



ATTACHMENTS

Ordinary Council Meeting

Thursday, 23 April 2026

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MINUTES

Ordinary Council Meeting Thursday, 26 March 2026

Date: Thursday, 26 March 2026

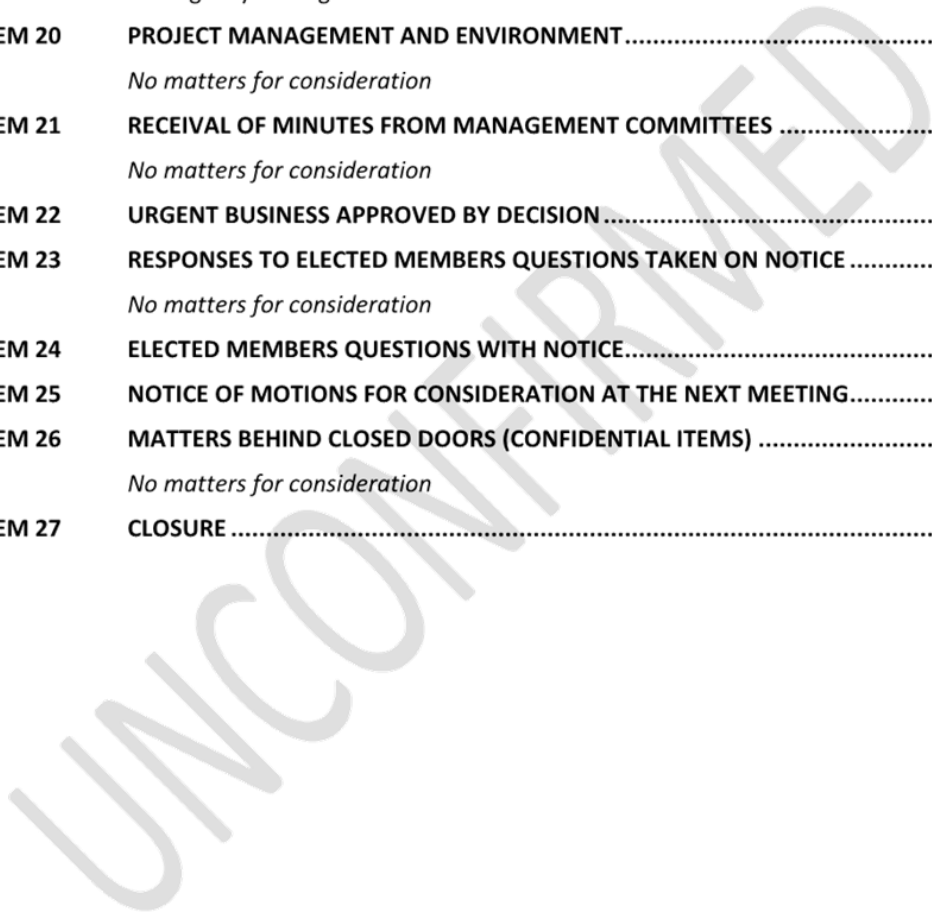
Time: 5:30 PM

Location: Council Chambers

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SHIRE OF BRIDGETOWN GREENBUSHES

The Ordinary Council Meeting Minutes of Meeting held on 26th March 2026 commencing at 5:30 PM.

ITEM 1 OPENING OF MEETING

The Presiding Member opened the meeting at 5.32 pm.

ITEM 2 ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the cultural custodians of the land, the Kaneang, Pibelmen and Wadandi people. We acknowledge and support their continuing connection to the land, waterways and community. We pay our respects to members of the Aboriginal communities and their culture; and to Elders past and present, their descendants still with us today, and those who will follow in their footsteps.

ITEM 3 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

Councillors

Councillor S Carstairs	President
Councillor R Redman	Deputy President
Councillor M Fletcher	
Councillor L Pearce	
Councillor K Gillies	
Councillor A McRae	

Council Officers

Chief Executive Officer, G Adams
Director Corporate, Economic and Community Development, C Radford
Director Projects & Environment, M Gillham
Manager, Executive Services Unit, M Morrell
Executive Assistant, K Durbin

Observers/Visitor

Apologies

Councillor J Boyle
Councillor S Robinson
Councillor T Pratico

Leave of Absence Previously Granted

Nil

ITEM 4 ATTENDANCE OF GALLERY

Nick Maxfield
 Adrian Williams
 John Birks

ITEM 5 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

No matters for consideration

ITEM 6 PUBLIC QUESTION TIME

No questions received from the public.

ITEM 7 PETITIONS/DEPUTATIONS/PRESENTATIONS

- 7.1 A Deputation was received from Adrian Williams seeking Council’s support for a grant application.
- 7.2 A Deputation was received from John Birks seeking Council’s support for Road traffic arrangements to remove heavy vehicles and other ‘through’ traffic from the main street.

ITEM 8 COMMENTS ON AGENDA ITEMS BY PARTIES WITH AN INTEREST

ITEM 9 APPLICATION FOR LEAVE OF ABSENCE

No matters for consideration

ITEM 10 CONFIRMATION OF MINUTES

- 10.1 Confirmation of Minutes: Ordinary Council Meeting – 26 February 2026

RESOLUTION: OCM 020-25/26

Moved: Councillor K Gillies
 Seconded: Councillor A McRae

That the Minutes of the Ordinary Council Meeting held on the 26 February 2026 be confirmed as a true and accurate record.

FOR: Crs S Carstairs, R Redman, M Fletcher, L Pearce, K Gillies and A McRae

AGAINST: Nil

CARRIED 6/0

ITEM 11 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**Forest Products Commission – Contribution to Shire Services**

As you may know, the Forest Products Commission (FPC), as a State entity, is exempt from paying local government rates on its freehold land under the Forest Products Act 2000, and instead makes equivalent payments to the State.

Last week the Shire received a letter stating that the Commission has agreed to provide a sponsorship contribution of \$52,000 to the Shire of Bridgetown-Greenbushes across the 2025-26 and 2026-27 financial years, to compensate the Shire for the rates it would have otherwise had to pay.

This outcome was achieved through advocacy via the Warren Blackwood Alliance of Councils to the Minister for Agriculture and Food, Fisheries, Forestry, Small Business and the Midwest, the Hon Jackie Jarvis, who met with CEOs and Council representatives in Perth back in January.

The FPC has also expressed its willingness to continue supporting Shire services beyond this period, particularly those services that directly benefit the plantation industry, with further discussions to occur.

Talison Stakeholder Reference Committee - meeting held Wed 18 March

Present at the meeting was Ms Jo McKenzie (Talison Manager External Affairs & Approvals).
By way of general business Talison advised:

- that production is some 3 months ahead of expansion expectations;
- with the Albemarle's shutdown in Kemerton, Talison (which is still actively recruiting) has been able to absorb some Kemerton personnel, with there being competition from the gold sector;
- with regard to the dust monitoring program, Talison does not expect that there will be any results to share with the community for the next 6 months; and
- with regard to waste rock and tailings, due to geotech and other studies yet to be conducted, Talison does not expect to be able to report back on this until September or October.

At a workshop held in September 2025, Talison identified 7 deliverables as follows:

- biodiversity outcomes;
- dust management;
- water quality assessment;
- independent monitoring e.g. dust
- road use;

- health; and
- transparency and communications.

The committee recognised that progress had been made with respect to some of these deliverables, including:

- that Talison is to install a community car wash in Greenbushes, at a location yet to be identified; and
- that Talison will be engaging with the community, seeking those who would participate in a solar panel (dust) cleaning program.

RESOLUTION: OCM 021-25/26

Moved: Councillor S Carstairs

Seconded: Councillor M Fletcher

A motion was moved to suspend standing orders section 9.1.

FOR: Crs S Carstairs, R Redman, M Fletcher, L Pearce, K Gillies and A McRae

AGAINST: Nil

CARRIED 6/0

ITEM 12 NOTIFICATION OF DISCLOSURE OF INTEREST

Part 5, Division 6 of the Local Government Act 1995 requires a member who has an interest in any matter to be discussed at the meeting to disclose the interest and the nature of the interest in writing before the meeting, or immediately before the matter is discussed.

Cr Michael Fletcher declared an impartiality regarding item 19.1 as the item relates directly to him. He stated that he will consider the matter on its merits and vote accordingly.

ITEM 13 QUESTIONS ON AGENDA ITEMS BY ELECTED MEMBERS

ITEM 14 CONSIDERATIONS OF MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

No matters for consideration

REPORTS OF OFFICERS

Reports of Officers have been divided into Departments as follows:

- CEO's Office
- Corporate Services
- Development, Community and Infrastructure

ITEM 15 CONFIRMATION OF MINUTES (NA)

ITEM 16 CEO'S OFFICE

At 6:26 pm, Councillor Lyndon Pearce declared and impartiality in relation to item 16.1 and left the meeting.

16.1 Notice of Motion - Partnering with Talison Lithium for Place Planning

File Ref

Responsible Officer	Garry Adams, Chief Executive Officer
Reporting Officer	Morgan Gillham, Director of Project Management and Environment
Attachments	Nil
Voting Requirements	Simple Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

RESOLUTION: OCM 022-25/26

Moved: Councillor K Gillies
Seconded: Councillor R Redman

That Council

1. Requests the Chief Executive Officer and the Shire President to approach Talison Lithium to partner with the Shire of Bridgetown–Greenbushes, and contribute funding, to undertake place planning for both the townsites of Greenbushes and Bridgetown, recognising that the impacts of the Greenbushes mine and its expansion extend across the wider Shire.
2. Notes that the southern edge of the mine is approximately 9 km from the northern entry to Bridgetown and that population growth, workforce movement and service demand affect the broader community.
3. Requests that a report on the outcome of 1 above and the scoping documents for the place planning project be presented to Council for consideration.
4. Requests the Shire President and Chief Executive Officer meet with the Department of Education to discuss plans for future student capacity, location of primary schools and the potential for the future expansion of Bridgetown District High School to Senior High School status.

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FOR: Crs S Carstairs, R Redman, M Fletcher, L Pearce, K Gillies and A McRae

AGAINST: Nil

CARRIED 6/0

Cr Lyndon Pearce declared a financial interest in this matter, being that he is an employee of Talison Lithium, prior to it being moved and left the room.

At 6.36 pm, Councillor Lyndon Pearce returned to the meeting.

IN BRIEF

Councillor Kelli Gillies submitted a Notice of Motion in accordance with the Shire of Bridgetown-Greenbushes Standing Orders Local Law.

MATTER FOR CONSIDERATION

The Notice of Motion, once moved and seconded is required to be considered by Council.

BACKGROUND

Councillor Kelli Gillies reasons for the motion are as follows:

The scale and continued expansion of the Greenbushes mine has implications for communities across the Bridgetown–Greenbushes Shire, not only within Greenbushes itself. Population growth, workforce movement and service demand are likely to affect housing, infrastructure and services across the district.

Talison Lithium has previously indicated a willingness to contribute to place planning for Greenbushes. Given the broader impacts of the operation, it is appropriate that place planning and associated community contributions recognise the needs of the wider Shire.

Place planning provides an opportunity for the Shire, community and key stakeholders to consider how growth associated with the Greenbushes operation may influence the future character, services and infrastructure needs of both Greenbushes and Bridgetown.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC COMMUNITY PLAN

2.1 Advocate for quality health and community services.

11.1 Facilitate improved access to education and job opportunities for everyone.

Item 16.1

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CORPORATE BUSINESS PLAN

Nil

LONG TERM FINANCIAL PLAN

Nil

ASSET MANAGEMENT PLANS

Nil

WORKFORCE PLAN

Nil

RISK MANAGEMENT

Low

COMMENT

This motion seeks to formalise an approach to Talison Lithium to partner with the Shire in undertaking place planning projects for both Bridgetown and Greenbushes. Both parties have already identified the need for place planning with the Shire committing \$150,000 in its current budget to undertake this work. It is recognised that this will not be enough to undertake all the required consultation and concept design work across both towns, therefore a staged program is being considered. Place planning is important for the Shire in understanding how the future townsites should look, what facilities should be developed (including schools, medical facilities and recreational spaces), and where they should be located to meet future community needs. It will also enable the Shire to determine what the priority projects are for future grants funding opportunities and budget allocations.

Talison has also flagged through its discussions with the Shire and through its Stakeholder Reference Group that in order to better manage its impacts and accommodate the needs of the local community, a place planning project for the Greenbushes township is required. This requires significant community consultation. Rather than running separate projects, it makes sense for both parties to partner in undertaking these important projects.

16.2 WBAC Regional Trails Strategy**File Ref****Responsible Officer** Garry Adams, Chief Executive Officer**Reporting Officer** Garry Adams, Chief Executive Officer**Attachments** Nil**Voting Requirements** Absolute Majority**Disclosure of Interest** Reporting Officer: Nil

Responsible Officer: Nil

RESOLUTION: OCM 023-25/26

Moved: Councillor M Fletcher

Seconded: Councillor K Gillies

That Council

- Notes the decision made by the WBAC Board to progress the Regional Trails Strategy requires a 2026/2027 budget contribution for the Shire of Bridgetown-Greenbushes of \$11,957.70 and makes an allocation of this amount from the Shire's Trails Reserve.**

FOR: Crs S Carstairs, R Redman, M Fletcher, L Pearce, K Gillies and A McRae**AGAINST:** Nil**CARRIED BY ABSOLUTE MAJORITY 6/0****IN BRIEF**

The Warren Blackwood Alliance of Councils (WBAC) is seeking to appoint a consultant to develop a Regional Trails Strategy that will replace the existing Trails Master Plan 2009-2011. In 2025 a grant for approximately 50% of the overall cost was awarded through the DLGSC Community Trail Planning Grants Program. Following a procurement process and an independent assessment of submissions, a preferred contractor has been recommended.

