/INC		(\$225,000)	(\$243,058)	(\$243,058)	\$0	(\$225,000)	\$0	(\$251,007)	\$0
Total - OTHER EDUCATION		\$154,869	\$60,882	(\$243,058)	\$303,940	(\$225,000)	\$379,869	(\$251,007)	\$337,021
AGED & DISABLED									
OPERATING EXPENDITURE									
082100	Support for Seniors Christmas Lunch	\$2,000	\$1,679	\$0	\$1,679	\$0	\$2,000	\$0	\$1,700
082101	Aged Needs Strategy Project	\$35,000	\$6,293	\$0	\$6,293	\$0	\$35,000	\$0	\$35,000
082150	Admin Allocated - Aged & Disabled	\$18,713	\$17,712	\$0	\$17,712	\$0	\$18,713	\$0	\$19,905
Sub Total - AGED & DISABLED OP/EXP		\$55,713	\$26,360	\$0	\$26,360	\$0	\$55,713	\$0	\$56,605
OPERATING INCOME									
Sub Total - AGED & DISABLED OP/INC		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - AGED & DISABLED		\$55,713	\$26,360	\$0	\$26,360	\$0	\$55,713	\$0	\$56,605

SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
OTHER WELFARE									
OPERATING EXPENDITURE									
083104	Depreciation	\$50	\$898	\$0	\$898	\$0	\$50	\$0	\$910
083150	Admin Allocated - Other Welfare	\$55,951	\$52,957	\$0	\$52,957	\$0	\$55,951	\$0	\$59,515
Sub Total - OTHER WELFARE OP/EXP		\$56,001	\$53,855	\$0	\$53,855	\$0	\$56,001	\$0	\$60,425
OPERATING INCOME									
Sub Total - OTHER WELFARE OP/INC		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - OTHER WELFARE		\$56,001	\$53,855	\$0	\$53,855	\$0	\$56,001	\$0	\$60,425
Total - EDUCATION & WELFARE		\$266,583	\$141,097	(\$243,058)	\$384,155	(\$225,000)	\$491,583	(\$251,007)	\$454,051

SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT

G/L JOB		Details By Function Under The Following Program Titles And Type Of Activities Within The Programme	YTD COMPARATIVES		CURRENT YEAR		ADOPTED BUDGET		AMENDED BUDGET	
			30 JUNE 2025		30 JUNE 2025		2024-2025		30 JUNE 2025	
			Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
STAFF HOUSING										
OPERATING EXPENDITURE										
091130	Interest Paid Loan 115 - Staff House		\$908	\$600	\$0	\$600	\$0	\$908	\$0	\$908
091190	Depreciation - Staff Housing		\$5,735	\$9,207	\$0	\$9,207	\$0	\$5,735	\$0	\$5,735
091150	Staff Housing - Less Amt Allocated to Admin.		\$18,713	\$17,712	\$0	\$17,712	\$0	\$18,713	\$0	\$19,905
Sub Total - STAFF HOUSING OP/EXP			\$25,356	\$28,255	\$0	\$28,255	\$0	\$25,356	\$0	\$26,548
Total - STAFF HOUSING			\$25,356	\$28,255	\$0	\$28,255	\$0	\$25,356	\$0	\$26,548

SHIRE OF BOYUP BROOK

MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
HOUSING OTHER									
OPERATING EXPENDITURE									
092101	Boyup Brook Citizens Lodge	\$25,841	\$18,856	\$0	\$18,856	\$0	\$25,841	\$0	\$23,065
092102	Community Housing - Units	\$23,074	\$26,834	\$0	\$26,834	\$0	\$23,074	\$0	\$23,305
092103	Other	\$5,451	\$2,023	\$0	\$2,023	\$0	\$5,451	\$0	\$4,331
092105	House - 1 Rogers Ave	\$22,720	\$14,701	\$0	\$14,701	\$0	\$22,720	\$0	\$17,493
092107	7 Knapp Street - Operating & Mtce Expense	\$9,067	\$7,140	\$0	\$7,140	\$0	\$9,067	\$0	\$9,067
092108	Property Selling Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
092109	Community Housing Maintenance - Grant Funded	\$143,340	\$161,306	\$0	\$161,306	\$0	\$143,340	\$0	\$161,306
092115	Other Housing - Operating & Mtce Expense	\$0	\$28,578	\$0	\$28,578	\$0	\$0	\$0	\$30,000
092140	Loss on Disposal of Asset			\$0	\$0	\$0	\$0		
092150	Admin Allocation - Other Housing	\$18,903	\$17,891	\$0	\$17,891	\$0	\$18,903	\$0	\$20,107
092191	Depreciation - Other Housing	\$5,570	\$10,300	\$0	\$10,300	\$0	\$5,570	\$0	\$5,570
092192	Depreciation - House - 1 Rogers Ave	\$4,365	\$7,700	\$0	\$7,700	\$0	\$4,365	\$0	\$4,365
092190	Depreciation - Boyup Brook Citizens Lodge	\$32,385	\$56,000	\$0	\$56,000	\$0	\$32,385	\$0	\$32,385
Sub Total - HOUSING OTHER OP/EXP		\$290,716	\$351,329	\$0	\$351,329	\$0	\$290,716	\$0	\$330,994
HOUSING OPERATING INCOME									
092001	Rent 24A Proctor St	(\$10,900)	(\$12,044)	(\$12,044)	\$0	(\$10,900)	\$0	(\$12,000)	\$0
092002	Rent 24B Proctor St	(\$9,600)	(\$11,447)	(\$11,447)	\$0	(\$9,600)	\$0	(\$9,600)	\$0
092003	Rent 16A Forrest St	(\$11,900)	(\$8,539)	(\$8,539)	\$0	(\$11,900)	\$0	(\$5,000)	\$0
092004	Rent 16B Forrest St	(\$12,900)	(\$12,022)	(\$12,022)	\$0	(\$12,900)	\$0	(\$13,000)	\$0
092007	Housing Reimbursements	(\$4,000)	(\$5,110)	(\$5,110)	\$0	(\$4,000)	\$0	(\$3,000)	\$0
092009	Other Housing: 7 Knapp St	(\$33,900)	(\$34,309)	(\$34,309)	\$0	(\$33,900)	\$0	(\$34,000)	\$0
092011	Community Housing Maintenance Grant	(\$143,340)	(\$143,340)	(\$143,340)	\$0	(\$143,340)	\$0	(\$143,340)	\$0
Sub Total - HOUSING OTHER OP/INC		(\$226,540)	(\$226,810)	(\$226,810)	\$0	(\$226,540)	\$0	(\$219,940)	\$0
Total - HOUSING OTHER		\$64,176	\$124,519	(\$226,810)	\$351,329	(\$226,540)	\$290,716	(\$219,940)	\$330,994
Total - HOUSING		\$89,532	\$152,774	(\$226,810)	\$379,585	(\$226,540)	\$316,072	(\$219,940)	\$357,542

SHIRE OF BOYUP BROOK

MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
SANITATION - HOUSEHOLD REFUSE									
OPERATING EXPENDITURE									
101100	Refuse Collection Boyup Brook Townsite Expense	\$68,000	\$55,245	\$0	\$55,245	\$0	\$68,000	\$0	\$68,000
101101	Recycling Collection Boyup Brook Town Site	\$37,000	\$41,896	\$0	\$41,896	\$0	\$37,000	\$0	\$37,000
101106	Transfer Station Employee Costs	\$46,675	\$28,677	\$0	\$28,677	\$0	\$46,675	\$0	\$26,645
101102	B0400 Boyup Brook Transfer Station Costs	\$71,576	\$80,687	\$0	\$80,687	\$0	\$71,576	\$0	\$81,394
101103	Land Fill Disposal Site	\$33,235	\$46,334	\$0	\$46,334	\$0	\$33,235	\$0	\$42,735
101104	Townsite Street Bins Collection	\$12,449	\$10,009	\$0	\$10,009	\$0	\$12,449	\$0	\$12,449
101107	Drum Muster Expenses	\$500	\$256	\$0	\$256	\$0	\$500	\$0	\$500
101108	BB Transfer Station Superannuation	\$2,452	\$2,712	\$0	\$2,712	\$0	\$2,452	\$0	\$2,452
101119	Waste Bin Maintenance and Delivery	\$6,790	\$6,008	\$0	\$6,008	\$0	\$6,790	\$0	\$3,790
101150	Admin Allocated - Waste Management	\$37,238	\$35,245	\$0	\$35,245	\$0	\$37,238	\$0	\$39,610
101190	Depreciation - Waste Management	\$22,070	\$25,966	\$0	\$25,966	\$0	\$22,070	\$0	\$22,070
Sub Total - SANITATION HOUSEHOLD REFUSE OP/EXP		\$337,985	\$333,036	\$0	\$333,036	\$0	\$337,985	\$0	\$336,645
SANITATION OPERATING INCOME									
101001	Refuse Collection Charges	(\$232,007)	(\$232,253)	(\$232,253)	\$0	(\$232,007)	\$0	(\$232,253)	\$0
101002	Waste Disposal Charges	(\$8,075)	(\$11,158)	(\$11,158)	\$0	(\$8,075)	\$0	(\$9,000)	\$0
101003	Recycling Scheme Income	(\$1,000)	(\$5,131)	(\$5,131)	\$0	(\$1,000)	\$0	(\$4,811)	\$0
101004	Scrap Metal Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - SANITATION H/HOLD REFUSE OP/INC		(\$241,082)	(\$248,542)	(\$248,542)	\$0	(\$241,082)	\$0	(\$246,064)	\$0
Total - SANITATION HOUSEHOLD REFUSE		\$96,903	\$84,494	(\$248,542)	\$333,036	(\$241,082)	\$337,985	(\$246,064)	\$336,645

SHIRE OF BOYUP BROOK

MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
EFFLUENT DRAINAGE SYSTEM									
OPERATING EXPENDITURE									
103100	Septic Tank Inspection Expenses	\$200	\$0	\$0	\$0	\$0	\$200	\$0	\$200
103101	Liquid Waste Disposal Site (Stanton Road)	\$3,555	\$1,027	\$0	\$1,027	\$0	\$3,555	\$0	\$3,555
Sub Total - SEWERAGE OP/EXP		\$3,755	\$1,027	\$0	\$1,027	\$0	\$3,755	\$0	\$3,755
OPERATING INCOME									
103002	Septic Licence Fees	(\$2,200)	(\$3,304)	(\$3,304)	\$0	(\$2,200)	\$0	(\$2,200)	\$0
Sub Total - SEWERAGE OP/INC		(\$2,200)	(\$3,304)	(\$3,304)	\$0	(\$2,200)	\$0	(\$2,200)	\$0
Total - SEWERAGE		\$1,555	(\$2,277)	(\$3,304)	\$1,027	(\$2,200)	\$3,755	(\$2,200)	\$3,755
PROTECTION OF THE ENVIRONMENT									
OPERATING EXPENDITURE									
107100	Landcare Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - PROTECTION OF THE ENVIRONMENT OP/EXP		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OPERATING INCOME									
Sub Total - PROTECTION OF THE ENVIRONMENT OP/INC		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - PROTECTION OF THE ENVIRONMENT		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
TOWN PLANNING & REGIONAL DEVELOPMENT									
OPERATING EXPENDITURE									
105100	Town Planning Admin & Control	\$35,191	\$23,385	\$0	\$23,385	\$0	\$35,191	\$0	\$34,270
105101	Admin Allocation - Town Planning	\$37,238	\$35,245	\$0	\$35,245	\$0	\$37,238	\$0	\$39,611
Sub Total - TOWN PLAN & REG DEV OP/EXP		\$72,429	\$58,630	\$0	\$58,630	\$0	\$72,429	\$0	\$73,881
OPERATING INCOME									
105001	Planning Application Fees	(\$7,000)	(\$3,283)	(\$3,283)	\$0	(\$7,000)	\$0	(\$5,000)	\$0
Sub Total - TOWN PLAN & REG DEV OP/INC		(\$7,000)	(\$3,502)	(\$3,502)	\$0	(\$7,000)	\$0	(\$5,000)	\$0
Total - TOWN PLANNING & REGIONAL DEVELOPMENT		\$65,429	\$55,128	(\$3,502)	\$58,630	(\$7,000)	\$72,429	(\$5,000)	\$73,881

SHIRE OF BOYUP BROOK

MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
OTHER COMMUNITY AMENITIES									
OPERATING EXPENDITURE									
106101	Cemetery - Operation	\$30,998	\$42,117	\$0	\$42,117	\$0	\$0		
106101	B0420 Cemetery - Operation		\$0	\$0	\$0	\$0	\$30,998	\$0	\$42,299
106101	B0421 Niche Wall Plaques Operations	\$2,718	\$0	\$0	\$0	\$0	\$2,718	\$0	\$2,718
106101	G314 Cemetery Grounds	\$12,015	\$0	\$0	\$0	\$0	\$12,015	\$0	\$12,015
106102	Public Toilets - Operation		\$17,077	\$0	\$17,077	\$0	\$0		
106102	B0450 Toilets - Lions Park Costs	\$3,686	\$0	\$0	\$0	\$0	\$3,686	\$0	\$3,750
106102	B0451 Toilets - Tourist Centre Costs	\$5,973	\$0	\$0	\$0	\$0	\$5,973	\$0	\$5,973
106102	B0452 Toilets - Town Hall (External) Costs	\$9,275	\$0	\$0	\$0	\$0	\$9,275	\$0	\$9,275
106102	B0454 Toilets - Tone Bridge Reserve Costs	\$1,701	\$0	\$0	\$0	\$0	\$1,701	\$0	\$1,701
106103	Street Furniture	\$2,130	\$0	\$0	\$0	\$0	\$2,130	\$0	\$2,130
106150	Admin Allocation - Other Community Amenities	\$18,713	\$17,712	\$0	\$17,712	\$0	\$18,713	\$0	\$19,905
106151	Admin Allocation - Cemetery	\$2,079	\$1,968	\$0	\$1,968	\$0	\$2,079	\$0	\$2,211
106191	Depreciation - Public Toilets	\$1,010	\$169	\$0	\$169	\$0	\$1,010	\$0	\$1,010
106192	Depreciation - Other Community Service's	\$3,035	\$2,763	\$0	\$2,763	\$0	\$3,035	\$0	\$3,035
Sub Total - OTHER COMMUNITY AMENITIES OP/EXP		\$93,333	\$81,806	\$0	\$81,806	\$0	\$93,333	\$0	\$106,022
OPERATING INCOME									
106001	Cemetery Burial Fees	(\$1,500)	(\$11,493)	(\$11,493)	\$0	(\$1,500)	\$0	(\$10,000)	\$0
106002	License/Other Fees BB Cemetery	(\$2,000)	(\$4,020)	(\$4,020)	\$0	(\$2,000)	\$0	(\$3,270)	\$0
106003	Cemetery - Reservation Fees	\$0	(\$667)	(\$667)	\$0	\$0	\$0	(\$667)	\$0
106004	Niche Wall Fees	(\$600)	(\$3,560)	(\$3,560)	\$0	(\$600)	\$0	(\$4,000)	\$0
106005	Non-Operating Grants	\$0	(\$432,867)	(\$432,867)	\$0	\$0	\$0	(\$287,292)	\$0
Sub Total - OTHER COMMUNITY AMENITIES OP/INC		(\$4,100)	(\$452,607)	(\$452,607)	\$0	(\$4,100)	\$0	(\$305,229)	\$0
Total - OTHER COMMUNITY AMENITIES		\$89,233	(\$370,800)	(\$452,607)	\$81,806	(\$4,100)	\$93,333	(\$305,229)	\$106,022
Total - COMMUNITY AMENITIES		\$253,120	(\$233,456)	(\$707,955)	\$474,500	(\$254,382)	\$507,502	(\$558,493)	\$520,303

SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT

G/L JOB		Details By Function Under The Following Program Titles And Type Of Activities Within The Programme	YTD COMPARATIVES		CURRENT YEAR		ADOPTED BUDGET		AMENDED BUDGET	
			30 JUNE 2025		30 JUNE 2025		2024-2025		30 JUNE 2025	
			Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
PUBLIC HALL & CIVIC CENTRES										
OPERATING EXPENDITURE										
111100	Boyup Brook Hall - Operation		\$43,272	\$53,275	\$0	\$53,275	\$0	\$43,272	\$0	\$55,206
111102	Halls - Other Public Halls		\$19,851	\$27,919	\$0	\$27,919	\$0	\$19,851	\$0	\$21,412
111150	Admin Allocation - Public Halls		\$37,238	\$35,245	\$0	\$35,245	\$0	\$37,238	\$0	\$39,611
111190	Depreciation - Public Halls		\$51,384	\$101,643	\$0	\$101,643	\$0	\$51,384	\$0	\$51,384
Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/EXP			\$151,745	\$218,082	\$0	\$218,082	\$0	\$151,745	\$0	\$167,613
OPERATING INCOME										
111001	Hall Hire Fees		\$0	(\$136)	(\$136)	\$0	\$0	\$0	\$0	\$0
Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/INC			\$0	(\$136)	(\$136)	\$0	\$0	\$0	\$0	\$0
Total - PUBLIC HALL & CIVIC CENTRES			\$151,745	\$217,945	(\$136)	\$218,082	\$0	\$151,745	\$0	\$167,613

SHIRE OF BOYUP BROOK

MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme			YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB		Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
OTHER RECREATION & SPORT										
OPERATING EXPENDITURE										
113100		Recreation Complex	\$102,052	\$112,086	\$0	\$112,086	\$0	\$102,052	\$0	\$91,318
113109		Walk Trails	\$6,133	\$4,134	\$0	\$4,134	\$0	\$6,133	\$0	\$6,133
113110		Townsite Gardens	\$101,235	\$80,030	\$0	\$80,030	\$0	\$101,235	\$0	\$77,900
113112		Reserves and Parks Operations	\$65,042	\$47,470	\$0	\$47,470	\$0	\$65,042	\$0	\$39,650
113119		Other Recreation Facilities	\$27,609	\$27,341	\$0	\$27,341				
113119	B0595	Pistol Club			\$0	\$0	\$0	\$600	\$0	\$1,633
113119	B0600	Skate Park Buildings & Ramps			\$0	\$0	\$0	\$1,329	\$0	\$1,774
113119	B0620	Tone Bridge Country Club			\$0	\$0	\$0	\$4,071	\$0	\$4,071
113119	B0625	Dinninup UBAS Complex Buildings			\$0	\$0	\$0	\$9,669	\$0	\$10,010
113119	B0630	Mayanup Progress Association Complex Buildings			\$0	\$0	\$0	\$3,845	\$0	\$3,917
113119	G306	Dinninup UBAS Complex Grounds			\$0	\$0	\$0	\$7,709	\$0	\$7,709
113119	G307	Mayanup Progress Association Grounds			\$0	\$0	\$0	\$386	\$0	\$386
113120	B0605	War Memorial	\$6,290	\$5,917	\$0	\$5,917	\$0	\$6,290	\$0	\$6,296
113150		Admin Allocation - Other Recreation	\$63,134	\$52,601	\$0	\$52,601	\$0	\$63,134	\$0	\$67,156
113124		Support for UBAS	\$6,116	\$3,603	\$0	\$3,603	\$0	\$6,116	\$0	\$3,603
113122		Support for ANZAC Day	\$7,797	\$13,381	\$0	\$13,381	\$0	\$7,797	\$0	\$7,797
113125		Support for Others	\$131,369	\$76,756	\$0	\$76,756	\$0	\$131,369	\$0	\$70,531
113140		Sundry Plant Items	\$7,000	\$1,975	\$0	\$1,975	\$0	\$7,000	\$0	\$7,000
113190		Depreciation - Other Recreation	\$220,420	\$265,843	\$0	\$265,843	\$0	\$220,420	\$0	\$268,758
113191		Depreciation - Parks & Gardens	\$50,030	\$71,673	\$0	\$71,673	\$0	\$50,030	\$0	\$50,030
113192		Depreciation: Plant & Equipment	\$16,490	\$7,629	\$0	\$7,629	\$0	\$16,490	\$0	\$16,490
Sub Total - OTHER RECREATION & SPORT OP/EXP			\$810,717	\$777,592	\$0	\$777,592	\$0	\$810,717	\$0	\$742,162
OPERATING INCOME										
113003		Rec Ground Use Hire Fees	(\$3,500)	(\$3,963)	(\$3,963)	\$0	(\$3,500)	\$0	(\$3,963)	\$0
113002		Reimbursements - Other Rec	\$0	(\$5,382)	(\$5,382)	\$0	\$0	\$0	(\$18)	\$0
113005		Operating Grants: State Government	\$0	\$0	\$0	\$0	\$0	\$0		
113022		Recreation - Capital Grants & Contributions	(\$1,716,000)	(\$1,544,132)	(\$1,544,132)	\$0	(\$1,716,000)	\$0	(\$1,716,000)	\$0
Sub Total - OTHER RECREATION & SPORT OP/INC			(\$1,719,500)	(\$1,553,477)	(\$1,553,477)	\$0	(\$1,719,500)	\$0	(\$1,719,981)	\$0
Total - OTHER RECREATION & SPORT			(\$908,783)	(\$775,885)	(\$1,553,477)	\$777,592	(\$1,719,500)	\$810,717	(\$1,719,981)	\$742,162

SHIRE OF BOYUP BROOK

MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
SWIMMING POOL									
OPERATING EXPENDITURE									
112100	Swimming Pool & Gymnasium General Operations	\$71,516	\$60,872	\$0	\$60,872	\$0	\$71,516	\$0	\$74,173
112101	Swimming Pool Building Costs	\$64,890	\$72,802	\$0	\$72,802	\$0	\$64,890	\$0	\$72,818
112102	Swimming Pool Employee Costs	\$93,439	\$90,101	\$0	\$90,101	\$0	\$93,439	\$0	\$86,908
112103	Interest on Loan 114 - upgrade pool bowl	\$1,655	\$922	\$0	\$922	\$0	\$1,655	\$0	\$1,655
112104	Swimming Pool Employee Superannuation	\$9,271	\$5,774	\$0	\$5,774	\$0	\$9,271	\$0	\$8,550
112106	Pool Staff - Fringe Benefits Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
112108	Gym Employee Costs	\$3,000	\$1,716	\$0	\$1,716	\$0	\$3,000	\$0	\$1,900
112109	Interest Paid Gym Lease	\$190	\$215	\$0	\$215	\$0	\$190	\$0	\$190
112150	Admin Allocation - Swimming Pool	\$41,207	\$39,002	\$0	\$39,002	\$0	\$41,207	\$0	\$43,832
112190	Depreciation - Swimming Pool	\$17,740	\$22,458	\$0	\$22,458	\$0	\$17,740	\$0	\$20,916
112191	Depreciation - Right of Use Asset P&E	\$6,497	\$5,899	\$0	\$5,899	\$0	\$6,497	\$0	\$6,497
Sub Total - SWIMMING POOL OP/EXP		\$309,405	\$299,760	\$0	\$299,760	\$0	\$309,405	\$0	\$317,439
OPERATING INCOME									
112003	Pool Daily Admission Fees	(\$10,500)	(\$9,578)	(\$9,578)	\$0	(\$10,500)	\$0	(\$9,500)	\$0
112004	Season Tickets Fees	(\$19,300)	(\$19,208)	(\$19,208)	\$0	(\$19,300)	\$0	(\$19,208)	\$0
112005	Pool Hire Fees	\$0	(\$11)	(\$11)	\$0	\$0	\$0	(\$11)	\$0
112006	Gym Equipment Hire Fees	(\$13,500)	(\$13,664)	(\$13,664)	\$0	(\$13,500)	\$0	(\$13,500)	\$0
112007	Pool Teaching Programme Fees	(\$5,000)	(\$6,921)	(\$6,921)	\$0	(\$5,000)	\$0	(\$6,763)	\$0
112008	Vacation Swimming Passes	(\$700)	(\$5,801)	(\$5,801)	\$0	(\$700)	\$0	(\$5,800)	\$0
112009	Capital Grants and Contributions	\$0	(\$7,869)	(\$7,869)	\$0	\$0	\$0	(\$7,869)	\$0
Sub Total - SWIMMING POOL OP/INC		(\$49,000)	(\$63,185)	(\$63,185)	\$0	(\$49,000)	\$0	(\$62,651)	\$0
Total - SWIMMING POOL		\$260,405	\$236,576	(\$63,185)	\$299,760	(\$49,000)	\$309,405	(\$62,651)	\$317,439

SHIRE OF BOYUP BROOK

MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
TELEVISION & RADIO REBROADCASTING									
OPERATING EXPENDITURE									
114005	Telecommunications Tower	\$5,383	\$4,833	\$0	\$4,833	\$0	\$5,383	\$0	\$5,410
Sub Total - TV & RADIO REBROADCASTING OP/EXP		\$5,383	\$4,833	\$0	\$4,833	\$0	\$5,383	\$0	\$5,410
OPERATING INCOME									
114010	Radio & Mobile Tower Site (Including NBN) Fees or Charges	(\$9,990)	(\$10,241)	(\$10,241)	\$0	(\$9,990)	\$0	(\$10,241)	\$0
Sub Total - TV & RADIO REBROADCASTING OP/INC		(\$9,990)	(\$10,241)	(\$10,241)	\$0	(\$9,990)	\$0	(\$10,241)	\$0
Total - TV & RADIO REBROADCASTING		(\$4,607)	(\$5,408)	(\$10,241)	\$4,833	(\$9,990)	\$5,383	(\$10,241)	\$5,410
LIBRARIES									
OPERATING EXPENDITURE									
115100	Library Operations	\$47,718	\$45,185	\$0	\$45,185	\$0	\$47,718	\$0	\$47,723
115101	State Library Grant Expenditure	\$0	\$8,392	\$0	\$8,392	\$0	\$0	\$0	\$0
115150	Admin Allocation - Libraries	\$102,452	\$96,968	\$0	\$96,968	\$0	\$102,452	\$0	\$108,978
Sub Total - LIBRARIES OP/EXP		\$150,170	\$150,546	\$0	\$150,546	\$0	\$150,170	\$0	\$156,701
OPERATING INCOME									
115001	State Library Grant Income	\$0	(\$8,392)	(\$8,392)	\$0	\$0	\$0	(\$185)	\$0
Sub Total - LIBRARIES OP/INC		\$0	(\$8,392)	(\$8,392)	\$0	\$0	\$0	(\$185)	\$0
Total - LIBRARIES		\$150,170	\$142,153	(\$8,392)	\$150,546	\$0	\$150,170	(\$185)	\$156,701

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme			YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB		Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
OTHER CULTURE										
OPERATING EXPENDITURE										
116100	Museum		\$16,481	\$14,286	\$0	\$14,286	\$0	\$16,481	\$0	\$15,210
116101	Craft Hut		\$3,869	\$2,661	\$0	\$2,661	\$0	\$3,869	\$0	\$4,198
116102	Support for Sandakan (Ceremony)		\$12,107	\$12,063	\$0	\$12,063	\$0	\$12,107	\$0	\$12,062
116103	Other Culture - Community Expenses		\$11,700	\$8,508	\$0	\$8,508	\$0	\$11,700	\$0	\$8,514
116150	Admin Allocated - Other Culture		\$18,713	\$17,712	\$0	\$17,712	\$0	\$18,713	\$0	\$19,905
116190	Depreciation - Other Culture		\$11,895	\$24,296	\$0	\$24,296	\$0	\$11,895	\$0	\$24,564
Sub Total - OTHER CULTURE OP/EXP			\$74,765	\$79,526	\$0	\$79,526	\$0	\$74,765	\$0	\$84,453
OPERATING INCOME										
116001	Reimbursements - Other Culture		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
116002	Other Culture - Operating Grants, Subsidies & Contributions		\$0	(\$9,499)	(\$9,499)	\$0	\$0	\$0	\$0	\$0
Sub Total - OTHER CULTURE OP/INC			\$0	(\$9,499)	(\$9,499)	\$0	\$0	\$0	\$0	\$0
Total - OTHER CULTURE			\$74,765	\$70,027	(\$9,499)	\$79,526	\$0	\$74,765	\$0	\$84,453
Total - RECREATION AND CULTURE			(\$276,305)	(\$114,592)	(\$1,644,930)	\$1,530,338	(\$1,778,490)	\$1,502,185	(\$1,793,058)	\$1,473,778

SHIRE OF BOYUP BROOK

MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
STREETS, RD, BRIDGES, DEPOT - CONSTRUCTION									
OPERATING EXPENDITURE									
Sub Total - ST,RDS,BRIDGES,DEPOT-CONST OP/EXP		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OPERATING INCOME									
121001	RRG Project Grants	(\$850,000)	(\$835,459)	(\$835,459)	\$0	(\$850,000)	\$0	(\$850,000)	\$0
121002	Grants Direct - State - MRD - (OP)	(\$206,110)	(\$251,051)	(\$251,051)	\$0	(\$206,110)	\$0	(\$251,051)	\$0
121003	Grants - Federal - Roads to Recovery Grant (Cap)	(\$546,917)	(\$520,321)	(\$520,321)	\$0	(\$546,917)	\$0	(\$546,917)	\$0
121004	Capital Grants Other & Road Contributions	(\$448,746)	(\$436,485)	(\$436,485)	\$0	(\$448,746)	\$0	(\$483,882)	\$0
121007	Special Bridge Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - ST,RDS,BRIDGES,DEPOT - CONST OP/INC		(\$2,051,773)	(\$2,043,316)	(\$2,043,316)	\$0	(\$2,051,773)	\$0	(\$2,131,850)	\$0
Total - ST,RDS,BRIDGES,DEPOT - CONST		(\$2,051,773)	(\$2,043,316)	(\$2,043,316)	\$0	(\$2,051,773)	\$0	(\$2,131,850)	\$0

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme			YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB		Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
STREETS,ROADS, BRIDGES, DEPOTS - MAINTENANCE										
OPERATING EXPENDITURE										
122100	B0695	Depot Building - Building Costs	\$51,123	\$48,890	\$0	\$48,890	\$0	\$51,123	\$0	\$45,960
122101	OPSDPT	Depot General Operations	\$14,621	\$10,656	\$0	\$10,656	\$0	\$14,621	\$0	\$12,671
122103		Road Maintenance & Repairs	\$443,974	\$288,834	\$0	\$288,834	\$0	\$443,974	\$0	\$439,693
122104		Roads Vegetation Clearing Offset Costs	\$1,000	\$0	\$0	\$0	\$0	\$1,000	\$0	\$1,000
122107		Maintenance Grading	\$184,092	\$210,909	\$0	\$210,909	\$0	\$184,092	\$0	\$201,199
122105		Repairs & Maint - Bridges	\$412,850	\$159,777	\$0	\$159,777	\$0	\$412,850	\$0	\$415,484
122106		Shire Radio Network Costs	\$2,821	\$261	\$0	\$261	\$0	\$2,821	\$0	\$2,821
122108		Drains & Culverts	\$91,050	\$99,557	\$0	\$99,557	\$0	\$91,050	\$0	\$93,050
122109		Verge Pruning	\$187,600	\$76,068	\$0	\$76,068	\$0	\$187,600	\$0	\$144,760
122110		Verge Spraying	\$23,480	\$13,128	\$0	\$13,128	\$0	\$23,480	\$0	\$23,280
122111		Crossovers Maintenance	\$4,078	\$3,557	\$0	\$3,557	\$0	\$4,078	\$0	\$6,585
122112		Town Services Drainage	\$4,755	\$7,226	\$0	\$7,226	\$0	\$4,755	\$0	\$8,579
122113		Town Services - Footpaths	\$3,070	\$3,013	\$0	\$3,013	\$0	\$3,070	\$0	\$3,070
122114		Town Services Road Repairs	\$21,350	\$62,020	\$0	\$62,020	\$0	\$21,350	\$0	\$34,200
122115		Town Services - Tree Pruning	\$41,490	\$28,134	\$0	\$28,134	\$0	\$41,490	\$0	\$37,105
122116		Street Lighting	\$32,000	\$29,622	\$0	\$29,622	\$0	\$32,000	\$0	\$29,000
122117		Traffic Signs	\$5,707	\$0	\$0	\$0	\$0	\$5,707	\$0	\$5,707
122120		Roman Road Data Pickup	\$9,018	\$8,385	\$0	\$8,385	\$0	\$9,018	\$0	\$8,903
122121		Town Services - Verge Spraying	\$25,906	\$16,242	\$0	\$16,242	\$0	\$25,906	\$0	\$23,906
122122		Road Sweeping	\$14,125	\$7,398	\$0	\$7,398	\$0	\$14,125	\$0	\$14,125
122123		Emergency Services	\$28,700	\$23,591	\$0	\$23,591	\$0	\$28,700	\$0	\$28,700
122126		Streetscaping Expenses	\$10,350	\$0	\$0	\$0	\$0	\$10,350	\$0	\$10,350
122127		Consulting Engineer Expenses	\$50,000	\$12,260	\$0	\$12,260	\$0	\$50,000	\$0	\$25,000
122131		Rural Street Addressing	\$3,141	\$2,823	\$0	\$2,823	\$0	\$3,141	\$0	\$3,550
122150		Admin Allocated - Road Maintenance	\$465,763	\$440,829	\$0	\$440,829	\$0	\$465,763	\$0	\$536,809
122190		Depreciation - Transport Other	\$21,375	\$13,514	\$0	\$13,514	\$0	\$21,375	\$0	\$14,283
122191		Depreciation - Infrastructure	\$25,945	\$26,398	\$0	\$26,398	\$0	\$25,945	\$0	\$26,688
122192		Depreciation Roads	\$1,647,515	\$2,407,945	\$0	\$2,407,945	\$0	\$1,647,515	\$0	\$2,434,335
122193		Depreciation - Bridges	\$645,550	\$916,606	\$0	\$916,606	\$0	\$645,550	\$0	\$926,652
122194		Depreciation - Footpaths	\$17,255	\$13,870	\$0	\$13,870	\$0	\$17,255	\$0	\$14,022
122195		Depreciation - Drainage	\$271,780	\$160,497	\$0	\$160,497	\$0	\$271,780	\$0	\$162,255
Sub Total - MTCE STREETS ROADS DEPOTS OP/EXP			\$4,761,484	\$5,092,013	\$0	\$5,092,013	\$0	\$4,761,484	\$0	\$5,733,742

SHIRE OF BOYUP BROOK
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
OPERATING INCOME - STREETS, ROADS, DEPOTS									
122001	Reimbursements - Roads Mtce	\$0	(\$12,545)	(\$12,545)	\$0	\$0	\$0	(\$45)	\$0
122003	Sale of Old Materials and Minor Items	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - MTCE STREETS ROADS DEPOTS OP/INC		\$0	(\$11,800)	(\$11,800)	\$0	\$0	\$0	(\$45)	\$0
Total - MTCE STREETS ROADS DEPOTS		\$4,761,484	\$5,080,213	(\$11,800)	\$5,092,013	\$0	\$4,761,484	(\$45)	\$5,733,742

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
ROAD PLANT PURCHASES									
OPERATING EXPENDITURE									
123119	Minor Equipment and Sundry Items	\$11,500	\$5,954	\$0	\$5,954	\$0	\$11,500	\$0	\$11,500
123120	Plant Auction Selling Expenses	\$0	\$5,510	\$0	\$5,510	\$0	\$0	\$0	\$5,510
Sub Total - ROAD PLANT PURCHASES OP/EXP		\$11,500	\$46,272	\$0	\$46,272	\$0	\$11,500	\$0	\$17,010
OPERATING INCOME - ROAD PLANT PURCHASES									
122002	Profit on Disposal of Assets	\$0	(\$36,052)	(\$36,052)	\$0	\$0	\$0	\$0	\$0
Sub Total - ROAD PLANT PURCHASES OP/INC		\$0	(\$36,052)	(\$36,052)	\$0	\$0	\$0	\$0	\$0
Total - ROAD PLANT PURCHASES		\$11,500	\$10,220	(\$36,052)	\$46,272	\$0	\$11,500	\$0	\$17,010
TRAFFIC CONTROL									
OPERATING EXPENDITURE									
125150	Administration Allocated - Traffic Control	\$139,690	\$132,213	\$0	\$132,213	\$0	\$139,690	\$0	\$148,589
Sub Total - TRAFFIC CONTROL OP/EXP		\$139,690	\$132,213	\$0	\$132,213	\$0	\$139,690	\$0	\$148,589
OPERATING INCOME									
125001	Licensing Service	(\$29,000)	(\$38,221)	(\$38,221)	\$0	(\$29,000)	\$0	(\$29,000)	\$0
125002	Motor Vehicle Plates	(\$560)	(\$489)	(\$489)	\$0	(\$560)	\$0	(\$243)	\$0
125005	Sundry Receipts - Heavy Haulage Permits etc	(\$2,000)	(\$1,980)	(\$1,980)	\$0	(\$2,000)	\$0	(\$990)	\$0
Sub Total - TRAFFIC CONTROL OP/INC		(\$31,560)	(\$40,690)	(\$40,690)	\$0	(\$31,560)	\$0	(\$30,233)	\$0
Total - TRAFFIC CONTROL		\$108,130	\$91,523	(\$40,690)	\$132,213	(\$31,560)	\$139,690	(\$30,233)	\$148,589