Prior to appointing the contractor, CEOs of the member shires need to confirm funding commitments with their Council.

MATTER FOR CONSIDERATION

- Financial Commitment:** Approve the Shire of Bridgetown-Greenbushes' financial contribution of \$11,957.70 toward the project for the 2026/2027 financial year.
- Strategic Alignment:** Acknowledges that the resulting strategy will replace the outdated 2009-2011 Trails Master Plan and ensure future trail projects in the Shire are eligible for State Government funding under the Western Australian Strategic Trails Blueprint

BACKGROUND

The Regional Trails Strategy aims to ensure a coordinated, evidence-based approach to trail development and management across the Shires of Bridgetown-Greenbushes, Boyup Brook,

Donnybrook-Balingup, Nannup, and Manjimup. The new strategy will align with the Western Australian Strategic Trails Blueprint 2022-2027 and the Trail Development Process (TDP) 2019.

A Request for Quote (RFQ) was originally issued in January 2025, and updated in January 2026 following the confirmation of grant funding and updated project timelines.

At the WBAC Board meeting held on 10 February 2026, the following resolution was passed:

The contributions for the Regional Trails Master Plan will be taken back to individual shires for consideration in the 2026/2027 budgets:

- Boyup Brook \$3,639.30
- Bridgetown-Greenbushes \$11,957.70
- Donnybrook Balingup \$12,997.50
- Manjimup \$16,636.80
- Nannup \$6,758.7

Review and Audit of Existing Trails

The project will begin with a comprehensive review of the current trail network across our five Shires. This includes assessing existing trail infrastructure, condition, usage, accessibility, and gaps in connectivity. Environmental, cultural and land-use constraints will also be identified to inform future planning.

Stakeholder and Community Engagement

Consultation will be undertaken with key stakeholders including:

- Local governments and WBAC
- Traditional Owners and Noongar organisations
- State agencies such as DBCA and DLGSC
- Trail user groups (walkers, cyclists, horse riders)
- Tourism operators, businesses and community members

This engagement will occur through workshops, meetings, open sessions and surveys to ensure the strategy reflects community priorities and land management considerations.

Regional Vision and Strategic Framework

The strategy will establish a regional vision for trails that aligns with state policy and local priorities while supporting tourism, recreation and community wellbeing. This stage includes identifying key user markets, such as nature-based visitors, local recreation users, cyclists and horse riders, and ensuring the strategy responds to future demand for trail experiences.

Trail Network Planning and Gap Analysis

The consultant will assess the regional trail network to identify opportunities for:

- Improved connectivity between trails and towns
- New trail corridors and missing links
- Trail hubs and visitor access points
- Multi-use trails for walkers, cyclists, horse riders, etc.
- Enhanced infrastructure such as signage, trailheads and visitor facilities

This analysis will be supported by mapping and data to identify priority trail locations and network improvements.

Concept Plans for Priority Trails

The project will develop concept plans for priority trail projects, including high-level alignment, infrastructure requirements, visitor experiences and potential delivery pathways. These concept plans will help position projects for future funding and investment.

Implementation Plan and Funding Pathways

The final stage will produce an implementation framework outlining:

- Priority projects
- Estimated costs and staging
- Governance and management models
- Funding opportunities
- Maintenance and operational responsibilities

This will provide WBAC and our five Shires with a practical roadmap for delivering trail development across the region.

Final Deliverables

The consultant will deliver key outputs, including:

- Project inception report and methodology
- Trails audit report
- Stakeholder consultation summary
- Draft Regional Trails Strategy
- Final Regional Trails Strategy
- Presentation to WBAC and stakeholders outlining recommendations and implementation actions.

These cash contributions are based on the existing operational split of WBAC member Councils.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The total contribution for the Shire of Bridgetown-Greenbushes for the 2026/2027 budget is \$11,957.70. Grant funding has already been received, which will cover the first 50% of the project payments.

The Shire currently has \$22,890 in its Trails Reserve, which was earmarked for spending in the 2025/26 year, however, the priority project was cancelled due to DBCA refusing approval. It is proposed that the Shire's contribution is funded from this Reserve.

STRATEGIC COMMUNITY PLAN

- 12.3 Develop and promote festivals, events and trails that showcase the area's natural assets and core competencies.

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RISK MANAGEMENT

Low

COMMENT

Nil

UNCONFIRMED

ITEM 17 CORPORATE ECONOMIC AND COMMUNITY SERVICES

17.1 List of Accounts for February 2026

File Ref

Responsible Officer Casey Radford, Director Corporate, Economic and Community Development

Reporting Officer Casey Radford, Director Corporate, Economic and Community Development

Attachments 1. List of Accounts February 2026

Voting Requirements Simple Majority

Disclosure of Interest Reporting Officer: Nil
Responsible Officer: Nil

RESOLUTION: OCM 024-25/26

Moved: Councillor R Redman

Seconded: Councillor M Fletcher

That Council Receives the February 2026 List of Accounts.

FOR: Crs S Carstairs, R Redman, M Fletcher, L Pearce, K Gillies and A McRae

AGAINST: Nil

CARRIED 6/0

IN BRIEF

Council is asked to receive the list of payments made from the Municipal and Trust funds including a summary report of the corporate credit card transactions and other purchasing cards incurred by authorised card holders.

MATTER FOR CONSIDERATION

The Local Government (Financial Management) Regulations 1996 (the Regulations) require that where a local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal, trust funds or via purchasing cards, a list of those accounts paid in a month are to be presented to the council at the next ordinary meeting (Regulation 13 and 13A).

Payments have been in made in accordance with the Annual Budget adopted at the Special Council Meeting on 20 August 2025.

In February 2026 the list of accounts is summarised below:

Municipal Direct Debits Payments	83,253.10
Municipal EFT Payments	1,906,428.53
Corporate Credit Card Payments	10,911.69
Fuel Card Payments	3,770.31

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BPAY Payments	34,358.15
Licencing Direct Debit Payments	95,988.85
Trust Payments	718.00
Cheques	-
Total Payments for February 2026	\$ 2,135,428.63

BACKGROUND

Where the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, Regulation 13 requires that a list of accounts paid by the CEO is to be prepared each month showing for each account paid:

- a) the payee's name; and
- b) the amount of the payment; and
- c) the date of the payment; and
- d) sufficient information to identify the transaction.

The list of accounts is to be:

- a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- b) recorded in the minutes of that meeting.

Regulation 13A states If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the same information as above.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

FM 4 – Procurement, Budget Management and Supporting Local Business Policy

FM 7 - Corporate Credit Cards

FINANCIAL IMPLICATIONS

Nil

STRATEGIC COMMUNITY PLAN

14 Effective governance and financial management.

CORPORATE BUSINESS PLAN

Nil

LONG TERM FINANCIAL PLAN

Nil

Item 17.1

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ASSET MANAGEMENT PLANS

Nil

WORKFORCE PLAN

Nil

RISK MANAGEMENT

Council's decision to receive this report is considered a low risk due to:

1. Segregation of duties;
2. Varying levels of delegated financial authority dependent on level and role; and
3. The Shires internal management processes.

COMMENT

Nil.

17.2 Monthly Financial Report January 2026

File Ref

Responsible Officer	Casey Radford, Director Corporate, Economic and Community Development
Reporting Officer	Casey Radford, Director Corporate, Economic and Community Development
Attachments	1. Monthly Financial Report January 2026
Voting Requirements	Simple Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

RESOLUTION: OCM 025-25/26

Moved: Councillor R Redman
Seconded: Councillor K Gillies

That Council receives the January 2026 Financial Activity Statements

FOR: Crs S Carstairs, R Redman, M Fletcher, L Pearce, K Gillies and A McRae

AGAINST: Nil

CARRIED 6/0

IN BRIEF

The purpose of the report is for Council to receive the December 2025 Financial Activity Statements.

MATTER FOR CONSIDERATION

Regulation 34 of the Local Government (Financial Management) Regulations 1996 (the Regulations) requires a local government to prepare each month a statement of financial activity reporting on the sources and applications of its funds.

The Statement of Financial Activity provides Elected Members with a high-level oversight of operating and capital revenues and expenditures. It is also intended to link operating results with balance sheet items and reconcile with the end of month balances.

In accordance with the Regulations, a report must be compiled on variances greater than the percentage agreed by Council which is currently plus (+) or minus (-) 10% or \$20,000 whichever is the lesser amount, the exception being that any material variances of less than \$10,000 are non-reportable.

For the period 1 July 2025 to 31 January 2025:

- Operating Income is under budget by 1.4%; and
- Operating Expenditure is over budget by 0.79%.

Commentary in relation to the operating variances is provided at nature level below.

Nature of Income/Expenditure	Variance \$	Variance %	Variance	Reason	Explanation of Variance
OPERATING ACTIVITIES					
Revenue from operating activities					
Operating grants, subsidies and contributions	(128,816)	(11.42%)	▼	Timing	Variance mainly due to Talison operating funding delay for Drainage Plan (40k), a delay in acquitting DFES grants (85k), and some minor timing variance of other grants (3k)
Interest revenue	(14,009)	(7.72%)	▼	Timing	Delay in placing funds into term deposits due to the delay in budget adoption and the subsequent late release of rates notices. To be reforecast and adjusted at mid year review.
Other revenue	56,125	43.58%	▲	Timing	Income is higher than budget due to increased workers compensation and insurance claim reimbursements 29k and the sale of minor assets at auction of 27k
Expenditure from operating activities					
Employee costs	(109,851)	(2.40%)	▲	Timing / Permanent	Workers Compensation Insurance for 26/27 has come in higher budget by 62k year to date, Superannuation is lower than budget (34k) and Salaries and Wages are currently (18k) below year to date budget. Training is (12k) below budget but is expected to be spent by the end of the financial year. The main variance is a variation between budget and actuals of non cash labour overhead (112k). This variance will even out over the rest of the financial year
Materials and contracts	(21,022)	(0.80%)	▼	Timing	Consultants are above year to date budget (16k) but are still within budgeted full year totals. Contractors are also above budget due to an expense for specialised recruitment budgeted for last year received this year (27k). This is offset by minor timing variations coming in lower than year to date estimates for subscriptions 6k, telephone costs 8k and legal expenses 7k.

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Utility charges	26,973	15.55%	▲	Timing	Utility charges accounts are currently under budget due to the natural timing of bill cycles over different shire assets, and the timing of the use of water over the season. This is expected to even out over the warmer months.
Insurance	(20,162)	(5.20%)	▼	Timing	Variance is due to the timing of budgeted insurance instalments not matching the receipt of invoices.
INVESTING ACTIVITIES					
Capital grants, subsidies and contributions	(1,194,877)	(67.15%)	▼	Timing	Capital grants are currently being held in the balance sheet until their corresponding capital project has met its milestones. The majority of these funds relate to Talison Partnering for the future funds, some of which have been invoiced in February
Proceeds from disposal of assets	(184,999)	(100.00%)	▼	Timing	Sale of disposal of assets coming in lower than budget year to date as they have only recently been sent to auction
Purchase of property, plant and equipment	699,913	24.70%	▼	Timing	Refer to Note 8 for tracking of individual projects
Purchase and construction of infrastructure	690,822	47.33%	▼	Timing	Refer to Note 8 for tracking of individual projects
FINANCING ACTIVITIES					
Repayment of borrowings	44,540	38.79%	▲	Timing	Variance due to phasing of Loan Principal on loans budget not being aligned with loan repayment schedules. This will be adjusted at mid year budget review
Payments for principal portion of lease liabilities	(5,831)	(10.75%)	▲	Timing	Phasing of budgeted lease principal repayments are ahead of actual expenditure to date. Refer to Note 5 for more details.
Council for the financial year ending 30 June 2025 adopted a percentage of plus or minus 10% or dollar value of \$20,000 (whichever is the lesser amount) at nature classification level to be used for reporting material variances of actual revenue and expenditure in the monthly financial reports. The exception being that material variances of \$10,000 or less are non-reportable.					
▼Deficit ▲Surplus - Indicates a variance between Year to Date (YTD) Budget and YTD Actual as per the adopted materiality threshold.					

BACKGROUND

In its monthly Financial Activity Statement, a local government is to provide the following detail:

- a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c) of the Local Government Act;
- b) budget estimates to the end of the month to which the statement relates;
- c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates.
- d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
- e) the net current assets at the end of the month to which the statement relates.

Each of the Financial Activity Statements is to be accompanied by documents containing:

- a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
- b) an explanation of each of the material variances referred to in sub-regulation (1)(d); and
- c) such other supporting information as is considered relevant by the Local Government.

The information in a statement of financial activity is to be shown according to nature and type classification.

The Financial Activity Statement and accompanying documents referred to in sub- regulation 34(2) are to be:

- a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
- b) recorded in the minutes of the meeting at which it is presented.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

FM 4 – Procurement, Budget Management and Supporting Local Business Policy

FINANCIAL IMPLICATIONS

The operating budget is broadly in line with budget, with an overall operating surplus of \$3.37m, marginally below the YTD budget of \$3.48m (approx. 3% variance). A review of employment costs is currently underway to ensure wages that are attributable to capital works are costed to the relevant capital budget.

Delays in the capital program are reflective of project timing and procurement scheduling, with many projects in currently in planning phases. Works for these jobs will commence in the second half of the year.

STRATEGIC COMMUNITY PLAN

14 Effective governance and financial management.

CORPORATE BUSINESS PLAN

Nil

LONG TERM FINANCIAL PLAN

Nil

ASSET MANAGEMENT PLANS

Nil

WORKFORCE PLAN

Nil

RISK MANAGEMENT

Council's decision to receive this report is considered a low risk due to:

1. Segregation of duties;
2. Varying levels of delegated financial authority dependent on level and role; and
3. The Shire's internal control processes.

COMMENT

Nil

17.3 Adoption of Mid-Year Budget Review 2025-26

File Ref

Responsible Officer Casey Radford, Director Corporate, Economic and Community Development

Reporting Officer Casey Radford, Director Corporate, Economic and Community Development

Attachments
 1. 2025-26 Mid-Year Budget Review
 2. Detailed Budget Amendment - 2025-25 Mid-Year Budget Review

Voting Requirements Absolute Majority

Disclosure of Interest Reporting Officer: Nil
 Responsible Officer: Nil

MOTION

MOTION

Moved: Councillor S Carstairs

Seconded: Councillor A McRae

Moved

1. That Council adopts the mid-year budget review for the period 1 July 2025 to 31 January 2026, except for accounts:

02301	Other General Purpose - Grants Commission	(\$208,567)
02351	Local Road Funding - Grants Commission	(\$639,162)

as these amounts relate to Financial Assistance Grants from the predicted 26/27 allocation from the WA Grants Commission.

2. That the administration presents options for further budget adjustments to reduce the deficit created by 1 above, to Council, at a workshop scheduled prior to the April OCM.

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MOTION**RESOLUTION: OCM 026-25/26**

Moved: Councillor S Carstairs

Seconded: Councillor R Redman

Moved that standing orders section 9.5 be suspended to allow for general debate.**FOR:** Crs S Carstairs, R Redman, M Fletcher, L Pearce, K Gillies and A McRae**AGAINST:** Nil**CARRIED 6/0****RESOLUTION: OCM 027-25/26**

Moved: Councillor R Redman

Seconded: Councillor K Gillies

Moved that debate on the matter be adjourned to the April OCM with additional information being provided.**FOR:** Crs S Carstairs, R Redman and K Gillies**AGAINST:** Crs M Fletcher, L Pearce and A McRae**EQUAL**

The vote being EQUAL the Presiding Member exercised their Casting Vote in FAVOUR of the Motion.

MOTION**RESOLUTION: OCM 028-25/26**

Moved: Councillor K Gillies

Seconded: Councillor M Fletcher

Moved that section 9.5 of the standing orders be reinstated.**FOR:** Crs S Carstairs, R Redman, M Fletcher, L Pearce, K Gillies and A McRae**AGAINST:** Nil**CARRIED 6/0**

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IN BRIEF

Between 1 January and 31 March each year a local government is to carry out a review of its annual budget for the year in accordance with Regulation 33A of the Local Government (*Financial Management*) Regulations 1996. The intention of the legislation is to ensure that the local government conducts at least one budget review between six and nine months into the financial year.

MATTER FOR CONSIDERATION

The budget review has been prepared to include information required by the Local Government Act 1995, Local Government (*Financial Management*) Regulations 1996 and Australian Accounting Standards. A budget review is a detailed comparison of the year-to-date (January 2026) actual results with the adopted budget. The review process establishes whether a Local Government expects to meet its budget commitments i.e. if the Council is in receipt of income and incurs expenditure in accordance with the adopted budget.

Major items identified in the review:

- Increase in the budgeted amount for Financial Assistance Grants of \$847,729, as the amount budgeted for assumed a larger prepayment of this years allocation was to be received in last financial year.
- Reduction in the budgeted target of interest revenue of \$140,000 as interest received in lower than expected
- Increase to the Shire Admin Building capital expense account of \$100,000 for the installation of AV equipment in the Council Chambers, fully offset by \$100,000 of funding for the Forrest Transition Grant.
- Increase to the Kangaroo Gully Fire Station Project of \$222,050, fully offset by a grant to be received from DFES.
- A \$134,632 increase to SES Equipment capital expenditure account for the supply of a new vehicle, offset by a contribution from DFES for the same amount
- A reduction of \$350,000 capital works for highland estate park, with a corresponding \$350,000 reduction in the grant for this project. A budget of \$50,000 is provided for in this account for preliminary design work this year.
- An increase in routine road maintenance to account for increased contractor maintenance works of \$70,000 and a further \$40,000 in salaries and wages to complete further works to ensure unsealed roads are safe as we head into autumn and winter.
- An increase to the IT Support & Costs account of \$108,000. The Shire's IT managed services contract costs were under budgeted in the original budget. Based on current service levels there is a requirement to increase this budget. An IT Systems review has been requested by council and will also be facilitated through budget line item.
- \$148,000 non cash adjustment to depreciation to provide for a revision of useful life to the Visitors Centre as at 30 June 2025 as well as adjustments to assets over the first 6 months of the year.

BACKGROUND

The budget review includes a statement of Financial Activity (Budget Review) by Nature or Type classification incorporating year-to-date budget variations and forecasts to 30 June 2026 for the period ended 31 January 2026.

STATUTORY ENVIRONMENT

Australian Accounting Standards

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

FM 4 – Procurement, Budget Management and Supporting Local Business Policy

FINANCIAL IMPLICATIONS

The budget review maintains a balanced forecast budget for the year ending 30 June 2026.

STRATEGIC COMMUNITY PLAN

14 Effective governance and financial management.

CORPORATE BUSINESS PLAN

Objective 14.1 Achieve excellence in organisational performance and service delivery.

LONG TERM FINANCIAL PLAN

Nil.

ASSET MANAGEMENT PLANS

Nil.

WORKFORCE PLAN

Nil

RISK MANAGEMENT

The Mid-Year Budget Review has been prepared in accordance with the requirements of the Local Government Act 1995 and aligns with the Shire's Risk Management Policy and Framework. These risks are mitigated through:

- Detailed variance analysis and management review;
- Incorporation of known financial commitments and updated assumptions;
- Executive oversight and review by senior management;
- Transparent reporting to Council and the community through Monthly Financial Reports.

COMMENT

During the budget review in 2024/25 it was identified that a complete review of the Activity Based Costing methodology (the method of allocating internal costs between functions) needs to be

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undertaken to simplify the reporting process moving forward and that this work would be done as part of the budget preparations for 25/26.

Due to restructure and staff movement in early 2025 this work was not completed. This work is still required to be undertaken, with a plan to be developed to get this done in line with current resourcing in the finance team.

UNCONFIRMED

ITEM 18 EXECUTIVE SERVICES UNIT**18.1 WHS Policy****File Ref****Responsible Officer** Garry Adams, Chief Executive Officer**Reporting Officer** Merridith Morrell, Manager of Executive Services Unit**Attachments**
1. DRAFT WHS Policy 2026
2. G15 - Work Health and Safety.pdf**Voting Requirements** Simple Majority**Disclosure of Interest** Reporting Officer: Nil
Responsible Officer: Nil**RESOLUTION: OCM 029-25/26**

Moved: Councillor K Gillies

Seconded: Councillor M Fletcher

That Council:

1. **Revokes the current G15 WHS Policy.**
2. **Adopts the updated Work Health & Safety (WHS) Policy as presented;**
3. **Authorises the Chief Executive Officer to implement the revised policy and ensure alignment with the *Work Health and Safety Act 2020 (WA)* and *Work Health and Safety (General) Regulations 2022*; and**
4. **Authorises the Chief Executive Officer to make minor administrative updates to the adopted policies to ensure ongoing legislative compliance and clarity, provided no change is made to the intent or effect of the policy.**

FOR: Crs S Carstairs, R Redman, M Fletcher, L Pearce, K Gillies and A McRae**AGAINST:** Nil**CARRIED 6/0****IN BRIEF**

Council is requested to consider and adopt a fully revised Work Health & Safety Policy to ensure compliance with current legislative requirements, including psychosocial hazard regulations and officer due-diligence duties.

MATTER FOR CONSIDERATION

The Shire's existing WHS Policy required comprehensive revision due to changes introduced by the *Work Health and Safety Act 2020 (WA)*, increased regulatory focus on psychosocial hazards, and updated obligations placed upon officers, workers, and PCBUs. The revised policy strengthens governance, consultation, training, accountability, and risk-management practices across all Shire workplaces.

BACKGROUND

The Work Health & Safety Policy outlines the Shire's commitment to providing a safe and healthy working environment for all workers, contractors, volunteers, visitors, and other persons at Shire workplaces.

Key updates include:

- Alignment with the *WHS Act 2020 and WHS (General) Regulations 2022*.
- Inclusion of psychosocial hazard requirements (Code of Practice: Managing Psychosocial Hazards at Work, 2022).
- Clear responsibilities for Council, the CEO, officers, managers, supervisors, and workers.
- Strengthened consultation mechanisms through HSRs and the Health & Safety Committee.
- Updated definitions, risk-management processes (SFARP), hierarchy of controls, and reporting mechanisms.
- Full policy rewrite completed in November 2025.

The updated policy will replace the previous version adopted in 2024.

STATUTORY ENVIRONMENT

Local Government Act 1995

Work Health & Safety Act 2020

Work Health and Safety (General) Regulations 2022 (WA)

Code of Practice: Managing Psychosocial Hazards at Work (2022)

POLICY IMPLICATIONS

RM 1 - Risk Management

FINANCIAL IMPLICATIONS**STRATEGIC COMMUNITY PLAN**

2 Good health and community wellbeing.

CORPORATE BUSINESS PLAN

Nil

LONG TERM FINANCIAL PLAN

Nil

ASSET MANAGEMENT PLANS

Nil

WORKFORCE PLAN

The WHS Policy strengthens workforce safety, training, and compliance obligations, supporting long-term workforce sustainability.

RISK MANAGEMENT

The updated policy reduces organisational exposure to WHS risks including:

- Non-compliance with legislation
- Psychosocial hazards
- Physical injury
- Reputational and financial risks arising from unsafe workplaces

Controls include updated procedures, consultation processes, reporting mechanisms, and clear accountability at all levels.

COMMENT

The revised WHS Policy reflects current legislation, best-practice standards, and emerging requirements relating to psychosocial safety. Adoption of the policy will assist the Shire in maintaining a robust, compliant, and proactive approach to work health and safety, supporting a positive workplace culture and improved safety outcomes for all workers and other persons.

18.2 WALGA Sector Consultation - Electoral Reform Discussion Paper

File Ref

Responsible Officer Garry Adams, Chief Executive Officer

Reporting Officer Merridith Morrell, Manager of Executive Services Unit

Attachments 1. InfoPage - Sector Consultation Electoral Reform Discussion Paper
2. Draft - Discussion paper - Electoral Reform

Voting Requirements Simple Majority

Disclosure of Interest Reporting Officer: Nil
Responsible Officer: Nil

RESOLUTION: OCM 030-25/26

Moved: Councillor R Redman

Seconded: Councillor A McRae

That Council, for the purpose of providing Council-endorsed feedback to the Western Australian Local Government Association (WALGA):

- 1. Supports the introduction of full spill of Council at Local Government elections every four (4) years; and**
- 2. Supports the introduction of compulsory voting at Local Government elections, noting that cost-modelling and implementation details would be required prior to legislative change; and**
- 3. Authorises the Chief Executive Officer to submit the endorsed feedback to WALGA by 27 March 2026.**

FOR: Crs R Redman, M Fletcher, L Pearce, K Gillies and A McRae

AGAINST: Cr S Carstairs

CARRIED 5/1

ALTERNATIVE RECOMMENDATIONS (For Council Consideration)

As an alternative to the above, council may resolve to:

- A. Support full spill elections every four (4) years while retaining voluntary voting; or
- B. Retain the current half-spill elections every two (2) years and voluntary voting, consistent with current WALGA advocacy positions; or
- C. Not to provide a submission to WALGA and advise WALGA that further information, including detailed cost modelling from the Western Australian Electoral Commission, is required prior to forming a council position.

IN BRIEF

Council is requested to consider and endorse feedback to WALGA regarding potential reforms to Local Government elections, specifically the introduction of four-year full spill elections and

compulsory voting. The endorsed feedback will inform WALGA's advocacy in advance of anticipated State Government reform proposals.

MATTER FOR CONSIDERATION

Whether Council wishes to endorse WALGA feedback supporting:

- Full spill elections every four years; and
- Compulsory voting at Local Government elections,

or whether Council prefers an alternative position.

BACKGROUND

WALGA is undertaking sector-wide consultation to inform its advocacy response to potential Local Government electoral reforms expected to be proposed by the State Government.

In June 2025, the Minister for Local Government publicly expressed support for moving to a four-year election cycle, citing concerns regarding voter fatigue and increasing election costs. The possibility of compulsory voting at Local Government elections was also raised during the 2025 WALGA Local Government Convention.