SHIRE OF BOYUP BROOK

MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme			YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB		Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
AERODROMES										
OPERATING EXPENDITURE										
126100		Airstrip Maintenance	\$45,232	\$2,592	\$0	\$2,592				
126100	B0650	Airstrip Building Operation			\$0	\$0	\$0	\$1,052	\$0	\$708
126100	B0652	Airstrip Runway & Surrounds			\$0	\$0	\$0	\$44,180	\$0	\$12,515
126190		Depreciation - Airport	\$22,730	\$38,821	\$0	\$38,821	\$0	\$22,730	\$0	\$39,246
Sub Total - AERODROMES OP/EXP			\$67,962	\$41,413	\$0	\$41,413	\$0	\$67,962	\$0	\$52,469
OPERATING INCOME										
126001		Hire Charges - Hangar	\$0	(\$691)	(\$691)	\$0	\$0	\$0	(\$691)	\$0
126003		Non-Operating Grants & Subsidies	\$0	\$0	\$0	\$0	\$0	\$0	(\$26,000)	\$0
Sub Total - AERODROMES OP/INC			\$0	(\$691)	(\$691)	\$0	\$0	\$0	(\$26,691)	\$0
Total - AERODROMES			\$67,962	\$40,722	(\$691)	\$41,413	\$0	\$67,962	(\$26,691)	\$52,469
Total - TRANSPORT			\$2,897,303	\$3,179,362	(\$2,132,549)	\$5,311,911	(\$2,083,333)	\$4,980,636	(\$2,188,819)	\$5,951,810

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
TOURISM AND AREA PROMOTION									
OPERATING EXPENDITURE									
132110	Tourist Bay	\$2,192	\$608	\$0	\$608	\$0	\$2,192	\$0	\$950
132103	Community Development Officer	\$106,309	\$117,709	\$0	\$117,709	\$0	\$106,309	\$0	\$108,378
132104	Tourist Centre Operations	\$75,570	\$62,341	\$0	\$62,341	\$0	\$25,000	\$0	\$25,000
132104	B0660 Tourist Centre Building			\$0	\$0	\$0	\$28,838	\$0	\$25,885
132104	G304 Tourist Centre Grounds & Gardens			\$0	\$0	\$0	\$21,732	\$0	\$27,932
132106	Promotion Activities	\$17,750	\$2,601	\$0	\$2,601	\$0	\$17,750	\$0	\$4,750
132107	OPFMIL Flax Mill Complex General Operations	\$50,022	\$51,205	\$0	\$51,205	\$0	\$50,022	\$0	\$54,248
132108	Caravan Park/Flax Mill Complex Building Operation	\$113,753	\$116,374	\$0	\$116,374				
132108	B0665 Caravan Park Building Operations			\$0	\$0	\$0	\$41,885	\$0	\$44,216
132108	B0666 Caravan Park Overflow Area			\$0	\$0	\$0	\$14,480	\$0	\$14,480
132108	B0667 Flaxmill Building Operations			\$0	\$0	\$0	\$20,896	\$0	\$24,033
132108	B0669 Country Music Festival			\$0	\$0	\$0	\$17,798	\$0	\$17,798
132108	B0670 Flaxmill Storage Shed (Large)			\$0	\$0	\$0	\$2,731	\$0	\$2,731
132108	B0671 Flaxmill Storage Shed (Open)			\$0	\$0	\$0	\$1,360	\$0	\$1,267
132108	G305 Caravan Park/Flaxmill Grounds Maintenance			\$0	\$0	\$0	\$13,163	\$0	\$13,163
132108	G313 Caravan Park Overflow Grounds Maint			\$0	\$0	\$0	\$1,440	\$0	\$1,440
132111	Carnaby Beetle Collection	\$90	\$101	\$0	\$101	\$0	\$90	\$0	\$101
132116	CDO Vehicle Op Costs GEN	\$2,000	\$0	\$0	\$0	\$0	\$2,000	\$0	\$2,000
132150	Admin Allocated Tourism	\$65,214	\$61,723	\$0	\$61,723	\$0	\$65,214	\$0	\$69,368
132151	Admin Allocated Caravan Pk	\$18,713	\$17,712	\$0	\$17,712	\$0	\$18,713	\$0	\$19,905
132190	Depreciation - Tourism/Area Promotion	\$4,290	\$15,262	\$0	\$15,262	\$0	\$4,290	\$0	\$15,429
132191	Depreciation - Caravan Pk/Flax	\$45,125	\$39,007	\$0	\$39,007	\$0	\$45,125	\$0	\$39,435
Sub Total - TOURISM & AREA PROMOTION OP/EXP		\$501,028	\$484,643	\$0	\$484,643	\$0	\$501,028	\$0	\$512,509
OPERATING INCOME									
132002	Caravan Park & Complex Fees & Charges	(\$85,000)	(\$106,766)	(\$106,766)	\$0	(\$85,000)	\$0	(\$90,000)	\$0
132003	Flax Mill Sheds Storage Charges	(\$12,000)	(\$14,165)	(\$14,165)	\$0	(\$12,000)	\$0	(\$14,000)	\$0
132006	Event - Reimbursements	\$0	\$0	\$0	\$0	\$0	\$0		
132007	Other Income	\$0	(\$4,430)	(\$4,430)	\$0	\$0	\$0	(\$3,800)	\$0
132010	Non-Operating Grants, Subsidies & Contributions	\$0	(\$34,487)	(\$34,487)	\$0	\$0	\$0	(\$66,543)	\$0
132011	Operating Grants & Subsidies	\$0	(\$2,616)	(\$2,616)					
Sub Total - TOURISM & AREA PROMOTION OP/INC		(\$97,000)	(\$162,464)	(\$162,464)	\$0	(\$97,000)	\$0	(\$174,343)	\$0
Total - TOURISM & AREA PROMOTION		\$404,028	\$322,179	(\$162,464)	\$484,643	(\$97,000)	\$501,028	(\$174,343)	\$512,509

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
BUILDING CONTROL									
OPERATING EXPENDITURE									
133100	Building Control	\$23,795	\$20,899	\$0	\$20,899	\$0	\$23,795	\$0	\$15,858
133101	Building Control - Other Costs	\$3,150	\$7,271	\$0	\$7,271	\$0	\$3,150	\$0	\$7,450
133102	Building Control Superannuation	\$2,736	\$0	\$0	\$0	\$0	\$2,736	\$0	\$0
133103	Building Control - BMO	\$4,548	\$1,023	\$0	\$1,023	\$0	\$4,548	\$0	\$4,548
133150	Admin Allocated - Building Control Expenses	\$18,713	\$17,712	\$0	\$17,712	\$0	\$18,713	\$0	\$19,905
Sub Total - BUILDING CONTROL OP/EXP		\$52,942	\$46,905	\$0	\$46,905	\$0	\$52,942	\$0	\$47,761
BUILDING CONTROL OP/INC									
133001	Building Licences (UFEE)	(\$6,200)	(\$11,210)	(\$11,210)	\$0	(\$6,200)	\$0	(\$8,000)	\$0
133002	BCITF Levy - Commission	(\$90)	(\$107)	(\$107)	\$0	(\$90)	\$0	(\$60)	\$0
133003	Builders Services Levy - Commission	(\$150)	(\$190)	(\$190)	\$0	(\$150)	\$0	(\$150)	\$0
Sub Total - BUILDING CONTROL OP/INC		(\$6,440)	(\$11,507)	(\$11,507)	\$0	(\$6,440)	\$0	(\$8,210)	\$0
Total - BUILDING CONTROL		\$46,502	\$35,398	(\$11,507)	\$46,905	(\$6,440)	\$52,942	(\$8,210)	\$47,761

SHIRE OF BOYUP BROOK

MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme			YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB		Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
SALEYARDS & MARKETS										
OPERATING EXPENDITURE										
134100	Saleyards		\$11,840	\$5,612	\$0	\$5,612	\$0	\$11,840	\$0	\$9,800
134190	Depreciation - Saleyards & Markets		\$113,345	\$21,939	\$0	\$21,939	\$0	\$113,345	\$0	\$22,179
Sub Total - SALEYARDS & MARKETS OP/EXP			\$125,185	\$27,551	\$0	\$27,551	\$0	\$125,185	\$0	\$31,979
OPERATING INCOME										
134001	Reimbursements - Saleyards		(\$1,800)	(\$1,233)	(\$1,233)	\$0	(\$1,800)	\$0	(\$668)	\$0
Sub Total - SALEYARDS & MARKETING OP/INC			(\$1,800)	(\$1,233)	(\$1,233)	\$0	(\$1,800)	\$0	(\$668)	\$0
Total - SALEYARDS & MARKETS			\$123,385	\$26,318	(\$1,233)	\$27,551	(\$1,800)	\$125,185	-\$668	\$31,979
OTHER ECONOMIC SERVICES										
OPERATING EXPENDITURE										
135100	Standpipes Expenses		\$42,196	\$16,461	\$0	\$16,461	\$0	\$42,196	\$0	\$27,196
135102	Economic Development Projects		\$7,500	\$0	\$0	\$0	\$0	\$7,500	\$0	\$7,500
135103	Country Music Festival Expenses		\$14,326	\$10,000	\$0	\$10,000	\$0	\$14,326	\$0	\$14,326
135105	Abel Street Shop		\$12,481	\$10,944	\$0	\$10,944	\$0	\$12,481	\$0	\$12,481
135150	Admin Allocated - Other Economic Development		\$18,713	\$17,712	\$0	\$17,712	\$0	\$18,713	\$0	\$19,905
135190	Depreciation - Develop/Facilities		\$3,865	\$3,513	\$0	\$3,513	\$0	\$3,865	\$0	\$3,552
Sub Total - OTHER ECONOMIC SERVICES OP/EXP			\$99,081	\$58,630	\$0	\$58,630	\$0	\$99,081	\$0	\$84,960
OPERATING INCOME										
135001	Standpipe Water		(\$40,000)	(\$24,488)	(\$24,488)	\$0	(\$40,000)	\$0	(\$25,000)	\$0
135005	Abel Street Shop Rental		(\$15,600)	(\$15,851)	(\$15,851)	\$0	(\$15,600)	\$0	(\$15,600)	\$0
135006	Non-Operating Grants & Contributions		\$0	(\$19,418)	(\$19,418)	\$0	\$0	\$0	(\$19,430)	\$0
Sub Total - OTHER ECONOMIC SERVICES OP/INC			(\$55,600)	(\$59,757)	(\$59,757)	\$0	(\$55,600)	\$0	(\$60,030)	\$0
Total - OTHER ECONOMIC SERVICES			\$43,481	(\$1,126)	(\$59,757)	\$58,630	(\$55,600)	\$99,081	(\$60,030)	\$84,960
Total - ECONOMIC SERVICES			\$617,396	\$382,768	(\$234,961)	\$617,729	(\$160,840)	\$778,236	(\$243,251)	\$677,209

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
PRIVATE WORKS									
OPERATING EXPENDITURE									
141100	Private Works - Costs	\$3,035	\$0	\$0	\$0	\$0	\$3,035	\$0	\$0
Sub Total - PRIVATE WORKS OP/EXP		\$3,035	\$0	\$0	\$0	\$0	\$3,035	\$0	\$0
OPERATING INCOME									
141001	Private Works - Recoup Charges	(\$3,035)	(\$8,447)	(\$8,447)	\$0	(\$3,035)	\$0	\$0	\$0
Sub Total - PRIVATE WORKS OP/INC		(\$3,035)	(\$8,447)	(\$8,447)	\$0	(\$3,035)	\$0	\$0	\$0
Total - PRIVATE WORKS		\$0	(\$8,447)	(\$8,447)	\$0	(\$3,035)	\$3,035	\$0	\$0

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
PUBLIC WORKS OVERHEADS									
OPERATING EXPENDITURE									
143100	Supervision	\$334,682	\$362,223	\$0	\$362,223	\$0	\$334,682	\$0	\$359,372
143102	Works Manager Vehicle Op Costs	\$2,380	\$10,468	\$0	\$10,468	\$0	\$2,380	\$0	\$4,000
143103	FBT Works Staff	\$4,500	\$8,005	\$0	\$8,005	\$0	\$4,500	\$0	\$6,970
143104	Insurance on Works	\$35,540	\$38,619	\$0	\$38,619	\$0	\$35,540	\$0	\$29,052
143105	Superannuation of Workmen	\$185,652	\$169,392	\$0	\$169,392	\$0	\$185,652	\$0	\$170,000
143106	PWOH Leave - Depot	\$288,309	\$248,412	\$0	\$248,412	\$0	\$288,309	\$0	\$215,000
143107	Protective Clothing	\$8,000	\$6,737	\$0	\$6,737	\$0	\$8,000	\$0	\$8,000
143108	Uniforms	\$1,500	\$193	\$0	\$193	\$0	\$1,500	\$0	\$1,500
143109	Training & Meeting Expenses	\$50,850	\$52,837	\$0	\$52,837	\$0	\$50,850	\$0	\$52,554
143110	Occupational Health & Safety	\$66,440	\$38,595	\$0	\$38,595	\$0	\$66,440	\$0	\$52,680
143111	Other Expenses	\$1,315	\$406	\$0	\$406	\$0	\$1,315	\$0	\$1,665
143113	Waste Oil Disposal Costs	\$20	\$415	\$0	\$415	\$0	\$20	\$0	\$250
143115	Provision for Leave Accruals	\$9,780	\$0	\$0	\$0	\$0	\$9,780	\$0	\$9,780
143116	Conferences and Training Courses (MOW)	\$2,500	\$0	\$0	\$0	\$0	\$2,500	\$0	\$2,500
143117	Works Manager Housing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
143150	Admin Allocated - Works Overhead	\$37,238	\$35,245	\$0	\$35,245	\$0	\$37,238	\$0	\$39,611
143180	LESS PWOH ALLOCATED - PROJECTS	(\$1,028,706)	(\$837,685)	\$0	(\$837,685)	\$0	(\$1,028,706)	\$0	(\$952,934)
Sub Total - PUBLIC WORKS O/HEADS OP/EXP		\$0	\$138,840	\$0	\$138,840	\$0	\$0	\$0	\$0
OPERATING INCOME									
143001	Workers Compensation Reimbursements	\$0	(\$106,656)	(\$106,656)	\$0	\$0	\$0	(\$77,919)	\$0
Sub Total - PUBLIC WORKS O/HEADS OP/INC		\$0	(\$106,656)	(\$106,656)	\$0	\$0	\$0	(\$77,919)	\$0
Total - PUBLIC WORKS OVERHEADS		\$0	\$32,183	(\$106,656)	\$138,840	\$0	\$0	(\$77,919)	\$0

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme			YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB		Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
PLANT OPERATIONS COSTS										
OPERATING EXPENDITURE										
144100	Repair Wages		\$105,265	\$45,656	\$0	\$45,656	\$0	\$105,265	\$0	\$94,380
144101	Fuel & Oil		\$265,000	\$190,108	\$0	\$190,108	\$0	\$265,000	\$0	\$255,000
144102	Tyres & Tubes		\$20,000	\$5,651	\$0	\$5,651	\$0	\$20,000	\$0	\$15,000
144103	Parts and Repairs		\$112,285	\$80,555	\$0	\$80,555	\$0	\$112,285	\$0	\$97,285
144104	Licenses		\$9,800	\$22,438	\$0	\$22,438	\$0	\$9,800	\$0	\$12,458
144105	Insurance		\$44,800	\$37,600	\$0	\$37,600	\$0	\$44,800	\$0	\$37,600
144106	Blades & Points		\$7,700	\$8,053	\$0	\$8,053	\$0	\$7,700	\$0	\$7,700
144107	Expendable Tools		\$9,000	\$6,673	\$0	\$6,673	\$0	\$9,000	\$0	\$9,000
144110	Superannuation - Mechanic		\$10,709	\$9,328	\$0	\$9,328	\$0	\$10,709	\$0	\$10,000
144150	Admin Allocated POC		\$11,152	\$10,556	\$0	\$10,556	\$0	\$11,152	\$0	\$11,862
144190	Depreciation - Plant		\$231,075	\$350,710	\$0	\$350,710	\$0	\$231,075	\$0	\$231,075
144180	LESS POC ALLOCATED - PROJECTS		(\$826,786)	(\$822,219)	\$0	(\$822,219)	\$0	(\$826,786)	\$0	(\$781,360)
Sub Total - PLANT OPERATIONS COSTS OP/EXP			\$0	(\$54,893)	\$0	(\$54,893)	\$0	\$0	\$0	\$0
OPERATING INCOME										
144001	Diesel Rebate		(\$40,000)	(\$30,939)	(\$30,939)	\$0	(\$40,000)	\$0	(\$38,000)	\$0
144002	Reimbursements - Operating		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - PLANT OPERATIONS COSTS OP/INC			(\$40,000)	(\$30,939)	(\$30,939)	\$0	(\$40,000)	\$0	(\$38,000)	\$0
Total - PLANT OPERATIONS COSTS			(\$40,000)	(\$85,833)	(\$30,939)	(\$54,893)	(\$40,000)	\$0	(\$38,000)	\$0

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme			YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB		Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
SALARIES AND WAGES										
OPERATING EXPENDITURE										
145100		Gross Total Salaries and Wages	\$4,299,189	\$4,236,475	\$0	\$4,236,475	\$0	\$4,299,189	\$0	\$4,339,348
145130		LESS SALS/WAGES ALLOCATED	(\$4,299,189)	(\$4,257,243)	\$0	(\$4,257,243)	\$0	(\$4,299,189)	\$0	(\$4,339,348)
145101		Workers Compensation Expenses	\$0	\$103,707	\$0	\$103,707	\$0	\$0	\$0	\$84,415
Sub Total - SALARIES AND WAGES OP/EXP			\$0	\$82,939	\$0	\$82,939	\$0	\$0	\$0	\$84,415
OPERATING INCOME										
145001		Reimbursements - Administration	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - SALARIES AND WAGES OP/INC			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - SALARIES AND WAGES			\$0	\$82,939	\$0	\$82,939	\$0	\$0	\$0	\$84,415

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G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
ADMINISTRATION									
OPERATING EXPENDITURE									
146100	Advertising	\$11,900	\$9,749	\$0	\$9,749	\$0	\$11,900	\$0	\$12,500
146101	Audit Fees	\$50,000	\$17,690	\$0	\$17,690	\$0	\$50,000	\$0	\$60,000
146102	Bank Fees	\$7,500	\$2,976	\$0	\$2,976	\$0	\$7,500	\$0	\$7,500
146103	Administration Building Costs	\$83,943	\$63,852	\$0	\$63,852				
146103	B0690 Admin Building Operations			\$0	\$0	\$0	\$73,584	\$0	\$87,265
146103	G308 Admin Building Gardens Maintenance			\$0	\$0	\$0	\$10,359	\$0	\$10,359
146105	Administration Staff Employee Costs	\$972,644	\$879,892	\$0	\$879,892	\$0	\$972,644	\$0	\$988,168
146106	Consultants	\$162,035	\$100,094	\$0	\$100,094	\$0	\$162,035	\$0	\$162,035
146108	Insurance	\$16,888	\$16,749	\$0	\$16,749	\$0	\$16,888	\$0	\$16,749
146109	Legal Expenses	\$25,000	\$14,299	\$0	\$14,299	\$0	\$25,000	\$0	\$25,000
146110	IT System Operation & maintenance	\$234,544	\$392,241	\$0	\$392,241	\$0	\$234,544	\$0	\$332,804
146111	Office Equipment Maintenance	\$5,000	\$3,896	\$0	\$3,896	\$0	\$5,000	\$0	\$5,000
146112	Administration - Postage & Freight	\$5,500	\$2,859	\$0	\$2,859	\$0	\$5,500	\$0	\$3,500
146113	Printing and Stationery	\$12,700	\$8,669	\$0	\$8,669	\$0	\$12,700	\$0	\$12,700
146114	Administration Vehicle Costs	\$800	\$10,892	\$0	\$10,892	\$0	\$800	\$0	\$6,000
146115	Administration - Fringe Benefits Tax	\$15,000	\$20,064	\$0	\$20,064	\$0	\$15,000	\$0	\$15,000
146117	Employers Indemnity Insurance	\$43,742	\$43,443	\$0	\$43,443	\$0	\$43,742	\$0	\$43,443
146118	Subscriptions	\$12,163	\$13,426	\$0	\$13,426	\$0	\$12,163	\$0	\$13,266
146119	Administration Staff Housing	\$22,082	\$11,119	\$0	\$11,119	\$0	\$22,082	\$0	\$12,609
146120	Uniform Allowance	\$3,000	\$1,219	\$0	\$1,219	\$0	\$3,000	\$0	\$3,000
146121	Telephones	\$6,500	\$2,782	\$0	\$2,782	\$0	\$6,500	\$0	\$3,800
146122	Minor Furniture & Equip under \$5,000	\$15,500	\$1,245	\$0	\$1,245	\$0	\$15,500	\$0	\$15,500
146123	Conferences/Training/Professional Development	\$17,500	\$20,914	\$0	\$20,914	\$0	\$17,500	\$0	\$20,200
146124	Superannuation	\$129,026	\$104,190	\$0	\$104,190	\$0	\$129,026	\$0	\$129,026
146125	Admin Provision for Leave Accruals	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
146126	Employee (Packaging) Costs	\$725	\$0	\$0	\$0	\$0	\$725	\$0	\$725
146128	Administration - OSH	\$14,550	\$22,012	\$0	\$22,012	\$0	\$14,550	\$0	\$26,887
146130	Administration - Bank Merchant Fees	\$0	\$5,454	\$0	\$5,454	\$0	\$0	\$0	\$6,065
146190	Depreciation - Administration	\$22,010	\$28,470	\$0	\$28,470	\$0	\$22,010	\$0	\$23,452
146300	Rounding Account		\$6	\$0	\$6	\$0	\$0		
146150	Less Administration Costs Alloc	(\$1,890,252)	(\$1,789,080)	\$0	(\$1,789,080)	\$0	(\$1,890,252)	\$0	(\$2,042,553)
Sub Total - ADMINISTRATION OP/EXP		\$0	\$9,119	\$0	\$9,119	\$0	\$0	\$0	\$0

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
OPERATING INCOME - ADMINISTRATION									
146001	Reimbursements - Administration	(\$500)	\$1,809	\$1,809	\$0	(\$500)	\$0	\$2,277	\$0
Sub Total - ADMINISTRATION OP/INC		(\$500)	\$9	\$9	\$0	(\$500)	\$0	\$2,277	\$0
Total - ADMINISTRATION		(\$500)	\$9,128	\$9	\$9,119	(\$500)	\$0	\$2,277	\$0
UNCLASSIFIED									
OPERATING EXPENDITURE									
149001	Rylington Park Operational Expenses	\$232,006	\$161,419	\$0	\$161,419	\$0	\$232,006	\$0	\$192,327
149002	Rylington Park Asset Depreciation	\$44,500	\$51,356	\$0	\$51,356	\$0	\$44,500	\$0	\$50,229
149005	Rylington Stock Program Expenses	\$198,808	\$158,616	\$0	\$158,616	\$0	\$198,808	\$0	\$211,857
149006	Rylington Crop Program Expenses	\$359,945	\$284,756	\$0	\$284,756	\$0	\$359,945	\$0	\$359,945
149007	Rylington Education Program Expenses	\$103,800	\$31,666	\$0	\$31,666	\$0	\$103,800	\$0	\$106,298
149008	Rylington Events Program Expenses	\$23,600	\$53,249	\$0	\$53,249	\$0	\$23,600	\$0	\$32,638
Sub Total - UNCLASSIFIED OP/EXP		\$962,659	\$741,061	\$0	\$741,061	\$0	\$962,659	\$0	\$953,294
OPERATING INCOME									
147100	Revaluation Profit on Local Govt House Unit Trust	\$0	\$0	\$0	\$0	\$0	\$0		
149101	Rylington Park Other Income	\$0	(\$9,056)	(\$9,056)	\$0	\$0	\$0	(\$11,513)	\$0
149104	Rylington Park Operating Grant Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
149105	Rylington Stock Program Income	(\$424,446)	(\$339,835)	(\$339,835)	\$0	(\$424,446)	\$0	(\$424,446)	\$0
149106	Rylington Crop Program Income	(\$221,174)	(\$180,940)	(\$180,940)	\$0	(\$221,174)	\$0	(\$219,150)	\$0
149107	Rylington Education Program Income	(\$121,518)	(\$23,056)	(\$23,056)	\$0	(\$121,518)	\$0	(\$115,168)	\$0
149108	Rylington Event Program Income	(\$22,560)	(\$38,161)	(\$38,161)	\$0	(\$22,560)	\$0	(\$23,160)	\$0
Sub Total - UNCLASSIFIED OP/INC		(\$789,698)	(\$591,047)	(\$591,047)	\$0	(\$789,698)	\$0	(\$793,437)	\$0
Total - UNCLASSIFIED		\$172,961	\$150,014	(\$591,047)	\$741,061	(\$789,698)	\$962,659	(\$793,437)	\$953,294
Total - OTHER PROPERTY AND SERVICES		\$132,461	\$179,985	(\$737,081)	\$917,066	(\$833,233)	\$965,694	(\$907,079)	\$1,037,709

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
TRANSFERS TO/FROM RESERVES									
EXPENDITURE									
300101	Transfer to Reserves	\$421,000	\$494,897	\$0	\$494,897	\$0	\$421,000	\$0	\$776,000
Sub Total - TRANSFER TO OTHER COUNCIL FUNDS		\$421,000	\$494,897	\$0	\$494,897	\$0	\$421,000	\$0	\$776,000
INCOME									
300102	Transfer from Reserves	(\$1,034,000)	\$0	\$0	\$0	(\$1,034,000)	\$0	(\$1,054,000)	\$0
Total - TRANSFER FROM OTHER COUNCIL FUNDS		(\$1,034,000)	\$0	\$0	\$0	(\$1,034,000)	\$0	(\$1,054,000)	\$0
Total - FUND TRANSFER		(\$613,000)	\$494,897	\$0	\$494,897	(\$1,034,000)	\$421,000	(\$1,054,000)	\$776,000
000000	(Surplus) / Deficit - Carried Forward	(\$3,600,000)	(\$3,679,906)	(\$3,679,906)	\$0	(\$3,600,000)	\$0	(\$3,679,906)	\$0
Sub Total - SURPLUS C/FWD		(\$3,600,000)	(\$3,679,906)	(\$3,679,906)	\$0	(\$3,600,000)	\$0	(\$3,679,906)	\$0
Total - SURPLUS		(\$3,600,000)	(\$3,679,906)	(\$3,679,906)	\$0	(\$3,600,000)	\$0	(\$3,679,906)	\$0
NEW LONG TERM LOANS									
INCOME									
132300	New Loan - Caravan Park Ablutions	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - LONG TERM LOANS		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - DEFERRED ASSETS		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
LOANS & FINANCE LEASES - PRINCIPAL REPAYMENTS									
CAPITAL EXPENDITURE									
146800	Principal Repayment on Loans	\$24,014	\$24,014	\$0	\$24,014	\$0	\$24,014	\$0	\$24,014
146801	Principal Repayments - Finance Leases	\$15,241	\$20,360	\$0	\$20,360	\$0	\$15,241	\$0	\$20,241
Sub Total - LOAN REPAYMENTS		\$39,255	\$44,374	\$0	\$44,374	\$0	\$39,255	\$0	\$44,255
CAPITAL INCOME									
Sub Total - LOANS RAISED		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - NON CURRENT LIABILITIES		\$39,255	\$44,374	\$0	\$44,374	\$0	\$39,255	\$0	\$44,255
OPERATING ACTIVITIES EXCLUDED FROM BUDGET									
000000	Depreciation Written Back	(\$3,622,898)	(\$4,800,397)	\$0	(\$4,800,397)	\$0	(\$3,622,898)	\$0	(\$4,585,054)
000000	Realisation Value of Assets Sold Written Back	(\$282,000)	\$0	\$0	\$0	\$0	(\$282,000)	\$0	(\$465,455)
000000	Loss on Sale of Asset Written Back	\$0	(\$34,809)	\$0	(\$34,809)	\$0	\$0	\$0	\$0
000000	Profit on Sale of Asset Written Back	\$0	\$36,052	\$36,052	\$0	\$0	\$0	\$0	\$0
	Movement in Accrued Interest on Loans	\$0	\$1,042	\$0	\$1,042	\$0	\$0		
	Movement in Accrued Interest on investments	\$0	(\$6,806)	(\$6,806)	\$0	\$0	\$0		
	Movement in Stock On Hand	\$0	\$0	\$0	\$0	\$0	\$0		
	Movement in Accrued Expenses	\$0	\$46,257	\$0	\$46,257	\$0	\$0	\$0	\$46,257
	Movement in Accrued Wages	\$0	\$132,058	\$0	\$132,058	\$0	\$0	\$0	\$132,058
	Movement in Employee Benefits (Current)	\$0	\$0	\$0	\$0	\$0	\$0		
	Movement in LG House Unit Trust	\$0	\$0	\$0	\$0	\$0	\$0		
000000	Long Service Leave - Non Cash	(\$44,635)	\$0	\$0	\$0	\$0	(\$44,635)	\$0	(\$44,635)
000000	Deferred Pensioner Rates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - OPERATING ACTIVITIES EXCLUDED		(\$3,949,533)	(\$4,626,603)	\$29,247	(\$4,655,849)	\$0	(\$3,949,533)	\$0	(\$4,916,829)
Total - OPERATING ACTIVITIES EXCLUDED		(\$3,949,533)	(\$4,626,603)	\$29,247	(\$4,655,849)	\$0	(\$3,949,533)	\$0	(\$4,916,829)

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
FURNITURE & EQUIPMENT									
GOVERNANCE - CAPITAL EXPENDITURE									
042402	Furniture & Equipment - Capital Renewals	\$0	\$0						
041401	Members Furniture & Equipment	\$0	\$32,199	\$0	\$32,199	\$0	\$0	\$0	\$32,199
Sub Total - CAPITAL WORKS		\$0	\$32,199	\$0	\$32,199	\$0	\$0	\$0	\$32,199
Total - GOVERNANCE		\$0	\$32,199	\$0	\$32,199	\$0	\$0	\$0	\$32,199
FURNITURE AND EQUIPMENT									
OTHER PROPERTY & SERVICES - CAPITAL EXPENDITURE									
146601	ICT Upgrades & Renewals Capital	\$0	\$8,441	\$0	\$8,441	\$0	\$0	\$0	\$8,441
Sub Total - CAPITAL WORKS		\$0	\$8,441	\$0	\$8,441	\$0	\$0	\$0	\$8,441
Total - OTHER PROPERTY		\$0	\$8,441	\$0	\$8,441	\$0	\$0	\$0	\$8,441
Total - FURNITURE AND EQUIPMENT		\$0	\$40,640	\$0	\$40,640	\$0	\$0	\$0	\$40,640

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
BUILDINGS									
LAW ORDER AND PUBLIC SAFETY - CAPITAL EXPENDITURE									
053401	Other Law - Evacuaction Centre Building Capital Expenditure	\$1,707,000	\$140,471	\$0	\$140,471	\$0	\$1,707,000	\$0	\$1,707,000
Sub Total - CAPITAL WORKS		\$1,707,000	\$140,471	\$0	\$140,471	\$0	\$1,707,000	\$0	\$1,707,000
TOTAL - LAW ORDER AND PUBLIC SAFETY		\$1,707,000	\$140,471	\$0	\$140,471	\$0	\$1,707,000	\$0	\$1,707,000
BUILDINGS									
EDUCATION & WELFARE - CAPITAL EXPENDITURE									
081400	Land & Buildings - CRC Capital Renewal	\$20,000	\$22,273	\$0	\$22,273	\$0	\$20,000	\$0	\$20,000
081401	Buildings - Early Learning Centre Capital	\$5,000	\$0	\$0	\$0	\$0	\$5,000	\$0	\$5,000
Sub Total - CAPITAL WORKS		\$25,000	\$22,273	\$0	\$22,273	\$0	\$25,000	\$0	\$25,000
TOTAL - EDUCATION & WELFARE		\$25,000	\$22,273	\$0	\$22,273	\$0	\$25,000	\$0	\$25,000
BUILDINGS									
HOUSING - CAPITAL EXPENDITURE									
091400	1 Rogers Avenue Building Capital Expenditure	\$10,000	\$4,529	\$0	\$4,529	\$0	\$10,000	\$0	\$4,529
Sub Total - CAPITAL WORKS		\$10,000	\$4,529	\$0	\$4,529	\$0	\$10,000	\$0	\$4,529
Total - HOUSING		\$10,000	\$4,529	\$0	\$4,529	\$0	\$10,000	\$0	\$4,529

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme			YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB		Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
BUILDINGS										
RECREATION AND CULTURE - CAPITAL EXPENDITURE										
111403		Town Hall - Building Upgrades & Refurbishments								
111403	LRC017	Town Hall Building Capital Expenditure	\$75,000	\$6,655	\$0	\$6,655	\$0	\$75,000	\$0	\$75,000
112400		Swimming Pool Buildings Capital								
112400	BC5500	Swimming Pool Buildings Air Conditioning	\$10,000	\$6,947	\$0	\$6,947	\$0	\$10,000	\$0	\$6,947
116400		Other Culture Buildings Capital Expenditure								
116400	BR5052	Craft Hut Capital Expenditure	\$14,000	\$8,066	\$0	\$8,066	\$0	\$14,000	\$0	\$8,066
Sub Total - CAPITAL WORKS			\$99,000	\$21,668	\$0	\$21,668	\$0	\$99,000	\$0	\$90,013
Total - RECREATION AND CULTURE			\$99,000	\$21,668	\$0	\$21,668	\$0	\$99,000	\$0	\$90,013
BUILDINGS										
TRANSPORT										
CAPITAL EXPENDITURE										
122895		Depot - Buildings	\$0	\$963	\$0	\$963	\$0	\$0	\$0	\$963
Sub Total - CAPITAL WORKS			\$0	\$963	\$0	\$963	\$0	\$0	\$0	\$963
Total - TRANSPORT			\$0	\$963	\$0	\$963	\$0	\$0	\$0	\$963
BUILDINGS										
ECONOMIC SERVICES - CAPITAL EXPENDITURE										
132404		Flaxmill Buildings Capital Expenditure								
132404	BC5000	Flaxmill Scrutching Shed	\$16,200	\$0	\$0	\$0	\$0	\$16,200	\$0	\$0
132409		Caravan Parks Buildings (Laundry, Ablutions etc)	\$35,000	\$38,420	\$0	\$38,420	\$0	\$35,000	\$0	\$45,000
Sub Total - CAPITAL WORKS			\$51,200	\$38,420	\$0	\$38,420	\$0	\$51,200	\$0	\$45,000
Total - ECONOMIC SERVICES			\$51,200	\$38,420	\$0	\$38,420	\$0	\$51,200	\$0	\$45,000

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
BUILDINGS									
OTHER PROPERTY AND SERVICES - CAPITAL EXPENDITURE									
146605	Administration Building Capital Expenditure	\$57,733	\$140,607	\$0	\$140,607	\$0	\$57,733	\$0	\$144,880
149503	Rylington Park House Capital	\$30,000	\$29,066	\$0	\$29,066	\$0	\$30,000	\$0	\$35,066
Sub Total - CAPITAL WORKS		\$87,733	\$169,673	\$0	\$169,673	\$0	\$87,733	\$0	\$179,946
Total - OTHER PROPERTY AND SERVICES		\$87,733	\$169,673	\$0	\$169,673	\$0	\$87,733	\$0	\$179,946
Total - BUILDINGS		\$1,979,933	\$397,996	\$0	\$397,996	\$0	\$1,979,933	\$0	\$2,052,451