WALGA has requested Council-endorsed feedback from Local Governments by 27 March 2026 to inform its position ahead of any formal State Government consultation.

At the Council Workshop held Thursday, 5 March 2026, Councillors indicated general support for both:

- a four-year, all-in all-out (full spill) election model; and
- compulsory voting at Local Government elections.

This report formalises that discussion into a Council resolution while also presenting alternative options for consideration.

STATUTORY ENVIRONMENT

Nil

Electoral reforms would require amendments to the *Local Government Act 1995 (WA)* and associated regulations, which are matters for State Government.

POLICY IMPLICATIONS

Nil

Any changes resulting from electoral reform would require future review of internal policies and procedures if and when legislative amendments occur.

FINANCIAL IMPLICATIONS

There are no immediate financial implications associated with providing feedback to WALGA.

Potential future financial impacts may arise should electoral reforms be legislated, particularly in relation to election cost structures. However, WALGA has advised that current cost modelling by

the Western Australian Electoral Commission is not sufficiently transparent to accurately forecast impacts at this time.

UNCONFIRMED

STRATEGIC COMMUNITY PLAN

15 A well informed and engaged community.

Electoral reform considerations relate directly to democratic participation, voter engagement, and public confidence in Local Government decision-making.

CORPORATE BUSINESS PLAN

This matter aligns with governance, compliance, and effective Council decision-making objectives within the Corporate Business Plan.

LONG TERM FINANCIAL PLAN

No direct impact at this stage.

Any long-term implications would be subject to future legislative change and cost certainty.

ASSET MANAGEMENT PLANS

Not applicable

WORKFORCE PLAN

Not applicable

RISK MANAGEMENT

Risk	Mitigation
Reform proceeds without sector input	Council-endorsed feedback ensures sector views are represented
Financial impacts unclear	WALGA advocacy for modelling and transparency
Community disengagement risk	Consideration of participation and legitimacy factors

Overall risk is considered **low**, noting this report relates only to advocacy feedback.

COMMENT

WALGA’s discussion paper identifies both opportunities and challenges associated with a move to four-year full spill elections and compulsory voting. Other Australian jurisdictions operate under such models, with evidence of higher voter participation but varying cost impacts.

Although WALGA’s current advocacy positions support voluntary voting and half-spill elections, it is appropriate that Council’s feedback reflect its own local context and contemporary views, particularly given the State Government’s stated interest in reform.

Council’s indication at the 5 March 2026 Workshop suggests openness to reform in the interests of stability, whole-of-Council accountability, and increased electoral participation. The recommendations and alternatives presented enable Council to formalise that position while acknowledging that further detail will be required should reforms progress.

18.3 New CCTV and Surveillance Policy

File Ref

Responsible Officer Garry Adams, Chief Executive Officer

Reporting Officer Merridith Morrell, Manager of Executive Services Unit

Attachments 1. DRAFT CCTV and Surveillance Policy
2. CP 2 - Closed Circuit Television

Voting Requirements Simple Majority

Disclosure of Interest Reporting Officer: Nil
Responsible Officer: Nil

MOTION

Moved: Councillor R Redman

Seconded: NIL

That Council:

Adjourns debate and defers the motion to the April OCM.

For want of a seconder the motion lapsed.

RESOLUTION: OCM 031-25/26

Moved: Councillor K Gillies

Seconded: Councillor M Fletcher

That Council:

- 1. Revokes Council Policy CP2 - Closed Circuit Television (CCTV);**
- 2. Adopts the new CCTV and Surveillance Policy with an exclusion for emergency services vehicles and plant; and**
- 3. Authorises the Chief Executive Officer to make minor administrative updates to the adopted policy to ensure ongoing legislative compliance and clarity, provided no change is made to the intent or effect of the policy.**
- 4. Requests the CEO to conduct a further review by July 2026.**

FOR: Crs S Carstairs, M Fletcher, L Pearce, K Gillies and A McRae

AGAINST: Cr R Redman

CARRIED 5/1

The wording of the officer recommendation was amended and agreed upon by the mover and seconder.

IN BRIEF

The existing CCTV Policy (CP2) is outdated, operationally prescriptive, and limited to CCTV systems only. A contemporary and broader CCTV and Surveillance Policy has been drafted to incorporate CCTV, GPS tracking, and other surveillance technologies, ensuring compliance with current legislation and modern governance expectations.

MATTER FOR CONSIDERATION

Council is requested to revoke Policy CP2 - Closed Circuit Television (CCTV) and adopt a new CCTV and Surveillance Policy that more effectively meets the Shire's legislative obligations, supports safety objectives, and provides a comprehensive governance framework for all forms of surveillance technology.

BACKGROUND

The Shire's current CCTV Policy, CP2, was adopted in 2013 and last reviewed in 2020. It is primarily operational in nature and focuses solely on CCTV systems. The policy no longer aligns with best practice, contemporary privacy expectations, or the broader range of surveillance technologies now used by local governments.

A new Surveillance Policy has been drafted to:

- Incorporate CCTV, GPS tracking devices, and future surveillance technologies;
- *Align with the Surveillance Devices Act 1998 (WA);*
- Clarify roles, responsibilities, and access controls;
- Provide a governance-based rather than operationally prescriptive policy;
- Protect the safety and privacy of employees, contractors, and the public.

The new Policy replaces CP2 in its entirety.

STATUTORY ENVIRONMENT

Local Government Act 1995

Work Health & Safety Act 2020

Surveillance Devices Act 1998 (WA)

State Records Act 2000 (WA)

The *Privacy and Responsible Information Sharing Act 2024 (WA)* introduces WA's first comprehensive privacy regime for public sector entities, including local governments. The Act establishes legally enforceable Information Privacy Principles governing the collection, storage, use and sharing of personal information, and will commence on 1 July 2026. Local governments will be required to ensure all surveillance data is managed in compliance with these new privacy obligations, including mandatory data breach reporting from 1 January 2027.

POLICY IMPLICATIONS

CP 2 - Closed Circuit Television (CCTV)

The new CCTV and Surveillance Policy will become the governing policy for all surveillance systems.

The new policy consolidates and modernises multiple procedural elements currently embedded within

Adopting the new CCTV and Surveillance Policy positions the Shire to meet its upcoming obligations under the *Privacy and Responsible Information Sharing Act 2024*, which will apply to all WA public entities, including local governments. The Act introduces new privacy standards, sets clear principles for information handling, and regulates responsible information sharing between agencies. Revoking CP2 and implementing a modern Surveillance Policy strengthens compliance with the Act's requirements regarding data security, access controls, and lawful information sharing.

FINANCIAL IMPLICATIONS

There are no direct financial implications in revoking CP2 and adopting the new CCTV and Surveillance Policy. Any future costs relating to surveillance equipment installation, upgrades, or data management will be considered through standard budget processes.

STRATEGIC COMMUNITY PLAN

- 2 Good health and community wellbeing.
- 3 A safe community for people and animals.
- 14 Effective governance and financial management.

CORPORATE BUSINESS PLAN

Adoption of updated governance policies that improve organisational compliance and safety standards aligns with corporate governance objectives.

LONG TERM FINANCIAL PLAN

Nil direct impact.

ASSET MANAGEMENT PLANS

Nil direct impact.

WORKFORCE PLAN

The CCTV and Surveillance Policy reinforces employee safety and supports appropriate use of technology in the workplace.

RISK MANAGEMENT

Revoking CP2 and adopting the new CCTV and Surveillance Policy reduces the following risks:

- **Compliance risk:** Outdated policy inconsistent with legislative requirements.
- **Privacy risk:** More robust data access, retention, and confidentiality controls.
- **Operational risk:** Clearer roles, responsibilities and authorised officers reduce misuse.
- **Reputational risk:** Modernised policy demonstrates responsible governance and transparency

COMMENT

The adoption of the new CCTV and Surveillance Policy provides a modern governance framework that aligns with contemporary expectations for the use of CCTV, tracking devices, and other surveillance technologies. The policy strengthens organisational accountability, improves clarity

around roles and responsibilities, and ensures that surveillance data is managed lawfully, securely, and proportionately.

While the policy is not centred on the *Privacy and Responsible Information Sharing Act 2024* (PRIS Act), it is designed with an awareness of the forthcoming privacy reforms. The PRIS Act, which introduces Western Australia's first enforceable privacy regime for public sector entities and commences on 1 July 2026, sets clear principles for how agencies must collect, store, and share personal information, and will introduce mandatory data breach reporting from 1 January 2027.

In this context, the new CCTV and Surveillance Policy ensures the Shire is well positioned for compliance by strengthening internal controls around access to surveillance material, data retention, and responsible information management. However, the primary purpose of the policy remains broader: to support safety, asset protection, risk mitigation, and effective governance across all surveillance technologies used by the organisation.

18.1 Council Plan 2025-2035

File Ref

Responsible Officer Garry Adams, Chief Executive Officer

Reporting Officer Merridith Morrell, Manager of Executive Services Unit

Attachments 1. Shire of Bridgetown-Greenbushes Council Plan 2025-2035

Voting Requirements Absolute Majority

Disclosure of Interest Reporting Officer: Nil

Responsible Officer: Nil

RESOLUTION: OCM 032-25/26

Moved: Councillor K Gillies

Seconded: Councillor A McRae

That Council adopts the Shire of Bridgetown-Greenbushes Council Plan 2025-2035, as presented.

FOR: Crs S Carstairs, R Redman, M Fletcher, L Pearce, K Gillies and A McRae

AGAINST: Nil

CARRIED BY ABSOLUTE MAJORITY 6/0

IN BRIEF

Council is requested to adopt the Council Plan 2025-2035, which integrates the Strategic Community Plan (10-year horizon) and the Corporate Business Plan (4-year horizon) into a single, streamlined planning document in accordance with the Integrated Planning and Reporting Framework and legislative requirements.

MATTER FOR CONSIDERATION

Whether Council will adopt the Council Plan 2025-2035 as the Shire’s overarching strategic planning document to guide decision-making, resource allocation and service delivery over the next decade

BACKGROUND

The *Local Government Act 1995 (WA)* requires local governments to plan for the future and to integrate strategic planning with resourcing and reporting frameworks.

During 2024-2025, the Shire undertook a comprehensive review of its existing Strategic Community Plan and Corporate Business Plan. To strengthen integration, reduce duplication and improve clarity for Council, the organisation and the community, the Shire has adopted an emerging best-practice approach by combining these documents into a single Council Plan.

The Council Plan 2025-2035 has been developed using the FUTYR® integrated planning and reporting methodology, supported by the MARKYT® Community Scorecard. The development process included:

- Desktop review of existing strategies, plans and datasets;
- Extensive community engagement through surveys, workshops and benchmarking;

- Engagement with councillors, staff, community representatives and key stakeholders; and
- Alignment with regional priorities and partner initiatives, including Activate Community Development Action Plans.

Community participation exceeded 600 respondents, ensuring the Plan reflects local priorities, aspirations and values.

STATUTORY ENVIRONMENT

Local Government Act 1995

Adoption of the Council Plan 2025-2035 supports compliance with *the Local Government Act 1995 (WA)*, which requires local governments to plan for the future and to integrate strategic objectives with financial management, workforce planning and asset management.

The Council Plan aligns with the Integrated Planning and Reporting Framework and Guidelines issued by the Department of Local Government, Industry Regulation and Safety (LGIRS).

POLICY IMPLICATIONS

CR 3 - Community Engagement

The Council Plan has been informed by extensive and meaningful community engagement and provides a clear framework for ongoing communication, engagement and accountability with the community.

There are no direct policy changes arising from adoption of the Council Plan. Future policy development and review will be guided by the strategic directions contained within the Plan

FINANCIAL IMPLICATIONS

There are no immediate financial implications arising directly from adoption of the Council Plan.

Implementation of actions and projects identified in the Plan will be subject to Council consideration through the annual budget process, the Long-Term Financial Plan and the availability of resources, including external funding and grants.

STRATEGIC COMMUNITY PLAN

15 A well informed and engaged community.

The Council Plan 2025-2035 establishes a clear long-term vision for the Shire and articulates community-endorsed priorities, outcomes and objectives across key themes, supporting an informed, engaged and connected community.

CORPORATE BUSINESS PLAN

The Council Plan incorporates a four-year Corporate Business Plan component that identifies priority projects, actions and service initiatives aligned to the long-term strategic outcomes.

Progress will be monitored and reported through the annual budget and reporting cycle.

LONG TERM FINANCIAL PLAN

Long Term Financial Plan will be aligned to the new Council Plan, ensuring that strategic objectives are financially sustainable and achievable within available resources.

ASSET MANAGEMENT PLANS

The Council Plan provides strategic direction that informs the Shire's Asset Management Plans, supporting responsible lifecycle management, service levels and infrastructure sustainability.

WORKFORCE PLAN

Delivery of the Council Plan will be supported through the development of a new Shire Workforce Plan, ensuring organisational capability, capacity and skills align with strategic priorities.

RISK MANAGEMENT

Risks associated with implementation of the Council Plan will be managed through the Shire's established risk management framework, including the organisational risk register, which is reviewed by the Audit Committee on a quarterly basis

COMMENT

Adoption of the Council Plan 2025-2035 will provide a single, authoritative strategic framework to guide Council, the organisation and the community over the next decade, strengthening governance, accountability and long-term planning outcomes. Council has been presented with the Council Plan at multiple stages throughout its development, including workshops and briefings, with the final version reflecting Councillor input, feedback and strategic direction.