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
PLANT AND EQUIPMENT									
LAW ORDER & PUBLIC SAFETY - CAPITAL EXPENDITURE									
051600	ESL Plant & Equipment	\$45,090	\$45,090	\$0	\$45,090	\$0	\$45,090	\$0	\$45,090
Sub Total - CAPITAL WORKS		\$45,090	\$45,090	\$0	\$45,090	\$0	\$45,090	\$0	\$45,090
Total - LAW ORDER & PUBLIC SAFETY		\$45,090	\$45,090	\$0	\$45,090	\$0	\$45,090	\$0	\$45,090
PLANT AND EQUIPMENT									
RECREATION AND CULTURE - CAPITAL EXPENDITURE									
112500	Swimming Pool - Plant & Equipment	\$22,696	\$12,769	\$0	\$12,769	\$0	\$22,696	\$0	\$21,769
113907	Plant & Equipment - Parks & Gardens	\$32,600	\$0	\$0	\$0	\$0	\$32,600	\$0	\$32,600
Sub Total - CAPITAL WORKS		\$55,296	\$12,769	\$0	\$12,769	\$0	\$55,296	\$0	\$54,369
Total - RECREATION AND CULTURE		\$55,296	\$12,769	\$0	\$12,769	\$0	\$55,296	\$0	\$54,369
PLANT AND EQUIPMENT									
TRANSPORT - CAPITAL EXPENDITURE									
123603	DWS - Fleet Vehicles	\$70,000	\$64,975	\$0	\$64,975	\$0	\$70,000	\$0	\$64,975
123610	Heavy Plant (Graders etc) Purchases	\$375,000	\$375,359	\$0	\$375,359	\$0	\$375,000	\$0	\$375,359
Sub Total - CAPITAL WORKS		\$445,000	\$440,335	\$0	\$440,335	\$0	\$445,000	\$0	\$440,334
Total - TRANSPORT		\$445,000	\$440,335	\$0	\$440,335	\$0	\$445,000	\$0	\$440,334

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme			YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB		Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
PLANT AND EQUIPMENT										
OTHER PROPERTY & SERVICES - CAPITAL EXPENDITURE										
146500	Pool Vehicle		\$45,000	\$37,459	\$0	\$37,459	\$0	\$45,000	\$0	\$37,459
149502	Rylington Park Plant & Equipment		\$30,000	\$23,357	\$0	\$23,357	\$0	\$30,000	\$0	\$24,727
Sub Total - CAPITAL WORKS			\$75,000	\$60,816	\$0	\$60,816	\$0	\$75,000	\$0	\$62,186
Total - OTHER PROPERTY & SERVICES			\$75,000	\$60,816	\$0	\$60,816	\$0	\$75,000	\$0	\$62,186
Total - PLANT AND EQUIPMENT			\$620,386	\$559,010	\$0	\$559,010	\$0	\$620,386	\$0	\$601,979

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme			YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB		Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
ROAD INFRASTRUCTURE CAPITAL										
TRANSPORT - ROAD CONSTRUCTION CAPITAL EXPENDITURE										
121403		ROADS TO RECOVERY PROJECTS								
121403	RTR009	RTR - Six Mile Road	\$276,467	\$295,896	\$0	\$295,896	\$0	\$276,467	\$0	\$277,074
121403	RTR037	RTR - Craigie Road	\$270,450	\$224,425	\$0	\$224,425	\$0	\$270,450	\$0	\$270,450
121404		REGIONAL ROAD GROUP								
121404	RRG148	RRG Boyup Brook-Cranbrook Rd	\$390,000	\$413,527	\$0	\$413,527	\$0	\$390,000	\$0	\$390,000
121404	RRG210	RRG Boyup Brook-Arthur River Rd	\$465,000	\$442,093	\$0	\$442,093	\$0	\$465,000	\$0	\$465,000
121404	RRG004	RRG Winnejup Road	\$420,000	\$399,233	\$0	\$399,233	\$0	\$420,000	\$0	\$420,000
121400		MUNICIPAL ROAD PROJECTS					\$0	\$0		
121400	MU501	Muni - Gravel Pit Rehabilitation	\$20,000	\$17,611	\$0	\$17,611	\$0	\$20,000	\$0	\$20,000
121401		Municipal Funded Gravel Sheetting Road Projects	\$103,395	\$96,028	\$0	\$96,028	\$0	\$103,395	\$0	\$103,395
121410		Municipal Funded - Winter Grading	\$488,789	\$474,050	\$0	\$474,050	\$0	\$488,789	\$0	\$488,789
Sub Total - CAPITAL WORKS			\$2,434,101	\$2,362,863	\$0	\$2,362,863	\$0	\$2,434,101	\$0	\$2,434,708
Total - ROADS			\$2,434,101	\$2,362,863	\$0	\$2,362,863	\$0	\$2,434,101	\$0	\$2,434,708
Total - INFRASTRUCTURE ASSETS ROADS			\$2,434,101	\$2,362,863	\$0	\$2,362,863	\$0	\$2,434,101	\$0	\$2,434,708

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Details By Function Under The Following Program Titles And Type Of Activities Within The Programme			YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB		Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
FOOTPATHS										
TRANSPORT - CAPITAL EXPENDITURE										
121700	FP111	Footpath Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
121702		Local Roads & Community Infrastructure Footpath Construction								
121702	LFC106	LRCI - Abel St Footpath	\$23,060	\$25,200	\$0	\$25,200	\$0	\$23,060	\$0	\$23,060
121702	LFC107	LRCI - Bridge St Footpath	\$76,380	\$83,536	\$0	\$83,536	\$0	\$76,380	\$0	\$76,380
121702	LFC109	LRCI - Forrest St Footpath	\$12,875	\$16,005	\$0	\$16,005	\$0	\$12,875	\$0	\$12,875
121702	LFC111	LRCI - Inglis St Footpath	\$21,950	\$34,159	\$0	\$34,159	\$0	\$21,950	\$0	\$21,950
121702	LFC112	LRCI Phase 4 Barron St Footpath	\$0	\$12,400	\$0	\$12,400			\$0	\$0
121702	LFC114	LRCI - Cailles St Footpath	\$4,200	\$4,356	\$0	\$4,356	\$0	\$4,200	\$0	\$4,200
121702	LFC115	LRCI - Beatty St Footpath	\$71,974	\$71,974	\$0	\$71,974	\$0	\$71,974	\$0	\$71,974
121702	LFC123	LRCI - Dickson St Footpath	\$6,181	\$6,181	\$0	\$6,181	\$0	\$6,181	\$0	\$6,181
121702	LFC125	LRCI Phase 4 Dickson St Footpath		5908.37		\$5,908				
121702	LFCNEW	LRCI - Glynn St Footpath	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$47,294
Sub Total - CAPITAL WORKS			\$216,620	\$259,720	\$0	\$259,720	\$0	\$216,620	\$0	\$263,914
Total - TRANSPORT - FOOTPATHS			\$216,620	\$259,720	\$0	\$259,720	\$0	\$216,620	\$0	\$263,914
Total - FOOTPATH ASSETS			\$216,620	\$259,720	\$0	\$259,720	\$0	\$216,620	\$0	\$263,914
AIRPORT										
TRANSPORT - CAPITAL EXPENDITURE										
126400		Aerodrome Infrastructure	\$70,000	\$72,095	\$0	\$72,095	\$0	\$70,000	\$0	\$96,000
Sub Total - CAPITAL WORKS			\$70,000	\$72,095	\$0	\$72,095	\$0	\$70,000	\$0	\$96,000
Total - TRANSPORT - AERODROMES			\$70,000	\$72,095	\$0	\$72,095	\$0	\$70,000	\$0	\$96,000
Total - AERODROME ASSETS			\$70,000	\$72,095	\$0	\$72,095	\$0	\$70,000	\$0	\$96,000

SHIRE OF BOYUP BROOK

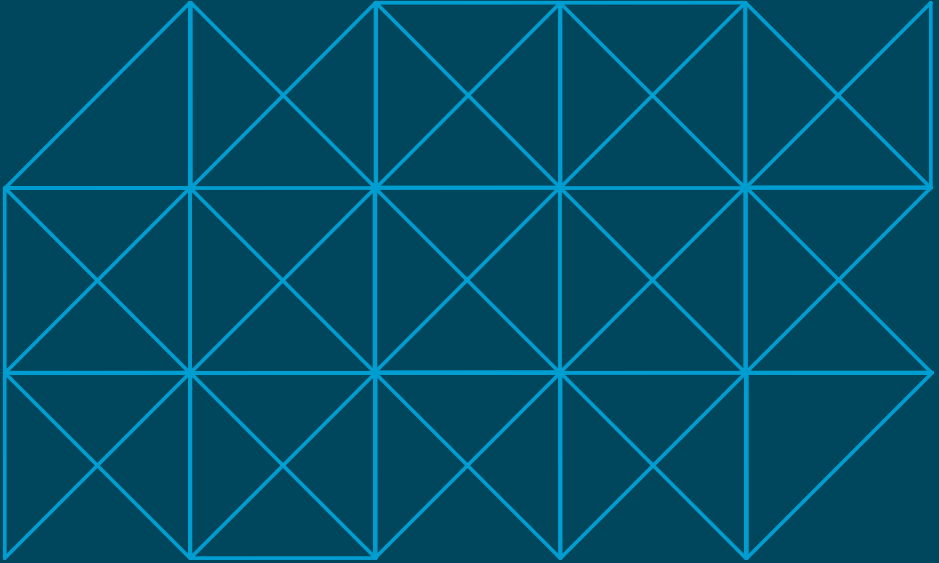
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme			YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB		Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
PARKS & GARDENS INFRASTRUCTURE										
RECREATION - CAPITAL EXPENDITURE										
113903		Sandakan Memorial Capital Improvements	\$0	\$1,103	\$0	\$1,103	\$0	\$0	\$0	\$1,103
113909		Parks & Gardens Infrastructure								
113909	PKS01	Sandakan Playground Upgrade - Tallison	\$1,966,000	\$1,544,132	\$0	\$1,544,132	\$0	\$1,966,000	\$0	\$1,966,000
Sub Total - CAPITAL WORKS			\$1,966,000	\$1,545,234	\$0	\$1,545,234	\$0	\$1,966,000	\$0	\$1,967,103
Total - OTHER SPORT & RECREATION - PARKS & OVALS			\$1,966,000	\$1,545,234	\$0	\$1,545,234	\$0	\$1,966,000	\$0	\$1,967,103
Total - PARKS & OVALS ASSETS			\$1,966,000	\$1,545,234	\$0	\$1,545,234	\$0	\$1,966,000	\$0	\$1,967,103
RECREATION INFRASTRUCTURE										
113906		Recreation Infrastructure - Capital Renewals							\$0	\$0
113906	IR008	Sandakan Playground Fencing/Equipment - New	\$0	\$3,902	\$0	\$3,902			\$0	\$0
Sub Total - CAPITAL WORKS			\$0	\$3,902	\$0	\$3,902	\$0	\$0	\$0	\$0
Total - RECREATION INFRASTRUCTURE			\$0	\$3,902	\$0	\$3,902	\$0	\$0	\$0	\$0
Total - INFRASTRUCTURE ASSETS - RECREATION			\$0	\$3,902	\$0	\$3,902	\$0	\$0	\$0	\$0

SHIRE OF BOYUP BROOK

MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		YTD COMPARATIVES 30 JUNE 2025		CURRENT YEAR YTD ACTUALS 30 JUNE 2025		ADOPTED BUDGET 2024-2025		AMENDED BUDGET 30 JUNE 2025	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure	Income	Expenditure
INFRASTRUCTURE ASSETS - OTHER									
LAW, ORDER & PUBLIC SAFETY									
051900	Other Law - Other Infrastructure Emergency Water Tanks	\$0	\$54,055	\$0	\$54,055	\$0	\$0	\$0	\$95,194
Sub Total - CAPITAL WORKS		\$0	\$54,055	\$0	\$54,055	\$0	\$0	\$0	\$95,194
Total - LAW, ORDER & PUBLIC SAFETY		\$0	\$54,055	\$0	\$54,055	\$0	\$0	\$0	\$95,194
INFRASTRUCTURE OTHER									
COMMUNITY AMENITIES - CAPITAL EXPENDITURE									
107900	LRC038 Cemetery Other Infrastructure	\$457,331	\$449,453	\$0	\$449,453	\$0	\$457,331	\$0	\$457,331
Sub Total - CAPITAL WORKS		\$457,331	\$449,453	\$0	\$449,453	\$0	\$457,331	\$0	\$457,331
Total - COMMUNITY AMENITIES		\$457,331	\$449,453	\$0	\$449,453	\$0	\$457,331	\$0	\$457,331
INFRASTRUCTURE OTHER									
ECONOMIC SERVICES - CAPITAL EXPENDITURE									
132901	Flaxmill Fence & Water Supply Upgrade	\$0	\$105,121	\$0	\$105,121	\$0	\$0	\$0	\$123,171
135402	Standpipe Capital Expenditure	\$30,000	\$26,701	\$0	\$26,701	\$0	\$30,000	\$0	\$30,000
Sub Total - CAPITAL WORKS		\$30,000	\$131,822	\$0	\$131,822	\$0	\$30,000	\$0	\$153,171
Total - ECONOMIC SERVICES		\$30,000	\$131,822	\$0	\$131,822	\$0	\$30,000	\$0	\$153,171
Total - INFRASTRUCTURE ASSETS - OTHER		\$487,331	\$635,329	\$0	\$635,329	\$0	\$487,331	\$0	\$705,696
GRAND TOTALS									
		\$0	(\$2,785,692)	(\$16,818,883)	\$14,033,192	(\$16,973,451)	\$16,973,451	(\$18,042,355)	\$18,041,538



LEAN INTO LEGACY

WALGA LOCAL GOVERNMENT
CONVENTION 2025



WALGA



WALGA's Local Government Convention will return to the Perth Convention and Exhibition Centre from Monday 22 – Wednesday 24 September 2025.

Our 2025 theme 'Lean into Legacy' delves into how the decisions we make today form the building blocks for tomorrow. With a focus on reflective, current and future legacy, we will explore how leaving a lasting, positive legacy as a Local Government means making choices that endure far beyond election cycles.

Detailed information about the keynote speaker, breakout sessions and Program will be provided shortly and updated on the Convention website when published.



MONDAY, 22 SEPTEMBER

9:00am **Planning Showcase Registration (only)**

9:30am–3:15pm **Planning Showcase**

11:00am **Registration Desk Opens**

11:30am–2:30pm **Heads of Agency Lunch**

3:30pm–5:00pm **Mayors and Presidents Forum**

4:00pm **Exhibition Opens**
Pavilion 1

6:00pm–9:00pm **Welcome Drinks**
Pavilion 1

TUESDAY, 23 SEPTEMBER

7:30am	Registration Desk Opens
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8:00am	Exhibition Opens
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SESSION ONE - BELLEVUE BALLROOM 1 & 2

9:00am	Opening Segment, Welcome to Country
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9:15am	MC Welcome
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9:20am	Opening Address
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9:35am	WALGA President Address
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9:55am	Keynote Address
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10:55am	Morning Tea
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SESSION TWO - BELLEVUE BALLROOM 1 & 2

11:45am	State of Play
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1:15pm	Address
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1:30pm	Lunch
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AGM - BELLEVUE BALLROOM 1 & 2

2:15pm–5:00pm	WALGA Annual General Meeting
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4:00pm	Exhibition Closes
--------	--------------------------

6:00pm–10:00pm	Convention Cocktail Gala Location: The Art Gallery of WA
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WEDNESDAY, 24 SEPTEMBER

6:30am **Registration Desk Opens**

7:00am–8:45am **Icons Breakfast**

7:00am **Exhibition Opens**

8:45am **Icons Photo Opportunity**

8:30am **Procurement Network Forum Registrations Open**

9:00am–4:30pm **Procurement Network Forum**

OPENING SESSION - BELLEVUE BALLROOM 1 & 2

9:45am **Opening**

9:55am **Panel Session**

10:55am **Address**

11:10am **Morning Tea**

BREAKOUT SESSIONS

11:40am–1:10pm **Breakout Session 1**

11:40am–1:10pm **Breakout Session 2**

1:10pm **Lunch**

CLOSING SESSION

2:30pm **Closing Keynote**

3:30pm **Closing Remarks**

3:45pm **Convention Close**



WALGA

LEAN INTO LEGACY

WALGA LOCAL GOVERNMENT
CONVENTION 2025

*Please note: this information was correct at the time of publication and is subject to change.



Guideline Food Safety Management Statement for Egg Producers: Production of eggs only, no grading

NOTE: This Guideline food safety management statement is intended to assist egg businesses that grows eggs only complete a food safety management statement. It is not intended for businesses that grade eggs.



Important notes for egg businesses in using this document:

- Completion of a food safety management statement is a **legal** requirement for all commercial egg producers and processors under the Primary Production and Production Standard for Eggs and Egg Products (the Egg Standard).
- This Guideline food safety management statement is an **aid** to assist businesses that produce eggs but do not undertake any further activity (e.g. grading of eggs, processing of egg pulp or egg product) complete a food safety management statement.
- This Guideline in itself is **not** a legal document.
- The criterion described in this Guideline represents an **agreed minimum** against which food regulators will assess a business's food safety management statement
- Businesses are referred to the reference materials listed at the end of this Guideline (Appendix 1) for advice on prescriptive details and methodologies that may be used in developing a food safety management statement.
- Businesses should construct their food safety management statements to reflect the size and complexity of their own operations - no two businesses will have identical food safety management statements.
- Businesses are also suggested to contact their state/territory food regulator for further detail concerning compliance requirements before submitting their food safety management statement for assessment.

Food Safety Management Statement - Business Details

Name of Business: Leahys Lane

Address of Business: 97 Condinup Road Dinninup 6244

Phone No: 0447 788 947 **email:** info@leahyslane.com

Description of activities undertaken at this business:

At Leahys Lane Farm our daily operations would revolve around producing ethical and nutrient rich pasture raised eggs. Activities will include:

- Moving mobile chicken coops or caravans and rotating hens regularly to ensure access to fresh grass and insects
- Monitoring hen health daily, ensuring clean water, balanced feed, and protection from predators
- Hand collect eggs daily from nesting boxes
- Sort, clean and inspect each egg for quality and freshness
- Store eggs in refrigerators ready for packing and delivery
- Stamp eggs and pack eggs into cartons

Approximately number of laying hens: 500 - 5000

Approximately number of eggs produced per week: 3000 – 30,000

Name of Proprietor or designated representative: David Johnston

Number of businesses supplied to:

Name of food regulator: Department Of Health

SECTION 1: MANAGEMENT RESPONSIBILITY

1.1 Scope of the Food Safety Management Statement (Activities undertaken at the business)

Describe in your own words, the activities of your business. For example, do you sell off farm? Do you sell directly at farmers markets? How do you grade your eggs? How do you collect and store? Note: some of these questions may be duplicated below.

Leahys Lane Farm will aim to sell our eggs in a range of ways including from our farm, local businesses and larger corporations. Eggs will be graded using a candler, inspecting the shell and checking for cracks, and weighing eggs to sort into 600/700/800gram packs. Eggs will be collected by hand and stored in refrigerators.

SECTION 2: EGG PRODUCTION OPERATIONS

2.1 Egg Collection

Describe how your business manages cracked eggs during egg collection? How frequently do you collect eggs? How do you separate cracked and dirty eggs during collection (i.e. describe your egg collection process).

Eggs are collected twice daily morning and afternoon. Dirty eggs are separated immediately and stored separately to avoid cross contamination. Cracked eggs are also set aside during collection and never included in retail or wholesale cartons. Cracked eggs are clearly marked and placed into compost, these eggs are never sold.

What do you do with cracked eggs? Do you supply them to a business that processes egg pulp and egg product? If so, describe how you collect, store and transport cracked eggs intended for sale and supply to a business that processes egg pulp and egg product?

Cracked eggs are put into our own compost. We do not supply them.

Describe what evidence your business maintains to verify your above statements? (e.g. disposal logs).

Our business will keep a daily disposal log for any cracked eggs.

2.2 Egg Storage

Describe how your business stores eggs. How do you keep your storage facilities clean? Do you apply time / temperature controls during storage?

Eggs are stored in refrigerators and will be cleaned as required. Eggs will be stored below 5 degrees.

Describe what evidence your business maintains to verify your above statement? (i.e. describe your egg storage conditions)

Refrigerators are checked daily with use of thermometer and temperatures will be logged.

2.3 Egg Transport

Describe how your business transports eggs. Are cracked eggs transported with whole eggs?

Eggs are transported via refrigerated truck. Cracked eggs are disposed on farm.

Describe what evidence your business maintains to verify your above statement? (e.g. disposal logs, distribution logs).

Distribution logs will be kept for all eggs sold. Cracked eggs will be recorded in disposal log.

SECTION 3: INPUTS

3.1 Stockfeed

Describe how your business obtains stockfeed for its laying hens, e.g.; what vendor declarations do you obtain from the supplier or do you prepare your own stockfeed?

Feed is to be bought via registered Poultry Farm Suppliers e.g Kettridges, Thompson & Redwood

Describe what evidence your business maintains to verify your above statement? (e.g. how long does your business keep vendor declarations?)

All feed purchases to be recorded and kept on file.

3.2 Pesticides and veterinary medicines

Describe what evidence your business maintains to verify that veterinary chemicals administered to laying hens do not adversely affect egg safety? (e.g. hen treatment log specifying withholding periods for treated hens)

Hen treatment logs, isolation pens, and adherence to products MSDS documents.

3.3 Water supply

Describe the water source your business uses to supply laying hens with drinking water and what water supply is used for cleaning?

Rain water from our farm will be provided to our Hens, along with standpipe water from town when rain water is too low. The same will apply for cleaning.

Describe what evidence your business maintains to verify your above statement? (e.g. certificate of pathogen status of water supply)

Certificate of pathogen status of water supply

3.4 Sourced birds

Describe what evidence your business will maintain to verify that chicks purchased for laying hen stock do not adversely affect egg safety? (e.g. do you need a declaration from the supplier that the chicks are free from Salmonella Enteritidis?)

Our business will keep copies of supplier certifications, and request health declarations or vaccination records for each batch of chicks confirming they are free from notifiable diseases such as salmonella, avian influenza. All delivery receipts will be logged.

3.5 Litter and nesting box material

Describe what evidence your business maintains to verify that your nesting box material is free from contaminants? (e.g. pathogen declaration from supplier)

We will maintain a schedule and log of when nesting box materials are replaced and disposed of safely.

SECTION 4: WASTE DISPOSAL

Describe how your business intends to manage waste generated during egg production. This includes the disposal of cracked and dirty eggs and unpasteurised egg pulp. For example, are you sending egg pulp for pasteurisation, or are you going to dispose of it? What do you do about dead birds? What do you do about other waste material?

Cracked eggs will be disposed of and placed into compost on our farm. Dead birds will be burnt in a fire pit including any other waste material that is deemed to be unsafe.

Describe what evidence your business maintains to verify your above statement? (e.g. distribution logs, disposal logs)

Disposal logs will be recorded and kept on file.

SECTION 5: HEALTH AND HYGIENE

5.1 Egg handler health and hygiene

Describe what personal hygiene practices your business intends to implement to manage potential contaminants to egg and unpasteurised egg pulp safety being introduced by persons involved in egg handling activities?

All staff and family members handling eggs are required to wash hands thoroughly with soap and warm water before starting work, after using the toilet, after handling animals or soiled equipment, after breaks or meals. Our farm will have a strict no smoking policy. Single use paper towel to dry hands. Egg handlers must wear clean clothing and where appropriate wear dedicated aprons or coveralls during collection, cleaning and processing. Gloves may be worn when handling but must be changed regularly to avoid cross contamination.

No eating or drinking in areas where eggs are handled or stored.

All staff to receive training in hygiene practices and food safety responsibilities.

Describe the procedures your business will implement to prevent illnesses or other health associated ailments from adversely affecting egg safety?

Our business will undertake regular health screenings and any persons displaying symptoms of an illness will be excluded from egg handling duties until fully recovered. Staff with cuts, sores, or open wounds on their arms/hands must cover wounds or wear gloves.

Staff must undertake strict handwashing.

All absentees due to illness to be logged and recorded.

Describe what clothing requirements/dress standards your business will introduce to prevent staff, from their clothing or personal effects, introducing contaminants to eggs or unpasteurised egg pulp that may adversely affecting egg safety?

Egg handlers must wear clean clothing and where appropriate wear dedicated aprons or coveralls during collection, cleaning and processing.

SECTION 6: SKILLS AND KNOWLEDGE

Describe what training system is employed by your business to ensure that staff involved in egg or unpasteurised egg pulp handling activities are competently trained in food safety and hygiene practices?

Everyone working on the farm to complete food and safety training as required by local government.

Describe what evidence (records) your business maintains to verify your above statements?

All food and safety training to be recorded and kept on file.

SECTION 7: DESIGN, CONSTRUCTION AND MAINTENANCE OF PREMISES, EQUIPMENT AND TRANSPORTATION VEHICLES

7.1 Premises, equipment and transportation vehicles

Describe what practices are employed by your business to ensure that all premises, equipment and transportation vehicles used in, or associated with egg production operations (includes unpasteurised egg pulp - if appropriate) are constructed and maintained in such a way as to minimise contamination to eggs? (e.g. cleaning and maintenance programs)

Nesting boxes, egg trays and collection equipment are made of durable, easy to clean materials and inspected regularly for cracks or damage that could harbour bacteria. Mobile hen houses are kept clean with regular bedding changes and rotated on pasture to minimize manure build up and maintain flock health. Egg collection areas kept clean and dry and collected twice daily. Vehicles used are cleaned regularly and used exclusively for clean packaged eggs to avoid cross contamination.

Describe what evidence (records) your business maintains to verify your above statement? (e.g. maintenance and cleaning registers)

Leahys lane will maintain the following records:

- **Cleaning and maintenance log**
- **Pasture rotation record**
- **Egg collection record**
- **Invoices and receipts for cleaning supplies and replacement parts**

7.2 Pest Control

Describe what pest control measures will be employed by the business to prevent the entry of wild animals and birds, rodents, and domestic animals into egg and egg pulp collection, storage and transportation areas? (e.g. pest control program)

We will use physical barriers, secured feed bins, and regular site inspections to deter pests. Domestic pets are excluded from production areas. Any signs of rodents activity are addressed immediately using safe traps.

Describe what evidence your business will maintain to verify that its pest control measures are kept up to date? (e.g. treatment log for pest control measures applied)

We maintain a pest control logbook recording all inspections, treatments used, and corrective actions taken. Photos or notes of pest sightings and responses are also documented.

SECTION 8: BIRD HEALTH

Describe how your business will manage issues concerning bird health (e.g. active surveillance of flock, removal of dead birds from flock). What veterinary medicines have been administered to hens? How do you identify treated hens? How do you ensure that withholding periods associated with veterinary medicines are complied with?

We visually check flock health daily and remove any unwell or deceased birds immediately. If treatment is needed, treated birds will be isolated and recorded in a flock health log. Withholding periods are noted and strictly followed before any eggs from treated hens are sold.

Describe what evidence your business will maintain to verify the above requirement? (e.g. hen treatment log with withholding periods marked)

We will maintain a hen treatment log that records the date, reason for treatment, medication used, identification of treated hens and clearly marked withholding periods. This log is checked before any eggs are collected from treated birds for sale.

SECTION 9: SALE AND SUPPLY

Form 1: Eggs Sales Record (Appendix 2) is a sample distribution log that includes:

- name and address of the person or business to whom the eggs are sold,
- the date on which the eggs are sold,
- the lot identification numbers of the eggs (i.e. date eggs produced), and
- the quantity of eggs sold.

Describe what evidence your business will maintain to verify the sale and supply of eggs for grading?

We keep egg sales records that include the buyers name and address, date of sale, quantity sold and the production date (lot ID) of eggs.

Describe what evidence your business will maintain to verify the sale and supply of unpasteurised egg pulp to a business that processes egg pulp and egg product?

We would maintain a supply log recording the date, recipient business details, batch ID and quantity of unpasteurised egg pulp supplied, along with any delivery dockets or invoices.

APPENDIX 1: REFERENCES

1. FSANZ (2011), Primary Production and Processing Standard for Eggs and Egg Product
[http://www.foodstandards.gov.au/ srcfiles/Gazette%20Notice%20Amendment%20No%20123%20WEB%20VERSION.pdf](http://www.foodstandards.gov.au/srcfiles/Gazette%20Notice%20Amendment%20No%20123%20WEB%20VERSION.pdf)
2. Australian Egg Corporation Limited (2008), Code of Practice For Shell Egg, Production, Grading, packing and Distribution
([http://www.aecl.org/system/attachments/279/original/Shell_Egg_Code_Of_Practice_January_2009 - 3.pdf?1265605129](http://www.aecl.org/system/attachments/279/original/Shell_Egg_Code_Of_Practice_January_2009_-_3.pdf?1265605129))
3. Codex (2007), Code of Hygienic Practice for Eggs and Egg Products
<http://www.fao.org/docrep/012/i11111e/i11111e01.pdf>
4. Compliance Plan for the Primary Production and Processing Standard for Eggs and Egg Products.
<http://www.quitnow.gov.au/internet/main/publishing.nsf/Content/foodsecretariat-isc-model.htm>

Appendix 2: Form 1 Distribution logs

[illegible]

Local Emergency Management Committee Meeting 21 May 2025

MINUTES

Location	55 Abel St, Boyup Brook – Shire Chambers
Time	10:00am

1. Declaration of opening

1.1 Open Meeting – Attendees welcomed, and meeting declared open 10:08am.

1.2 Acknowledgement of Traditional Custodians. *We acknowledge and pay our respects to the Traditional Custodians of the land on which we meet and work.*

2. Record of attendance

2.1 Attendance

Councillors

Shire Deputy President/Meeting Chair

Cr Helen O'Connell

Council Officers

Executive Manager Operational Services
Local Recovery Co-Ordinator,
Emergency Services Officer
Environmental Health Officer
Manager Financial Services

Jason Forsyth
Carolyn Mallett
Donna Forsyth
Angela Hales
Malcolm Armstrong

Agencies

WA POL
Boyup Brook VFRS
St John Ambulance
DFES – District Officer
Bridgetown SES
Main Roads WA
Boyup Brook CRC
DPIRD- Agriculture & Food Division
Boyup Brook District High School

Sgt Martin Baraiolo
Clinton Wawilow - Captain
Angela Hales – Local Rep
Chris Sousa – DFES LSW Rep
Wayne Douglass – SES/SW
Bruce Hancock – MRD SW Rep
Sharon Lampard – CRC (Proxy)
Christine Reinke – DPIRD Rep
Melissa Reimers – Principle

Observers / Public Members

Nathan Hall – DFES

2.2 Apologies

Shire President – LEMC Chair
Chief Executive Officer

Cr Richard Walker
Leonard Long

Chief Bush Fire Control Officer
Communications Officer
Dept. of Communities
DFES - DEMA LSW
Water Corporation
DBCA – Blackwood Region
St Johns Ambulance

Ben Thompson
David Fortune
Renee Flaxman – SW/Coord
Erin Hutchins – DEMC LSW
David Stanik
Steve Ward
Dane Hendry – Ops Southern

3. Disclosure of interest

Nil

4. Presentations

Nil

5. Confirmation of previous LEMC meeting minutes

Moved: B Hancock Seconded: J. Forsyth

Committee Decision LEM 25/05/011

1. That the minutes of the Local Emergency Management Committee Meeting held on 5 February 2025 be confirmed as being a true and accurate record.

CARRIED UNANIMOUSLY

6. Review of action list and business arising

6.1 Action List Review

Item	Owner	Status	Comments
9.5 MOU to be developed and Shire of Kojonup to be contacted regarding Boyup Brook as a strategic evacuation centre in the case of an emergency.	ESO	Ongoing	CEO is to review letter of agreement as compiled by ESO. Letter to then be sent to Shire of Kojonup for signing.

6.2 Business Arising

6.2.1 Exercise – Storm Recovery

All at the meeting were invited to stay and attend after the LEMC meeting with lunch provided. All attended except Malcolm Armstrong (Finance Manager) who decided to leave after the LEMC meeting.

Delivery of the exercise was facilitated by Nathan Hall and outcomes of the exercise will be noted in an exercise report to be issued to DFES and to be discussed at the next meeting.

What went well – Present members of the LEMC and the depot admin staff participated in lively, relevant discussion to highlight current capabilities and gaps in preparedness for the Shire of Boyup Brook.

6.2.2 Animal Welfare in Emergencies

The *current* and *updated* Animal Welfare in Emergencies (AWiE) were both reviewed by DPIRD and they have recommended the use off the updated plan (6.2.2A AWiE Plan) to be adopted and form part of the Local Emergency Management Arrangements (LEMA).

Moved: C. Reinke Seconded: J. Forsyth

Committee Decision LEM 25/05/012

- 1. That the Animal Welfare in Emergencies Plan V.2.0 be adopted by the LEMC and be included in the current Local Emergency Management Arrangements (LEMA).**

CARRIED UNANIMOUSLY

7. Correspondence

Electronic copies of all incoming and outgoing correspondence are available by request via the Emergency Services Officer.

7.1 Incoming Correspondence to date

Please refer to Attachment 7.1A LEMC 4th Quarter Correspondence 2025.

7.2 Outgoing Correspondence

Please refer to Attachment 7.1A LEMC 4th Quarter Correspondence 2025

8. Standing items

8.1 Local Emergency Management Committee Membership

Simone McKinley has been added to the committee contact list. Simone is the Clinical Nurse Manager for the Boyup Brook Hospital.

8.2 Local Emergency Management Committee Contact List

See attachment 8.2A – SoBB LEMC contact list MAY 2025 (26/05/2025).

- Boyup Brook VFRS – Email updated
- Simone McKinley added as the WACHS – Proxy.
- Angela Hales – Contact mobile updated.
- Carolyn Mallett – Mobile contact added
- Chris Sousa (DFES) – Radio call sign added.

8.3 Local Emergency Management Committee Business Plan

There have been no changes or review of the Business Plan. We are still waiting on the reviewed Plan from DFES.

8.4 Local Emergency Management Committee Quarterly focus.

8.4.1 DFES Grants: Members were asked to discuss and investigate suitable and relevant projects for future development in the Emergency Management space for Boyup Brook.

All West Australians Reducing Emergencies (AWARE) program - The annual AWARE competitive grant program aims to enhance West Australia's emergency management arrangements by investing in capacity building and preparedness activities at a local level. Maximum Grant Amount: \$35,000. Local Govt Co-Contribution: 25%.

Disaster Ready Fund (DRF) - The intended outcome of the program is communities that are better informed, more resilient and less exposed to future natural disaster risks and impacts in the long term, across the built, social, natural and economic domains. No specific maximum, but projects cannot exceed the total available funds. Local Govt Co-Contribution: Generally, 50%, but reduced to 10% for very remote councils, and 20% for other low rate-based councils and not-for-profit organisations.

National Disaster Risk Reduction (NDRR) program - The NDRR aims to increase WA communities' resilience to disasters through enhanced preparedness for, reduced exposure to, and minimisation of the effects of one or more natural hazards. Maximum Grant Amount: \$250,000 (capped), or up to \$4.8 million for projects demonstrating State or sector-wide significance. Local Govt Co-Contribution: 50%.

Natural Disaster Resilience Program (NDRP) - a Commonwealth funded program that focused on reducing communities'

vulnerability to natural hazards, and addressed priorities outlined in the National Strategy for Disaster Resilience. Maximum Grant Amount: \$10 million. Local Government Co-Contribution: 50% for infrastructure projects of \$100,000 or more; 0% for non-infrastructure projects and infrastructure projects under \$100,000.

9. Reports of agencies / officers

9.1 DFES – District Emergency Management Committee Report	
File Ref:	EM/31/005
Previous Items:	Nil
Applicant:	Nil
Author and Title:	Erin Hutchins – District EM Advisor LSW
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Attachment Number:	9.1A DEMA report fourth quarter 2024-25

Moved: A. Hales Seconded: D. Forsyth

Committee Decision LEM 25/05/013

That the Committee:

- 1. Receive the report from the District Emergency Management Committee – SW, dated 15th April 2025 as per Attachment 9.1A.**

CARRIED UNANIMOUSLY

Summary

In March 2025, the SEMC approved amendments to the State Hazard Plan – Human Biosecurity and the State Support Plan – Animal Welfare in Emergencies after thorough reviews, with new versions published. The review of the State Hazard Plan - Fire was extended to August 2025. Several other key emergency management documents are slated for comprehensive review in 2025. Additionally, the Hazard Management Agency for nuclear warship radiation incidents is being transferred to the FES Commissioner in light of AUKUS. The SEMC's Strategic Plan for 2025-28 has been reviewed and awaits approval. Finally, the LEMA Improvement Program is progressing with the development of streamlined processes and tools for local governments, including piloting new templates and a maturity assessment model, with new resources expected in early 2026.