ITEM 19 DEVELOPMENT AND REGULATORY SERVICES**19.1 Appointment of Chairperson of the Shire of Bridgetown-Greenbushes Local Emergency Management Committee****File Ref****Responsible Officer** Leigh Guthridge, Director of Development and Regulatory Services**Reporting Officer** Conor Mcgregor, Community Emergency Services Manager**Attachments** Nil**Voting Requirements** Simple Majority**Disclosure of Interest** Reporting Officer: Nil

Responsible Officer: Nil

RESOLUTION: OCM 033-25/26

Moved: Councillor S Carstairs

Seconded: Councillor A McRae

That Council Appoints Cr Michael Fletcher as Chairperson of the Shire of Bridgetown-Greenbushes Local Emergency Management Committee (LEMC) for a two-year term in accordance with section 38(3)(a) of the *Emergency Management Act 2005* and the adopted LEMC Terms of Reference

FOR: Crs S Carstairs, R Redman, M Fletcher, L Pearce, K Gillies and A McRae**AGAINST:** Nil**CARRIED 6/0****IN BRIEF**

The Council to consider a recommendation from the Local Emergency Management Committee (LEMC) for the appointment of a Chairperson in accordance with the Emergency Management Act 2005 and the LEMC Terms of Reference.

MATTER FOR CONSIDERATION

The Shire of Bridgetown-Greenbushes has established a Local Emergency Management Committee (LEMC) pursuant to Section 38 of the *Emergency Management Act 2005 (The Act)*.

In accordance with the Act and the adopted LEMC Terms of Reference:

- The Chairperson is appointed by the local government.
- The Local Emergency Coordinator is appointed by the State Emergency Coordinator and fulfils the role of Deputy Chairperson.
- The Chair presides for a period of two (2) years, in line with the local government election cycle.

At its meeting on 17 February 2026, the LEMC considered the nomination of Cr M Fletcher as Chair and resolved to recommend the appointment to Council.

BACKGROUND

Due to Council elections in October 2025 a vacancy in the Chairperson position ensued. At its meeting on 17 February 2026, the LEMC recommended that Council appoint Cr M. Fletcher as the new Chairperson.

COMMENT

The appointment of a Chairperson is required to ensure the continued effective governance and operation of the LEMC.

Filling the vacancy ensures compliance with statutory requirements and supports the Committee's ability to meet its obligations in relation to emergency management planning, exercising, annual reporting and stakeholder coordination.

The Terms of Reference states that the Local Emergency Coordinator (WAPOL representative) fulfills the role of the Deputy Chairperson

STATUTORY ENVIRONMENT

Emergency Management Act 2005

State Emergency Management Procedure 3.7 – Local Emergency Management Committees.

POLICY IMPLICATIONS

CR 8 – Advisory Committee

Local Emergency Management Arrangements (LEMA)

LEMC Terms of Reference

FINANCIAL IMPLICATIONS

Nil

STRATEGIC COMMUNITY PLAN

9 Safe, affordable and efficient movement of people and vehicles.

Supports community safety, resilience and emergency preparedness outcomes.

CORPORATE BUSINESS PLAN

Supports statutory compliance and emergency management governance obligations.

LONG TERM FINANCIAL PLAN

There is no impact on the Long Term Financial Plan.

ASSET MANAGEMENT PLANS

Nil

WORKFORCE PLAN

Supports leadership and coordination across emergency management stakeholders.

RISK MANAGEMENT

Failure to appoint a Chairperson may impact governance, statutory compliance and the effective coordination of local emergency management arrangements. The appointment mitigates this governance risk.

UNCONFIRMED

ITEM 20 PROJECT MANAGEMENT AND ENVIRONMENT

No matters for consideration

ITEM 21 RECEIVAL OF MINUTES FROM MANAGEMENT COMMITTEES

No matters for consideration

ITEM 22 URGENT BUSINESS APPROVED BY DECISION**ITEM 23 RESPONSES TO ELECTED MEMBERS QUESTIONS TAKEN ON NOTICE**

No matters for consideration

ITEM 24 ELECTED MEMBERS QUESTIONS WITH NOTICE**ITEM 25 NOTICE OF MOTIONS FOR CONSIDERATION AT THE NEXT MEETING**

The next Ordinary Council Meeting is scheduled to take place on Thursday 23 April 2026 commencing at 5:30 PM in the Council Chambers.

ITEM 26 MATTERS BEHIND CLOSED DOORS (CONFIDENTIAL ITEMS)

No matters for consideration

ITEM 27 CLOSURE

The Presiding Member closed the meeting at 7.46pm.

SHIRE OF BRIDGETOWN-GREENBUSHES
LIST OF ACCOUNTS PAID IN MARCH 2026

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
MUNICIPAL FUND				
DIRECT DEBITS				
DD19865.2	02/03/2026	GO GO AUSTRALIA PTY LTD	MONTHLY ON HOLD MESSAGES FOR MARCH 2026	75.90
DD19789.1	04/03/2026	AWARE SUPER	PAYROLL DEDUCTIONS	19,919.49
DD19789.2	04/03/2026	COLONIAL FIRST STATE SUPER	PAYROLL DEDUCTIONS	801.52
DD19789.3	04/03/2026	CARE SUPER	PAYROLL DEDUCTIONS	1,067.20
DD19789.4	04/03/2026	THE TRUSTEE FOR YHH SUPER FUND	SUPERANNUATION CONTRIBUTIONS	381.79
DD19789.5	04/03/2026	AUSTRALIAN ETHICAL RETAIL SUPER	PAYROLL DEDUCTIONS	1,679.28
DD19789.6	04/03/2026	COLONIAL FIRST STATE SUPER	PAYROLL DEDUCTIONS	1,089.92
DD19789.7	04/03/2026	CBUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	160.17
DD19789.8	04/03/2026	MLC MASTERKEY SUPER	SUPERANNUATION CONTRIBUTIONS	52.25
DD19789.9	04/03/2026	GESB SUPER SCHEME	SUPERANNUATION CONTRIBUTIONS	321.48
DD19789.10	04/03/2026	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	121.74
DD19789.11	04/03/2026	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	507.14
DD19789.12	04/03/2026	GUILD SUPER	PAYROLL DEDUCTIONS	636.32
DD19789.13	04/03/2026	THE TRUSTEE FOR MERCER SUPER TRUST	SUPERANNUATION CONTRIBUTIONS	666.17
DD19789.14	04/03/2026	NETWEALTH SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	646.15
DD19789.15	04/03/2026	THE TRUSTEE FOR GESB SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	257.79
DD19789.16	04/03/2026	WAIKAWA DREAMING SUPERANNUATION	PAYROLL DEDUCTIONS	870.91
DD19789.17	04/03/2026	PLUM SUPER	SUPERANNUATION CONTRIBUTIONS	379.93
DD19789.18	04/03/2026	HOSTPLUS SUPERANNUATION FUND BASIC	PAYROLL DEDUCTIONS	417.14
DD19789.19	04/03/2026	AMP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	524.55
DD19789.20	04/03/2026	HESTA SUPER	SUPERANNUATION CONTRIBUTIONS	694.75
DD19789.21	04/03/2026	UNISUPER	SUPERANNUATION CONTRIBUTIONS	696.14
DD19789.22	04/03/2026	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	1,664.75
DD19789.23	04/03/2026	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	4,844.35
DD19789.24	04/03/2026	ANZ CHOICE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	503.53
DD19789.25	04/03/2026	HOST PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1,264.05
DD19865.4	14/03/2026	TELAIR PTY LTD	MONTHLY TELAIR SUBSCRIPTION FOR SHIRE FACILITIES	1,507.36
DD19865.1	15/03/2026	SG FLEET AUSTRALIA PTY LTD	MONTHLY LEASE FOR LIGHT VEHICLE	358.05
DD19865.3	15/03/2026	FLEET PARTNERS PTY LTD	MONTHLY LEASE FOR CESM & BRMO VEHICLES	3,000.23
DD19840.1	18/03/2026	AWARE SUPER	PAYROLL DEDUCTIONS	18,928.57
DD19840.2	18/03/2026	COLONIAL FIRST STATE SUPER	PAYROLL DEDUCTIONS	801.52

SHIRE OF BRIDGETOWN-GREENBUSHES
LIST OF ACCOUNTS PAID IN MARCH 2026

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
DD19840.3	18/03/2026	CARE SUPER	PAYROLL DEDUCTIONS	1,121.15
DD19840.4	18/03/2026	THE TRUSTEE FOR YHH SUPER FUND	SUPERANNUATION CONTRIBUTIONS	381.79
DD19840.5	18/03/2026	AUSTRALIAN ETHICAL RETAIL SUPER	PAYROLL DEDUCTIONS	1,705.40
DD19840.6	18/03/2026	COLONIAL FIRST STATE SUPER	PAYROLL DEDUCTIONS	786.81
DD19840.7	18/03/2026	CBUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	160.17
DD19840.8	18/03/2026	MLC MASTERKEY SUPER	SUPERANNUATION CONTRIBUTIONS	30.48
DD19840.9	18/03/2026	GESB SUPER SCHEME	SUPERANNUATION CONTRIBUTIONS	333.13
DD19840.10	18/03/2026	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	121.74
DD19840.11	18/03/2026	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	563.66
DD19840.12	18/03/2026	GUILD SUPER	PAYROLL DEDUCTIONS	636.32
DD19840.13	18/03/2026	THE TRUSTEE FOR MERCER SUPER TRUST	SUPERANNUATION CONTRIBUTIONS	651.56
DD19840.14	18/03/2026	NETWEALTH SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	646.15
DD19840.15	18/03/2026	THE TRUSTEE FOR GESB SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	216.87
DD19840.16	18/03/2026	WAIKAWA DREAMING SUPERANNUATION	PAYROLL DEDUCTIONS	870.91
DD19840.17	18/03/2026	PLUM SUPER	SUPERANNUATION CONTRIBUTIONS	467.07
DD19840.18	18/03/2026	HOSTPLUS SUPERANNUATION FUND BASIC	PAYROLL DEDUCTIONS	506.38
DD19840.19	18/03/2026	AMP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	524.55
DD19840.20	18/03/2026	HESTA SUPER	SUPERANNUATION CONTRIBUTIONS	694.75
DD19840.21	18/03/2026	UNISUPER	SUPERANNUATION CONTRIBUTIONS	696.14
DD19840.22	18/03/2026	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	1,646.75
DD19840.23	18/03/2026	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	4,622.35
DD19840.24	18/03/2026	ANZ CHOICE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	381.79
DD19840.25	18/03/2026	HOST PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1,264.05
DD19868.1	19/03/2026	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	121.74
B/S	02/02/2026	WESTPAC BANK	MERCHANT FEES	1,231.46
B/S	02/02/2026	WESTPAC BANK	MONTHLY BANK ACCOUNT FEES	497.48
B/S	04/03/2026	WESTPAC BANK	TOTAL WAGES FOR 19/02/2026 - 04/03/2026	211,236.09
B/S	18/03/2026	WESTPAC BANK	TOTAL WAGES FOR 05/03/2026 - 18/03/2026	208,976.68
WESTPAC CORPORATE CREDIT CARD - CEO				
DD19893.1	23/02/2026	JB HIFI	CAMERA EQUIPMENT AND ACCESSORIES	286.94
DD19893.1	02/03/2026	WESTPAC	MONTHLY CARD FEE	10.00
WESTPAC CORPORATE CREDIT CARD - DPME				
DD19893.1	20/02/2026	STARLINK	MONTHLY FEES FOR ICC	276.00

SHIRE OF BRIDGETOWN-GREENBUSHES
LIST OF ACCOUNTS PAID IN MARCH 2026

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
DD19893.1	02/03/2026	WESTPAC	MONTHLY CARD FEE	10.00
WESTPAC CORPORATE CREDIT CARD - DDRS				
DD19893.1	05/02/2026	STARLINK	SUPPLY OF STARLINK HARDWARE TO THE ICC	923.00
DD19893.1	12/02/2026	DEPT OF JUSTICE	LODGEMENT OF PROSECUTION NOTICE	194.30
DD19893.1	13/02/2026	TEAM GANTT	MONTHLY SUBSCRIPTION TO TEAM GANTT SOFTWARE	284.81
DD19893.1	15/02/2026	INTUIT MAILCHIMP	MONTHLY SUBSCRIPTION FOR VISITOR CENTRE NEWSLETTER DISTRIBUTION	37.83
DD19893.1	02/03/2026	WESTPAC	MONTHLY CARD FEE	10.00
WESTPAC CORPORATE CREDIT CARD - MBMO				
DD19893.1	02/03/2026	WESTPAC	MONTHLY CARD FEE	10.00
WESTPAC CORPORATE CREDIT CARD - DCECD				
DD19893.1	10/02/2026	DEMIRS	ANNUAL DANGEROUS GOODS LICENCE FOR BLC	276.00
DD19893.1	13/02/2026	AMAZON AUSTRALIA	KODAK FILM AND SLIDE SCANNER FOR RECORDS	271.96
DD19893.1	23/02/2026	LGIS	ATTENDANCE FOR STAFF MEMBER TO 2026 RISK FORUM	132.50
DD19893.1	2/03/2026	WESTPAC	MONTHLY CARD FEE	10.00
AMPOL FUEL CARD PURCHASES				
DD19864.1	09/03/2026	CAPEL S/STN	B031 - 48.54L - DIESEL	82.95
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B031 - 63.57L - DIESEL	111.18
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B031 - 62.56L - DIESEL	110.67
DD19864.1	09/03/2026	AMPOL FOODARY FORREST HIG	B031 - 55.36L - PRMDSLA	96.82
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B031 - 52.65L - DIESEL	92.08
DD19864.1	09/03/2026	AMPOL NORTH YUNDERUP	B0010 - 40.33L - ULP	64.29
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B0010 - 28.5L - ULP	47.99
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B8924 - 47.35L - DIESEL	81.87
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B16182 - 41.23L - DIESEL	72.11
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B16182 - 31.91L - DIESEL	55.81
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B1158 - 27.65L - ULP	46.84
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B8880 - 58.54L - DIESEL	102.39
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B8880 - 45.85L - DIESEL	80.19
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B8880 - 52.08L - DIESEL	92.13
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B8880 - 47.53L - DIESEL	83.13
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B8880 - 59.99L - DIESEL	103.72
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B8880 - 55.41L - DIESEL	96.91
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	250K - 18.18L - DIESEL	31.80