Background

The LSW-DEMC is established under the Emergency Management Act 2005 to assist in the establishment and maintenance of effective emergency management arrangements for our district.

Report detail

- Amendments approved for State Hazard Plan – Human Biosecurity and State Support Plan – Animal Welfare in Emergencies.
- Extension of the comprehensive review for the State Hazard Plan - Fire.
- Schedule for comprehensive reviews of other State EM documents in 2025.
- Transfer of Hazard Management Agency for nuclear warship radiation incidents to the FES Commissioner.
- Update on the SEMC Strategic Plan for 2025-28.
- Progress update on the LEMA Improvement Program, including new tools and resources.

Shire of Boyup Brook Strategic Community Plan 2021 – 2031

	Key Imperatives	Governance and Organisation
	Objective	Enhanced Community Safety and Resilience.
	Outcome	The activities and information shared in the report contribute to this outcome by improving planning, coordination, and resource availability for emergency response and recovery. This ultimately enhances the community's safety and resilience to disasters.

Other strategic links

Nil

Statutory environment

- *Emergency Management Act 2005.*

Sustainability and risk considerations

Economic – (Impact on the Economy of the Shire and Region)

Nil

Social – (Quality of life to community and / or affected landowners)

The report emphasizes the social aspects of emergency management by focusing on community recovery (Local Recovery Guideline review), community evacuation (WA Community Evacuation in Emergencies Guideline review), and supporting local governments (LEMA Improvement Program) in their preparedness and response efforts.

Policy implications

The report outlines key actions for Shires, including engaging with the ongoing LEMA Improvement Program and its upcoming tools, noting the digital accessibility update to the LEMA Guideline does not require immediate action, continuing scheduled LEMA reviews, providing feedback on recent plan amendments, and preparing for upcoming consultations on reviewed guidelines like Local Recovery and Community Evacuation, while also being aware of the AWARE project's implications for evacuation and recovery planning at the local level.

Risk management implications

The report underscores critical risk management steps for the Shire to enhance emergency preparedness and resilience by actively participating in the LEMA Improvement Program.

End

9.2 St Johns Ambulance – Boyup Brook	
File Ref:	EM/31/005
Previous Items:	Nil
Applicant:	Nil
Author and Title:	Angela Hales – SJAA Representative
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Attachment Number:	9.2A LEMC St John report May 2025

Moved: J. Forsyth Seconded: D. Forsyth

Committee Decision LEM 25/05/014

That the Committee:

- 1. Receive the report from the Boyup Brook SJAA Representative, dated May 2025 as per Attachment 9.2A.**

CARRIED UNANIMOUSLY

Summary

Since the last LEMC meeting, the agency has addressed prevention and preparedness by resolving issues concerning the 4WD ambulance fleet's engineering and capability to support stretcher weight, which now includes the integration of a Stryker stretcher with a battery-powered hydraulic lift. Regarding response activities, the agency supported a mass casualty incident involving a fatal MVA with four patients, deploying three ambulances to the scene.

An emerging risk identified is the vulnerability of the transfer roster due to low volunteer numbers, a concern that has been communicated to the Bunbury office, and alternative patient transport options are being implemented to mitigate this. There are no local events scheduled for the next quarter. The Bunbury office is aware of the volunteer transfer roster issue, and alternative patient transport solutions have been put in place.

Angela Hales added: The Branch 4wd Ambulance has engineering issues and has been recalled. It will not be due back before the end of the year.


Background

SJAA plays a crucial role in the Shire of Boyup Brook's emergency management framework as the primary provider of ambulance services. SJAA's collaboration with the LEMC is vital for coordinated emergency response and community well-being.

Report detail

- Resolution of 4WD ambulance engineering and capability issues for stretcher weight, including Stryker stretcher integration.
- Dispatch of 3 ambulances to a fatal MVA mass casualty incident involving 4 patients.
- The vulnerability of the transfer roster due to low volunteer numbers.
- Local Events (Next Quarter): NIL.

Shire of Boyup Brook Strategic Community Plan 2021 – 2031

	Key Imperatives	Governance and Organisation
	Objective	To ensure effective and reliable ambulance service provision for community events and emergency responses.
	Outcome	Enhanced community safety and well-being through timely and appropriate ambulance services at community events and during emergencies.

Other strategic links

Nil

Statutory environment

- *Emergency Management Act 2005.*
- *Public Health Act 2016.*

Sustainability and risk considerations

Economic – (Impact on the Economy of the Shire and Region)

The report highlights the importance of reliable ambulance services, which indirectly supports the Shire's economic well-being by ensuring community safety

Social – (Quality of life to community and / or affected landowners)

Reliable ambulance services, as highlighted in this report, are fundamental to the community's quality of life, ensuring safety, and fostering a sense of security.

Policy implications

The SJAA report highlights the need for the LEMC to investigate options such as incentivising volunteer recruitment and retention.

Risk management implications

The shortage of volunteer personnel poses a significant risk to SJAA ability to provide timely and effective ambulance services, both for routine needs and during emergencies.

End

9.3 Shire of Boyup Brook – Environmental Health Officer	
File Ref:	EM/31/005
Previous Items:	Nil
Applicant:	Nil
Author and Title:	Angela Hales – Environmental Health Officer
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Attachment Number:	9.3A LEMC environmental Health report May 2025

Moved: C. Reinke Seconded: J. Forsyth

Committee Decision LEM 25/05/015

That the Committee:

- 1. Receive the report from the Environmental Health Officer, dated May 2025 as per Attachment 9.3A.**

CARRIED UNANIMOUSLY

Summary

In the reporting period, the agency did not undertake any specific emergency management prevention or preparedness activities, nor were there any emergency management response activities conducted.

Emerging risks highlighted include a cluster of four invasive meningococcal disease cases reported in the week prior to 24 April and a measles outbreak in the Southwest region with 15 confirmed cases, prompting serology testing and public awareness campaigns via Facebook and internal staff communications. Local events in the previous quarter, including the Country Music event, Easter Rodeo (which had a large but well-managed crowd), and ANZAC Day commemorations, were conducted as planned.

An update from the Department of Health's Environmental Health Directorate regarding the role of Environmental Health Officers during hazardous events is planned for a future LEMC presentation, with details being organised by the ESO. Influenza and influenza-like illnesses remain stable.


Background

The Environmental Health Officer (EHO) is a key partner in the Shire of Boyup Brook's efforts to protect public health and safety. Their collaboration with the LEMC ensures that public health considerations are integrated into emergency planning and response, during and after emergencies.

Report detail

- Emergency Management Prevention and Preparedness Activities: None reported.
- Emergency Management Response Activities: None reported.
- Emerging Risks:
 - Four cases of invasive meningococcal disease were reported.
 - Measles outbreak in the Southwest with 15 cases, leading to testing and public/staff awareness efforts.
- Local Events (Previous Quarter):
 - Country Music – conducted as planned.
 - Easter Rodeo – large crowd, well managed.
 - ANZAC Day – conducted as planned.
- Updates, Projects, or Milestones:
 - Stable levels of influenza and influenza-like illnesses (ILI).
 - Planned LEMC presentation by the Department of Health, Environmental Health Directorate on their role during hazardous events.

Shire of Boyup Brook Strategic Community Plan 2021 – 2031

	Key Imperatives	Governance and Organisation
	Objective	Effective Emergency Management and Disaster Preparedness.
	Outcome	The Shire's active involvement in community safety and well-being through timely and appropriate preparedness and response during emergencies.

Other strategic links

Nil

Statutory environment

- *Emergency Management Act 2005.*
- *Public Health Act 2016.*
- *Local Government Act 1995*

Sustainability and risk considerations

Economic – (Impact on the Economy of the Shire and Region)

Local events, as outlined in this report, contribute significantly to the Shire's economy. Effective management of these events, including emergency planning, is crucial for ensuring their continued success and minimising potential economic risks.

Social – (Quality of life to community and / or affected landowners)

The report highlights potential negative impacts on social wellbeing due to the reported outbreaks of invasive meningococcal disease and measles, which prompted public health awareness campaigns and staff alerts, indicating a concern for community health and safety.

Policy implications

The report has policy implications primarily in the area of public health response, as evidenced by the agency's actions in addressing the meningococcal disease cluster and the measles outbreak through testing, awareness campaigns on social media, and internal staff communications, suggesting a need for established protocols and resources for managing and communicating such health emergencies within the community.

Risk management implications

The reported outbreaks of invasive meningococcal disease and measles underscore the need for robust public health risk management strategies, including surveillance, rapid response protocols, effective communication channels for public health alerts (like social media), and internal staff preparedness measures to mitigate the spread and impact of such infectious disease events on the community.

End

9.4 Main Roads Western Australia	
File Ref:	EM/31/005
Previous Items:	Nil
Applicant:	Nil
Author and Title:	Bruce Hancock - Asset Manager Operations
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Attachment Number:	9.4A Main Roads Local Emergency Management Committee Report

Moved: C. Wawilow Seconded: A. Hales

Committee Decision LEM 25/05/016

That the Committee:

- 1. Receive the report from the MRDWA - Asset Manager Operations, dated 05 May 2025 as per Attachment 9.4A.**

CARRIED UNANIMOUSLY

Summary

Main Roads Southwest has restructured to better support emergency and incident responses. They ensure senior officer presence at relevant meetings and exercises. A 24/7 Emergency Contact Centre (138 138) immediately notifies the region, prompting the Duty Manager to dispatch resources and potentially activate an Incident Manager. The region has dedicated Incident Managers, On Scene Liaison Officers for initial contact and assessment, and Rapid Response Crews for initial VCP setup. Contracted Traffic Management Crews form the core of VCP resources, with shift adjustments for longer incidents.

Bruce Hancock added: Information required when calling the 138 138 number is as follows.

1. Name of IC
2. IC contact details
3. Where IC is set up – address or location.


Background

Main Roads WA, responsible for the state's road network, collaborates with the Boyup Brook Local Emergency Management Committee (LEMC) to ensure coordinated responses to incidents and emergencies affecting road infrastructure and community safety within the Boyup Brook region.

Report detail

- Main Roads Southwest is committed to supporting emergency and incident agencies.
- They have a 24/7 Emergency Contact Centre (138 138) for immediate notification.
- A Duty Manager dispatches resources and can activate an Incident Manager.
- The region has 7 Incident Managers and 6 On Scene Liaison Officers for initial assessment.
- 4 Rapid Response Crews handle initial Vehicle Control Point (VCP) setup.
- Contracted Traffic Management Crews are the primary VCP resource.
- VCP shift lengths adjust based on incident duration (12 hours initially, then 8 hours).

Shire of Boyup Brook Strategic Community Plan 2021 – 2031

	Key Imperatives	Governance and Organisation
	Objective	To actively support emergency and incident agencies operating in the Southwest region.
	Outcome	Emergency and incident agencies in the Boyup Brook region will experience reliable and effective support from Main Roads Southwest during response efforts.

Other strategic links

Nil

Statutory environment

- *Emergency Management Act 2005.*
- *Emergency Management Regulations 2006.*

Sustainability and risk considerations

Economic – (Impact on the Economy of the Shire and Region)

Main Roads WA plays a critical role in mitigating the economic impact of emergencies on the Shire of Boyup Brook by ensuring the integrity and rapid restoration of essential road infrastructure, which is vital for the movement of goods, services, and people.

Social – (Quality of life to community and / or affected landowners)

As the authority responsible for the road network, Main Roads plays a vital role in traffic management during emergencies. This can involve road closures, detours, and ensuring access for emergency services

Policy implications

The Shire of Boyup Brook LEMC should ensure that Main Roads Southwest's commitment to supporting emergencies and incidents is formally integrated into the Shire's Local Emergency Management Arrangements (LEMA). This includes clearly defining roles, responsibilities, and communication protocols between the LEMC and Main Roads.

Risk management implications

The Main Roads report underscores several risk management implications for the Boyup Brook LEMC.

- The rising frequency of emergencies necessitates proactive risk assessment, especially concerning road infrastructure and its economic/social impacts.
- Clear communication protocols with Main Roads' 24/7 contact centre and understanding their tiered response system are crucial to avoid delays.
- The timely availability of Main Roads' personnel is vital for effective initial response and traffic control.
- The dependency on contracted traffic management for VCPs and plan for potential resource limitations and fatigue management during extended incidents.

End

9.5 Department of Communities - Emergency Relief and Support	
File Ref:	EM/31/005
Previous Items:	Nil
Applicant:	Nil
Author and Title:	Renee Flaxman – Reg. Coordinator SW
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Attachment Number:	9.5A Emergency Relief and Support - 4th Quarter Report - LEMC update

Moved: D. Forsyth Seconded: C. Mallett

Committee Decision LEM 25/05/017

That the Committee:

- 1. Receive the report from Dept. Communities - Reg. Coordinator SW, dated 06 May 2025 as per Attachment 9.5A.**

CARRIED UNANIMOUSLY

Summary

The Department of Communities Emergency Relief and Support (ERS) report details the activities of the Emergency Relief and Support (ERS) services. It highlights ongoing preparedness efforts as the threat season transitions, including procedural improvements, equipment pre-positioning, mapping local support, evacuation centre training, finalising Local Emergency Response and Support Plans (LERSPs), and conducting exercises and audits. The report also outlines ERS responses to numerous bushfires and storms across WA between January and April 2025, along with pre-positioning for potential events. Finally, it provides updates on recovery programs for the Marble Bar storm, Cyclone Zelia, the Kimberley floods (including financial and practical support for returning residents), and the Bunbury storms (with the recovery program closing in June 2025).


Background

The Department of Communities ERS team plays a vital role in Western Australia's emergency management system. They are responsible for coordinating and providing emergency relief and support services to communities affected by disasters.

Report detail

- ERS contact details for activation are provided (Communities EOC).
- ERS is actively preparing for future events by improving procedures, pre-positioning equipment, mapping support services, and conducting training.
- Local Emergency Response and Support Plans (LERSPs) are being finalised with LEMCs and tested through exercises.
- ERS responded to numerous significant bushfires and storms across WA between January and April 2025.
- Recovery efforts are ongoing for the Marble Bar storm and Cyclone Zelia, focusing on financial and wellbeing support.
- Significant progress is reported in the Kimberley floods recovery, supporting the return of families to their homes with financial and practical assistance.
- The recovery program for the Bunbury storms is nearing completion (closing June 2025), with continued financial and wellbeing support.

Shire of Boyup Brook Strategic Community Plan 2021 – 2031

	Key Imperatives	Governance and Organisation
	Objective	Effective Emergency Management and Disaster Preparedness.
	Outcome	ERS's preparedness activities (risk monitoring, equipment pre-positioning, support service review, LERSP revision, evacuation centre training) are all critical for effective emergency management.

Other strategic links

Nil

Statutory environment

- *Emergency Management Act 2005.*
- *Local Government Act 1995.*
- *Public Health Act 2016.*

Sustainability and risk considerations

Economic – (Impact on the Economy of the Shire and Region)

The numerous activations for bushfires and storms across various regions (including Donnybrook in Capel, which is geographically relatively close to Boyup Brook within the broader Southwest region, and Manjimup) inherently suggest economic disruption. Bushfires can damage agricultural land, timber resources, and tourism infrastructure, leading to losses in production, income, and employment. Storms can cause damage to property and infrastructure, impacting businesses and requiring significant repair costs.

Social – (Quality of life to community and / or affected landowners)

The ongoing nature of the recovery programs for events like the Kimberley floods and Bunbury storms indicates a recognition that the social impacts and the need for support, extend beyond the immediate emergency phase and require sustained effort to restore quality of life.

Policy implications

- The Shire's LEMA should be aligned with the state-level LERSP and reflect the learnings and updates mentioned in the ERS report.
- The LEMC should be aware of and potentially collaborate with the regional ERS on their preparedness activities, such as identifying pre-positioning locations for equipment within the Shire and participating in ERS Evacuation Centre training.
- The LEMC should align its evacuation centre planning with the state-wide annual audit process conducted by ERS to ensure local centres meet required standards and that local government and relevant staff are trained in their operation.
- The LEMC should be aware of the regional ERS's role in longer-term recovery efforts, as highlighted in the Marble Bar, Kimberley, and Bunbury examples. This understanding will be crucial for coordinating support to affected residents and landowners within the Shire during the recovery phase of an emergency.

Risk management implications

The ERS report highlights key risk management needs:

- The numerous activations listed (bushfires, storms) suggest a potential trend of more frequent emergency events, requiring robust and adaptable preparedness and response plans.

- The activation of ERS relies on contacting the Communities EOC, creating a risk of delays or communication breakdowns if contact procedures are not clear, tested, and readily available.
- Efficient and timely deployment of ERS equipment trailers (a preparedness strategy) carries logistical risks related to location suitability, accessibility, and maintenance.
- The reliance on mapping local support services introduces a risk if the identified services have limited capacity or are also impacted by the same emergency.
- The finalisation and exercising of Local Emergency Response and Support Plans (LERSPs) are crucial; a poorly developed or untested LERSP poses a significant risk to coordinated and effective local response.
- Long-term recovery programs (as seen in Kimberley and Bunbury) highlight the risk of prolonged social and economic impacts and the need for sustained resources and coordination over extended periods.

End

9.6 DFES – DFES District Officer – Nelson	
File Ref:	EM/31/005
Previous Items:	Nil
Applicant:	Nil
Author and Title:	Chris Sousa – District Officer
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Attachment Number:	9.6A Boyup Brook LEMC Meeting DFES Report – May 2025

Moved: D. Forsyth Seconded: C. Mallett

Committee Decision LEM 25/05/018

That the Committee:

- 1. Receive the report from DFES District Officer/Nelson, dated 06 May 2025 as per Attachment 9.6A.**

CARRIED UNANIMOUSLY

Summary

The Lower Southwest region has transitioned from a high bushfire threat to focusing on storm and flood risks, with a tactical flood exercise planned. Road crash incidents, particularly involving hybrid and electric vehicles, are a growing concern for fire brigades. There's also an increase in lithium battery fires. Bushfire mitigation on DFES-managed Crown land continues, weather permitting, and a volunteer recruitment campaign is underway.

Background


The District Officer for Nelson (DFES) is a key figure in bushfire management and emergency response within the region. They play a vital role in supporting local brigades, coordinating resources, and ensuring effective communication and collaboration between agencies.

Report detail

- High bushfire season in the Lower Southwest has concluded.
- DFES is now focused on storm and flood risk management.
- A tactical flood exercise is scheduled for 8 May with DFES Southwest.

- Road crash incidents involving hybrid/electric vehicles are a dominant call-out type.
- Placement of EV charging stations should consider other risks/hazards.
- Lithium battery fires from devices and power supplies are increasing.
- DFES is conducting a volunteer recruitment campaign.

Shire of Boyup Brook Strategic Community Plan 2021 – 2031

	Key Imperatives	Governance and Organisation
	Objective	Effective Emergency Management and Disaster Preparedness.
	Outcome	The report's focus on preparedness, rapid response, and community engagement contributes significantly to this outcome of enhanced Community Safety and Resilience.

Other strategic links

Nil

Statutory environment

- *Emergency Management Act 2005.*
- *Local Government Act 1995.*
- *Bushfires Act 1954.*

Sustainability and risk considerations

Economic – (Impact on the Economy of the Shire and Region)

Nil

Social – (Quality of life to community and / or affected landowners)

The report highlights both emerging and ongoing issues that have direct implications for the safety, well-being, and overall quality of life for the community and potentially affected landowners in the Shire and the broader Lower Southwest region.

Policy implications

- The shift in emergency focus in the Lower Southwest from bushfire to storm/flood, should prompt the LEMC to review plans and participate in flood/storm exercises.

- Rising road crashes involving hybrid/electric vehicles and increased lithium battery fires present new response challenges and necessitate policy considerations for EV charging station placement and community education on battery safety.
- Supporting the DFES volunteer recruitment drive is crucial for local response capacity.

Risk management implications

The key risk management implications stemming from the report are:

1. Seasonal Hazard Transition: Failure to adequately shift preparedness and response focus from bushfire to storm and flood risks could leave the community vulnerable to winter-related emergencies.
2. EV Charging Station Placement: Allowing the installation of EV charging stations without considering other hazards could create new risks to public safety and property.

End

9.7 Department of Primary Industries and Regional Development	
File Ref:	EM/31/005
Previous Items:	Nil
Applicant:	Nil
Author and Title:	Christine Reinke - Senior Biosecurity Officer
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Attachment Number:	9.7A DPIRD LEMC and DEMC report - 4th Quarter 2025 9.7B DPIRD Emergency Management Overview- 4th Quarter

Moved: D. Forsyth Seconded: C. Mallett

Committee Decision LEM 25/05/019

That the Committee:

- 1. Receive the report from Dept. Primary Industries and Regional Development – Senior Biosecurity Officer, dated 12 May 2025 as per Attachments 9.7A and 9.7B.**

CARRIED UNANIMOUSLY

Summary

DPIRD is focused on enhancing preparedness and response capabilities. Key activities include delivering training on AIIMS and biosecurity, conducting internal workshops for emergency animal disease preparedness, monitoring and responding to national disease outbreaks (Avian Influenza and Tomato brown rugose fruit virus), and managing animal welfare in emergencies. DPIRD is also collaborating with other agencies and providing support and resources to local governments.

Christine Reinke has added: She has recently been over east assisting with the Bird Flu (H7N8) outbreak management and gained valuable experience to bring back to the west. There is no current virulent strain of zoonotic flu in WA.


Background

DPIRD serves as the Hazard Management Agency (HMA) for animal and plant pest and disease incursions, as detailed in the State Hazard Plan: Animal and Plant Biosecurity. DPIRD also executes the State Support Plan for Animal Welfare in Emergencies, covering livestock, horses, and companion animals.

Report detail

- AIIMS and Biosecurity training delivered and planned.
- Internal workshops held for emergency animal disease preparedness.
- Ongoing project to ensure DPIRD preparedness for EAD.
- Avian Influenza: WA absent, responses underway in VIC, NSW, ACT.
- DPIRD monitoring Avian Influenza, deploying resources, and emphasizing community consultation.
- Tomato brown rugose fruit virus: WA absent, detected in SA, significant risk.
- DPIRD executing State Support Plan for Animal Welfare in Emergencies (AWiE).

Shire of Boyup Brook Strategic Community Plan 2021 – 2031

	Key Imperatives	Governance and Organisation
	Objective	Effective Emergency Management and Disaster Preparedness.
	Outcome	DPIRD's proactive biosecurity measures contribute to this outcome by reducing the risk of pest and disease outbreaks that could harm the community, economy, and environment. Their work protects agricultural industries, human health, and the natural environment.

Other strategic links

Nil

Statutory environment

- *Emergency Management Act 2005.*

Sustainability and risk considerations

Economic – (Impact on the Economy of the Shire and Region)

Emergency biosecurity events can have profound and cascading effect on the economy of the shire and region.

Social – (Quality of life to community and / or affected landowners)

The social impacts of emergencies on communities and affected landowners can be severe and long-lasting. Outbreaks of animal or plant diseases can cause significant stress and anxiety within the community, affecting mental health and social cohesion.

Policy implications

Effective policies should also incorporate strategies for long-term recovery, ensuring the sustainability and resilience of affected communities and regional economies.

Risk management implications

- **Resource Allocation:** The report suggests risks associated with resource strain during responses, highlighting the need for efficient resource allocation strategies.
- **Interagency Coordination:** Effective risk management requires strong collaboration between different agencies to ensure a coordinated and effective response.
- **Community Engagement:** The importance of community consultation indicates that community engagement is a key component of risk management.

End

10. Late items / Urgent Business

10.1 Chris Sousa (DO- Nelson DFES) - Road Crashes and preventative actions

Chris Sousa has stated: High accident sites within the Shire are straining all responding agencies. The SW has seen 226 crashes and Boyup Brook has areas prone to crashes and serious accidents. Chris is asking the committee to investigate the root causes of these accidents and possible options available to reduce the occurrences. The current number of accidents also places a strain on the volunteer responder community who attend these accidents, and we need to look after their physical and mental health too.

Action Item: Look into RoadWise membership for the Shire.

10.2 Shire Live Streaming capability

Community briefings are a local government meeting, for the benefit of residents of the affected area. The purpose of livestreaming community briefings during emergencies is to provide more options for residents and stakeholders to access the community briefing and can assist in providing access of information to a wider audience.

Action Item: Reschedule Live Streaming Capability test with Linda Ashton (DFES)

10.3 Shire of Boyup Brook LEMC quarterly meeting dates for 2025-26.

10.3.1 LEMC Meeting Dates	
File Ref:	EM/31/005
Previous Items:	Nil
Applicant:	Nil
Author and Title:	Donna Forsyth - ESO
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Attachment Number:	10.3.1A Boyup Brook LEMC Dates 2025-26

Moved: C. Sousa Seconded: D. Forsyth

Committee Decision LEM 25/05/020

That the Committee:

- 1. Receive the proposed quarterly dates for the 2025-26 LEMC meetings as per Attachment 10.3.1A.**

CARRIED UNANIMOUSLY

11. Next meeting and closure

Next meeting to be held on **06 August 2025** at 10:00am at the Council Chambers.

There being no further business the meeting closed at 11:00am.

Presiding Member

Date

Action List from Agenda Items and Business Arising

Item	Owner	Status	Comments
6.1 MOU to be developed and Shire of Kojonup to be contacted regarding Boyup Brook as a strategic evacuation centre in the case of an emergency.	ESO	Ongoing	CEO is to review letter of agreement as compiled by ESO. Letter to then be sent to Shire of Kojonup for signing.
6.2.1 Storm Recovery Exercise: Outcomes of the exercise will be noted in an exercise report to be issued to DFES and to be discussed at the next meeting.	ESO	Commenced	Report to be completed and added to agenda as Business arising for discussion.
6.2.2 Animal Welfare in Emergencies The current and updated Animal Welfare in Emergencies (AWiE) to be adopted and form part of the Local Emergency Management Arrangements (LEMA).	ESO	Completed	Update LEMA folders and archive old AWP.
10.1 Road Crashes and preventative actions Look into RoadWise membership for the Shire.	ESO	Commenced	Deliver report to CEO and Exec Manager of Operations for review.
10.2 Shire Live Streaming capability Reschedule Live Streaming Capability test with Linda Ashton (DFES).	ESO	Commenced	Contact DFES – Completed. Waiting for confirmed date in July – Shire.



WBAC Climate Alliance Reference Group Meeting

Date: Friday 30th May 2025

Location: Shire of Bridgetown Greenbushes administration office, Council Chambers

Meeting opened: 9.17 am

Attendance

Voting:

Cr Alexis Davy SODB (Chair)
Cr Vicki Hansen SON (Deputy Chair)
Cr Wendy Eiby SOM
Cr Lisa Glover SODB

Cr Mike Christensen SOBG
Cr PhilLippe Kaltenrieder SOBB
Cr Tim Sly SON
Officer Alexa Tunmer SOBG
Cr Donelle Buegge SOM

Non-voting:

Matthew Tartaglia (Project Officer)
Officer Clint Conor SON
Officer Ann Bentley SOM
Officer Rosco Marshall SODB

Apologies:

Cr Tracy Lansdell SOBG
Officer Nicki Jones SOBB

1) Welcome & Acknowledgement of Country

Cr Alexis Davy acknowledged Kaneang, Pibelmen and Wadandi peoples as the traditional custodians of the land. The group acknowledged National Reconciliation Week and noted events available for participation locally.

2) Declarations of interest – Nil

3) Confirm minutes of previous meeting

Approved by consensus.

4) Matters arising

- Due to WBAC Futures Forum, there are no matters arising from WBAC
- Action plan reviewed, see updates below, further discussion required regarding policy positions on carbon offset and biodiversity offset planting

5) Update on Action Items - Attached Below

Action: Project Officer requested to circulate the updated and approved Term of Reference

6) Warren Blackwood Regional Water Supply Scheme Presentation by Mel Bromly (Senior Planner Assets-SWR and GSR), Luke Middleton (Acting Lead Community Engagement -Regional) and Clive Hampton (Principal Hydrogeologist) from Water Corp.

- Information sessions to be held 6th and 7th of June in Nannup. Opportunities for broader community consultation communicated to Shire Presidents.
- Works to be completed:
 - Standby Bore – Thomas Road, Nannup. Drilling Sept/Oct 2025, equipped 2028. Flushing requires decent streamflow may take 1-2 years.
 - Groundwater Treatment Plant – Nannup
 - Design is progressing
 - Native trees planted to reduce impacts on visual amenity
 - Construction planned for 2027
 - Plan to bypass Millstream and Manjimup Dams from 2028
- Current issues
 - Significant decreases in surface flows
 - High quality water is being taken from Yarragadee to top up dams
 - Yarragadee water has high iron and manganese causing turbidity and treatment/quality issues
 - Increasing population and demand beyond modelling, including demand from industry that is currently not being met
- Options Discussed:

- (preferred) Increase abstraction from Yarragadee from 1.6 to 1.9 GL initially, 2.2 GL once DWER allocation has been reviewed (needed when Manjimup and Millstream are bypassed) and potentially up to 3GL full public allocation into the future. If allocation is reduced, desal may be necessary. Includes second bore at current location for existing licence.
- Water treatment plants at Manjimup and Millstream
- Manjimup shallow bore field
- New Yarragadee bore 20km away
- Pemberton extension shelved until DWER confirm allocation – timing uncertain.
- Water supply for Quinns and Northcliffe- Carting still the only option

Action: Chair to contact DWER regarding timing, transparency and scope for surface and ground water allocation reviews in the region. Request presentation on this plus how ecosystem health is being monitored beyond level and flow data. Suggested contact Kath Lynch

Action: Project Officer to request Water Corp presentation and circulate to group.

7) Community and Engagement Plan

- High level feedback provided by all present
- Ensure alignment with Action plan actions – C1, C2, C3, C6, C7, L14, multiple Ls related to advocacy with state and federal agencies and the Climate Change Declaration
- Request for stakeholder mapping
- Concerns around resourcing (time, personnel, budget)
- Too broad and the need to be more specific with smaller achievable steps in action plan that includes responsible parties and timelines
- Need to establish credibility/identity by demonstrating collaborative projects before stepping into leadership space
- Communicate wins on existing platforms
- CARG group to focus on larger issues, SACs to focus on grass roots
- Better planning for next budget cycle

Action: Any further updates to the draft communication and engagement plan to be provided by Friday 6th of June. Revised version will be circulated for out of session approval prior to meeting.

8) Project Ideas and Proposals

Sustainable Schools Challenge

- Annual initiative for primary schools in the Warren Blackwood region
- Encourages practical, creative action on sustainability
- Aims to strengthen collaboration and amplify local impact
- Aligns with multiple Actions in Action plan- A8, C2 & C3
- Various grants available
 - FRR- Small and Vital
 - LotteryWest Grassroots Community-Led Grants
 - Waste Sorted Grants
 - Stephanie Alexander Garden project
- To Include homeschool children
- Concern over how to fit this in with school curriculum and time constraints on teachers
- Existing programs through Waste Sorted, Junior Landcare and Stephanie Alexander kitchen gardens programs
- Potential for Nannup District Highschool and homeschool group as a case study and we can clarify resourcing requirements and costs for building into project proposal for 2026/27 funding
- Potential to expand to Shire youth groups to run a similar program. These groups would be eligible for Shire community grant funding
- Education outreach through schools could be a potential pillar of groups leadership/community engagement moving forward

Action: Use learnings from Nannup sustainable schools project to refine project proposal for 26/27 FY

- Firewise Demonstration Garden Concept
 - Proposal is for a permanent garden at a Volunteer Bushfire Brigade site in Warren Blackwood to be delivered in partnership with The Forever Project
 - \$10,000 in-kind support (design, labour, workshop)
 - Aligns with multiple Action- A8, M2, M3 & L7

- Potential grants available:
 - FRRR Strengthening Rural Communities (SRC): Prepare & Recover Stream
 - DFES Disaster Resilience and Recovery Funding
 - Potential for a Talison Grant
- SOM is already doing one through Landcare
- Yornup Bushfire museum also looking at funding
- Opportunity to collaborate through these existing projects rather than invest in standalone project

Potential Project

- Need to make progress on larger scale collaborative project – suggested item A1 Development and Implementation of a subregional waste strategy as endorsed by WBAC Board as a priority project
- Project will need to be scoped to draw on existing regional strategy, work done by individual shires to date and work currently in progress by Verge (noting that some elements of project have been removed following feasibility study)

Action: Establish Subregional waste strategy working group – initial nominees are Alexa Tunmer, Ann Bentley and Clint Coner have nominated, SODB and SOBB to nominate attendees. Once nominees are received meeting frequency, location etc to be established.

9) Shire Action Plans

- Action Plan tracking spreadsheet to be updated prior to each meeting. Spreadsheet will be used as primary mechanism for providing updates on progress to WBAC Board

[Link to Climate Change Action Plan Tracking](#)

10) Shire Updates

- SOBB
 - No update available (Philippe departed 11.30 am)
- SON
 - Upgrades E-waste mgmt
 - School collaboration on sustainability initiatives
 - Fencing on waste facility has begun

- Proposed change to community grant guidelines- To incorporate climate adaptation initiatives to community grants using inclusive language
- SOM
 - CEO signed Waterwise Councils MoU- Action plan
 - All committees under review including SAC committee
 - Verge policy to be reviewed at next SAC meeting and once approved it will then be sent through to Council
 - Waste strategy motion passed at recent OCM
- SODB
 - Energy Audit completed on two priority sites with actions to be funded by grant from local member
 - Home energy audit kits in libraries- further promotion required
 - Bike rescue initiative continuing this year
 - Community grants policy updated to include reference to action item A11
 - Scoping role for sustainability and assets officer
- SOBG
 - Waste focus – need to determine whether they’ll construct another landfill cell or move to an external facility.
 - Waste sorted grant activities continuing – second repair café, converting rubbish bins to worm farms very popular, a number of additional recycling workshops and school incursions coming up

Action: SOM to share good practice of Shire of Capel natural asset mgmt. planning process

General Business

- Ideas around topic for next meeting;
 - Belinda O’Brien (CCWA) to present at next meeting on renewal energy advocacy
 - Monitoring and reporting our progress – proposed KPIs
 - Position on Biodiversity Offset Planting- Research examples

Date of next meeting: 25th July 2025

Close meeting: 11.56 am

Action tracking

Item:	Action:	Progress:
Waterwise Councils	Project Officer to share the SOM council report supporting motion to become Waterwise Council with the group after it is reviewed by Council in March	Done-May 2025
Waterwise Councils	Project Officer to follow up with Lina Peche to determine timing for a session where CARG members can discuss their Waterwise action plans and reporting. Workshop to help in July	To Do.
Position on Biodiversity Offset Planting	Project Officer to ensure that CARG members are invited to any sessions held by DCCEEW at WBAC level. Group to determine whether we need to develop a joint policy	In Progress
Carbon Offset Project	Project officer to seek additional information on the likely requirements, timelines and thresholds for mandatory carbon or climate related financial risk disclosure reporting	In Progress & Ongoing
Grant Opportunities	Project Officer to align funding opportunities with the action plan in future grant applications to ensure strategic relevance and effective resource allocation	In Progress & Ongoing
Grant Opportunities	CARG to consider large grant opportunity for 2026, allowing sufficient time to scope projects, ensure alignment with action plans, and obtain necessary approvals	In Progress & Ongoing
Renewable Energy Position	Project Officer to liaise with Belinda O'Brien (CCWA) about attending a	In Progress

	future CARG meeting to discuss regional advocacy work. This item will be revisited once the WALGA position paper is released in May. Belinda to present at July meeting	
Communication and Engagement Plan	All CARG members to review the draft Communication and Engagement Plan and provide feedback and endorsement at the next scheduled meeting.	In Progress
Project Proposal	Project Officer to enquire if Verge can present at WBAC Futures Forum or future CARG meeting	Done-June 2025
Project Proposal	Schedule a collaborative verge policy workshop for early in the new financial year. CARG members have advised benchmark from other shires when developing their own	Cancelled
Action Plan Spreadsheet	Project Officer to update the Action Plan spreadsheet to include all current action items and ensure the document is accessible and editable by all group members.	Done May 2025
Shire Updates	Cr Tim Sly to send Project Officer details of Ag Waste initiative.	To Do
ToR Update	Project Officer requested to circulate the updated and approved Term of Reference	Done-June 2025
DWER Engagement	Chair to contact DWER regarding timing, transparency and scope for surface and ground water allocation reviews in the region. Request presentation on this plus how ecosystem health is being monitored beyond level and flow data. Suggested contact Kath Lynch	To Do

Water Corp	Project Officer to request Water Corp presentation and circulate to group.	In Progress
Community and Engagement Plan	Any further updates to the draft communication and engagement plan to be provided by Friday 6th of June. Revised version will be circulated for out of session approval prior to meeting.	To Do
Sustainable Schools Challenge	Use learnings from Nannup sustainable schools project to refine project proposal for 26/27 FY	To Do
Subregional waste strategy working group	Establish Subregional waste strategy working group – initial nominees are Alexa Tunmer, Ann Bentley and Clint Conner have nominated, SODB and SOBB to nominate attendees. Once nominees are received meeting frequency, location etc to be established.	To Do
Natural Asset Mgmt	SOM to share good practice of Shire of Capel natural asset mgmt. planning process	Done-June 2025



MINUTES

**WARREN BLACKWOOD ALLIANCE OF COUNCILS BOARD MEETING
TUESDAY 3 JUNE 2025, 5PM
HOST: SHIRE OF DONNYBROOK BALINGUP**

Meeting opened: 5.03pm

1. Welcome

Cr Donelle Buegge welcomed everyone to the meeting and invited Cr Vivienne MacCarthy to give an Acknowledgement of country.

Attendance:

Voting:

Cr Donelle Buegge SOM (Chair)
Cr Steve Miolin SOM
Cr Richard Walker SOBB
Cr Helen O'Connell SOBB
Cr Tracy Lansdell SOBG
Arthur Kyron SOBG
Cr Vivienne MacCarthy SODB
Cr Alexis Davy SODB
Cr Tony Dean SON
Cr Vicki Hansen SON

Non-voting:

Leonard Long SOBB
Nick O'Connor DODB
Ben Rose SOM
David Taylor SON
Katie McDonnell Executive Officer (EO)

Apologies for absence:

Billy Wellstead (SWDC)

2. Presentations:

a) Boyd Brown, Regional General Manager WA: Telstra Business

Boyd has reviewed the issues we sent for review.

- Shire of Donnybrook Balingup
 - Rural Fire Brigade Communications
 - Local emergency services disruptions, Starlink being used as a workaround.
 - Preston Retirement Village
 - Emergency Devices compromised. Pendants and watches are constantly roaming due to poor network connection

- Devices designed to hold charge for 4-5 days are only lasting a day, requiring overnight charging
- Shire of Bridgetown Greenbushes
 - Telecommunications failure during natural disasters
 - Local emergency services disruptions. Starlink being used as a workaround.
 - Mobile blackspots – lack of signal at:
 - Greenbushes
 - Maranup
 - Brockman Highway between Bridgetown to Nannup
 - Between Manjimup and Bridgetown
 - Sunnyside
 - Kingston
 - Bandwidth congestion in Greenbushes:
 - Talison operations congestion to mobile network in 2024
 - Lack of communication around network upgrades
 - Lack of detail around 3G network closure and 5G implementation
- Telstra VaaN Use Case: Improving emergency response with modern connectivity:
 - LEO Satellite: innovative solution to ensure greater coverage
 - Connectivity:
 - Link bonding and access redundancy
 - Wi-Fi
 - Telstra LANES Services / 5G Slice
 - P25 Radion bridge
 - Mesh: Extending coverage to vehicles and users through mesh networks
 - Smart antenna: Increasing cellular coverage and improving user experience
 - Telstra dedicated networks: Dedicated network slice for upload of video images at stations
 - Dispatch and radio:
 - Interworking function between P25 and hybrid / smart phones
 - MC-PTX push to talk and video on device
- Mobile network hardening program: Automatic transfer unit
 - Bridgetown, Greenbushes exchange, Greenbushes mobile site, Yornup
 - Donnybrook exchange Kirup, Balingup
 - Manjimup west, Middlesex exchange, Northcliffe east, Pemberton exchange, Quinninup, Walpole
 - New STAND portable genset based in Manjimup & power system upgrade end 2024

Benefits of Automatic transfer unit:

- Reduce fuel consumption
- Simplify generator deployment process
- Enables more effective pre-deployment before known events
- Enables community support (as a last resort)
- Improved visibility of asset performance during events
- Around \$25k per box

- Greenbushes:
 - Viewed maps of outside coverage and non-coverage area.

Greenbushes Network upgrades:

- New macro sites:
 - Catterick October 2024 RCP1
 - North Greenbushes March 2025, MBSP5A
 - Talison Lithium
 - Old Mill Small Cell – November 2024
 - New Camp (macro) – August 2024
 - Talison Minesite COW – December 2024
- Network upgrades:
 - Bridgetown (town site):
 - 5G addition - July 2024
 - 4G capacity – upgrade July 2024
 - 12 hour battery upgrade – August 2024
 - Bridgetown (Boyup Brook Road):
 - Capacity upgrade – November 2024
- Maps

Viewed maps of outside coverage and non-coverage areas for:

 - Maranup
 - Brockman Highway between Bridgetown to Nannup
 - Between Manjimup and Bridgetown (Balbarrup March 2025 RCP1)
 - Sunnyside
 - Kingston
- Telstra Starlink satellite to mobile was announced today for text messaging on Samsung S25 when out of range. Phone voice calling and data will come in a year or two. Working with Apple to get iPhone models and other phone brands and models included.
- Cost difference between 2 and 4 sectors per tower is around \$200,000, if tower doesn't need additional structural work to house additional 2 sectors.
 - Some towers are co-investment towers, i.e. Telstra have received federal funding (black spot program) to install the tower.
- Shire of Boyup Brook
 - Mobile coverage deficiencies
 - Residents experiencing unreliable or non-existent mobile coverage, impacting a large number of residents
 - Inadequate 5G
 - The promised benefits of 5G have not materialised and the network is currently less than reliable than the previous network
 - Economic disparity
 - The reliance on Starlink creates an economic burden, unaffordable for low-income community members, limiting their access to essential services
 - Telstra has a disadvantage program that can help people to get a new handset – 'Telstra Access for Everyone'
 - Mobile network power vulnerability
 - Frequent recurring power outages and impact to telecommunications infrastructure unacceptable

- Emergency Communication failure
 - The region is disaster event prone and the state of our network jeopardizes public safety, residents are unable to receive timely emergency alerts or contact emergency services
- Reliance on connectivity
 - Residents rely on the internet for essential services including:
 - Accessing government services
 - Managing finances and online banking
 - Telehealth consultations / isolation
 - Receiving emergency information
- Business impact
 - Local businesses rely on reliable telecommunications, outages impact economic growth
- Lack of communication & action
 - There is a lack of communication with Telstra regarding these issues
- Telecommunications in Northcliffe
 - Poor connectivity during AM/PM periods
 - Connectivity impacts over long weekend and special events
 - Since 3G network closure connectivity issues have increased
- 4G is a lower band than 3G and has similar network coverage. There are odd situations where there is no longer signal.

DPIRD Priority locations:

Location Name	Distance to nearest base station (km)	Existing or Planned Base Station Name	Telstra Coverage from online map
Bridgetown Greenbushes	5.1	South West Hwy Hestor Brook	Existing 4G (Close to edge of coverage)
Bridgetown Greenbushes	5.7	Klauser Road Hestor Brook	Existing 4G (Close to edge of coverage)
Nannup	5.9	Nannup East (Nannup)	No coverage (Pathcy adjacent coverage)
Bridgetown Greenbushes	6.4	Maranup	Existing 4G (Close to edge of coverage)
Bridgetown Greenbushes	7.4	Yornup West	Existing 4G (Close to edge of coverage)
Boyup Brook	9.7	Dinninup – East of Mayanup	No coverage
Nannup	10.2	Nannup South	No coverage
Nannup	12.8	Maranup	No coverage

DPIRD work with the development commissions (with input from LGA's) to develop the priority list.

- iPhone 14 and above - Emergency SOS via satellite
 - You can send an emergency text out via satellite, but can't receive a call
- Event Wi-Fi
 - Telstra can offer Wi-Fi for events

- Cell on wheels (COW) is costed per event – around \$30-\$40k, or between \$10-100K for other solutions.
- They are primarily for the emergency situations but can be used for events.

Discussion

- Overall, the signal has improved significantly over the last 20 years.
- People have higher expectations of the signal now.
- Traffic on the network increases by 20 – 30% each year

Action: Katie circulate Boyd's contact details

Action: Shires to follow up with Boyd about specific issues or locations that have lost signal since 3G has been turned off.

Action: Shires to advise public to lodge a complaint if they are finding areas that now have no signal.

3. Declarations of Interest

- None

4. Correspondence

a) SWDC Value Proposition

- In February, WBAC submitted a formal value proposition to the South West Development Commission (SWDC).
- Cr Donelle Buegge and Ben Rose subsequently met with SWDC CEO Cate Brooks to discuss the proposal.
- Following this, WBAC received confirmation from SWDC that their annual contribution will increase from \$2,500 to \$6,000, effective from 1 July 2025.
- There are options to increase contribution but 'ticking off boxes' of actions they want to achieve that align with our regional growth plan.

b) Update on Warren-Blackwood Regional Water Supply Scheme

- As climate change continues to impact the availability of surface water, Water Corporation are planning to ensure communities continue to have reliable access to drinking water supplies in the future.
- The Water Corporation recently completed a comprehensive review of water source options to support the areas' water supply.
- Based on this review, they have identified the Yarragadee aquifer groundwater as our preferred option, in addition to infrastructure upgrades and operational improvements.
- Over the coming years, they will upgrade their scheme's infrastructure including construction of a new groundwater treatment plant, standby bore, tanks and pipework.
- They've applied to the Department of Water and Environmental Regulation (DWER) to increase their groundwater allocation from the Yarragadee aquifer - the application is currently being assessed.

Discussion

- Discussed proposal at Climate Alliance and they have requested more information about allocations.
- Until review is finished in 2029, there will be no further allocations for subdivisions that require water allocation. Current applications will be allowed to continue.

c) **Minister Dawson**

- Following the launch of the WBAC promotional video, Katie circulated an update on the Alliance's current initiatives to all WA Ministers, including a link to the new WBAC video.
- Minister Stephen Dawson, Minister for Regional Development, responded with a letter acknowledging the valuable work of the WBAC and expressed his intention to work collaboratively with the Alliance throughout his term.

5. **Minutes of last meeting & matters arising**

a) Minutes of meeting 01.04.2025

As Cr Sean Mahoney has missed six consecutive board meetings and has not attended since June 2024, the Shire of Bridgetown-Greenbushes is requested to nominate an alternative councillor to represent the Shire on the WBAC board.

Minutes of WBAC board meeting on 01.04.2025 are confirmed as true and correct.

Moved: Cr Helen O'Connell

Seconded: Cr Alexis Davy

Carried 10/0

Action: Katie to send correspondence to Shire of Bridgetown Greenbushes

6. **Staff Contracts**

An in-camera session has held by the board to discuss staff contracts.

Action: CEOs to continue liaising with contractors to finalise staff contracts.

7. **Finance**

a) **2024 – 2025 financial report**

The WBAC year to date financial report for the 2024 – 2025 financial year is confirmed as true and correct.

Moved: Cr Richard Walker

Seconded: Cr Steve Miolin

Carried 10/0

Budget noted by all members.

b) Ratios of WBAC income

The income ratio breakdown for WBAC was included in the board papers. Katie provided an overview of how the ratios were developed.

- Generic expenses are split evenly across all member shires.
- Project costs are allocated according to the agreed ratio for each project, as outlined below:

	WBAC project	Tourism	Climate Alliance	Trails Development	WBSR
Percentage Split					
SOBB	8	10	20	20	
SOBG	22	23	20	20	33.3
SODB	24	9	20	20	
SOM	31	45	20	20	33.3
SON	15	13	20	20	33.3

c) 2025 – 2026 Budget

The proposed budget for 2025 – 2026 was circulated:

- Increased contribution for each member local government, noting that contributions have not increased for 3 years.
- Increased expenditure for:
 - SF&V website hosting and development costs / Meetings, storage and postage / Miscellaneous - adjusted to reflect actual spending in the current year.
 - Social media & Image Library platforms - to streamline processes and transition to more efficient tools.
 - Marketing - increased allocation to strengthen regional promotion efforts.
- Provision for Staff:
 - Executive Officer contact – proposed increase
 - Project Officer Trails & Tourism: upgrade current Project Support Officer role to 18 hours per week at \$42/hour.
 - New Project Support Officer: proposed role at 10 hours per week at \$32/hour.

WBAC receive the draft budget. CEO advice will be sought regarding staff contracts before circulating the final 2025–2026 budget for formal approval.

Moved: Cr Alexis Davy
Seconded: Cr Steve Miolin

Carried 10/0

Action: Katie circulate 2025 proposed staff structure for consideration of the additional staff member

Action: Katie circulate the budget excel spreadsheet to the board

8. WBAC Climate Alliance

a) Climate Alliance Project Officer: Work Update

Climate Alliance Project Officer work report was circulated with the board paper which details progress with:

- Firewise Demonstration Garden Project
- Sustainable Schools Challenge Project
- Stormwater Harvesting Project (Northcliffe Oval)
- Summary Tracker for Shire Action Plans
- Carbon and Reporting Readiness

Report noted by all members

b) Reference Group

Reference Group meeting was held on Friday 30th May and minutes were circulated to the board.

Discussion

- Individually, shires are doing good work
- Hoping to see bigger collaborative projects through the Climate Alliance
- Climate Alliance will present at a future WBAC meeting on their progress
- Need two new nominations from Shire of Donnybrook Balingup and Shire of Boyup Brook for the group.

9. WBAC Tourism: Southern Forests & Valleys

a) SF&V Project update

A comprehensive report on the Southern Forests & Valleys project was included in the board papers. Any questions regarding the project should be directed to Katie.

- In May, the Southern Forests & Valleys website recorded 280,099 visits, bringing the total number of visits since launch to 2,588,851

i. Social Media Guide

Created a Social Media Post Guide to support brand alignment across Shires and Visitor Centres. This will be distributed to all stakeholders for optional use in their own marketing.

ii. Marketing Packages

Developed the Southern Forests & Valleys Marketing Package, available for purchase by events and operators to enhance promotional reach through SF&V channels.

Report noted by all members

b) SF&V Heritage Festival

A total of 134 experiences were curated and promoted across the Southern Forests & Valleys region through a fully digital festival booklet and webpage.

Mixed feedback received from Shires:

- The two who received grants provided strong support and were actively engaged.

- Others demonstrated initial positivity, including ongoing communication during the event, but expressed negative feedback during the post-event review.
- One Shire indicated intentions to be more actively involved in future years.
- All member Shires, with the exception of Nannup, have indicated their intention to apply for funding to participate in the 2026 festival.

c) UCI event (10th & 11th October 2026 with G7 3rd – 9th October)

i. Verbal report of SEVEN event in Nannup (Cr Buegge & D. Taylor)

A verbal report was provided on the SEVEN gravel cycling event held in Nannup. The event was described as exceptionally well organised, with a professional set-up and seamless logistics throughout the day. Everyone who attended commended the level of planning, volunteer coordination, and community engagement evident on the ground.

If the UCI Gravel World Series event delivers to a similar standard, it is expected to be a world-class experience that will showcase the region at its best. The SEVEN event has set a strong benchmark and provides valuable insights into what is possible for future large-scale events in the region.

ii. WBAC Stakeholder Group

1. Minute of meetings 15.04.2025 & 14.05.2025

Update given by meeting chairs, Cr Vivienne MacCarthy and Nick O'Connor:

- A significant number of actions were identified during the initial in person meeting on 15 April, all of which have been captured in the formal action plan.
- Since that meeting, Phase 1 of the project is well underway, with key deliverables either completed or on track.
- WBAC-led actions are progressing effectively, demonstrating strong coordination and momentum across stakeholders.
- The second online meeting on 14 May focused on refining responsibilities, confirming timelines, and progressing planning for community activation.

2. WBAC Event Timeline & Action Plan

The WBAC Event Timeline & Action Plan was circulated with the board papers. This document outlines key milestones, deliverables, and responsibilities for both WBAC and the member Shires in the lead-up to the 2026 UCI Gravel World Series event. Ongoing coordination and regular updates will be managed through the UCI Working Group and WBAC Executive Officer.

3. Agenda for June meeting

Aim of June's meeting is to confirm

- Shire stakeholder groups and their progress
- All G7 events in the region and the logistics around these
- Fan zones and viewing areas
- School and community involvement
- Marketing focuses for SF&V and content needed
- SF&V signage across whole event
- Experience passport concept

iii. UCI Stakeholder meeting

WBAC is part of the WBAC working group, along with members from Cycling Eventures, Tourism WA, SWDC, MRTBA, Westcycle, Shire of Nannup and other key stakeholders.

- Katie, David Taylor and Kristi attended first meeting on 10th April 2025.
- Cr Vivienne MacCarthy, Katie and David Taylor attended second meeting on 27th June.

iv. SWDC Events x Tourism Working Group

WBAC has been invited to participate in the South West Development Commission's (SWDC) Events x Tourism Working Group, which brings together regional stakeholders to collaboratively plan and align tourism and event strategies across the South West.

The first meeting of the group was held on 29 May 2025, with the following representatives in attendance:

- Cr Donelle Buegge, representing WBAC
- Katie McDonnell, representing WBAC
- David Taylor, representing the Shire of Nannup
- Arthur Kyron, representing the Shire of Bridgetown–Greenbushes

d) Opportunities

- i. World Trails Conference, 19th-22nd October 2026 in Perth
 1. Pre-event bookable conference tour in our region (close 1st August)
 - This presents a valuable chance to showcase the region's trail offerings.
 - WBAC will engage with member Shires and local Visitor Centres to explore whether a collaborative regional experience can be developed that is bookable.
 - Discussions will focus on identifying trail-ready products, accommodation providers, and potential local guides or operators that could be part of a curated experience.
 2. Sponsor conference
 - WBAC has requested information about sponsoring an element of the conference to increase our profile.
- ii. 2026 Australian Regional Tourism Convention in Busselton
 - WBAC has requested information about sponsoring an element of the conference to increase our profile.

10. Warren Blackwood Stock Route

a) Project update

Project update was circulated with the board paper which details progress with:

- Trail Road Inventory
- Contractor Management – Maintenance & Audit
- Signage
- Stakeholder Engagement
- Rider Support & Public Enquiries
- Documentation & Marketing
- Future Development

- During discussion with Lenore Lyons regarding William Bay Regional Trail Master Plan to explore cross-regional alignment in trail development and destination management, the possibility to include a spur of the WBSR was discussed:
 - Look at possibility of adding a spur from Broke Inlet to Walpole to link up to the Denmark to Nornalup Heritage Rail Trail which is 48km by road.
 - Bush tracks 15km from Camfield at Broke Inlet to Crysall Spring and 25km from Crysall Springs to Start of Rail trail

Report noted by all members

b) WA Horse Trails Management Guidelines

- WA Horse Trails Management Guidelines were released at the end of May,
- WBAC are now reviewing and updating all our documents to alignment with the Guidelines:
 - 1. Governance & Agreements
 - 1. A Memorandum of Understanding (MOU)*
 - 1. B Operational Guidelines*
 - 1. C Trail Management Plan*
 - 2. Maintenance & Monitoring
 - 2. A Maintenance, Monitoring & Reporting Plan*
 - 2. B Trail Inventory & Infrastructure Register
 - 2. C Trail Closure Protocols*
 - 3. Community & Stakeholder Engagement
 - 3. A Community & Volunteer Engagement Plan*
 - 3. B Marketing & Communications Plan
 - 3. C Pioneer Farming Families Integration Plan
 - 4. User Experience & Safety
 - 4. A User Guidelines*
 - 4. B Rider Code of Conduct

*Waiting on DBCA until we can finalise

11. Warren Blackwood Futures Forum: Tuesday, 6th May 2025

a) WBAC video - <https://vimeo.com/1084843361/1b4c371b1f>

- If you haven't already watched the video, please take a moment to view it and share it through your networks to help spread the message.

b) Event review

- 33 attendees including Minister Don Punch, Chris Hossen (WALGA), Bevan Eatts (Member for Warren Blackwood), Cate Brooks and Pip Kirby (SWDC), Scott Robinson and Vicki Walker (RDA), Shire councillors and senior staff.
- A very successful event, informative and engaging speakers, valuable insights, and excellent networking opportunities.

12. Regional Trails Strategy

WBAC applied to the DLGSCI Community Trail Planning Grants Program for a regional trails strategy, we should hear back by August if we are successful.

- Total project cost: \$101,680
 - Grant requested: \$49,690
 - WBAC in kind: \$27,320
 - WBAC Cash: \$51,990
- WBAC has \$10,000 from 2024.25 and 2025.26 budget if we are successful. This leaves \$41,990 to be split between the 5 shires.
- WBAC will ask for updated quotes

13. Meeting with Amanda Hutton, Group Executive for Telstra Business

a) Tuesday 24th June, 2pm – 3pm in Bunbury

- Purpose:
 - Strengthen the relationship with Telstra
 - Advocate for regional priorities and improved services
 - Provide constructive feedback
 - Explore opportunities to align with DPIRD and secure support for regional connectivity

Action: Katie to circulate meeting details and confirm attendance.

Action: CEOs forward any additional issues or feedback to Katie.

14. Future meeting schedule

- Thank you to all who completed the survey regarding future meeting dates. Based on responses, Tuesdays during the day work for all member Shires except Bridgetown-Greenbushes.
- Board members expressed a preference to be able to join meetings online and vote virtually. Katie advised that this requires a Special General Meeting to amend the Constitution, which can be held prior to the next Board meeting.
- It was agreed that, moving forward, Board meetings will commence earlier at 3:00pm.

WBAC to hold a Special general meeting on 12.08.2025 to amend the constitution for the purpose of amending the Constitution to permit online attendance and voting at Board and General Meetings.

Moved: Cr Tracy Lansdell

Seconded: Cr Alexis Davy

Carried 10/0

Action: Katie to arrange Special General Meeting

15. Dates of future meetings:

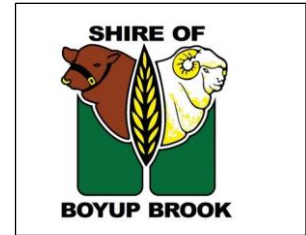
- a) Tuesday 12th August 2025, Shire of Bridgetown Greenbushes (3pm)
- b) Tuesday 7th October 2025, Shire of Nannup
- c) AGM: Tuesday 2nd December 2025, Shire of Boyup Brook
- d) Tuesday 3rd February 2026, Shire of Manjimup
- e) Tuesday 7th April 2026, Shire of Donnybrook Balingup.

Close meeting: 7.51pm

Attachment 10.4

Date: 9 June 2025

To: Shire President
Deputy Shire President
Councillors
Community



Minutes – Rylington Park Committee Meeting

4 June 2025

A handwritten signature in black ink, appearing to read "Long", is written in a cursive style.

Leonard Long
Chief Executive Officer

Shire of Boyup Brook Corporate Values



Proactive

Embrace creativity, adaptability and continuous improvement seeking new ideas and solutions to address challenges and seize opportunities to ensure sustainability.



Leadership & Teamwork

Lead through collaboration, promote diversity, have pride in our work and partner with the community to achieve shared visions and aspirations.



Accountability & Integrity

Demonstrate respect, transparency, honesty and inclusivity in all interactions with the community.



Commitment

Build and share knowledge, act professionally and develop relationships that make a positive contribution to our community.



Engaging Community

Show respect, understanding and compassion for others and work collaboratively with community for better outcomes.



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Agenda

1. Declaration of opening

The Presiding Member declared the meeting open at 7:32am.

Acknowledgement of Traditional Custodians

We acknowledge and pay our respects to the Traditional Custodians of the land on which we meet and work.

Committee Meetings are public meetings.

Committee Members and staff risk being held personally liable if their comments are defamatory, or breach any duty of confidentiality.

Statements made during Committee Meetings are solely those of the person making them. Nothing expressed at a Committee Meeting can be attributed to the Shire, unless it is adopted by a resolution of Council.

The Confirmed Minutes of a Committee Meeting are the official record of that Committee Meeting. Verbatim Minutes are not required.

Please make sure your mobiles are turned off or on silent for the duration of the Meeting.

This meeting will be audio-recorded and made publicly available on the Shire website.

2. Record of attendance

2.1 Attendance

Councillors

Shire President
Deputy Shire President
Councillors

Cr Richard Walker
Cr Helen O'Connell
Cr Michael Wright
Cr David Inglis
Cr Darren King

Community Member

Mr Andy McElroy
(arrived 7:37am)

Edith Cowan University

Prof Kerry Brown

Council Officers

Chief Executive Officer
Executive Officer
Farm Working Manager

Leonard Long
Magdalena Le Grange
Peter Grainger

Observers / Public Members**2.2 Apologies**

Councillor
Community Member

Cr Charles Caldwell
Mr Joshua Stretch

2.3 Request for leave of absence

Nil

3. Deputations, petitions and presentations**3.1 Deputations**

Nil

3.2 Petitions

Nil

3.3 Presentations

Nil

4. Public question time**4.1 Response to previous public questions taken on notice**

Nil

4.2 Public question time

Nil

5. Declarations of interest**5.1 Financial and / or proximity interest**

Nil

5.2 Disclosures of impartiality interest that may cause conflict

Nil

|

6. Previous committee meeting minutes / out of session confirmation

6.1 Committee meeting minutes – 11 March 2025

Moved: Cr. Inglis

Seconded: Cr. King

Committee Decision RP 25/06/010

That the minutes of the Rylington Park Committee Meeting held on 11 March 2025 be confirmed as being a true and accurate record.

CARRIED 5/0
For: Cr Walker, Cr O'Connell, Cr Inglis, Cr King, Cr Wright
Against: Nil

7. Reports of Officers

7.1 Community Services

7.1.1 Rylington Park Annual Storm in a Teacup event	
File Ref:	RP/01/002
Previous Items:	Nil
Applicant:	Nil
Author and Title:	Nicki Jones, Manager Community Services
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Attachment Number	Nil

Moved: Cr. O’Connell

Seconded: Cr. Wright

Committee Decision RP 25/06/011

That the Committee:

- 1. Set the date for the annual Rylington Park Storm in a Teacup 2026 to be Friday 13th March 2026.**
- 2. Receive the report for Rylington Park Storm in a Teacup 2025.**

CARRIED 5/0

For: Cr Walker, Cr O’Connell, Cr Inglis, Cr King, Cr Wright

Against: Nil

Summary

The report is to set the date for the annual Rylington Park Storm in a Teacup 2026 and provide an overview of the 2025 event.

Background

The annual Rylington Park Storm in a Teacup was originally known as Ladies Day and commenced in 2005 at Rylington Park and was closely followed in 2007. In 2009 it moved to the Town Hall and was coordinated and run by the Boyup Brook Community Resource Centre. The next event was held in 2012 at Rylington Park where the name Storm in a Teacup was created by the then Farm Coordinator.

Storm in a Teacup has been held at Rylington Park every year since 2012 with the exception of 2021 due to COVID19 where a virtual event took place. Each year Storm in a Teacup has a theme which is chosen by the team of volunteers who make the event the success it has become.

The *Charter of The Rylington Park Institute for Agricultural Training and Research* was adopted by Council in November 2021 to confirm the Rylington Park farming property, home of The Rylington Park Institute for Agricultural Training and Research, will be held in trust by the Boyup Brook Shire to benefit the Boyup Brook community and for the use of agricultural training and research.

Report Detail

2025 Storm in a Teacup – Whether the Weather was a resounding success with the event starting early with an unplanned ‘weather event’ the night before. The team rallied and together had everything cleaned and ready to go when the gates opened.

Speakers included comedian Emma Krause, Jessica Lingard from the Bureau of Meteorology, local farmer Warren Pensini from Blackwood Valley Beef and a cocktail presentation from the The Little Bar Cart which included a cocktail for every lady. Lunch was by our own ‘Queen of Boyup Brook’ with various stalls from both local businesses and within the district.

This year’s signature painting was created and donated by Tina Matthews with all proceeds going towards to Boyup Brook Evacuation Centre/Sporting Clubrooms. Funds raised totalled \$810.

The event was advertised in the Boyup Brook Gazette, social media and Shire website. A feature article written by the Shire about the days event and was published on the front page of the April edition of the Boyup Brook Gazette. Visit [april 2025 for web.pdf](#) to view the article.





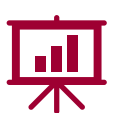
This year we trialled online ticketing with Trybooking which was successful. This saved time for both Shire staff and patrons along with providing information such as dietary requirements we in advance.

This year’s event was well supported with one hundred and seventy-one guest attending and ten stall holders. The event was again sponsored by Talison Lithium, Boyup Brook Co-op, Boyup Brook Agricultural supplies, PF Olsen, Bunbury Fibre Exports, Wespine, Carers WA, Beulah Wines, Boyup Brook IGA, Boyup Brook Pharmacy and the South West Development Commission.





Shire of Boyup Brook Strategic Community Plan 2021 – 2031

	Key Imperatives	Social and Community
	Outcome	Support a healthy, active, vibrant community.
	Objective	Promote community participation, interactions and connections.
	Key Imperatives	Social and Community
	Outcome	Encourage the preservation of our culture, heritage and history.
	Objective	Partner with stakeholders to promote Boyup Brook, preserving our history for future generations and sharing the rich heritage of the Shire.
	Key Imperatives	Social and Community
	Outcome	Encourage the preservation of our culture, heritage and history.
	Objective	Support and promote community events and activities.
	Key Imperatives	Economic Development
	Outcome	Be a business friendly Shire and create conditions for economic growth.
	Objective	Partner with key stakeholders and support development of industry/ business incubation, innovation and entrepreneurship using a planned approach.
	Key Imperatives	Economic Development
	Outcome	Be a business friendly Shire and create conditions for economic growth.
	Objective	Support current and new technologies.

Other Strategic Links

Nil

Statutory Environment

Nil

Sustainability and Risk Considerations

Economic – (Impact on the Economy of the Shire and Region)

Rylington Park Storm in a Teacup creates direct revenue through ticket sales, sponsorships, and vendor fees while supporting local businesses such as caterers, presenters and event service providers. The event also offers exposure and income opportunities for businesses and fosters networking that can lead to future business collaborations.

Social – (Quality of life to community and / or affected landowners)

A ladies' event with speakers, lunch, and spot prizes offers strong social benefits by creating a welcoming space for connection, empowerment, and community building. It fosters networking, support, and collaboration among women from all backgrounds. The event can inspire personal growth, boost confidence, and promote shared learning through engaging speakers and interactive experiences. Overall, it strengthens social ties and encourages a sense of belonging and mutual support.

Policy Implications

Nil

Risk Management Implications

Shire of Boyup Brook's commitment to the identification and management of risks that may impact the achievement of its business objectives.

Risk Level	Comment
Low	Setting the date for the 2026 Rylington Park Storm in a Teacup allows time for the volunteer team to plan the event, book presenters and caterers.

Consultation

Nil

Resource Implications**Financial**

Income		
Sponsorship	\$13,681.82	This amount excludes: <ul style="list-style-type: none"> \$750 directly paid to one of the coffee vans. Donations in goodie bags.
Ticket sales	\$11,266.54	
Total income	\$24,948.36	
Expenses		
Speakers, catering etc	\$22,944.17	Including Shire depot staff set-up and pack-down.
Total profit	\$2,004.19	To be used for deposits for 2026.

Workforce

Nil

End

7.1.2 Setting the Date for Rylington Park Field Day	
File Ref:	RP/01/002
Previous Items:	Nil
Applicant:	Nil
Author and Title:	Nicki Jones Manager Community Services
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Attachment Number	Nil

Moved: Cr. King

Seconded: Cr. Wright

Committee Decision RP 25/06/012

That the Committee:

- 1. Set the date for the annual Rylington Park Field Day to be the second last Thursday (18th September 2025) in term three of the school calendar.**
- 2. Support (subject to final budget approval) the proposed budget of \$4,000 for the 2025 Rylington Park Field Day.**

CARRIED 5/0

For: Cr Walker, Cr O'Connell, Cr Inglis, Cr King, Cr Wright

Against: Nil

Summary

The report is to set the date for the annual Rylington Park Field Day with the proposal to be a set day each year.

Background

The Rylington Park Institute for Agricultural Training and Research (Rylington Park) is located 27km from Boyup Brook town site on the Boyup Brook – Cranbrook Road in Mayanup.

The 650 hectare property was gifted to the Shire of Boyup Brook in 1985 by the late Mr Eric Farleigh for research and training in agriculture, and for the betterment of Boyup Brook.

The property is managed by the Shire of Boyup, who employ staff to operate the farm, host shearing schools and coordinate fertiliser and seed trials on the property.

Rylington Park host field days each year, which include 'Storm in a Teacup' Women's Day in March and the annual Field Day in September.




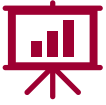
The *Charter of The Rylington Park Institute for Agricultural Training and Research* was adopted by Council in November 2021 to confirm the Rylington Park farming property, home of The Rylington Park Institute for Agricultural Training and Research, will be held in trust by the Boyup Brook Shire to benefit the Boyup Brook community and for the use of agricultural training and research.

Report Detail

The annual Rylington Park Field Day commenced prior to the Shire obtaining ownership of Rylington Park and has grown to be an inclusive and educational event.

By setting a day each year, people can plan their work schedules well in advance and not wait for a date to be determined every year. It is proposed the day is the Thursday prior to school Country Week in September. This day allows for maximum participation from attendees, stall holders, educators, business representatives and speakers.

Shire of Boyup Brook Strategic Community Plan 2021 – 2031

	Key Imperatives	Social and Community
	Outcome	Support a healthy, active, vibrant community.
	Objective	Promote community participation, interactions and connections.
	Key Imperatives	Social and Community
	Outcome	Encourage the preservation of our culture, heritage and history.
	Objective	Partner with stakeholders to promote Boyup Brook, preserving our history for future generations and sharing the rich heritage of the Shire.
	Key Imperatives	Social and Community
	Outcome	Encourage the preservation of our culture, heritage and history.
	Objective	Support and promote community events and activities.
	Key Imperatives	Economic Development
	Outcome	Be a business friendly Shire and create conditions for economic growth.
	Objective	Partner with key stakeholders and support development of industry/business incubation, innovation and entrepreneurship using a planned approach.
	Key Imperatives	Economic Development
	Outcome	Be a business friendly Shire and create conditions for economic growth.

	Objective	Support current and new technologies.
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Other Strategic Links

Nil

Statutory Environment

Nil

Sustainability and Risk Considerations**Economic –** (Impact on the Economy of the Shire and Region)

The Field Day can have a positive economic impact by fostering knowledge exchange between researchers, farmers, and agribusinesses, leading to improved farming practices and increased crop yields. Additionally, showcasing innovative technologies and products can create new market opportunities and drive investment in local agriculture.

Social – (Quality of life to community and / or affected landowners)

The social benefits of Field Day include strengthening community ties by bringing together farmers, educators, informative speakers, and the wider community in a collaborative setting. It promotes knowledge sharing and lifelong learning, empowering participants with practical skills and information. These events also foster a sense of pride and identity in local agriculture and build networks that support resilience and innovation in rural communities.

Policy Implications

Nil

Risk Management Implications

Shire of Boyup Brook's commitment to the identification and management of risks that may impact the achievement of its business objectives.

Risk Level	Comment
Low	Setting a standard day allows people to plan which in turn allows for maximum attendance rates.

Consultation

Nil

Resource Implications

Financial

The proposed budget for the 2025 Rylington Park Field Day is \$4,000 (subject to final adoption of the 2025/2026 budget).