SHIRE OF BRIDGETOWN-GREENBUSHES
LIST OF ACCOUNTS PAID IN MARCH 2026

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	25OK - 23.08L - DIESEL	40.37
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	25OK - 40.64L - DIESEL	71.08
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	GR34 - 119.05L - DIESEL	208.22
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	122B - 24.68L - DIESEL	43.17
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B17105 - 49.41L - DIESEL	87.41
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B17105 - 50.59L - DIESEL	87.47
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B17187 - 59.38L - DIESEL	103.86
DD19864.1	09/03/2026	EG AMPOL 94048 MANJIMUP	1HNO351 - 42.31L - ULP	71.67
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	1HNO351 - 45.11L - ULP	75.97
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B8598 - 31.17L - ULP	52.80
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B8598 - 39.57L - ULP	67.03
DD19864.1	09/03/2026	AMPOL FOODARY FORREST HIG	B8598 - 33.99L - ULP	54.86
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	0B - 50.47L - ULP	85.50
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	0B - 53.54L - ULP	90.70
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	0B - 25.2L - ULP	42.69
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	0B - 58.35L - ULP	98.26
DD19864.1	09/03/2026	BOYUP BROOK S/STN	1IAD685 - 67.64L - DIESEL	122.60
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	1IAD685 - 58.82L - DIESEL	102.88
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B16061 - 23.47L - DIESEL	41.05
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B16061 - 16.39L - DIESEL	28.99
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B16061 - 20.69L - DIESEL	35.77
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B16061 - 14.82L - DIESEL	25.94
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B16061 - 21.37L - DIESEL	37.38
DD19864.1	09/03/2026	AMPOL FOODARY FORREST HIG	B0100 - 28L - ULP	44.63
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B0100 - 34.48L - ULP	58.41
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B0100 - 46.53L - ULP	78.82
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B17710 - 49.03L - DIESEL	85.75
DD19864.1	09/03/2026	EG AMPOL 94220 BUNBURY	1IUG348 - 44.83L - ULP	73.25
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	1IUG348 - 31.93L - ULP	53.77
DD19864.1	09/03/2026	INDEPENDENT NANNUP	B17663 - 34.18L - DIESEL	61.18
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B17663 - 61.9L - DIESEL	108.26
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B17663 - 61.25L - DIESEL	107.13
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B17663 - 58.21L - DIESEL	102.97

SHIRE OF BRIDGETOWN-GREENBUSHES
LIST OF ACCOUNTS PAID IN MARCH 2026

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B17663 - 62.51L - DIESEL	108.08
DD19864.1	09/03/2026	INDEPENDENT NANNUP	B17663 - 62.12L - DIESEL	112.39
DD19864.1	09/03/2026	AMPOL BRIDGETOWN DIESEL	B17663 - 49.2L - DIESEL	86.05
DD19864.1	09/03/2026	AMPOL BUSSELTON S/STN	B0100 - 37.23L - ULP	61.58
DD19864.1	09/03/2026	EG AMPOL 94220 BUNBURY	B0100 - 40.42L - ULP	68.47
BPAY				
8032026	08/03/2026	PHARMACY 777 BRIDGETOWN	SUNSCREEN FOR OUTSIDE WORKERS	286.80
13032026	13/03/2026	TELSTRA	TELEPHONE & INTERNET CHARGES FOR FEBRUARY 2026	1,845.51
26032026	26/03/2026	TELSTRA	TELEPHONE & INTERNET CHARGES FOR MARCH 2026	1,192.27
ELECTRONIC PAYMENTS				
EFT43425	05/03/2026	SYNERGY	ELECTRICITY CHARGES	8,092.08
EFT43426	10/03/2026	2R ELECTRICAL	REPLACE FLOOD LIGHTS AND REPAIRS TO PUBLIC BBQ	585.20
EFT43427	10/03/2026	ABCO PRODUCTS PTY LTD	BULK CLEANING SUPPLIES	378.84
EFT43428	10/03/2026	ACORN PROJECTS PTY LTD	ROLLER BLINDS FOR SHIRE PRESIDENT'S OFFICE WINDOW	585.88
EFT43429	10/03/2026	ALL-START ELECTRICAL	6 MONTHLY LIFT SERVICING	1,320.00
EFT43430	10/03/2026	AMD AUDIT AND ASSURANCE	PERIODICAL FINANCIAL MANGEMENT SYSTEM REVIEW	10,780.00
EFT43431	10/03/2026	AMITY SIGNS	SHIRE SIGNAGE, STREET SIGNS, POSTS AND DECALS	4,459.95
EFT43432	10/03/2026	ASHDAN WA PTY LTD	GRAVEL SUPPLY FOR ROADWORKS	13,967.16
EFT43433	10/03/2026	AT PLUMBING & GAS	STORMWATER CHANNELS FOR VISITOR CENTRE	1,549.39
EFT43434	10/03/2026	AUSTRALIAN TAXATION OFFICE	PAYG WITHOLDING 04/03/2026	60,203.55
EFT43435	10/03/2026	B & B STREET SWEEPING PTY LTD	MONTHLY DRAINAGE MAINTENANCE FOR FEBRUARY	4,193.75
EFT43436	10/03/2026	BETTER TELCO SOLUTIONS PTY LTD	MONTHLY TELEPHONE CHARGES FOR FEBRUARY	583.40
EFT43437	10/03/2026	BEYOND FENCING SOLUTIONS	MODIFICATIONS TO FENCE FOR GREENBUSHES FOOTPATH PROJECT	880.00
EFT43438	10/03/2026	BLACKWOOD RURAL SERVICES	8KVA GENERATOR FOR WORKS TEAM	3,835.46
EFT43439	10/03/2026	BRADLEY PLUMBING	MINOR PLUMBING REPAIRS TO MULTIPLE SHIRE BUILDINGS	2,167.74
EFT43440	10/03/2026	BRIDGETOWN BASKETBALL ASSOCIATION	BEVERAGES FOR RESALE AT THE BLC CAFE	2,603.40
EFT43441	10/03/2026	BRIDGETOWN VOLUNTEER BFB	PROVISION OF CREW AND APPLIANCES FOR MITIGATION BURN	1,087.50
EFT43442	10/03/2026	BRIDGETOWN MITRE 10 & RETRAVISION	FREEZER FOR FIRE BRIGADE, PPE, CONSUMABLES AND MAINTENANCE SUPPLIES	1,649.40
EFT43443	10/03/2026	BRIDGETOWN PAINT SALES	PAINT AND PAINTING SUPPLIES	58.85
EFT43444	10/03/2026	BRIDGETOWN NEWSAGENCY	MONTHLY NEWSPAPER CHARGES	91.60
EFT43445	10/03/2026	BRIDGETOWN WATER CARTAGE	WATER DELIVERY FOR WASTE FACILITY	440.00
EFT43446	10/03/2026	BRIDGETOWN TIMBER & HARDWARE	INSULATION FOR GREENBUSHES OFFICES AND MAINTENANCE SUPPLIES	1,151.00
EFT43447	10/03/2026	BRIDGEMED SERVICES PTY LTD	MEDICAL ASSESSMENT FOR STAFF MEMBER	300.00

SHIRE OF BRIDGETOWN-GREENBUSHES
LIST OF ACCOUNTS PAID IN MARCH 2026

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
EFT43448	10/03/2026	CLOVERS GENERAL & LIQUOR STORE	SHIRE GROCERIES	27.25
EFT43449	10/03/2026	COMMUNITY INFORMATION SUPPORT	ANNUAL LICENSE AND MEMBERSHIP FOR MY COMMUNITY DIRECTORY	6,233.00
EFT43450	10/03/2026	COZCRETE SOUTHWEST PTY LTD	MEMORIAL STONE FOOTING AND PICNIC TABLE SLAB	3,830.20
EFT43451	10/03/2026	DATA#3	MONTHLY MICROSOFT M365 LICENCES FOR FEBRUARY	2,825.28
EFT43452	10/03/2026	DAVMECH	TRANSPORT MACHINERY FOR ROAD MAINTENANCE & CONSUMABLES FOR FLEET	1,762.40
EFT43453	10/03/2026	DAVISON'S MECHANICAL	REPAIRS TO WASTE FACILITY BIN	517.00
EFT43454	10/03/2026	DOMESTIC MAINTENANCE SW	INSTALL INSULATION FOR GREENBUSHES OFFICE AND INSTALL CEMETERY GATES	1,131.00
EFT43455	10/03/2026	ROSALYN EDWARDS	REIMBURSEMENT FOR IMPOUNDED ANIMAL SUSTENANCE EXPENSES	10.60
EFT43456	10/03/2026	ELANGA PTY LTD	EV CHARGER INSTALLATION AND MAINTENANCE	45,445.40
EFT43457	10/03/2026	ELECTRICAL MAINTENANCE & UPGRADES	ELECTRICAL WORK FOR GREENBUSHES OFFICE	684.23
EFT43458	10/03/2026	ELGAS PTY LTD	ANNUAL SERVICE CHARGES AND 2 X 45KG GAS BOTTLES	530.02
EFT43459	10/03/2026	FAIRTEL PTY LTD	TELEPHONE & NBN CHARGES FOR SES	175.95
EFT43460	10/03/2026	DFES WA	2025/26 3RD QUARTER ESL CONTRIBUTION	118,729.02
EFT43461	10/03/2026	MICHAEL JOHN FLETCHER	SHIRES CONTRIBUTION TO CROSSOVER	670.00
EFT43462	10/03/2026	GE & CJ GIBLETT	INSTALLATION OF HERITAGE RAILWAY STATION TROLLEY	275.00
EFT43463	10/03/2026	GREEN WAVE SOLAR PTY LTD	SEA CONTAINER FOR BLC RENEWABLE ENERGY PROJECT	34,650.00
EFT43464	10/03/2026	HARMONIC ENTERPRISES PTY LTD	DR HOSTING FOR FEBRUARY AND IT SUPPORT FOR JANUARY	9,031.55
EFT43465	10/03/2026	H C JONES & CO	REPLACEMENT HWS FOR SHIRE HOUSE AND MINOR PLUMBING REPAIRS	3,615.00
EFT43466	10/03/2026	HESTER BROOK BUSH FIRE BRIGADE	PROVISION OF CREW AND APPLIANCES FOR MITIGATION BURN	2,882.50
EFT43467	10/03/2026	HILLVIEW ELECTRICAL SERVICE	MINOR ELECTRICAL REPAIRS	536.80
EFT43468	10/03/2026	HOWARD PORTER	NEW 2026 HOWARD PORTER TRI AXLE DROP DECK TRAILER WITH RAMPS	146,162.00
EFT43469	10/03/2026	AXAL LAWRENCE HUNTER	RATES REFUND	14.50
EFT43470	10/03/2026	IDEALINGS ARCHITECTURE	ARCHITECT & PROJECT ADMIN SERVICES FOR DEPOT PROJECT - PART PAYMENT	5,833.72
EFT43471	10/03/2026	INDEPENDENT WINDSCREENS	WINDOW REPLACEMENT FOR LIGHT VEHICLE	748.00
EFT43472	10/03/2026	INTERFIRE AGENCIES PTY LTD	PPE AND EQUIPMENT FOR FIREFIGHTERS	4,078.27
EFT43473	10/03/2026	INTEGRITY MANAGEMENT SOLUTIONS	ANNUAL SUBSCRIPTION TO ATTAIN GOVERNANCE MODULE	12,540.00
EFT43474	10/03/2026	ISUBSCRIBE	3 X ANNUAL MAGAZINE SUBSCRIPTIONS FOR LIBRARY	249.44
EFT43475	10/03/2026	IT VISION	ADDITIONAL DATA UPLOAD FUNCTION FOR SOFTWARE	554.40
EFT43476	10/03/2026	KANGAROO GULLY BUSHFIRE BRIGADE	PROVISION OF CREW AND APPLIANCES FOR MITIGATION BURN	1,485.00
EFT43477	10/03/2026	LANDGATE	LAND VALUATION ENQUIRY CHARGES	126.86
EFT43478	10/03/2026	LDC EQUIPMENT (SHR) PTY LIMITED	TRAFFIC LIGHTS AND ACCESSORIES FOR ROADWORKS	9,570.00
EFT43479	10/03/2026	LINFOX ARMAGUARD PTY LTD	MONTHLY COLLECTION FEES FOR FEBRUARY	462.39
EFT43480	10/03/2026	MANJIMUP MOTORS PTY LTD	PARTS FOR EQUIPMENT MAINTENANCE	38.36