Workforce

Nil

End

7.1.3 Rylington Park Integrated Agriculture and Carbon Project	
File Ref:	RP/01/002
Previous Items:	Nil
Applicant:	Nil
Author and Title:	Ruth Crisp, Greening Australia
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Attachment Number	7.1.3A Carbon Feasibility Report and Project Delivery Proposal 7.1.3B Carbon Sequestration Project Service Agreement 7.1.3C Non-Exclusive Call Option Deed 7.1.3D Shade Shelter Fodder Research Proposal (Draft)

Moved: Cr. King

Seconded: Cr. Wright

Officer Recommendation (deferred)

That the Committee:

1. Approve the proposed Integrated Agriculture and Carbon Project subject to:
 - a) The Chief Executive Officer obtaining legal advice regarding the ability for the Shire to enter such a project considering:
 - i. The carbon credits are proposed to be owned by a third party.
 - ii. Non-Exclusive Call Option Deed.

.....
For:
Against:

Alternative Motion:

Committee Decision RP 25/06/013

That the Committee:

1. Defer this item to allow the Chief Executive Officer to obtain additional information:
 - a) Detailed breakdown on all costs involved.

- b) Detailed breakdown on the project (i.e carbon credits, land lease.)**
- c) Detailed explanation of the Non-Exclusive Call Option Deed.**

- 2. Request 3rd party to fund the required legal advice from the Shire's Attorneys.**

CARRIED 6/0

**For: Cr Walker, Cr O'Connell, Cr Inglis, Mr McElroy, Cr King,
Cr Wright
Against: Nil**

Moved: Cr. O'Connell

Seconded: Cr. King

Committee Decision RP 25/06/014

That Council suspend Standing Orders as per clause 15.6 of the Standing Orders Local Law No. 1 to allow free and open discussion on the matter.

CARRIED 5/0

**For: Cr Walker, Cr O'Connell, Cr Inglis, Cr King, Cr Wright
Against: Nil**

Community Member Mr Andy McElroy arrived 7:37am.

Moved: Cr. King

Seconded: Cr. Inglis

Committee Decision RP 25/06/015

That Council resume Standing Orders as per clause 15.6 of the Standing Orders Local Law No. 1.

CARRIED 6/0

**For: Cr Walker, Cr O'Connell, Cr Inglis, Mr McElroy, Cr King,
Cr Wright
Against: Nil**

Summary

The Rylington Park Integrated Agriculture and Carbon Project is a unique project that seeks to understand and demonstrate that carbon and agriculture can co-exist while improving livestock health and on farm productivity, restoring degraded landscapes and capturing carbon.

Background

The project is a joint effort between Greening Australia, ECU, AWI, the Rylington Park Research and Training Institute and the Shire of Boyup Brook. The following actions have been undertaken to date:

- December 2024: Greening Australia conducted a site visit of Rylington Park with the property manager, ECU and committee representatives to understand parameters of a potential project and identify locations for plantings.
- February 2025: Greening Australia and ECU presented to the Rylington Park Committee the proposed project and the Committee granted permission for the detailed exploration of the proposed project.
- May 2025: Greening Australian and ECU presented the proposal to the Shire CEO.
- June 2025: Greening Australia and ECU presenting the proposal to the Rylington Park Committee.

Report Detail

The project consists of three integrated parts;

- Carbon sequestration,
- Addressing landscape degradation, and
- Productive agriculture through Shade Shelter Fodder plantings.

The project will establish plantings that will be registered with the Clean Energy Regulator as a carbon farming project. The proposed carbon project does not generate any financial return to the Shire due to its small scale. The value of the project to the Shire and local community is that it is a cost neutral exercise, the plantings are strategic and complement the existing land use providing landscape and agricultural benefit, and the research and learnings will be demonstrated and shared with the local farming community.


Project implementation (restoration works) and carbon services costs are covered by an external funder. Carbon credits generated are taken by that funder and used against their voluntary carbon offsets. It is proposed that the external funding partner in the case of Rylington Park will be AstraZeneca.

[AstraZeneca - Greening Australia - Greening Australia](#)

The project is proposed to be registered for 25. Essentially the commitment is to keep the trees/plants in place for this duration. Greening

Australia/Canopy will continue to monitor and report and undertake the compliance side of things over this duration. These activities are covered under the carbon services costs which are paid for by the external funder.

Shire of Boyup Brook Strategic Community Plan 2021 – 2031

	Key Imperatives	Economic Development
	Outcome	Be a business friendly Shire and create conditions for economic growth.
	Objective	Partner with key stakeholders and support development of industry/ business incubation, innovation and entrepreneurship using a planned approach.

Other Strategic Links

Nil

Statutory Environment

Nil

Sustainability and Risk Considerations

Economic – (Impact on the Economy of the Shire and Region)

The Rylington Park Integrated Agriculture and Carbon Project is expected to deliver strong economic benefits to the Shire and region by improving livestock productivity and land value, potentially creating local jobs, and opening access to carbon markets. By demonstrating the coexistence of agriculture and carbon farming, the project enhances regional branding, attracts investment and research partnerships, and positions the area as a leader in sustainable land management.

Social – (Quality of life to community and / or affected landowners)

The Rylington Park project provides significant social benefits to the Shire by fostering community engagement, education, and skills development in sustainable farming practices. It strengthens local resilience through improved land stewardship, supports generational knowledge transfer, and promotes pride in leading innovative, environmentally responsible agriculture.

Policy Implications

Nil

Risk Management Implications

Shire of Boyup Brook's commitment to the identification and management of risks that may impact the achievement of its business objectives.

Risk Level	Comment
Moderate	The key risk to the Shire of Boyup Brook in allowing the Rylington Park project to proceed lies in the potential long-term land use commitments or restrictions that may arise from carbon sequestration obligations, which could limit future flexibility.

Consultation

Nil

Resource Implications

Financial

- Obtaining the required legal advice could cost the Shire between \$2,500 and \$5,000.
- The implementation of the project will not cost the Shire anything other than the provision of the land.

Workforce

Nil

End

7.2 Chief Executive Officer

7.2.1 Rylington Park monthly activity report for March 2025	
File Ref:	RP/01/002
Previous Items:	Nil
Applicant:	Nil
Author and Title:	Peter Grainger, Farm Working Manager
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Attachment Number:	Nil

Moved: Cr. King Seconded: Mr. McElroy

Committee Decision RP 25/06/016

That Council:

- 1. Receive the monthly activity report for the Rylington Park Farm for March 2025.**

CARRIED 6/0

**For: Cr Walker, Cr O'Connell, Cr Inglis, Mr McElroy, Cr King,
Cr Wright
Against: Nil**

Summary

The monthly report is to provide Council with an update on the operations at the Rylington Park Farm.

Background

The Rylington Park Institute for Agricultural Training and Research, known as Rylington Park, is a key agricultural asset located 27km from Boyup Brook, in Mayanup.

This 650-hectare property was donated to the Shire of Boyup Brook in 1985 by Mr. Eric Farleigh for agricultural research and training, aimed at the betterment of the Boyup Brook community. Managed by the Shire, the property runs various agricultural programs, including shearing schools and fertiliser and seed trials.

It also offers scholarships to youth in agriculture and has a strategic relationship with Edith Cowan University for research and education, with the intent to share findings with the local farming community. Rylington Park is committed to supporting the agricultural industry and the regional community through its various initiatives.

Report Detail

Weed Control

- Hand spraying and pulling weeds melons.

Infrastructure and Equipment Maintenance

- Repairs to sheep yards chains on gates.
- Ongoing fencing maintenance and cleared fallen branches from fences.
- Cleaned all water troughs.

Crop Management

Nil

Livestock Sales

Nil

Feed on Hand

- Barley 145 tons.
- Lupins 50 tons.
- Barley straw 264 Bales.
- Hay 420 bales.

Feeding program

- Barley trail feeding ewes 220 grams per week.
- All lambs on lick feeders of barley/lupin mix 250 grams per week.
- One (1) hay bale per 100 sheep.

Livestock Handling and Management

- Lick blocks to all sheep.
- Moved mobs as required to maximize paddock feed.
- 840 mated to XB Red and yellow tags.
- 1190 mated to Merinos Green Purple Blue.

Livestock Inventory

- White Suffolk Rams: 13 (1 death).
 - Merino rams: 29.
 - Merino Ewes: 2034 (2 deaths).
 - XB lambs 27.
 - Merino ewe lambs 439.
 - Merino Wether lambs 451 (4 deaths).
-

- **TOTAL:** 2993.

Wool Sales

- 66 bales sold.


Shearing Schools, events & trials

- Women's day.

OHS

- Working through the check sheet for the farm.
- No incidents.

Shire of Boyup Brook Strategic Community Plan 2021 - 2031

	Key Imperatives	Natural Environment
	Objective	Manage natural resources sustainably.
	Outcome	Work with key stakeholders to manage land, fire disease, pest animals and weeds.

Other Strategic Links

Nil

Statutory Environment

Nil

Sustainability and Risk Considerations

Economic – (Impact on the Economy of the Shire and Region)

Rylington Park Farm contributes economically to both the Shire and Region by providing education and skill development in agriculture which can enhance the workforce, leading to more efficient and innovative farming practices.

Conducting agricultural research can lead to better farming techniques and increased productivity, positively impacting the local economy. The farm also hosting field days, and the event draws visitors locally and regionally which can stimulate local spending.

Offering scholarships encourages local youth to pursue careers in agriculture, potentially leading to a more skilled labour pool. Shearing schools support the sheep industry, vital for the local economy. These

activities can lead to job creation, increased productivity, and the overall growth of Boyup Brook's agricultural sector.

Social – (Quality of life to community and / or affected landowners)

Rylington Park Farm can impact the quality of life in the Boyup Brook community by enhancing access to agricultural training and education, boosting local economy through job creation and agricultural advancements.

The farm also brings community members together during events and field days, and through its training encourages young people to consider futures in agriculture, aiding in community retention.

Policy Implications

Nil

Risk Management Implications

Shire of Boyup Brook's commitment to the identification and management of risks that may impact on the achievement of its business objectives.

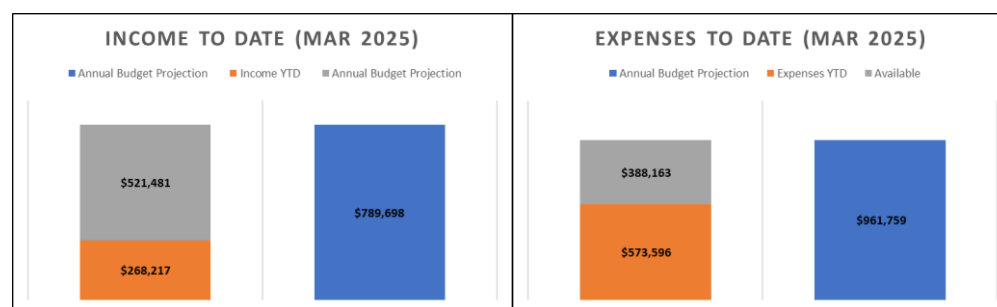
Risk Level	Comment
Moderate	<p>The Shire's risks regarding Rylington Park Farm include costs of operating the farm and funding programs may not always be covered by revenue or grants. Fluctuations in agricultural markets can affect the farm's economic viability.</p> <p>Extreme weather events could impact farm operations and ensuring all farming practices meet regulatory standards.</p>

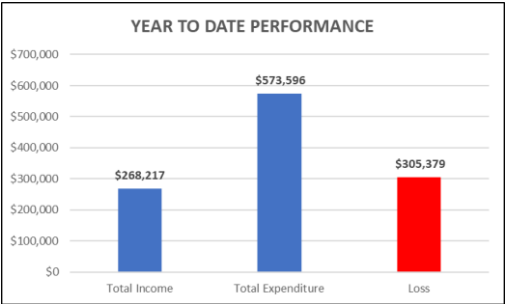
Consultation

Nil

Resource Implications

Financial





Workforce
Nil

End

7.2.2 Rylington Park activity report for April 2025	
File Ref:	RP/01/002
Previous Items:	Nil
Applicant:	Nil
Author and Title:	Peter Grainger, Farm Working Manager
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Attachment Number:	Nil

Moved: Cr. Wright	Seconded: Cr. Inglis
Committee Decision RP 25/06/017	
That the Committee:	
1. Receive the monthly activity report for the Rylington Park Farm for April 2025.	
<p style="text-align: right;">CARRIED 6/0</p> <p style="text-align: right;">For: Cr Walker, Cr O'Connell, Cr Inglis, Mr McElroy, Cr King, Cr Wright</p> <p style="text-align: right;">Against: Nil</p>	

Summary

The monthly report is to provide Council with an update on the operations at the Rylington Park Farm.

Background

The Rylington Park Institute for Agricultural Training and Research, known as Rylington Park, is a key agricultural asset located 27km from Boyup Brook, in Mayanup.

This 650-hectare property was donated to the Shire of Boyup Brook in 1985 by Mr. Eric Farleigh for agricultural research and training, aimed at the betterment of the Boyup Brook community. Managed by the Shire, the property runs various agricultural programs, including shearing schools and fertiliser and seed trials.

It also offers scholarships to youth in agriculture and has a strategic relationship with Edith Cowan University for research and education, with the intent to share findings with the local farming community. Rylington Park is committed to supporting the agricultural industry and the regional community through its various initiatives.

Report Detail

Weed Control

- Hand spraying and pulling weeds melons.

Infrastructure and Equipment Maintenance

- Repairs to sheep yards chains on gates.
- Ongoing fencing maintenance and cleared fallen branches from fences.
- Cleaned all water troughs trough blocks.
- Repairs to the pencil auger.

Crop Management

- Sprayed first knockdown on all cropping paddocks.
- Cleaned up fallen branches and trees in crop paddocks.

Livestock Sales

- 229 merino wether lambs.

Grain Sales

- Nil

Feed on Hand

- Barley 125 tonnes.
- Lupins 35 tonnes.
- Barley straw 224 Bales.
- Hay 420 bales.

Feeding program

- Barley trail feeding ewes 220 grams per week.
- All lambs on lick feeders of barley/lupin mix 250 grams per week plus hay ad lib in feedlots.
- 1 hay bale per 100.

Livestock Handling and Management

- Lick blocks to all sheep.
 - Moved mobs as required to maximize paddock feed.
 - Drenched and vaccinated ewes.
 - Marked 220 out of season lambs.
-

Livestock Inventory

- White Suffolk Rams: 12, 1 death.
- Merino rams: 29.
- Merino Ewes: 2028, 6 Deaths.
- XB lambs 27.
- Merino ewe lambs 435, 4 Deaths.
- Merino Wether lambs 218, 4 Deaths.
- **TOTAL:** 2749, 15 Deaths.

Wool Sales

- Nil.


Shearing Schools, events & trials

- Nil.

OHS

- Working through the check sheet for the farm.
- No incidents.

Shire of Boyup Brook Strategic Community Plan 2021 - 2031

	Key Imperatives	Natural Environment
	Objective	Manage natural resources sustainably.
	Outcome	Work with key stakeholders to manage land, fire disease, pest animals and weeds.

Other Strategic Links

Nil

Statutory Environment

Nil

Sustainability and Risk Considerations

Economic – (Impact on the Economy of the Shire and Region)

Rylington Park Farm contributes economically to both the Shire and Region by providing education and skill development in agriculture which can enhance the workforce, leading to more efficient and innovative farming practices.

Conducting agricultural research can lead to better farming techniques and increased productivity, positively impacting the local economy. The farm also hosting field days, and the event draws visitors locally and regionally which can stimulate local spending.

Offering scholarships encourages local youth to pursue careers in agriculture, potentially leading to a more skilled labour pool. Shearing schools support the sheep industry, vital for the local economy. These activities can lead to job creation, increased productivity, and the overall growth of Boyup Brook's agricultural sector.

Social – (Quality of life to community and / or affected landowners)

Rylington Park Farm can impact the quality of life in the Boyup Brook community by enhancing access to agricultural training and education, boosting local economy through job creation and agricultural advancements.

The farm also brings community members together during events and field days, and through its training encourages young people to consider futures in agriculture, aiding in community retention.

Policy Implications

Nil

Risk Management Implications

Shire of Boyup Brook's commitment to the identification and management of risks that may impact on the achievement of its business objectives.

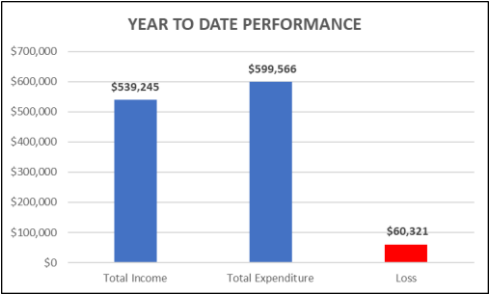
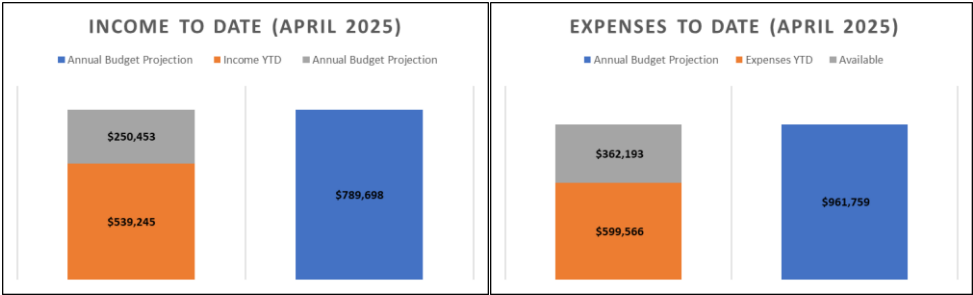
Risk Level	Comment
Moderate	<p>The Shire's risks regarding Rylington Park Farm include costs of operating the farm and funding programs may not always be covered by revenue or grants. Fluctuations in agricultural markets can affect the farm's economic viability.</p> <p>Extreme weather events could impact farm operations and ensuring all farming practices meet regulatory standards.</p>

Consultation

Nil

Resource Implications

Financial



Workforce
Nil

End

8. Members questions on notice

Nil

9. Late items / urgent business matters

Nil

10. General Business

Nil

11. Next meeting and closure

Next meeting to be held on 27 August 2025 at 7:30am in the Council Chambers.

There being no further business the meeting closed at 9:15am.

Presiding Member

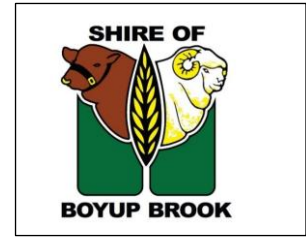
Date

Outstanding Committee Resolutions		
Res #	Resolution	Status
RP 24/03/024	<p>RYLINGTON PARK POTENTIAL SCHOOL PROGRAM - AUSTRALIAN CENTRE FOR STUDENT EQUITY AND SUCCESS (ACSES) FUNDING</p> <ol style="list-style-type: none"> 1. If successful, approves a contribution of \$20,000 towards the grant submission to Australian Centre for Student Equity and Success being prepared by Prof Brown. 2. The contribution approved in (1.) above is to be funded out of Councils Co-contribution reserve. <p><u>Prof Brown Update: 29 January 2025</u> While the grant outcome was advised as unsuccessful in the granting round in 2024, the team has been in discussion with ACSES to understand if a) if the project would be eligible to be considered for the new rolling grant system that replaced the annual call for projects b) whether the project could be considered with modification for funding. The responses have been positive so there has been further discussion about the changes required for the grant application and how these changes would support consideration for funding.</p>	Pending
RP 24/03/033	<p>PROPOSED HEMP TRIALS AT RYLINGTON PARK</p> <ol style="list-style-type: none"> 1. Supports the trials for growing Hemp on 1ha of land at Rylington Park. 2. Authorises the Chief Executive Officer to submit an application for the relevant Hemp Licence to the relevant department. <p><u>CEO Update 29 January 2025:</u> Application form has been completed, staff will be progressing with the application. Licence application paid for 28 February 2025.</p> <p>Relevant persons to provide:</p> <ol style="list-style-type: none"> 1. Police Clearance 2. Character references 	Pending

RP 25/02/006	<p data-bbox="432 192 1193 264">RYLINGTON PARK GREENING AUSTRALIA, ECU AND AWI JOINT PROJECT</p> <ol data-bbox="432 304 1193 741" style="list-style-type: none"> <li data-bbox="432 304 1193 562">1. Approve the development of a detailed proposal prepared by Greening Australia to consider a research project on the topic of Using integrated native planting to restore farm landscapes for environmental, economic and productivity improvements funded externally through independent sources. <li data-bbox="432 595 1193 741">2. Request that prior to the commencement of the project Greening Australia provide a program of activities as well as detailed financials to the committee for consideration. <p data-bbox="432 779 1031 813">Prof Brown provided an update 6/03/2025</p> <p data-bbox="432 853 1193 1032">Update: Development of a detailed proposal to support a research project on the topic of: <i>Using integrated native planting to restore farm landscapes for environmental, economic and productivity improvements.</i></p> <ul data-bbox="432 1072 1193 1514" style="list-style-type: none"> <li data-bbox="432 1072 1193 1184">- Restoration costs have been compiled, and Project Team is currently modelling the project to understand carbon returns <li data-bbox="432 1189 1193 1364">- There is a need to obtain the required paperwork from the Shire of Boyup Brook as landholder ahead of being able to provide financial information in a proposal. Timeline for receipt is by end of next week <li data-bbox="432 1368 1193 1514">- The project proposal should be ready to share with the Committee during the week ending 28 March 2025 pending all requested details provided as per the point above. 	Pending
RP 25/06/015	<p data-bbox="432 1518 1193 1585">RYLINGTON PARK INTEGRATED AGRICULTURE AND CARBON PROJECT</p>	Pending

Date: 30 June 2025

To: Shire President
Councillor
Community



MINUTES – BUSHFIRE ADVISORY COMMITTEE MEETING 2025

16 June 2025

A handwritten signature in black ink, which appears to read "Long", is written in a cursive style.

Leonard Long
Chief Executive Officer

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AGENDA

1. Declaration of Opening

The Presiding Member declared the meeting open at 7:00pm.

Acknowledgement of Traditional Custodians

We acknowledge and pay our respects to the Traditional Custodians of the land on which we meet and work.

Committee Meetings are public meetings.

Committee Members and staff risk being held personally liable if their comments are defamatory, or breach any duty of confidentiality.

Statements made during Committee Meetings are solely those of the person making them. Nothing expressed at a Committee Meeting can be attributed to the Shire, unless it is adopted by a resolution of Council.

The Confirmed Minutes of a Committee Meeting are the official record of that Committee Meeting. Verbatim Minutes are not required.

Please make sure your mobiles are turned off or on silent for the duration of the Meeting.

This meeting will be audio recorded for minute taking purposes. Please speak clearly and do not speak while others are speaking.

2. Record of Attendance

2.1 Attendance

Bushfire Advisory Committee Presiding Members 2024-2025

Shire President	Cr Richard Walker
Councillor	Cr Charles Caldwell

Council Officers

Chief Executive Officer	Leonard Long
Emergency Services Officer	Donna Forsyth

Shire of Boyup Brook X-Ray Team 2024-25

Ben Thompson	-	Chief Bush Fire Control Officer
Tristan Mead	-	1 st Deputy
David Fortune	-	Communications Officer
Wayde Robertson	-	Fire Weather Officer
David Nield	-	Deputy Fire Weather Officer

Shire of Boyup Brook Bushfire Brigades

Rob Imrie	-	Benjinup
Clint Westphal	-	Benjinup
Glenn Mead	-	Chowerup
Luke Harding	-	Chowerup
Wayne White	-	Dinninup
John Ritson	-	East Boyup Brook
Ron Bingham	-	Gibbs Road
Michael Giles	-	Gibbs Road
Geoff Dalton	-	Kenninup
Anthony Marsh	-	Kulikup
Ben Creek	-	Mayanup
Kieran Power	-	McAlinden
Marcus Gifford	-	Nollajup
Rob Introvigne	-	Nollajup
Darren Chapman	-	Scotts Brook
Dylan Roney	-	Scotts Brook
Matt Della-Gola	-	Tonebridge
David Turner	-	Tonebridge
David Muir	-	Tweed
Scott Nix	-	Tweed
Brian Cailes	-	West Boyup Brook
Damon Treloar	-	West Boyup Brook

Agencies

Chris Sousa	-	District Officer – DFES
Greg Hodgson	-	Forest Products Commission (FPC)
Rayna Barr	-	Bunbury Fibre (MITSUI)
Graeme Blake	-	DWER
Tim Sparks	-	DWER

2.2 Apologies**Shire of Boyup Brook Bushfire Brigades**

Brad Skraha	-	2nd Deputy CBFCO 24-25
Ben Creek	-	Mayanup
David Neild	-	Deputy FWO 24-25
Paul Goerling	-	Gibbs Rd

Agencies

Rob Brogan	-	DFES - LSW
Phil Brandrett	-	DFES - LSW
Jewell Crossberg	-	DBCA – Wellington Region
Bryce Edwards	-	Forest Products Commission
Steve Ward	-	DBCA – Blackwood Region
Galvin Williss	-	PF Olsen Plantations
Anthony Wise	-	PF Olsen Plantations

3. Disclosure of interest

Nil

4. Presentations & Reports**4.1 Dept. Water & Environmental Regulation – Graeme Blake**

Boyup Brook, WA – Positive developments are underway regarding bushfire mitigation efforts on Department of Water and Environmental Regulation (DWER) managed lands within the Shire of Boyup Brook.

DWER holds land tenure in several key areas, specifically in Chowerup, Tonebridge, and a small portion of the McAlinden area. The crucial topic of DWER's bushfire mitigation capability on these lands has been a recent focus of discussion.

DWER are pleased to report that the Treasury has given approval for payment for fire mitigation activities on these DWER-managed areas. This work can be undertaken by local bushfire brigades, which is a fantastic opportunity for our community. A small amount of governance will be involved in this process.

Looking ahead, DWER plans to conduct community consultation and undertake current risk assessments to identify and prioritise the area's most at risk. While the exact number of hectares involved is currently unknown and will be determined after these assessments are completed, the good news is that plans are now firmly underway. The timeframe for these works is not yet set, but the initiation of these plans is a significant positive step, especially considering that some DWER-managed lands are well overdue for mitigation.

4.2 Dept. Fire & Emergency Services – Chris Sousa

Boyup Brook, WA – The Southwest region experienced a moderate fire season during 2024-25. Only a couple of major incidents occurred across the wider Southwest, including a significant fire in the Manjimup area which extended for 35 days. A special thank you is extended to the Benjinup brigade for their swift provision of a Light Tanker on short notice. The exact source of the Manjimup fire remains under investigation.

Crucially, no other significant fires were noted within the Shire of Boyup Brook. This success is largely attributed to the excellent and rapid response of our local brigades to lightning strikes and other fire ignitions throughout the Shire.

The continued increase in reporting of incidents by brigades is highly appreciated. This vital information plays a significant role in future

planning and securing necessary funding for our fire services and mitigation efforts.

Training for our brigades is ongoing, with dates for upcoming sessions to be finalised and communicated soon. We encourage all volunteers to continue participating in these essential training programs to maintain our high level of preparedness for future fire seasons.

4.3 Shire of Boyup Brook

Chief Bushfire Control Officer – Ben Thompson

This past fire season (2024-25) saw a relatively manageable period within the Shire of Boyup Brook. A total of eight fires were reported, with the majority occurring during the restricted burning period and being minor in nature.

The Shire enacted 10 Harvest and Vehicle Movement Bans (HVMBs) this season, with three of these declared before Christmas. This proactive measure helped to manage risk during high-danger periods.

Weekly radio roll calls continue to be a vital communication tool and were generally well-attended. However, it was noted that some members were repeat non-attendees. All volunteers are reminded of the importance of communicating their availability or unavailability for emergencies to their team members to ensure effective response coordination.

The unrestricted burning season commenced on March 10th, which was slightly earlier than some neighbouring shires. While ground conditions remained very dry leading into the autumn-winter period, local landowners are expected to apply their extensive knowledge to conduct stubble burning safely and responsibly.

Significant progress was made on bushfire mitigation with two Mitigation Activity Fund (MAF) burns successfully completed. These critical burns took place in Wilga and within town at the Railway Reserve. Our sincere thanks go to the brigades who facilitated and executed these important works.

Finally, we extend our gratitude to Brad Skraha for his two years of dedicated service to the X-Ray team. His departure leaves a vacancy within this crucial team. It is also acknowledged that retaining active volunteers and filling officer roles remains a challenge for some brigades across the Shire. The invaluable assistance of all active volunteers is highly commended and deeply valued at every emergency. Your commitment is the backbone of our community's safety.

Emergency Services Officer – Donna Forsyth

Special appreciation is extended from the Shire to the X-Ray team, particularly Ben Thompson, for their outstanding support over the past year. The Boyup Brook volunteer bushfire brigades continue to demonstrate strong structure and organisation, aligning with the Shire's best interests for community safety.

The majority of the Emergency Services Levy (ESL) Local Government Grants Scheme (LGGS) funding was allocated to vehicle maintenance and servicing. Our aging fleet necessitates increasing mechanic time and costs, a challenge acknowledged by DFES, which has approved a 10% funding increase for the 2025-2026 season, bringing operational funds to \$135,000.

Applications have been submitted for one new fast-fill trailer build and two trailer equipment upgrades. The Shire is currently awaiting the outcome of these applications.

MAF Round 1 (2024-2025) is approximately 80% complete, with all mechanical works and prescribed burns successfully concluded. Chemical treatments are ongoing, with Wilga chemical works postponed until the end of August for optimal chemical uptake and to minimise summer weed regrowth.

The treatment schedule for MAF 2025-2026 has been submitted, with results expected around the end of August. Members of the community are urged to report any Shire land or reserves posing a fire risk as soon as possible. This enables prompt investigation to determine the best mitigation strategies and identify responsible parties.

The Shire's Bushfire Risk Management Plan was completed and endorsed by OBRM (Office of Bushfire Risk Management) at the end of 2024. This plan identifies at-risk areas and current capabilities for response and recovery within the Shire.

The Shire was successful in gaining a DWER CWSP (Department of Water and Environmental Regulation - Community Water Supply Program) grant for the strategic placement of three 90KL water tanks within the Shire. The goal is to pursue more similar projects to enhance community preparedness and disaster resilience.

As part of the broader community resilience plan, there are significant efforts to progress the building of Mayanup and Benjinup Fire Stations. The long-term aim is to secure a 2.4 fire unit full-time in these locations. Planning is actively being developed to achieve this goal sooner rather than later, despite potential hurdles.

Recent training sessions were well-attended. Special thanks are extended to Colin Hales for his commitment to providing valuable face-to-face rural fire awareness and truck familiarisation sessions.

A reminder that all insurance claims must still be submitted to the Shire. It is crucial to provide evidence (e.g., photos of damage at the time of the incident) and submit claims as soon as possible to facilitate processing.

The permit process operated smoothly this year. Permit holders called the Shire to notify of burns, allowing this information to be relayed to others and effectively reducing unnecessary 000 calls. All permit holders are reminded to continue following all guidelines associated with their permits.

Forest Products Commission – Greg Hodgson

FPC had a relatively quiet season, thanking brigades for responses, especially for the 4-hectare McAlinden plantation fire (7yo trees) under suspicious circumstances, which was contained effectively.

FPC's internal fire roster has expanded due to new plantations. FPC aims to develop an independent fire response capability next season to support DBCA and local brigades.

Individual Fire Operations maps for each plantation are being prepared for sharing with stakeholders and public access via LG websites/QR codes in early 2025.

Two new softwood plantations are being established in the Shire this season: Mayanup 4 (440 ha) and Wilga 3 (150 ha). FPC is ensuring reliable water sources are accessible for rapid suppression at these and other sites.

Community fire grants (up to \$10,000) are available for shires with new FPC estate properties, with applications opening soon. The Tonebridge fast-fill trailer request fits criteria. FPC is also open to future sponsorship opportunities.

The DFES Plantation Fire Protection Guidelines, under review for four years, aim to standardise plantation fire management across WA. WALGA/Shires will comment on the draft before its early 2026 release.

FPC works closely with DWER on fuel management in the Wellington Catchment and sees similar opportunities in the Boyup Brook Shire – Chowerup area to reduce fire risk.

After 43 years, Greg Hodgson FPC fire liaison is retiring in July. Bryce Edwards will cover Boyup Brook BFACs and liaise with CESMs/FCOs, introducing the new FPC Fire Manager when appointed.

Bunbury Fibre Exports - Rayna Barr

No fires over the past season

BFE has purchased a fire appliance (ex-DBCA) that has been parked predominately at McAlinden this past season

BFE continues to engage a contractor to assist with mitigation and suppression works as required

Staff and contractor training has increased to capture a larger pool of staff available to attend any fires

Plantation waste at Jackson plantation on McAlinden Road on the Shire boundary will be burnt under approval from the West Arthur CBFCO and Boyup Brook CBFCO and within permit requirements.

5. Previous Committee Meeting Minutes

5.1 Bushfire Advisory Committee Meeting Minutes – 25 June 2024

Moved: Mr R Bingham

Seconded: Mr W Robertson

COMMITTEE DECISION BFAC 25/06/001

- 1. That the minutes of the Bushfire Advisory Committee Meeting held on 25 June 2024 be confirmed as being a true and accurate record.**

CARRIED UNANIMOUSLY

5.2 Brigade AGM Meeting Minutes

Brigade	AGM Held	Minutes Received
Benjinup	29/04/2025	Yes
Chowerup	15/04/2025	Yes
Dinninup	14/04/2025	Yes
East Boyup Brook	02/04/2025	Yes
Gibbs Road	04/04/2025	Yes
Kenninup	21/05/2025	Yes
Kulikup	15/04/2025	Yes
Mayanup	07/05/2025	Yes
McAlinden	13/04/2025	Yes
Mickalarup/Dwalganup	11/03/2025	Yes
Nollajup	12/05/2025	Yes
Scotts Brook	08/04/2025	Yes
Tonebridge	09/04/2025	Yes
Tweed	08/04/2025	Yes
West Boyup	10/04/2025	Yes

Moved: Mr T Mead**Seconded: Mr D Fortune****COMMITTEE DECISION BFAC 25/06/002****That the AGM Minutes of the various brigades be received.****CARRIED UNANIMOUSLY****6. Review of action list and business arising from previous minutes.****6.1 Action List Review**

Nil

7. Election of Presiding Members**7.1 Election of Presiding Member**

The Members of the Bushfire Advisory Committee (BFAC) called for nominations for the position of Presiding Member.

One (1) nomination was received for Cr Walker.

Cr Walker accepted the nomination.

Moved: Cr Caldwell**Seconded: Mr T Mead****COMMITTEE DECISION BFAC 25/06/003****That the BFAC recommend to Council:**

- 1. The Appointment of Cr Walker as the Presiding Member.**

CARRIED UNANIMOUSLY

7.2 Election of The Deputy Presiding Member

The Members of the BFAC called for nominations for the position of Deputy Presiding Member.

One (1) nomination was received for Cr Caldwell.

Cr Caldwell accepted the nomination.

Moved: Mr R Bingham

Seconded: Mr T Mead

COMMITTEE DECISION BFAC 25/06/004

That the BFAC recommend to Council:

- 1. The Appointment of Cr Caldwell as the Deputy Presiding Member.**

CARRIED UNANIMOUSLY

8. Election of Officers / Members

8.1 Chief Bushfire Control Officer

Mr Ben Thompson was declared elected Chief Bushfire Control Officer.

Moved: Mr T Mead

Seconded: Mr C Caldwell

COMMITTEE DECISION BFAC 25/06/005

That the BFAC recommend to Council:

- 1. Appoints Mr B Thompson as the Chief Bushfire Control Officer.**

CARRIED UNANIMOUSLY

8.21st Deputy Chief Bushfire Control Officer

Mr Tristan Mead was declared elected 1st Deputy Chief Bushfire Control Officer.

Moved: Mr D Fortune

Seconded: Mr R Bingham

COMMITTEE DECISION BFAC 25/06/006

That the BFAC recommend to Council:

- 1. Appoints Mr T Mead as the 1st Deputy Chief Bushfire Control Officer.**

CARRIED UNANIMOUSLY

8.32nd Deputy Chief Bushfire Control Officer

Mr Wayde Robertson was declared elected 2nd Deputy Chief Bushfire Control Officer.

Moved: Mr T Mead

Seconded: Mr R Bingham

COMMITTEE DECISION BFAC 25/06/007

That the BFAC recommend to Council:

- 1. Appoints Mr W Robertson as the 2nd Deputy Chief Bushfire Control Officer.**

CARRIED UNANIMOUSLY

8.4 Communications Officer

Mr David Fortune was declared elected Communications Officer.