SHIRE OF BRIDGETOWN-GREENBUSHES
LIST OF ACCOUNTS PAID IN MARCH 2026

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
EFT43481	10/03/2026	MANJIMUP TOYOTA & MITSUBISHI	3 X BRUSHCUTTERS, BACKPACK BLOWER AND MINOR PARTS	4,875.90
EFT43482	10/03/2026	MANJIMUP LIQUID WASTE	SEPTIC PUMP OUT AT WASTE FACILITY	580.00
EFT43483	10/03/2026	MANNYS COMMERCIAL & EDUCATIONAL	ACCESSORIES FOR PA SYSTEM FOR EVENTS	148.00
EFT43484	10/03/2026	ALYSSA LOUISE MILLER	REIMBURSEMENT FOR TRAVEL EXPENSES INCURRED DURING TRAINING	539.32
EFT43485	10/03/2026	MJP LINEN	LAUNDRY CIVIC CENTRE TABLE LINEN	150.70
EFT43486	10/03/2026	MOORE AUSTRALIA	ATTENDANCE TO WORKSHOP FOR STAFF MEMBER	1,045.00
EFT43487	10/03/2026	NJ MECHANICAL	SERVICE FOR LIGHT VEHICLE AND LIGHT TANKER	1,454.75
EFT43488	10/03/2026	PIVOTEL SATELLITE PTY LTD	MONTHLY CHARGES FOR WORKS CREW SATELLITE PHONES	130.00
EFT43489	10/03/2026	THE QUALITY SHOP	ADVERTISING FOR 2026 ART AWARDS IN THE MAILBAG PUBLICATION	155.00
EFT43490	10/03/2026	REDWOOD HILLS	GRAVEL SUPPLIED FOR TWEED ROADWORKS	10,366.29
EFT43491	10/03/2026	RICHFEEDS AND RURAL SUPPLIERS	GATES FOR BRIDGETOWN CEMETERY, PPE AND PARTS FOR BFB EQUIPMENT	1,471.60
EFT43492	10/03/2026	SCAVENGER SUPPLIES PTY LTD	FIREFIGHTING EQUIPMENT AND MONTHLY FIRE PANEL SERVICING	8,697.70
EFT43493	10/03/2026	SCOPE BUSINESS IMAGING	MONTHLY PHOTOCOPYING AND PRINTING CHARGES	1,490.08
EFT43494	10/03/2026	SEEK LIMITED	RECRUITMENT ADVERTISING	2,266.83
EFT43495	10/03/2026	SIGMA TELFORD GROUP	CHEMICALS AND EQUIPMENT FOR BLC SWIMMING POOL	2,109.81
EFT43496	10/03/2026	SMARTWASH WA	PRESSURE CLEANING FOR PUBLIC CONVENIENCES	1,705.00
EFT43497	10/03/2026	SONIC HEALTHPLUS PTY LTD	PRE-EMPLOYMENT MEDICAL ASSESSMENTS	1,125.30
EFT43498	10/03/2026	SOUTHERN LOCK AND SECURITY	DOOR HARDWARE	114.25
EFT43499	10/03/2026	STEWART & HEATON CLOTHING CO	PPE FOR FIREFIGHTERS	8.40
EFT43500	10/03/2026	ST JOHN AMBULANCE AUSTRALIA	2 X REPLACEMENT DEFIBRILLATORS FOR BLC	3,990.00
EFT43501	10/03/2026	MEGAN ELIZABETH SYMES	REIMBURSEMENT FOR ACCOMMODATION DURING COURSE ATTENDANCE	550.00
EFT43502	10/03/2026	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	329.45
EFT43503	10/03/2026	THE RIGHT STUFF FOR LANDHOLDERS	SERVICE AND PARTS FOR EQUIPMENT	158.86
EFT43504	10/03/2026	TOTALLY WORKWEAR - BUNBURY	PPE FOR WORKS CREW MEMBERS	397.75
EFT43505	10/03/2026	TPG NETWORK PTY LTD	MONTHLY INTERNET CHARGES	552.20
EFT43506	10/03/2026	T-QUIP	ALTERNATOR FOR MOWER	449.00
EFT43507	10/03/2026	TUTT BRYANT EQUIPMENT	NEW BOMAG BW213D-5 SMOOTH DRUM ROLLER	192,500.00
EFT43508	10/03/2026	TYRECYCLE PTY LTD	RECYCLING OF 207 X TYRES FROM WASTE FACILITY	2,421.46
EFT43509	10/03/2026	TYRES AND MORE BRIDGETOWN	SET OF 6 X TYRES AND LABOUR FOR GRADER	11,680.00
EFT43510	10/03/2026	UNITED PETROLEUM UNIT TRUST	40 X BLACK GREASE CARTRIDGES	544.00
EFT43511	10/03/2026	VERAISON WA PTY LTD	VALUES WORKSHOP	9,772.40
EFT43512	10/03/2026	WALGA	ATTENDANCE FOR STAFF MEMBER TO EMPLOYEE RELATIONS TRAINING	682.00
EFT43513	10/03/2026	WINNEJUP BUSH FIRE BRIGADE	PROVISION OF CREW AND APPLIANCES FOR MITIGATION BURN	750.00

SHIRE OF BRIDGETOWN-GREENBUSHES
LIST OF ACCOUNTS PAID IN MARCH 2026

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
EFT43514	10/03/2026	WINC AUSTRALIA PTY LTD	DISASTER RECOVERY SUPPLIES, BULK CLEANING SUPPLIES AND STATIONERY	2,862.61
EFT43515	12/03/2026	JULIA ANN BOYLE	FORTNIGHTLY COUNCILLORS ALLOWANCES	521.00
EFT43516	12/03/2026	STEPHEN CARSTAIRS	FORTNIGHTLY COUNCILLORS ALLOWANCES	1,708.04
EFT43517	12/03/2026	MICHAEL JOHN FLETCHER	FORTNIGHTLY COUNCILLORS ALLOWANCES	521.00
EFT43518	12/03/2026	KELLI NARELLE GILLIES	FORTNIGHTLY COUNCILLORS ALLOWANCES	521.00
EFT43519	12/03/2026	ANDREW JAMES MCRAE	FORTNIGHTLY COUNCILLORS ALLOWANCES	521.00
EFT43520	12/03/2026	LYNDON GRAEME PEARCE	FORTNIGHTLY COUNCILLORS ALLOWANCES	521.00
EFT43521	12/03/2026	ANTONINO PRATICO	FORTNIGHTLY COUNCILLORS ALLOWANCES	521.00
EFT43522	12/03/2026	REBECCA REDMAN	FORTNIGHTLY COUNCILLORS ALLOWANCES	759.77
EFT43523	12/03/2026	SIMON ROBINSON	FORTNIGHTLY COUNCILLORS ALLOWANCES	521.00
EFT43524	16/03/2026	PUBLIC TRANSPORT AUTHORITY OF WA	BUS TICKETS SOLD FOR FEBRUARY 2026	231.73
EFT43525	16/03/2026	SHIRE OF BRIDGETOWN-GREENBUSHES	SHIRES COMMISSIONS FOR BUS TICKETS SOLD	163.32
EFT43526	17/03/2026	SYNERGY	ELECTRICITY CHARGES	7,093.92
EFT43533	19/03/2026	AUSQ TRAINING	TRAFFIC MANAGEMENT TRAINING - GROUP BOOKING DEPOSIT	1,500.00
EFT43534	19/03/2026	CARBONE BROS. PTY LTD	GREENBUSHES FOOTPATH RESTORATION PROJECT - CLAIM 2	280,441.92
EFT43535	19/03/2026	TJ DEPIAZZI & SONS	LAWN MIX FOR BRIDGETOWN SPORTSGROUND	2,513.94
EFT43536	19/03/2026	DEPT LOCAL GOV, INDUSTRY REGS & SAFETY	BUILDING SERVICES LEVIES COLLECTED FOR FEBRUARY 2026	2,358.18
EFT43537	19/03/2026	OMNICOM MEDIA GROUP AUSTRALIA	STATUTORY PUBLIC NOTICE ADVERTISING	385.03
EFT43538	19/03/2026	JOHN SHENTON PUMPS	GAS DETECTOR REPLACEMENT FOR BLC POOL	24,020.70
EFT43539	19/03/2026	SHIRE OF BRIDGETOWN-GREENBUSHES	SHIRES COMMISSIONS FOR BUILDING SERVICES LEVIES	75.00
EFT43540	19/03/2026	SHIRE SOCIAL CLUB	PAYROLL DEDUCTIONS	32.00
EFT43541	19/03/2026	SMITH CONSTRUCTIONS WA	CONSTRUCTION OF BRIDGETOWN DEPOT - CLAIM 4	222,171.02
EFT43542	19/03/2026	LGRCEU	PAYROLL DEDUCTIONS	240.00
EFT43543	20/03/2026	JANET PAULINE BROWN	RATES REFUND	500.00
EFT43544	24/03/2026	SYNERGY	ELECTRICITY CHARGES	8,664.01
EFT43545	25/03/2026	ABCO PRODUCTS PTY LTD	BULK CLEANING SUPPLIES	707.87
EFT43546	25/03/2026	AMPAC DEBT RECOVERY (WA) PTY LTD	RATES DEBT COLLECTION CHARGES	159.50
EFT43547	25/03/2026	AUSTRALIA POST	ANNUAL PO BOX RENTAL FEES AND MONTHLY POSTAGE CHARGES	1,314.81
EFT43548	25/03/2026	BLACKWOODS	PROSAFE STORAGE PALLET AND PPE	636.27
EFT43549	25/03/2026	BRIDGETOWN MITRE 10 & RETRAVISION	MINOR TOOLS AND MAINTENANCE SUPPLIES	71.45
EFT43550	25/03/2026	CIVIL SAFETY	ON SITE TRAINING - GRADER, FRONT END LOADER, SKID STEER, FORKLIFT	18,210.00
EFT43551	25/03/2026	CLEANAWAY PTY LTD	WASTE COLLECTION SERVICES FOR FEBRUARY	69,586.36
EFT43552	25/03/2026	GRACE RECORDS MANAGEMENT PTY LTD	SECURE DOCUMENT SERVICES	244.70

SHIRE OF BRIDGETOWN-GREENBUSHES
LIST OF ACCOUNTS PAID IN MARCH 2026

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
EFT43553	25/03/2026	HANCOCK MEMORIALS	MEMORIAL STONE FOR SERVICE PERSONNEL - FINAL PAYMENT	5,329.50
EFT43554	25/03/2026	HARMONIC ENTERPRISES PTY LTD	DR HOSTING FOR MARCH	522.50
EFT43555	25/03/2026	HERSEYS SAFETY	PPE, EQUIPMENT AND CONSUMABLES FOR WORKS DEPARTMENT	2,791.67
EFT43556	25/03/2026	HILLVIEW ELECTRICAL SERVICE	REPLACE BLC DOOR SCANNING SYSTEM	1,364.00
EFT43557	25/03/2026	INTERPHONE	MONTHLY INTERNET CHARGES FOR ADMIN OFFICE FOR MARCH	130.90
EFT43558	25/03/2026	IXOM OPERATIONS PTY LTD	MONTHLY RENTAL FOR 920KG CHLORINE GAS CYLINDER FOR FEBRUARY	157.39
EFT43559	25/03/2026	LANDGATE	LAND VALUATION ENQUIRY CHARGES	925.79
EFT43560	25/03/2026	MCLEODS LAWYERS PTY LTD	LEGAL ADVICE	1,092.08
EFT43561	25/03/2026	JARED MILLER	GRAVE DIGGING SERVICES	565.00
EFT43562	25/03/2026	MJB INDUSTRIES	CONCRETE DRAINAGE PIPES	2,768.78
EFT43563	25/03/2026	OFFICEWORKS LTD	2 X WIRELESS OVER-EAR HEADPHONES	245.95
EFT43564	25/03/2026	SCAVENGER SUPPLIES PTY LTD	PPE AND EQUIPMENT FOR FIREFIGHTERS	5,436.86
EFT43565	25/03/2026	STANS MANJIMUP FARM MACHINERY	NEW KUBOTA CAB TRACTOR LESS TRADE IN AND NEW ZERO TURN MOWER	66,970.00
EFT43566	25/03/2026	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	244.25
EFT43567	25/03/2026	TUTT BRYANT HIRE PTY LTD	ROLLER HIRE FOR ROADWORKS FOR FEBRUARY	4,578.89
EFT43568	25/03/2026	VESTONE CAPITAL PTY LIMITED	QUARTERLY RENTAL OF LEASED GYMNASIUM EQUIPMENT	18,951.50
EFT43569	25/03/2026	WINC AUSTRALIA PTY LTD	BULK CLEANING SUPPLIES, STATIONERY AND OFFICE EQUIPMENT	960.06
EFT43570	26/03/2026	JULIA ANN BOYLE	FORTNIGHTLY COUNCILLORS ALLOWANCES	521.00
EFT43571	26/03/2026	STEPHEN CARSTAIRS	FORTNIGHTLY COUNCILLORS ALLOWANCES	1,708.04
EFT43572	26/03/2026	MICHAEL JOHN FLETCHER	FORTNIGHTLY COUNCILLORS ALLOWANCES	521.00
EFT43573	26/03/2026	KELLI NARELLE GILLIES	FORTNIGHTLY COUNCILLORS ALLOWANCES	521.00
EFT43574	26/03/2026	ANDREW JAMES MCRAE	FORTNIGHTLY COUNCILLORS ALLOWANCES	521.00
EFT43575	26/03/2026	LYNDON GRAEME PEARCE	FORTNIGHTLY COUNCILLORS ALLOWANCES	521.00
EFT43576	26/03/2026	ANTONINO PRATICO	FORTNIGHTLY COUNCILLORS ALLOWANCES	521.00
EFT43577	26/03/2026	REBECCA REDMAN	FORTNIGHTLY COUNCILLORS ALLOWANCES	759.77
EFT43578	26/03/2026	SIMON ROBINSON	FORTNIGHTLY COUNCILLORS ALLOWANCES	521.00
DIRECT DEBITS - LICENSING				
38360	03/03/2026	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 03/03/2026	4,212.00
38361	04/03/2026	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 04/03/2026	2,488.55
38362	05/03/2026	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 05/03/2026	2,981.35
38363	06/03/2026	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 06/03/2026	4,644.60
38364	09/03/2026	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 09/03/2026	3,705.40
38365	10/03/2026	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 10/03/2026	7,005.10