Moved: Mr B Thompson

Seconded: Mr W Robertson

COMMITTEE DECISION BFAC 25/06/008

That the BFAC recommend to Council:

- 1. Appoints Mr D Fortune as the Communications Officer.**

CARRIED UNANIMOUSLY

8.5 Fire Weather Officer

Mr Wayde Robertson was declared elected Fire Weather Officer.

Moved: Mr T Mead

Seconded: Mr R Bingham

COMMITTEE DECISION BFAC 25/06/009

That the BFAC recommend to Council:

- 1. Appoints Mr W Robertson as the Fire Weather Officer.**

CARRIED UNANIMOUSLY

8.6 Deputy Fire Weather Officer

Mr David Nield was declared elected Deputy Fire Weather Officer.

Moved: Mr T Mead

Seconded: Mr D Chapman

COMMITTEE DECISION BFAC 25/06/010

That the BFAC recommend to Council:

- 1. Appoints Mr D Nield as the Deputy Fire Weather Officer.**

CARRIED UNANIMOUSLY

8.7 Training Officer

Mrs Donna Forsyth was declared elected Training Officer

Moved: Mr T Mead

Seconded: Mr D Fortune

COMMITTEE DECISION BFAC 24/06/009

That the BFAC recommend to Council:

- 1. Appoints Mrs D Forsyth as the Training Officer.**

CARRIED UNANIMOUSLY

9. Declaration of Fire Control Officers for each Bush Fire Brigade

9.1 Benjinup Bushfire Brigade

Mr **Rob Imrie** was declared elected Fire Control Officer and
Mr **Clint Westphal** was declared elected Deputy Fire Control Officer.

9.2 Chowerup Bushfire Brigade

Mr **Luke Harding** was declared elected Fire Control Officer and
Mr **Glenn Mead** was declared elected Deputy Fire Control Officer.

9.3 Dinninup Bushfire Brigade

Mr **Wayne White** was declared elected Fire Control Officer and
Mr **Matthew Brown** was declared elected Deputy Fire Control Officer.

9.4 East Boyup Brook Bushfire Brigade

Mr **John Ritson** was declared elected Fire Control Officer and
Mr **Ken Holland** was declared elected Deputy Fire Control Officer.

9.5 Gibbs Road Bushfire Brigade

Mr **Ron Bingham** was declared elected Fire Control Officer and
Mr **Paul Goerling** was declared elected Deputy Fire Control Officer.

9.6 Kenninup Bushfire Brigade

Mr **Geoff Dalton** was declared elected Fire Control Officer and
Mr **Nick Bagshaw** was declared elected Deputy Fire Control Officer.

9.7 Kulikup Bushfire Brigade

Mr **Brad Fairbrass** was declared elected Fire Control Officer and
Mr **Anthony Marsh** was declared elected Deputy Fire Control Officer.

9.8 Mayanup Bushfire Brigade

Mr **Ben Creek** was declared elected Fire Control Officer and
Mr **Mat Francke** was declared elected Deputy Fire Control Officer.

9.9 McAlinden Bushfire Brigade

Mr **Kieran Power** was declared elected Fire Control Officer and
Mr **Glenn Kirk** was declared elected Deputy Fire Control Officer.

9.10 Mickalarup/Dwalganup Bushfire Brigade

No Nominations for position of Fire Control Officer and
No nominations for position of Deputy Fire Control Officer.

9.11 Nollajup Bushfire Brigade

Mr **Marcus Gifford** was declared elected Fire Control Officer and
Mr **Rob Introvigne** was declared elected Deputy Fire Control
Officer.

9.12 Scotts Brook Bushfire Brigade

Mr **Darren Chapman** was declared elected Fire Control Officer and
Mr **Dylan Roney** was declared elected Deputy Fire Control Officer.

9.13 Tonebridge Bushfire Brigade

Mr **Matt Della-Gola** was declared elected Fire Control Officer and
Mr **David Turner** was declared elected Deputy Fire Control Officer.

9.14 Tweed Bushfire Brigade

Mr **David Muir** was declared elected Fire Control Officer and
Mr **Scott Nix** was declared elected Deputy Fire Control Officer.

9.15 West Boyup Brook Bushfire Brigade

Mr **Brian Cailes** was declared elected Fire Control Officer and
Mr **Damon Treloar** was declared elected Deputy Fire Control
Officer.

10. General Business – From BFB Minutes

10.1 Brigade Merge Plan

Mickalarup/ Dwalganup BFB did not get any members nominate for officer roles and has stated in their minutes they recommend a merge with surrounding brigades.

Outcome: Shire and Executive team will investigate best plan moving forward and share Mickalarup/Dwalganup Brigade area among surrounding brigades. Updates will be issued before the coming fire season.

10.2 Brigade Boundaries

An update and confirmation on the brigade boundaries required for update of the *Shire of Boyup Brook Fire Map* and to capture any changes in resource location and land management.

Outcome: This was covered in 10.1.

10.3 Standpipe versus Lay Flat. – East Boyup Brook Brigade

Enquiry to be made regarding lay-flat extension to fill fire units rather than using standpipes. What equipment would be recommended and will this be offered to all brigades.

Outcome: Items could be covered by ESL if meet risk assessment recommendations – Action Item: Risk Assessment.

10.4 BFAC Attendance – Gibbs Rd Brigade

Only two can vote at the meeting per brigade but see no reason against having extra attend.

Outcome: Meeting is open. Numbers are a cost factor only and should be kept to a minimum. Meeting is recorded. Bringing younger members in to see how things run is an acceptable reason to bring extra members.

10.5 Fire Ground Safety & Insurance Cover – Nollajup Brigade

Regarding the new Work Health & Safety regulations that exist now, how are we insured against potential manslaughter charges?

Outcome: Main points of note included, following chain of command, signing and reporting to IC on the fire ground, completing and updating training regularly, wearing all PPE and only working with equipment or situations you have been familiarised with or trained in.

10.6 Road Verges & Fenceline Clearing – Nollajup Brigade

There was discussion that the Boyup Brook Shire is considering changing the regulations to reduce or limit fence line clearing.

Outcome: DWER sets the regulations on clearing outside property boundaries and 1.5m is the current regulations. The shire does not have the power to change these regulations.

10.7 Surrounding brigades to be consulted concerning the Mayanup response capability upgrades – Tweed Brigade

Tweed Brigade have requested to be kept in the loop re: Mayanup Fast-fill tank and other upgrades.

Outcome: Currently happy with level of communications from Shire

10.8 West Shed Upgrade – West Boyup Brook Brigade

A concept plan was submitted to Main Roads WA regarding layby area on corner of Ridge View Av and Bridgetown-Boyup Rd. This was rejected due to concerns about emergency vehicles entering onto a main road. Main Roads WA have stated that they would support the construction of a standpipe in the area.

Outcome: Investigate the resubmission of plans, investigate option on corner of Banks Rd and Donnybrook-Boyup Rd and investigate funding for construction of standpipe in the area. – Action Item: Resubmission to MRDWA and Standpipe funding.

10.9 Water Bomber Trailer (DBCA) – West Boyup Brook Brigade

Suggested the DBCA trailer be moved to a closer location to the airstrip.

Outcome: Going to council soon to discuss having trailer stored at the Airstrip in the Hanger with solar power set-up. Action Item: Follow up council decision.

11. Late Items / Urgent Business Matters

11.1 Could FPC standardise outlets on water tanks? – Ron Bingham.

2" adaptors are the recommended standards (X-Ray Team) and the purchase of adaptors for those who require them can be made through ESL. Register of brigade's current hose and pump coupling requirements to be completed for upgrade program to bring brigades to standard. Action Item: Coupling Register.

11.2 DBCA Fire Spotting Camera Trial in the Blackwood Valley – Greg Hodgson.

Fire detection cameras are being trialled in the Blackwood valley and East Kirup areas. This is relatively new tech and Boyup Brook is

urged to watch this space as this technology may be suitable for the Boyup Tower. Most likely a leasing program.

12. Next Meeting and Closure

Next meeting to be held 15th June 2026, 6.30pm at the Shire Chambers, Boyup Brook.

There being no further business the meeting closed at 8:14pm.

Presiding Member

Date

Action Items			
Item #	Agenda Item Description	Accountable:	Due By:
10.1 -10.2	- Brigade merge plan and BFB Boundary updates	XRAY, CEO, ESO	October 2025
10.3	- Risk assessment for Lay flat extension use and standpipe use for filling fire units.	ESO	October 2025
10.8	- Resubmit West BFB Fire Shed plans to MRDWA and investigate option to place at corner of Banks Rd and Donnybrook-Boyup Brook Rd as an option	ESO	June 2026
10.9	- Follow up with CEO re: Decision to place Water Bomber Trailer at the Airstrip	ESO	October 2025
11.1	- Develop register of current pump and hose fittings with BFB and purchase adaptors and upgrades to standardise fittings to 2" for all brigades. Liaise with Plantation companies re: capabilities and requirements of local brigades.	ESO	October 2025

South West Country Zone Minutes

23 June 2025

**Hosted by the Shire of
Boyup Brook, 55 Abel Street,
Boyup Brook**

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PRIORITISATION FRAMEWORK

The below Prioritisation Framework was endorsed at the April 2024 South West Country Zone meeting.

Zone Delegates when drafting Agenda items and motions on policy or advocacy issues, using the below criteria as prompts for what kind of information to include. The Prioritisation Framework does not remove the need for judgements to be made and is intended to guide, not replace, decision-making.

How to use the Framework:

- If the majority of the factors are towards the left column, the issue is a high priority.
- If the majority of the factors are towards the middle, the issue requires action, but is not a high priority.
- If the majority of the factors are towards the right column, the issue is a low priority.

Impact on Local Government Sector Impact on Local Government sector without intervention	High	Medium	Low
Reach Number of member Local Governments affected	Sector-wide	Significant (multiple regions, Zones, or bands)	Few
Influence Capacity to influence decision makers	High	Medium	Low
Principles Alignment to core principles such as autonomy, funding, general competence	Strong	Partial	Peripheral
Clarity Policy change needed is clear and well-defined	Clear	Partial	Unclear
Decision-maker support Level of support among decision-makers (political and administrative)	High	Medium	Low
Public support Level of support among the public or other stakeholders	High	Medium	Low
Positive consequences for WALGA Prospect of positive consequences for WALGA. E.g. enhanced standing among members or leverage for other issues.	High	Medium	Low
Negative consequences for WALGA	High	Medium	Low

Prospect of negative consequences for WALGA for not undertaking the advocacy effort. E.g. diminished standing among members or other stakeholders.			
Partnerships Potential for partnerships with other stakeholders	Yes (3+)	Possibly (1-2)	No (0)

ANNOUNCEMENTS

Zone Delegates were requested to provide sufficient written notice, wherever possible, on amendments to recommendations within the State Council or Zone agenda to the Zone Chair and Secretariat prior to the Zone meeting.

Agenda Papers were emailed 7 days prior to the meeting date.

Confirmation of Attendance An attendance sheet was circulated prior to the commencement of the meeting.

ATTACHMENTS

1. Draft Minutes of previous meeting
2. June 2025 Update – Department of Local Government, Sports and Cultural Industries
3. Zone Status Report
4. President's Report

1 OPENING, ATTENDANCE AND APOLOGIES

1.1 OPENING

Chair, President Cr Tony Dean opened the meeting at 9:01am.

1.2 ATTENDANCE

MEMBERS

1 Voting Delegates from each Member Council

Shire of August Margaret River

Cr Ian Earl (Deputy)
Ms Andrea Selvey, Chief Executive Officer, non-voting delegate

City of Busselton

Cr Mikayla Love (Deputy)
Ms Stephanie Addison-Brown, Manager Stakeholder Relations, non-voting delegate

Shire of Boyup Brook

President Cr Richard Walker
Mr Leonard Long, Chief Executive Officer, non-voting delegate

Shire of Bridgetown-Greenbushes

President Cr Tracy Lansdell
Mr Morgan Gillam, A/Chief Executive Officer, non-voting delegate

City of Bunbury	Ms Tresslyn Smith, Deputy Mayor (Deputy) Mr Alan Ferris, Chief Executive Officer, non-voting delegate
Shire of Capel	Cr Christine Terrantroy (Observer) Mr Kenn Donahoe, Chief Executive Officer (Temporary), non-voting delegate
Shire of Collie	President Cr Ian Miffling Mr Phil Anastasakis, Chief Executive Officer, non-voting delegate
Shire of Dardanup	President Cr Tyrrell Gardiner Mr André Schönfeldt, Chief Executive Officer, non-voting delegate
Shire of Donnybrook Balingup	President Cr Vivienne McCarthy (online) Mr Nick O'Connor, Chief Executive Officer, non-voting delegate (online)
Shire of Harvey	President Cr Michelle Campbell Ms Annie Riordan, Chief Executive Officer, non-voting delegate
Shire of Manjimup	Cr Steve Moilin (Deputy) Ms Catherine Mills, Director Infrastructure Services, non-voting delegate
Shire of Nannup	President Cr Tony Dean (Chair) Mr David Taylor, Chief Executive Officer, non-voting delegate
WA Local Government Association Secretariat	Mr Chris Hossen, Policy Manager Planning and Building Ms Rebecca Hicks, Policy Officer Community
South West Development Commission	Ms Allison Christou, A/Chief Executive Officer
RDA South West	Mr Charles Jenkinson, Director Regional Development
Australia's South West	Ms Catrin Allsop, Chief Executive Officer
Australian Government Department of Employment and Workplace Relations	Mr Matt Beahan, Regional Workforce Transition Officer

1.3 APOLOGIES

Shire of Augusta Margaret River	President Cr Julia Meldrum
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City of Busselton	Mayor Phill Cronin Mr Tony Nottle, Chief Executive Officer, non-voting delegate
Shire of Capel	President Cr Doug Kitchen
Shire of Manjimup	President Cr Donnelle Buegge Mr Ben Rose, Chief Executive Officer, non-voting delegate
Shire of Nannup	Mr David Taylor, Chief Executive Officer, non-voting delegate

2 ACKNOWLEDGEMENT OF COUNTRY

We, the South West Country Zone of WALGA, acknowledge the Nyoongar people, the Traditional Custodians of this land, and pay our respects to their Elders past, present and future.

3 DECLARATIONS OF INTEREST

Nil.

4 DEPUTATIONS

4.1 SHIRE OF BOYUP BROOK

President Cr Richard Walker and Mr Leonard Long Chief Executive Officer

President Cr Richard Walker and Chief Executive Officer, Mr Leonard Walker provided an update to the Zone on current priorities and key projects.

Noted

5 AGENCY REPORTS

5.1 SOUTH WEST DEVELOPMENT COMMISSION

Ms Allison Christou, A/Chief Executive Officer, provided an update to the Zone.

Noted

5.2 REGIONAL DEVELOPMENT AUSTRALIA – SOUTH WEST

Mr Charles Jenkinson, Director Regional Development, provided a brief update to the Zone.

Noted

5.3 DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES

The June 2025 DLGSC update was attached with the Agenda.

Noted

5.4 AUSTRALIA'S SOUTH WEST

Chief Executive Officer at Australia's South West, Ms Catrin Allsop, provided a brief update to the Zone.

Noted

5.5 AUSTRALIAN GOVERNMENT DEPARTMENT OF EMPLOYMENT AND WORKPLACE RELATIONS

Mr Matt Beahan provided a brief update to the Zone.

Noted

6 CONFIRMATION OF MINUTES

The Minutes of the South West Country Zone meeting held on Monday, 28 April 2025 have previously been circulated to Member Councils and are provided as an attachment to the Agenda.

RESOLUTION

Moved: President Cr Richard Walker
Seconded: President Cr Michelle Campbell

That the Minutes of the meeting of the South West Country Zone held on 28 April 2025 be confirmed as a true and accurate record of the proceedings.

CARRIED

7 BUSINESS ARISING

7.1 STATUS REPORT

By Chantelle O'Brien, Zone Executive Officer

BACKGROUND

Status Report for June 2025 which contains WALGA's responses to the resolutions of previous Zone Meetings.

Agenda Item	Zone Resolution	WALGA Response	Update	WALGA Contact
28 April 2025 Zone Agenda Item 8.7 Lack of Biosecurity Management by Government Agencies	<ol style="list-style-type: none">1. That the South West Country Zone write to the relevant Ministers seeking information on the Forest Products Commission's biosecurity management plans on title land.2. That the South West Country Zone write to the following Ministers outlining this Zones concerns with the lack of biosecurity, in particular invasive species, on freehold and State controlled plantations.<ul style="list-style-type: none">• Hon Jackie Jarvis, Minister for Agriculture• Hon Don Punch, Minister for South West• Hon Matthew Swinbourn, Minister for Environment• Hon Stephen Dawson, Minister for Regional Development• Hon John Carey, Minister for Lands3. That this Zone forward the above letter to the Chair of the Upper House Standing Committee on the Environment and Public Works Affairs requesting it act on its contents, and that this be done after the new Upper House is sworn in.	WALGA is preparing responses in relation to this matter. Internal advice has been sought from WALGA's Environment Policy team ahead of finalizing a draft letter	June 2025	Chris Hossen Policy Manager Planning and Building chossen@walga.asn.au 92132056
28 April 2025 Zone Agenda Item 8.1	That the South West Country Zone:	WALGA is preparing responses in relation to this matter. Internal advice has been sought	June 2025	Chris Hossen

Divestment of Bridge Works from Main Roads WA to Local Government	<ol style="list-style-type: none"> 1. Strongly objects to the transfer of bridge works management from Main Roads WA (South West Region) to Local Governments in the South West. 2. Adopts an advocacy position in relation to bridge works management which advocates for Main Roads WA (South West Region) to maintain its present service delivery to Local Governments, with increased State funding to better resource and enable Main Roads WA to continue the sustainable delivery of bridge works services. 3. Writes to the following contacts to advise of the above adopted advocacy position and that the Zone strongly objects to the transfer of bridge works management from Main Roads WA to Local Governments in the South West: <ul style="list-style-type: none"> • The Director General, and South West Regional Manager of Main Roads WA. • The Hon. Rita Saffioti MLA (Deputy Premier, Treasurer, Minister for Transport, Sport and Recreation). • Hon. Don Punch MLA (Minister for Aboriginal Affairs; Water; Climate Resilience; South West). • The Hon. Stephen Dawson MLC (Minister for Regional Development; Ports; Science and Innovation; Medical Research; Kimberley). • Hon. Hannah Beazley MLA (Minister for Local Government; Disability Services; Volunteering; Youth; Gascoyne). • Other Members of State Parliament representing the electorates of member • Local Governments of the South West Country Zone. • WALGA State Council. 	from WALGA's Infrastructure Policy team ahead of finalizing a draft letter		Policy Manager Planning and Building chossen@walga.asn.au 92132056
22 November 2024 Zone Agenda Item 8.1 Cessation of Custom Kill Services in South West	<ol style="list-style-type: none"> 1. That the South West Country Zone advocate to the Minister for Agriculture for the Western Australian Government to support local, small-scale farmers in their efforts to locate or develop an alternative custom kill service provider in the South-West Region. 2. Reaffirm the South West Country Zone's commitment to a Regional Agribusiness Precinct in the South West as a regionally significant outcome, as adopted February 2024. 	A response has been received from the Minister and is attached to the June Zone Agenda.	June 2025	Chris Hossen Policy Manager Planning and Building chossen@walga.asn.au 92132056
22 November 2024 Zone Agenda Item 8.7 Proposal to Increase Pensioners and Seniors Rebates	That the South West Country Zone advocate to the State Government and Federal Government for increased rebates to eligible Pensioners and Seniors in relation to their local government rates charges, water service charges, emergency services levy and underground electricity connection charges, as suggested in the three tables above.	A response has been received from the Minister and is attached to the June Zone Agenda.	June 2025	Chris Hossen Policy Manager Planning and Building chossen@walga.asn.au 92132056

22 November 2024 Zone Agenda Item 8.8 Breast Cancer Diagnostic Clinic in Bunbury	That the South West WALGA Zone write to Premier Hon. Roger Cook, requesting the expansion of a Breast Cancer Diagnostic Clinic in Bunbury to enhance breast cancer diagnostic services for women in the South West.	A letter was sent to the Minister in May and a response has not yet been received.	June 2025	Chris Hossen Policy Manager Planning and Building chossen@walga.asn.au 92132056
23 August 2024 Zone Agenda Item 8.4 Telco Communication Coverage in Rural Areas	That WALGA: 1. advocate through the State Government for an independent investigation into mobile phone coverage in rural Western Australia particularly the Lower South West land division and 2. advocate via both the State and Federal Government for a greater and more reliable mobile coverage network throughout the rural areas of Western Australia.	The Association met with senior representatives from Telstra and is documenting specific areas where reduced coverage has been identified. The Association will participate in a regional connectivity policy workshop on 11 June which may provide additional policy development direction.	June 2025	Ian Duncan Executive Manager Infrastructure iduncan@walga.asn.au 9213 2031
7 May State Council Agenda Item 8.3 Native Vegetation Clearing Regulations Advocacy Position	That the South West Country Zone support the WALGA recommendation for State Council Agenda item 8.3 as contained in the State Council Agenda and as provided above with the following amendment to point 1(c): <i><u>"provide a permanent exemption for clearing of previously legally cleared transport corridors including allowing Local Governments to clear for safety reasons as previously allowed for in the Regulations"</u></i>	SECRETARIAT COMMENT The 2004 amendments to the Environmental Protection Act 1986 introduced provisions for regulating the clearing of native vegetation. The Environmental Protection (Clearing of Native Vegetation) Regulations 2004 includes a number of exemptions, and specifically one relating to human safety and danger reduction: 2 Clearing resulting from accidents or to reduce danger Clearing — a) for the purposes of preventing imminent danger to human life or health or irreversible damage to a significant portion of the environment; or b) as a result of an accident caused otherwise than by the negligence of the person clearing or the person who authorised the clearing As there are provisions under the current Regulations regarding safety no change to the draft Advocacy Position has been made. STATE COUNCIL RESOLUTION That WALGA replace the following Advocacy Positions: 5.2.1 Environmental Protection Act 5.2.2 Land Clearing in Road Reserves with an updated Native Vegetation Clearing Regulations Advocacy Position as follows: <i>WALGA calls on the Western Australian Government, in consultation with Local Government, to undertake legislative and policy reform to improve the effectiveness, efficiency and transparency of the regulatory system for clearing native vegetation in Western Australia, including:</i>	June 2025	Nicole Matthews Executive Manager Policy nmatthews@walga.asn.au 9213 2039

		<p>1. Amending the Environmental Protection Act 1986 and associated regulations to remove unnecessary process, complexity and improve timeframes, including:</p> <ul style="list-style-type: none"> a. introducing statutory timeframes for the determination of referrals, permit applications and appeals b. increasing the default duration of Area and Purpose Permits to 10 years c. providing a permanent exemption for clearing of previously legally cleared transport corridors, <u>including allowing Local Governments to clear for safety reasons.</u> d. strengthening environmental data sharing requirements to ensure proponents cannot opt-out of sharing data collected for environmental assessment and monitoring purposes. <p>2. Ensuring the regulatory system is adequately resourced to:</p> <ul style="list-style-type: none"> a. implement an expedited process for clearing permits for projects that prevent death and serious injury (road safety), and state and federally funded or co-funded projects b. establish a dedicated Local Government Unit within the Department of Water and Environmental Regulation to: <ul style="list-style-type: none"> i. case manage Local Government referrals and clearing permit applications ii. provide guidance and training for Local Governments, particularly in relation to roadside vegetation management iii. support partnerships with Local Governments in strategic environmental offsets c. enable timely investigation and enforcement action for illegal clearing d. increase investment in the collection and provision of statewide biodiversity data, including: <ul style="list-style-type: none"> i. funding and coordinating a state-wide biodiversity survey program to standardise habitat and vegetation mapping ii. making biodiversity data more discoverable, accessible and useable 		
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		<p>iii. <u>ensuring survey data relied upon for decision making is contemporary and accurate, particularly if there has been a change in environmental condition.</u></p> <p>3. Undertaking bioregional planning for native vegetation management, with a focus on highly cleared areas and implementing strategic solutions for environmental offsets that can be utilised by Local Government.</p> <p>4. <u>Ensuring that environmental offsets are relevant and proportionate, including:</u></p> <p>a. <u>proximity to the area impacted</u></p> <p>b. <u>the environmental value being impacted.</u></p> <p>5. Working with the Australian Government to reduce duplication between the Environmental Protection Act 1986 and the Environment Protection and Biodiversity Conservation Act 1999.</p> <p>RESOLUTION 029.2/2025 CARRIED</p>		
7 May State Council Agenda Item 8.4 Submission on the State Recovery Arrangements	<p>That the South West Country Zone supports the WALGA recommendation for State Council Agenda item 8.4 as contained in the State Council Agenda and as provided above with the following addition:</p> <p><i>That WALGA advocates for a Community Emergency Services Manager to be placed at each Local Government in WA to provide a network of support for the preparation and implementation of the State recovery arrangements at a local level.</i></p>	<p>SECRETARIAT COMMENT</p> <p>WALGA acknowledges the South West Country Zone's comment and has updated its submission on the State Recovery Arrangements to incorporate its existing Advocacy Position 8.9 - Expansion of the Community Emergency Services Manager Program.</p> <p>STATE COUNCIL RESOLUTION</p> <p>That State Council endorse the submission to the Department of Fire and Emergency Services on proposed revisions to the State Recovery Arrangements, <u>subject to incorporating Advocacy Position 8.9 - Expansion of the Community Emergency Services Manager Program.</u></p> <p>RESOLUTION 030.2/2025 CARRIED</p>	June 2025	Nicole Matthews Executive Manager Policy nmatthews@walga.asn.au 9213 2039
7 May State Council Agenda Item 8.2 Dog and Cat Management Advocacy Position	<p>That the South West Country Zone:</p> <ol style="list-style-type: none"> 1. supports the WALGA recommendation for State Council Agenda item 8.2 as contained in the State Council Agenda and as provided above; and 2. Reaffirms the Cat Local Law WALGA AGM resolution and the need for State Government to amend the State Cat Act. 	<p>SECRETARIAT COMMENT</p> <p>WALGA has a separate advocacy position relating to Cat Local Laws that was endorsed at the December 2024 State Council meeting as below:</p> <p>2.2.5 <i>Review of the Cat Act 2011 and Dog Act 1976</i></p> <p><i>That WALGA advocate to the State Government:</i></p> <ol style="list-style-type: none"> 1. <i>for the conduct of a comprehensive review of the Dog Act 1976;</i> 2. <i>to prioritise reforms to the Cat Act 2011, in accordance with the Statutory Review undertaken and</i> 	June 2025	Tony Brown Executive Director, Member Services 9213 2051 tbrown@walga.asn.au

		<p>tabled in the State Parliament on 27 November 2019;</p> <p>3. to make changes to the Cat Act 2011 to permit local laws to be made to the following effect:</p> <ul style="list-style-type: none"> a) Cats are to be confined to the cat owner's residence premises; b) Cats within public places are to be under effective control and not to create a nuisance; c) Cats are not allowed on other private properties where the cat does not have the expressed permission of the occupier of that premises, and are not to create a nuisance; d) Cats are prohibited from ecologically sensitive areas designated as Cat Prohibited Areas by absolute majority of Council, and clearly demarcated as such on a sign displayed at the area, without the need to modify the local law. <p>4. that the reviews incorporate Local Government-specific consultation processes, coordinated in discussion with WALGA and Local Government stakeholders.</p> <p>STATE COUNCIL RESOLUTION</p> <p>That WALGA replace Advocacy Position 2.12 <i>Puppy Farming</i> with a revised <i>Dog and Cat Management</i> advocacy position, as follows:</p> <p><i>In regard to the Dog Amendment (Stop Puppy Farming) Act 2021 and the PetsWA Centralised Database, the WA Local Government sector advocates:</i></p> <ul style="list-style-type: none"> a) <u>that all Local Governments achieve full cost recovery in ensuring compliance with the Dog Act 1976 or Cat Act 2011 through a combination of appropriate fees and State Government funding that encourages compliance and serves the interests of all Western Australians regardless of where they live.</u> b) that Fees and Charges set in Regulations are reviewed bi-annually and, at minimum, adjusted by the Local Government Cost Index. c) that the PetsWA centralised registration database is developed, operated and maintained by State Government, with no loss to Local 		
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		<p>Government registration fee revenue.</p> <p>d) that the function of PetsWA be restricted to the registration of dogs and cats, exclude ancillary functions such as animal related complaints and infringement notices, and integrate with existing Local Government corporate systems.</p> <p>e) for the continued legislative exemptions for livestock working dogs in recognition of their special breeding requirements.</p> <p>f) for a State Government-led education initiative whereby the community is encouraged to purchase puppies from approved breeders.</p>		
		RESOLUTION 027.2/2025	CARRIED	

Noted

8 ZONE BUSINESS

8.1 ADVOCACY FOR IMPROVED TELECOMMUNICATIONS AND INTERNET COVERAGE IN THE SOUTH WEST REGION

By City of Busselton and Shire of Augusta Margaret River

BACKGROUND

The South West of Western Australia is a region experiencing rapid growth. The South West Development Commission has published the following data with regard to the region ([Statistical Data - South West Development Commission \(swdc.wa.gov.au\)](https://www.swdc.wa.gov.au)):

- Population 197,000
- Largest region by population in WA
- Gross Regional Product \$19 billion
- Jobs 80,400
- Manufacturing Exports \$6.96 million

In today's digital age, reliable telecommunications and internet connectivity are not luxuries but necessities for every household, business and service. However, the South West region is experiencing significant challenges which are impacting economic development, public safety, and quality of life. A particular area of concern is inadequate telecommunications connectivity during emergencies which directly impact on the ability of local communities to respond to and manage crisis situations effectively.

Issues such as inadequate infrastructure, service unreliability, and digital inequity continue to be ongoing concerns. While government initiatives like the Regional Connectivity Program (RCP) and the WA Regional Digital Connectivity Program (WARDCP) have assisted to progress a number of regional projects, persistent gaps remain, limiting the region's ability to meet future demands and further capitalise on economic and social opportunities.

All twelve local governments in the South West Zone have consistently reported issues within their communities relating to telecommunications and internet connectivity. Network speeds are often slow and unreliable, with residents, businesses and emergency responders all sharing ongoing concerns about the lack of coverage and regular drop outs. These concerns are detailed below.

General residential use

Most residents in the region have access to internet, however, anecdotal and some survey evidence suggests these connections cannot not be considered reliable. Consistently slow services with poor connection and recurring drop outs mean that residents are not able to rely on the high quality of services that are so critical to their wellbeing and daily life.

The City of Busselton is aware of numerous concerns whereby residents are regularly unable to use mobile phones or access the internet, even in highly populated residential areas. One complaint received by the City was from a local resident in a suburban area in Vasse who was unable to call 000 to call an ambulance without walking outside and away from the medical emergency situation occurring within her own home. Another local government surveyed its community and respondents reported drop out times of 10-20 minutes at a time. Communities with poor coverage complain about children being unable to undertake homework or access their studies online, or not being able to make phone calls within their homes.

In some localities (impacting multiple local government areas), residents are limited by only being able to use the service providers available in their particular area. This means that they cannot simply change provider and must continue to struggle with poor telecommunication and internet services. There is evidence that some residents in suburban areas are paying for satellite connections to ensure reliability. It seems improved connectivity for residents in areas such as Vasse will still be some time away as it was confirmed that the telecommunications network cannot cope with the surge in population growth experienced over the last two years. The solutions offered were for the resident, at their expense, to install either a fixed landline or a mobile signal boosting device in their home.

Planning for residential areas also appears to rely on the developer selecting a telecoms provider and quantifying the forecast population and timeframes for implementation. It is understood this is often late in being communicated and contracted. It is also appreciated that Telstra may not be the preferred supplier, however other service providers rely on Telstra's network and therefore it is considered important that Telstra should be informed by the Western Australian Planning Commission at very early stages of structure planning new developments. At present, there does not appear to be a process for this to occur.

Reliable services to all regional residents are essential. Regional communities should be able to access to medical consultations, mental health support, and emergency services without the need for long-distance travel. In addition, reliable internet services will help maintain social connections, reducing feelings of isolation and improving mental wellbeing, particularly for the elderly and those living in more remote areas. The need for access to government services, emergency response systems and community information is critical to make the region safer and more efficient for all residents.

Visitor Influx

Local governments with high tourism visitation consistently receive reports of mobile network and internet connection drop outs during peak tourism seasons. The City of Busselton alone experiences significant swells in numbers from people staying (and accessing networks) during these periods, resulting in significant issues with lengthy periods where mobile and internet connectivity experience continual drop outs or there is a complete lack of coverage for some people for significant periods of time.

Peak school holiday periods can span up to 18 weeks in a year, which results in a significant level of impact on the services the local community is so reliant on. Services are clearly not designed to meet peak period demand, and this also creates impacts on local emergency service response capability which is especially critical with large numbers of people from outside the region staying locally. See **Emergency Services** section below.

Rural Areas

There are still numerous blackspot areas around the region, which impact on critical services and emergency response. Multiple areas lack adequate mobile coverage and high-speed internet, leading to a digital divide. Many residents in the South West still do not have NBN available to them in their location, forcing them to rely on their mobile phones to hotspot to other devices.

The region's vast geography and low population density make it commercially unviable for private investment in telecommunications infrastructure, and anecdotal feedback suggests that even satellite services are not reliable or deemed worthy of the cost.

The shutdown of the 3G network has further reduced service availability in some areas, including in some of the more rural areas across the South West. Telstra began shutting down the 3G network nationally on 28 October 2024 and the service was switched off in WA on 4 November 2024. There are reports that people in more rural areas who are now accessing 4G require a booster to achieve the same signal they had when accessing 3G.

Busselton Margaret River Airport

The Busselton Margaret River Airport (BMRA) is recognised as a key strategic asset of the South West. BMRA supports 38 FIFO flights a week and 6 passenger services a week between Melbourne and Sydney with plans to develop the airport to enable other destinations including Brisbane, Adelaide and Singapore and attract freight and other aviation services to the area. Surrounding the airport is extensive industrial and commercial land in the process of being developed. Currently, there is sporadic mobile connectivity airside and outside of the terminal landside. This means passengers cannot make contact on arrival to confirm transport arrangements and there could also be a risk to safety in the event of an incident on the runway. Landside telecommunications provision urgently needs to be resolved to mitigate these risks and to support business and industry growth in the general precinct.

Businesses

Multiple reports evidence the fact that poor connectivity is having serious impacts on local businesses. Those that rely on customers being able to contact them are suffering. Many have reported they have been unable to undertake daily transactions (attending meetings

by video, sending emails/files, receiving payments in store or undertaking bookkeeping and other administrative tasks) due to the unreliability of services. Professional service companies relying fully on digital connectivity to deliver services are also reporting major concerns with their ability to connect with their clients and other offices across the region.

Improved connectivity is crucial for local businesses to thrive. Small and medium enterprises (SMEs) in the South West region need to leverage better internet services to expand their market reach, engage in e-commerce, and compete on a global scale.

As previously stated, the South West is a popular tourist destination. Enhanced telecommunications will serve to improve the visitor experience by providing reliable information, navigation, access to bookings and support in emergency situations, thereby boosting the tourism industry.

The South West also attracts a large number of people who work from home, so professional services (home-based businesses and staff of larger organisations working from home etc) are also increasingly reliant on fast and reliable services. Improved connectivity will attract and retain professionals to the region, supporting local economies and reducing urban congestion.

Education

Reliable internet connectivity will enable regional students to have access to online learning platforms, digital libraries and virtual classrooms, ensuring that they are not disadvantaged due to their geographical location. Educators will also benefit from professional development opportunities and collaborative platforms, enhancing the quality of education provided in the region.

Improved internet services facilitate lifelong learning opportunities for residents, allowing them to acquire new skills and knowledge, which is essential in a rapidly evolving job market.

Emergency Services

Since the 3G network was switched off and the 4G network rolled out, some bushfire brigades within the South West have reported concerns with reduced connectivity and have identified risks of emergency service impacts, especially in peak tourism periods and events where the existing mobile phone services “appear overloaded”. Access to a mobile Starlink service in an emergency is possible, but relies on deployment from the Department of Fire and Emergency Services office in Manjimup. Additional resources or upgrades are necessary for these brigades and other emergency responders to be able to provide the level of response required for current and future needs.

Brigade volunteers rely on mobile connectivity to be able to be contacted for an emergency call out. Delays in being able to gather a crew to attend an emergency could result in more serious or life threatening outcomes.

In addition, if 000 calls cannot be connected, this will delay or prevent reporting about fires and other emergencies, posing an increased risk to lives and homes. All brigades are tasked to respond via the BART app. If there are internet/phone outages, critical resources cannot be dispatched, either within the local area or to support other areas around the South West.

The Emergency WA website “Warnings” and “Incident Alerts” are critical for ensuring messages are sent to people’s phones to direct them to evacuate through safe routes. Without stable and reliable services, these alerts will be missed. The same principle applies to people being able to access the new Emergency WA app, which only works where coverage is possible.

People residing in areas that are prone to bush fire need considerable warning time to evacuate safely or prepare to endure it from home as they have very limited means of escape. These people rely on being contacted by emergency services to alert them to any potential dangers to their property and lives. The unreliability of the connectivity in these areas creates significant safety issues for residents and visitors from outside the region during an emergency.

Current Solutions and Actions

- Submissions were made to the Federal Regional Telecommunications Review 2024
- NBN has been working to update NBN Fixed Wireless in a number of places which has improved internet speeds to some extent in those areas, but this does not meet the ongoing and growing needs of the whole South West region. People increasingly using mobile phone hotspots when internet via NBN is unreliable, resulting in even more bandwidth being used up for this purpose and slowing availability/speeds for other purposes.
- In 2024, Telstra has advised it would be upgrading some of its mobile phone towers in the region, but at the same time confirmed the upgrades would only service current demand and would not provide for future needs (due to budget restrictions and their capacity to undertake the work).
- On 5 February 2025, the then Minister for Regional Development, Hon Don Punch MLA, announced the delivery of a suite of 12 new or improved fixed wireless masts and towers to boost digital connectivity for regional and farming communities in the South West. He advised that this new telecommunications infrastructure was intended to enhance fixed wireless broadband services to businesses and residents around Busselton and Harvey. Telecommunications provider Swoop has been contracted to deliver the project, with \$1 million in State funding invested to access the Federal Government's Regional Connectivity Program. In the Busselton area, four 40-metre-high towers will deliver enterprise grade fixed wireless broadband services spanning approximately 1,100 square kilometres. In the Harvey-Brunswick area, new or upgraded towers have been installed at eight sites including Bunbury and Australind, which will deliver services across 1,200 square kilometres. Both projects cover more than 25,000 premises across 19 postcodes in the Busselton and Harvey regions. Please see correspondence to the City of Busselton from the Department of Primary Industries and Regional Development (including a map) attached.

Further Solutions Required

Current infrastructure planning is only based on population data and does not take into account other factors such as tourism visitation (driven and promoted by the State Government), increasing use by residents to transact their daily lives and the increasing

reliance business and industry have on these services as they evolve to meet current and future requirements to remain competitive.

One of the issues to consider is that Satellite Direct to Device is estimated to be only five years away from becoming commercial, which will mean people with a line of site to the sky (like a Starlink device) will be able to achieve signal. This will be a significant game changer to the industry, but until then it appears the region will remain in a holding pattern with continually increasing demands on existing capacity.

On a local level, some local governments have been investigating or supporting trialling a public Wi-Fi setup, but this will not reach those most effected and is not a solution to mitigate ongoing issues across the region.

A further challenge has emerged regarding the representation of Telstra, the primary telecommunications provider, on Local Emergency Management Committees (LEMCs). Telstra was approached to provide a representative for each of the 12 LEMCs across the region. In response, Telstra advised that:

1. It is unable to provide a dedicated representative per LEMC.
2. Instead, a generic WA Team email will be made available for meeting requests.
3. Attendance will be predominantly online, with limited capacity for in-person representation.

Summary

The problems faced by the region are not going to be solved through existing infrastructure plans, noting that to date upgrades have only been designed to try to keep up with current demand rather than to meet or enable a transformational future.

Investing in telecommunications and internet infrastructure in the South West region of Western Australia is both an economic and social imperative. Such investment is essential for bridging the digital divide, fostering inclusive growth, ensuring community safety and resilience, and providing all residents with the ability to thrive in the digital age.

The South West Zone requires State Council support to advocate for:

- Funding for the development of telecommunications infrastructure in the South West region (ie additional mobile towers and small-cell technology to improve coverage in underservices areas).
- Funding for upgrades to existing broadband infrastructure to provide higher speeds and greater reliability.
- Government partnerships with private sector companies to ensure the deployment of high-speed internet services.
- Implementation of policies that better support digital literacy and inclusion for all residents.
- Engagement with relevant State and Federal Governments to identify the appropriate governing or regulatory body responsible for overseeing

telecommunications providers in emergency management contexts and supporting, through LEMC membership where the local government deems necessary, their regular and meaningful participation in LEMCs.

SECRETARIAT COMMENT

WALGA has an existing advocacy position in relation to the Regional Telecommunications Project to address mobile black spots passed by the WALGA AGM and State Council in 2021. WALGA has continued to advocate on regional telecommunications, including in its submission to the 2024 Regional Telecommunications Review and advocacy during the 2025 Federal Election. WALGA has also been liaising with State agencies in relation to the Telstra pilot projects for Automatic Transfer Units to support regional network resilience.

With both State and Federal Governments having recently made specific commitments on different initiatives to improve coverage, it is expected that regional telecommunications will continue to be a priority of every level of government into the future.

While the draft resolution is quite specific to the South West, similar issues are relevant to many Zones across WA. Potential sector advocacy should consider by the elements of the prioritisation framework included at page 3 of the meeting agenda.

RESOLUTION

Moved: Cr Mikayla Love

Seconded: Cr Ian Earl

That the South West Country Zone requests the State Council to advocate for tangible actions to improve telecommunication and internet coverage throughout the South West to meet current and future demands, taking into account:

- **forecast population increases**
- **planning for future development**
- **increasing community reliance on digital capabilities for everyday life (residents and businesses)**
- **seasonal tourism swells**
- **increasing emergency service response and management requirements**
- **the need to enable transformational business and industry to evolve and thrive in the regions.**
- **engagement with relevant State and Federal Governments to identify the appropriate governing or regulatory body responsible for overseeing telecommunications providers in emergency management contexts and supporting, through Local Emergency Management Committees (LEMC) membership where the local government deems necessary, their regular and meaningful participation in LEMCs.**

CARRIED

8.2 JACQUI DODD SCHOLARSHIP

By WALGA Training Team

BACKGROUND

The LGA50220 Diploma of Local Government – Elected Member Scholarship, named in honour of the late Jacqui Dodd, former long-serving WALGA Training Services Manager, has been awarded since 2021. This program is the highest qualification an Elected Member can achieve through WALGA Training and enables participants to increase their skills and knowledge in order to confidently provide leadership to their community.

The scholarship covers 50% of training and assessment fees and provides additional travel expense compensation for regional applicants upon completion of the program. WALGA Training awards this scholarship to two Metropolitan and two Regional Elected Members.

To qualify, applicants must be current Elected Members, have completed all Council Member Essentials training, and must not have previously received the scholarship.

This year's nominations will open on Tuesday, 1 July and close on Friday, 15 August 2025 at 12 noon. The scholarship winners will be announced at the Local Government Convention in September.

For more information and details on how to apply please visit the WALGA Training [website](#), contact the team via email training@walga.asn.au, or call us on (08) 9213 2088.

Noted

8.3 INVITATIONS TO MEMBERS OF PARLIAMENT TO ATTEND ZONE MEETINGS

By Kathy Robertson, Manager Association and Corporate Governance

BACKGROUND

The recent State election has brought with it two significant changes which may impact how Zones invite members of Parliament to attend Zone meetings:

1. The electoral regions for the Legislative Council were abolished under the *Constitutional and Electoral Legislation Amendment (Electoral Equality) Act 2021* and replaced with a single "whole of state" electorate. As a result, the members of the Legislative Council are drawn from across the whole of the State and no longer represent a particular region or area.
2. Premier Roger Cook has appointed nine cabinet members with region-specific portfolios. These Regional Ministers cover the areas of the Kimberley, Pilbara, South West, Mid West, Goldfields-Esperance, Gascoyne, Peel, Great Southern and Wheatbelt.

A full list of MLCs can be found here: [Legislative Council of Western Australia, Forty Second Parliament, List Of Members](#)

A full list of WA Ministers, including Regional Ministers can be found here: [Western Australian Government Cabinet Ministers](#)

COMMENT

Zones can choose to invite members of Parliament (State or Federal) to meetings at their discretion. Some Zones have standing invitations for all MPs relevant to that region (including MLAs, MLCs and Federal members) whilst others choose to invite MPs on a meeting-by-meeting basis to speak on a particular topic or issue.

Those Zones that have a standing invite for MPs generally allow time on the Agenda for each politician in attendance to address the meeting (as a standing item).

The South West Country Zone does not currently invite MPs to meetings on a regular basis.

That the South West Country Zone AGREED to deal with the Regional Minister Hon Don Punch for region specific matters.

9 STATE COUNCIL AGENDA – MATTERS FOR DECISION AND NOTING

Zone Delegates are invited to read and consider the WALGA State Council Agenda, which has been provided as an attachment with this Agenda and can be found via the link [here](#).

The Zone can provide comment or submit an alternative recommendation on any of the items, including the items for noting. The Zone comment will then be presented to the State Council for consideration at their meeting.

The State Council Agenda items requiring a decision of State Council are extracted for Zone consideration below.

9.1 SUSPENSION AND DISQUALIFICATION FOR OFFENCES ADVOCACY POSITION (STATE COUNCIL AGENDA ITEM 8.1)

By Jason Russell, Senior Governance Specialist

EXECUTIVE SUMMARY

- The South East Metropolitan Zone (SEMZ) passed a motion requesting that WALGA advocate for additional powers for the Minister to suspend Council Members charged with criminal offences likely to damage the reputation of the Local Government, and disqualify if convicted.
- Suspension, dismissal and disqualification must balance the public interest in elected representatives of good character, with protections for the individual and respect for democratic processes.
- While the *Local Government Act 1995* (the Act) includes a range of suspension, dismissal and disqualification mechanisms, their operation also depends on how the relevant decision-makers choose to use their powers.
- This report recommends that the dismissal mechanisms under the Act are sufficient to address the Zone's concern, but that WALGA's advocacy position be amended to include an additional suspension power for the Minister of Local Government.
- The Governance Policy Team endorsed the advocacy position at its meeting on 19 May.

STRATEGIC PLAN IMPLICATIONS

Influence:

- Lead advocacy on issues important to Local Government.

Support:

- Provide practical sector-wide solutions based on research and evidence.

POLICY IMPLICATIONS

The current Advocacy Position 2.5.5 Disqualification Due to Conviction position provides as follows:

Position Statement: A new disqualification criterion should be added to the *Local Government Act 1995* that disqualifies a person from serving as an Elected Member if they have been convicted of an offence against the *Planning and Development Act*, or the *Building Act* in the preceding five years.

Background: A planning or building system conviction is potentially more serious than a *Local Government Act* conviction because of Local Government's prominent role in planning and building control and the significant personal benefits which can be illegally gained through these systems.

This report recommends that this position is renamed and amended to include an additional point 2, as follows:

Suspension and Disqualification for Offences

The WA Local Government sector advocates that:

1. *A new disqualification criterion should be added to the Local Government Act 1995 that disqualifies a person from serving as an Elected Member if they have been convicted of an offence against the Planning and Development Act, or the Building Act in the preceding five years.*
2. *A new suspension criterion should be added to the Local Government Act 1995 allowing the Minister of Local Government to suspend a Council Member charged with an offence, where the Minister is satisfied this would be in the best interests of the Local Government, based on advice of the Director General.*

BACKGROUND

At its November 2024 meeting, the SEMZ asked WALGA to advocate:

That the Local Government Act 1995 be amended to give the Minister for Local Government the power to:

1. *Disqualify a person from membership of a council if the person has been convicted of a criminal offence that, in the opinion of the Minister for Local Government, under the advice of the State Solicitor's Office, has the potential to damage the reputation of the local government or the local government sector more broadly.*
2. *Suspend the council member who is charged with a criminal offence that has the potential to damage the reputation of the local government or the local government sector more broadly, until the charges are dealt with; and*
3. *Require a person to be paid fees and allowances until they are disqualified.*

COMMENT

The *Local Government Act 1995* (the Act) automatically disqualifies someone from membership of a Council if convicted of certain types of offences. The Act also includes mechanisms for suspending and dismissing Council Members. Each mechanism differs in terms of the parties, processes, powers, and preconditions involved.

While suspended, a Council Member cannot perform any of the powers and duties of their role. Suspension does not affect the duration of a Council Member's term or their eligibility to be a candidate for election to Council. If a Council Member is dismissed, the office of the member becomes vacant from the time when the order dismissing the member takes effect. A Council Member that is dismissed is not prevented from standing in future elections. In contrast, persons disqualified are ineligible to hold or be elected to office as a Council Member.

It is necessary for these mechanisms to balance the public interest in ensuring that elected representatives are of good character, with protections for due process, the presumption of innocence and resumption of rights following completion of a sentence. There must also be an appropriate level of respect for the democratic process and the rights of communities to choose their representatives.

Whether the suspension, dismissal and disqualification framework is fit-for-purpose depends on the legislative framework (e.g. legislative settings for disqualification, powers and constraints on powers to suspend and dismiss) and its implementation (e.g. how decision-makers exercise their discretion to intervene).

Existing Disqualification Provisions

A person may be disqualified from membership of a Council based on the following provisions of the Act:

Provision	A person is disqualified –
2.20	If they are a member of a parliament
2.21	If they are a bankrupt or their affairs are under insolvency laws
2.22	Because of conviction
2.23	If they are a member of another Council
2.24	Because of misapplication of local government funds or property
5.117	If SAT orders disqualification (for not more than 5 years) for serious or recurrent breach, or failure to comply with order

Section 2.22 of the Act provides that a person is disqualified if:

- they have been convicted of a crime and are in prison serving a sentence for that crime,
- have been convicted of a serious local government offence in the previous 5 years, or
- have been convicted of an offence carrying an indictable penalty of imprisonment for more than 5 years.

Clearly, the threshold for disqualification is high, excluding all lower-level offences and even indictable offences with a penalty of 5 years or less. As an example, high-level indecent assault will be dealt with as an indictable offense, with the offender liable for up to 5 years imprisonment. Serious local government offences are offences against the Act for which a person may be sentenced to imprisonment or a fine of over \$10,000. A court sentencing a

person for a serious local government offence may make an order waiving the disqualification, or reducing the period for which it applies.

There is currently no ability for the Minister to disqualify a person from Council membership. SAT has discretion to order disqualification in some circumstances, while a court has the authority to order that disqualification not apply. In the context of these judicial or quasi-judicial processes, there are strong protections for the rights of the affected person. This reflects the seriousness of this penalty. While the SEMZ motion calls for disqualification, dismissal may be a more appropriate penalty if the exercise of Ministerial discretion is required.

Current Dismissal Provisions

Under sections 8.15K and 8.15L of the Act, the Minister may recommend that the Governor dismiss a Council Member, if the Minister is satisfied that it is appropriate to intervene. The Minister must be satisfied based on the Director General's written advice that:

- the member is impeding the Local Government's ability to perform its functions and duties under the Act, and/or
- it is in the best interest of the Local Government that the member be dismissed.

The Minister must also be satisfied that the seriousness of the situation for the Local Government requires intervention.

The Minister must give the member:

- a report that includes their proposed recommendation and grounds for the recommendation;
- a show cause notice;
- 21 days to respond.

The Minister must consider the member's response prior to making a recommendation to the Governor that the member be dismissed.

Best interest is not defined and allows for a broad range of factors to form the grounds for dismissal. This could include where a Council Member has been charged with or convicted of an offence, and the charges or conviction are adversely affecting the Local Government.

It appears that the existing framework for dismissal has the capacity to respond to circumstances referenced in the SEMZ's motion and rationale. WALGA considers it is reasonable to expect that the Local Government Inspector may have greater capacity to provide targeted and timely investigation and advice to support this mechanism.

Current Suspension Provisions

Section 8.15E of the Act enables the Minister to suspend a Council Member or order them to undertake remedial action.

The Minister can only act where they are satisfied that it is appropriate to intervene, based on one or more of the following:

- The member has been charged with a disqualification offence.
- The Director General has made an allegation to SAT against the member, of a serious or recurrent breach.
- The Director General has written to the Minister advising that they suspect on reasonable grounds that one or more of the following applies:
 - The member has failed to perform their role, functions or duties;

- The member's conduct has adversely affected the ability of another person to perform their role, functions or duties;
- The member's conduct has adversely affected the ability of the Local Government to comply with the principles that apply under section 5.40 of the Act (principles affecting employment by Local Government, including the responsibility to provide safe and healthy working conditions in accordance with WHS legislation).

The Minister must give:

- The member a written notice of the proposed order that provides the allegations and particulars supporting the proposed order is based on.
- The member a show cause notice, allowing 21 days for the member's response
- Any submissions made by the member consideration prior to making the order.

While suspended, a Council Member is not entitled to be paid any fee or allowance to which they would otherwise be entitled. A Council Member is liable to repay annual allowances and fees paid in advance, as if the member had, for the period of their suspension, ceased to hold the office.

Options for reform of suspension

The current system shares some common elements with the Zone's proposal, however, some changes could be made to bring them into closer alignment. Under the current framework, the Director General and Minister would need to be satisfied that any reputational damage resulting from charges was impeding the workings of the Local Government before they could move to suspend a Council Member.

Charges resulting in reputational damage could be included in the legislation as an explicit ground for which the Director General can recommend suspension to the Minister. However, reputational damage may be somewhat narrow or subjective.

A 'best interests' test, consistent with that provided in the dismissal mechanism (discussed above), could allow the consideration of a broad range of factors, including reputational damage. A mechanism could be introduced allowing the Minister to suspend a Council Member who is charged with an offence that, despite not being a disqualification offence, satisfies the Minister that it is in the best interests of the Local Government to suspend the member. Consistent with the other grounds for suspension, this could be on the advice of the Director General, as the State Solicitor's Office will be primarily concerned with avoiding prejudice to any matter currently before the courts.

Local Government Reform Amendments

The *Local Government (Amendment) Act 2024* will transfer the powers of the Director General under these provisions to the soon-to-be-established Local Government Inspector. The Inspector/Inspectorate model has been introduced to provide improved oversight and early interventions capability into the Local Government sector.

The Inspector will be able initiate inquiries into the affairs of a local government and recommend suspension and dismissal of Council Members. It is expected that this newly created office may have greater independence, timeliness, focus and flexibility in addressing conduct issues.

The Governance Policy Team considered and endorsed the proposed advocacy position at its meeting on 19 May.

WALGA RECOMMENDATION

1. That WALGA amend and rename advocacy position 2.5.5 *Disqualification Due to Conviction* to read as follows:

Suspension and Disqualification for Offences

The WA Local Government sector advocates that:

1. *A new disqualification criterion should be added to the Local Government Act 1995 that disqualifies a person from serving as an Elected Member if they have been convicted of an offence against the Planning and Development Act, or the Building Act in the preceding five years.*
 2. *A new suspension criterion should be added to the Local Government Act 1995 allowing the Minister of Local Government to suspend a Council Member charged with an offence, where the Minister is satisfied this would be in the best interests of the Local Government, based on advice of the Director General.*
2. That WALGA incorporate advocacy on this issue into its ongoing legislative reform engagement.

RESOLUTION

Moved: President Cr Tony Dean
Seconded: Cr Tresslyn Smith

That the South West Country Zone support the WALGA recommendation for State Council Agenda item 8.1 as contained in the State Council Agenda and as provided above.

CARRIED

9.2 STATE DEVELOPMENT APPLICATIONS AND DECISION MAKING ADVOCACY POSITION (STATE COUNCIL AGENDA ITEM 8.2)

By Coralie Claudio, Senior Policy Advisor Planning

EXECUTIVE SUMMARY

- It is proposed that Advocacy Position 6.4 Development Assessment Panels be replaced with a new, expanded position that includes all forms of State Government development assessment and decision making.
- The updated position incorporates principles for state decision making, a refined list of recommended reforms to the Development Assessment Panels (DAPs) system and recommends that the significant development pathway be abolished but includes a list of recommended reforms if the pathway is retained.
- The draft position was informed by WALGA's review of the operation of the DAPs and the state significant development pathways, input from Local Government officers, and previous WALGA submissions.
- The draft position and accompanying review reports were provided to Local Governments for Council endorsed or CEO approved preferred feedback by 23 May.
- The Environment Policy team endorsed the position at their meeting on 29 May.

ATTACHMENT

- [Rationale for draft advocacy position](#)

POLICY IMPLICATIONS

It is proposed State Council replace the **current** Advocacy Position **6.4 Development Assessment Panels**:

The Association does not support Development Assessment Panels (DAPs), in their current structure.

Necessary changes to the structure of the DAPs system include:

1. *The abolishment of the current 'mandatory' mechanism where a proposal has a value of \$10 million or greater, and its replacement with an 'opt in' mechanism for all proposals.*
2. *Raising the DAP threshold from the current \$2 million to \$5 million,*
3. *The composition of DAPs should be modified to provide equal representation of Specialist Members and Local Government Members.*
4. *The creation of a distinct Special Matters DAP (SMDAP) is not supported, given there are already multiple avenues for determination on the basis of zoning and monetary value of applications. Should the State Government progress with the implementation of a SMDAP, the following changes are proposed to the model released in March 2022:*
 - *allow proponents with proposals that meet the threshold or criteria being able to opt-out of the SMDAP pathway and allow assessment and determination by Local Government*
 - *mandate consultation with the relevant Local Governments prior to the issuing of a Ministerial Order in relation to SMDAP Precinct Criteria, and ensure SMDAP Precincts be identified through regulations, rather than by the Minister,*
 - *include greater professional planning expertise, and knowledge of local context through the Local Government members of the District DAP, by including majority professional town planner panel members, with two Local Government*
 - *representatives*

- *expand the role of Local Governments in SMDAP processes and appropriate remuneration for involvement of Local Governments be included to support the SMDAP decision-making process.*
5. *In principle, the further reduction in the number of panels from five to three is supported, to the extent that this reduces the administrative burden on local governments and enhances consistency of decision making.*
 6. *In principle, the permanent appointment of panel members where this results in consistent decision-making is supported as this reduces the potential for conflicts of interest and ensures sound knowledge of DAP processes and procedures.*
 7. *WALGA supports greater transparency around DAP processes and decisions, as community distrust of DAP decision-making is a key area of concern for many local governments.*

with a **new** advocacy position **6.4 State Development Applications and Decision Making Advocacy Position:**

WALGA calls on the State Government to:

1. *Ensure that decision making on development applications (DAs) is:*
 - a. *consistent and accountable*
 - b. *accessible to local communities*
 - c. *respectful of, and appropriately applies, local planning frameworks in line with their statutory weight.*
2. *Reform the Development Assessment Panel (DAP) system to:*
 - a. *raise the DAP threshold from the current \$2 million to \$5 million and mandate periodic reviews of the threshold*
 - b. *modify the composition of DAPs to provide equal representation of Specialist Members and Local Government Members*
 - c. *review DAP processes to ensure proponents provide necessary information in a timely manner*
 - d. *provide clear procedural guidance on the roles and functions of Local Government officers and Council*
 - e. *allow access to the State Referral Coordination Unit for DAP applications to ensure timely and adequate referral responses from State Government agencies are provided to Local Governments.*
3. *Abolish the state significant development assessment pathway (Part 11B of the Planning and Development Act 2005).*
4. *If the significant development assessment pathway is retained, implement the following reforms:*
 - a. *raise the cost threshold to \$50 million and mandate periodic reviews of the threshold*
 - b. *align statutory timeframes with DAP and Local Government determined DAs*
 - c. *ensure all developments are consistent with applicable local planning instruments and provide comprehensive guidelines for discretionary decision making, including applying extraordinary discretion*
 - d. *delete references to 'mandatory significant development' to ensure the pathway remains entirely opt-in*
 - e. *undertake periodic reviews of its operation and effectiveness.*

BACKGROUND

There are a range of development application (DAs) decision makers in the Western Australian Planning system. While Local Governments process and determine the vast majority of DAs, other State Government boards or agencies are also decision makers, particularly for complex proposals and public works. This includes DAPs, the Western Australian Planning Commission (WAPC) and other State Government agencies (i.e. DevelopmentWA) that determine DAs such as DAPs, significant development applications (Part 17 and Part 11B of the *Planning Development Act 2005*) and developments under region schemes, redevelopment schemes and improvement schemes and public works.

WALGA has historically opposed DAPs and the significant development pathway as they erode the role of Local Government in providing a valuable community perspective on planning proposals.

WALGA has undertaken two reviews of the performance of the DAP system in [2016](#) and [2020](#). Those reviews informed WALGA's current advocacy position, endorsed in May 2022, that recommends changes to the DAP system to ensure it operates in an efficient, effective, and transparent way, and appropriately considers matters of local planning context in decision-making.

The current position is being reviewed as part of WALGA's regular position review process and in recognition of significant planning reforms in 2024, specifically the replacement of the proposed special matters DAP with the permanent significant development pathway (Part 11B).

To inform the review of the DAP position and its ongoing advocacy, WALGA collated and reviewed data on the operation of the DAPs and the significant development pathway.

The [DAP Report](#) examines DAP data from its inception in 2011 to the end of the 2023-24 financial year, with a focus on observable trends since the previous report in 2020. The report indicates minor improvements in the DAP system, particularly in reliability and consistent decision making. Despite this, the DAP system continues to determine many low-value applications that lack strategic importance and should be redirected to the Local Government pathway.

The [Significant Development Pathway Report](#) examines data from the pathway's commencement in 2020 until 1 April 2025. The report finds that this pathway is used infrequently and does not process applications efficiently, contrary to its intended purpose and that the pathway's other goals, driving economic recovery (Part 17) and aiding housing supply (Part 11B), have also not been met.

The collated data will be uploaded to the [DAP Dashboard](#) on WALGA's website.

WALGA has drafted a revised advocacy position that will sit within the context of the Planning Principles and Reform advocacy position and will expand on the DAP position to:

1. Be applicable to all State Government DAs and approvals (e.g. significant development pathway, DAPs, Public Works, region scheme approvals, Development WA).
2. Establish principles to guide transparent and accountable decision-making on development applications, ensuring that local planning frameworks are appropriately considered, and communities, particularly in regional areas, are granted equitable access to the decision-making process.

3. Include a refined list of reforms to the DAP system, while retaining the position to increase the DAP threshold and for equal representation of Specialist Members and Local Government Members.
4. Include a recommendation that the significant development pathway be abolished based on the findings of the significant development pathway report, and includes a list of reforms if the pathway is to be retained to ensure it operates more efficiently and only processes genuine state significant projects.

The draft position and accompanying review reports were provided to Local Governments for Council endorsed or CEO preferred feedback by 23 May.

COMMENT

The current DAP advocacy position is outdated and does not reflect the current planning framework, specifically the introduction of the permanent significant development pathway (Part 11B of the *Planning and Development Act 2005*).

The proposed new advocacy position will complement WALGA's planning advocacy position, 6.1 Planning Principles and Reform, that notes decisions should be made by the level of government closest to and most impacted by a planning proposal and should appropriately reflect local environment, context, communities and character.

The proposed advocacy position has been informed by feedback from CEO approved and Council endorsed submissions, Local Government officer input and WALGA's previous submissions, specifically on DAP reforms and amendments to the *Planning and Development Act 2005* that introduced the significant development pathway.

Some minor amendments were made to the draft position in response to members' feedback, particularly regarding the recommendations for the state significant development pathway.

Local Government feedback was that the pathway was not functioning effectively in its current form. While some Local Governments advocated for its abolition, others considered that there may be benefits if the pathway was limited to genuine state-significant projects only and operated more efficiently. The draft position calls for the reforms to the pathway and for it to be subject to periodic review if retained.

Further information on the rationale for the position and feedback provided is attached.

The Environment Policy agreed to recommend that State Council endorse the new expanded position at their meeting on 29 May.

WALGA RECOMMENDATION

That WALGA:

1. Replace Advocacy Position 6.4 Development Assessment Panels with the following:

6.4 State Development Applications and Decision Making

WALGA calls on the State Government to:

- 1. Ensure that decision making on development applications (DAs) is:*
 - a. consistent and accountable*
 - b. accessible to local communities*
 - c. respectful of, and appropriately applies, local planning frameworks in line with their statutory weight.*
 - 2. Reform the Development Assessment Panel (DAP) system to:*
 - a. raise the DAP threshold from the current \$2 million to \$5 million and mandate periodic reviews of the threshold*
 - b. modify the composition of DAPs to provide equal representation of Specialist Members and Local Government Members*
 - c. review DAP processes to ensure proponents provide necessary information in a timely manner*
 - d. provide clear procedural guidance on the roles and functions of Local Government officers and Council*
 - e. allow access to the State Referral Coordination Unit for DAP applications to ensure timely and adequate referral responses from State Government agencies are provided to Local Governments.*
 - 3. Abolish the state significant development assessment pathway (Part 11B of the Planning and Development Act 2005).*
 - 4. If the significant development assessment pathway is retained, implement the following reforms:*
 - a. raise the cost threshold to \$50 million and mandate periodic reviews of the threshold*
 - b. align statutory timeframes with DAP and Local Government determined DAs*
 - c. ensure all developments are consistent with applicable local planning instruments and provide comprehensive guidelines for discretionary decision making, including applying extraordinary discretion*
 - d. delete references to 'mandatory significant development' to ensure the pathway remains entirely opt-in*
 - e. undertake periodic reviews of its operation and effectiveness.*
2. Notes the Development Assessment Panel 2011 – 2024 Review and State Development Pathway 2020 – 2025 Review reports.

RESOLUTION

Moved: Cr Ian Earl
Seconded: President Cr Richard Walker

That the South West Country Zone support the WALGA recommendation for State Council Agenda item 8.2 as contained in the State Council Agenda and as provided above.

CARRIED

9.3 PUBLIC LIBRARY AGREEMENT (STATE COUNCIL AGENDA ITEM 8.3)

By Rebecca Hicks, Policy Officer Community

EXECUTIVE SUMMARY

- WALGA is a signatory to the *State and Local Government Agreement for the Provision of Public Library Services in Western Australia* (the Agreement).
- The five-year Agreement defines roles and responsibilities in the delivery of public libraries and provides the structure and framework for the delivery of the WA Public Libraries Strategy and future vision for public library services.
- The current Agreement, endorsed by State Council in July 2020, is due for renewal in September 2025.
- WALGA has participated in the review of the Agreement, which has recommended minor amendments.
- Following the signing of a new Agreement, a sector consultation process will be undertaken for the associated Local Level Agreements between the State Library and Local Governments.
- The Agreement does not include funding arrangements for public libraries. WALGA continues to advocate for increased public library funding.

ATTACHMENT

- [State and Local Level Agreement for the Provision of Public Library Services in Western Australia 2025 – 2030](#)

STRATEGIC PLAN IMPLICATIONS

Endorsing the Agreement aligns with WALGA's 2025-2029 Strategic Plan, particularly:

- Influence – Lead advocacy on issues important to Local Government and empower the Local Government sector to build communities equipped for the future.
- Support – Grow opportunities for Local Governments' sharing of services and resources.
- Expertise – Optimise organisational capability to service members' needs and foster relationships between our subject matter experts and stakeholders.

POLICY IMPLICATIONS

Endorsement of the new Agreement aligns with WALGA's current [Advocacy Position 3.8 Public Libraries](#), which states:

1. *Western Australian Local Government public libraries provide valuable local cultural infrastructure, creating social and community hubs for community capacity building, recreation, education and literacy, digital inclusion, and social connection, cohesion and inclusion.*

2. *WALGA supports the provision of Public Library services in Western Australia through a formal partnership between Local Government and the State Government of Western Australia, governed by the Library Board Act 1951, namely the State and Local Government Agreement for the Provision of Public Library Services in Western Australia (2020).*
3. *The WA Public Libraries Strategy 2022-2026 provides a framework for a shared vision, strategic direction and collaborative action in the provision of a vibrant and sustainable 21st century public library network.*
4. *It is essential that a sustainable funding model enables Local Governments to continue to deliver library services to support continued growth and adaptation to changing community needs.*

BACKGROUND

WALGA is a signatory to the *State and Local Government Agreement for the Provision of Public Library Services in Western Australia* (the Agreement), which is due for renewal in September 2025. The Agreement defines the roles and responsibilities for each tier of government in the delivery of public libraries and provides the structure and framework for the delivery of the [WA Public Libraries Strategy 2022-2026](#) and the future vision for public library services.

Following internal endorsement from signatories, the current Agreement received final endorsement in September 2020 by the Public Library Working Group (PLWG), which includes: WALGA, the State Library of Western Australia (SLWA), the Department of Local Government, Sport and Cultural Industries (DLGSC), Public Libraries WA Inc. and Local Government Professionals Australia WA. The same process will be undertaken for this renewal.

Connected to the Agreement are Local Level Agreements between the SLWA and individual Local Governments that provide public library services. Local Level Agreements set out more detailed public library service delivery requirements and will be reviewed in early 2026, including sector consultation.

COMMENT

WALGA has worked with SLWA to review the Agreement to meet the September 2025 renewal date. Amendments are minor and do not raise any issues for WALGA Members.

The scope of the Agreement does not extend to public library funding. SLWA is currently reviewing the Public Library Material Funding Allocation Model. WALGA and Local Governments will be consulted as part of the review.

State Government funding has failed to keep pace with the needs of public libraries, population growth or inflation. WALGA continues to [advocate](#) for increased overall funding for public libraries to maintain and enhance service levels that meet the diverse needs of communities across WA and support the implementation of the WA Public Library Strategy.

Following the renewal of the Agreement, WALGA will work with SLWA to develop a sector-wide consultation plan for the review of Local Level Agreements.

WALGA RECOMMENDATION

That State Council endorse the *State and Local Level Agreement for the Provision of Public Library Services in Western Australia*.

RESOLUTION

Moved: Cr Steve Miolin

Seconded: President Cr Michelle Campbell

That the South West Country Zone support the WALGA recommendation for State Council Agenda item 8.3 as contained in the State Council Agenda and as provided above.

CARRIED

9.4 OTHER STATE COUNCIL AGENDA ITEMS

Zone Delegates were invited to raise for discussion, questions or decision any of the items in the State Council Agenda, including the items for noting, Policy Team and Committee Reports or the Key Activity Reports.

10 OTHER BUSINESS

Nil.

11 EXECUTIVE REPORTS

11.1 WALGA PRESIDENT'S REPORT

Mr Chris Hossen, Zone Executive Officer provided a brief update to the Zone on behalf of the WALGA President. The report was provided as an attachment to the Agenda.

Noted

11.2 WALGA STATE COUNCILLOR REPORT

President Cr Tony Dean, State Councillor presented on the previous State Council meeting.

Noted

12 FINANCIAL REPORT

12.1 SOUTH WEST COUNTRY ZONE FINANCIAL REPORT

Period Ending May 2025 Report		
	Actual \$	Comments
Opening Cash Balance	26,501	
Income		
Subscription Income	6,770	
Total Income	6,770	
Expenses		
Bank Charges	230	
Meeting expenses		
Sponsorship	10,000	IFF Sponsorship
Plaques	-	
Total Expenses	10,230	
Closing Cash Balance	23,041	

RESOLUTION

Moved: President Cr Richard Walker
Seconded: President Cr Michelle Campbell

That the South West Country Zone financial report for June 2025 be received.

CARRIED

13 EMERGING ISSUES

Nil.

14 2025 MEETING DATES AND LOCATIONS

Meeting dates for 2025 are listed below. Please note if any changes need to be made.

MEETING DATE	HOST LOCAL GOVERNMENT
Friday, 21 February 2025	August-Margaret River
Thursday, 24 April 2025	Nannup
Friday, 23 June 2025	Boyup Brook
Friday, 22 August 2025	Bridgetown-Greenbushes
Friday, 21 November 2025	Bunbury

15 NEXT MEETING

The next meeting of the South West Country Zone will be held on Friday, 22 August 2025 at the Shire of Bridgetown-Greenbushes commencing at 9:00am.

16 CLOSURE

There being no further business the Chair declared the meeting closed at 10:51am.