**SHIRE OF BRIDGETOWN-GREENBUSHES
LIST OF ACCOUNTS PAID IN MARCH 2026**

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
38366	11/03/2026	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 11/03/2026	14,424.00
38367	12/03/2026	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 12/03/2026	5,562.90
38368	13/03/2026	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 13/03/2026	5,151.70
38369	16/03/2026	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 16/03/2026	5,213.45
38370	17/03/2026	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 17/03/2026	6,736.90
38371	18/03/2026	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 18/03/2026	1,455.25
38372	19/03/2026	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 19/03/2026	5,171.35
38373	23/03/2026	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 23/03/2026	2,547.25
38374	20/03/2026	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 20/03/2026	9,501.45
38375	24/03/2026	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 24/03/2026	3,085.00
38376	25/03/2026	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 25/03/2026	6,083.65
38377	26/03/2026	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 26/03/2026	2,700.80
38378	27/03/2026	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 27/03/2026	3,021.30
38379	30/03/2026	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 30/03/2026	4,591.00
TOTAL MUNICIPAL PAYMENTS				<u>2,185,663.19</u>
ELECTRONIC PAYMENTS - VISITOR CENTRE TRUST				
EFT43527	18/03/2026	BRIDGETOWN ART AND CRAFT CENTRE INC.	CONSIGNMENT STOCK SOLD FOR FEBRUARY 2026	7.99
EFT43528	18/03/2026	TRICIA DURHAM	CONSIGNMENT STOCK SOLD FOR FEBRUARY 2026	9.75
EFT43529	18/03/2026	MCSWEENEY PUBLISHING	CONSIGNMENT STOCK SOLD FOR FEBRUARY 2026	18.75
EFT43530	18/03/2026	SHIRE OF BRIDGETOWN-GREENBUSHES	SHIRES COMMISSIONS FOR CONSIGNMENT STOCK	47.91
EFT43531	18/03/2026	JULIE DOREEN STEELE	CONSIGNMENT STOCK SOLD FOR FEBRUARY 2026	78.75
EFT43532	18/03/2026	STOCKLEY PUBLISHING	CONSIGNMENT STOCK SOLD FOR FEBRUARY 2026	28.50
TOTAL TRUST PAYMENTS				<u>191.65</u>

This schedule of accounts paid for the Municipal Fund totalling \$2,185,663.19 and for the Trust Fund totalling \$191.65 which was submitted to each member of the Council on the 23rd April 2026 has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and castings.

Total creditor accounts outstanding as at 31/03/2026 is \$181,238.59



CHIEF EXECUTIVE OFFICER

23rd April 2026

**SHIRE OF BRIDGETOWN-GREENBUSHES****MONTHLY FINANCIAL REPORT****For the Period Ended 28 February 2026****LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996****TABLE OF CONTENTS**

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**SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2026**

Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	* Var.
	\$	\$	\$	\$	%	
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	7,210,297	7,025,297	7,043,026	17,729	0.25%	
Grants, subsidies and contributions	3,685,536	1,350,045	1,500,483	150,437	11.14%	▼
Fees and charges	2,703,992	2,346,089	2,346,527	438	0.02%	
Interest revenue	414,952	202,888	196,401	(6,487)	(3.20%)	
Other revenue	242,778	196,343	194,658	(1,685)	(0.86%)	
Profit on asset disposals	96,193	80,060	0	(80,060)	(100.00%)	▼
FV Adjust (Revenue)	0	0	0	0		
	14,353,748	11,200,722	11,281,094	80,372	0.72%	
Expenditure from operating activities						
Employee costs	(7,583,369)	(5,181,185)	(5,335,971)	(154,786)	(2.99%)	▼
Materials and contracts	(4,918,166)	(3,209,533)	(3,125,629)	83,904	2.61%	▲
Utility charges	(297,746)	(194,556)	(190,704)	3,852	1.98%	
Depreciation	(5,443,546)	(3,678,721)	(3,679,098)	(377)	(0.01%)	
Finance costs	(145,030)	(50,859)	(52,941)	(2,082)	(4.09%)	
Insurance	(389,449)	(388,187)	(407,697)	(19,510)	(5.03%)	
Other expenditure	(343,324)	(252,100)	(232,485)	19,615	7.78%	
Loss on asset disposals	(24,902)	(6,225)	0	6,225	100.00%	▲
	(19,145,533)	(12,961,366)	(13,024,526)	(63,160)	(0.49%)	
Non-cash amounts excluded from operating activities	1(a) 5,382,084	3,614,715	3,683,809	69,094	(1.91%)	
Amount attributable to operating activities	590,300	1,854,071	1,940,378	86,306	(4.65%)	
INVESTING ACTIVITIES						
Inflows from investing activities						
Capital grants, subsidies and contributions	6,723,157	2,623,419	1,482,323	(1,141,096)	(43.50%)	▼
Proceeds from disposal of assets	270,000	201,999	0	(201,999)	(100.00%)	▼
	6,993,157	2,825,418	1,482,323			
Outflows from investing activities						
Purchase of property, plant and equipment	(6,732,398)	(3,424,591)	(2,610,483)	814,108	23.77%	▼
Purchase and construction of infrastructure	(5,946,666)	(2,286,905)	(1,294,483)	992,422	43.40%	▼
	(12,679,064)	(5,711,496)	(3,904,966)			
Amount attributable to investing activities	(5,685,907)	(2,886,078)	(2,422,643)			
FINANCING ACTIVITIES						
Inflows from financing activities						
Proceeds from borrowings	2,700,000	2,700,000	2,700,000	0	0.00%	
Transfers from reserve accounts	2,826,961	0	0			
	5,526,961	2,700,000	2,700,000			
Outflows from financing activities						
Repayment of borrowings	(181,230)	(76,620)	(70,283)	6,337	8.27%	
Payments for principal portion of lease liabilities	(80,763)	(60,023)	(62,664)	(2,641)	(4.40%)	
Transfers to reserve accounts	(2,404,693)	0	(76,685)	(76,685)		
	(2,666,686)	(136,643)	(209,632)			
Amount attributable to financing activities	2,860,275	2,563,357	2,490,368			

**SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2026**

Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	* Var.
	\$	\$	\$	\$	%	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2,235,332	2,235,332	1,820,649	(414,683)	(18.55%)	
Amount attributable to operating activities	590,300	1,854,071	1,940,378			
Amount attributable to investing activities	(5,685,907)	(2,886,078)	(2,422,643)			
Amount attributable to financing activities	2,860,275	2,563,357	2,490,368			
Surplus or deficit after imposition of general rates	1(b) (0)	3,766,683	3,828,751	62,069	1.65%	

Council for the financial year ending 30 June 2025 adopted a percentage of plus or minus 10% or dollar value of \$20,000 (whichever is the lesser amount) at nature classification level to be used for reporting material variances of actual revenue and expenditure in the monthly financial reports. The exception being that material variances of \$10,000 or less are non-reportable. Refer to Note 2 for explanation of material variances.

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

**SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL POSITION
For the Period Ended 28 February 2026**

	Note	YTD 28 Feb 2026	Last Period 31 Jan 2026	30-Jun-25
		\$	\$	\$
Current Assets				
Cash and cash equivalents	4	6,910,450	7,429,993	9,603,493
Trade and other receivables		2,289,506	2,015,351	1,123,451
Inventories		71,294	68,392	69,552
Other assets		1,049,126	1,049,850	1,097,178
TOTAL CURRENT ASSETS		10,320,376	10,563,587	11,893,674
Non-Current Assets				
Trade and other receivables		177,241	177,241	177,241
Inventories		0	0	0
Other financial assets		79,620	79,620	79,620
Property, plant and equipment		48,175,913	47,806,375	46,460,216
Infrastructure		213,916,038	213,705,138	215,348,989
Right-of-use assets		275,210	281,390	28,447
TOTAL NON-CURRENT ASSETS		262,624,021	262,049,763	262,094,513
TOTAL ASSETS		272,944,397	272,613,350	273,988,187
Current Liabilities				
Trade and other payables		1,238,803	867,642	5,038,095
Other liabilities		1,140,998	1,120,952	995,079
Lease liabilities	9	(6,884)	(4,269)	0
Borrowings	9	71,471	71,471	141,754
Employee related provisions		778,642	778,642	778,642
TOTAL CURRENT LIABILITIES		3,223,029	2,834,437	6,953,570
Non-Current Liabilities				
Lease liabilities	9	279,101	279,101	28,627
Borrowings	9	3,963,319	3,963,319	1,263,319
Employee related provisions		88,260	88,260	88,260
TOTAL NON-CURRENT LIABILITIES		4,330,680	4,330,680	1,380,205
TOTAL LIABILITIES		7,553,710	7,165,117	8,333,775
NET ASSETS		265,390,687	265,448,232	265,654,412
Equity				
Retained surplus		120,924,994	120,993,211	121,265,405
Reserves accounts	5	3,550,041	3,539,370	3,473,356
Revaluation surplus		140,915,652	140,915,652	140,915,652
TOTAL EQUITY		265,390,687	265,448,232	265,654,412

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

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2026

Note 1: DETERMINATION OF SURPLUS OR DEFICIT (NET CURRENT ASSETS)

(a) Non-cash amounts excluded from operating activities

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

Note	YTD 28 Feb 2026	Last Period 31 Jan 2026	Actual 30 Jun 2025
	\$	\$	\$
Adjustments to operating activities			
Less: Profit on asset disposals	7	0	(25,910)
Add: Loss on disposal of assets	7	0	3,123
Add: Depreciation on assets		3,249,532	5,269,655
Less: Fair value adjustments to financial assets at fair value through profit or loss		0	3,551
Movement in non-current pensioner deferred rates		0	10,355
Movement in non-current employee LSL receivables		0	16,519
Movement in non-current lease renegotiation		0	0
Movement in non-current employee provisions		0	8,919
Movement in current employee provisions associated with restricted cash		13,624	9,569
	4,711		
Non cash amounts excluded from operating activities	3,683,809	3,263,156	5,295,781

(b) Surplus or deficit after imposition of general rates

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with Financial Management Regulation 32 to agree to the surplus/(deficit) after imposition of general rates.

Note	YTD 28 Feb 2026	Last Period 31 Jan 2026	Actual 30 Jun 2025
	\$	\$	\$
Adjustments to net current assets			
Less: Cash - restricted reserves	5	(3,550,041)	(3,539,370)
Trust Transactions Within Muni (Liabilities - Assets)		(272)	(273)
Add: Current portion of borrowings		71,471	141,754
Add: Current portion of lease liabilities		(6,884)	-4,269
Add: Current portion of employee benefit provisions held	5	217,131	216,475
Total adjustments to net current assets		(3,268,595)	(3,119,456)
Net current assets used in the Statement of Financial Activity			
Total current assets		10,320,376	11,893,674
Less: Total current liabilities		(3,223,029)	(6,953,570)
Less: Total adjustments to net current assets		(3,268,595)	(3,119,456)
Surplus or deficit after imposition of general rates		3,828,751	1,820,649

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 28 February 2026

Note 2: EXPLANATION OF MATERIAL VARIANCES

Nature of Income/Expenditure	Variance \$	Variance %	Var.	Reason	Explanation of Variance
OPERATING ACTIVITIES					
Revenue from operating activities					
Operating grants, subsidies and contributions	150,437	11.14%	▼	Timing	Variance mainly due to a timing delay in acquitting DFES grants and invoicing of other shire's contributions for fire mitigation officer (150k).
Profit on asset disposals	(80,060)	(100.00%)	▼	Permanent	Vehicles and plant were sent to auction, sold in March 2026.
Expenditure from operating activities					
Employee costs	(154,786)	(2.99%)	▲	Timing / Permanent	Employee Costs are above YTD Budget Estimates. Variances include: Workers Compensation Insurance for 26/27 has come in higher budget by (62k) , this is a permanent variance Salaries and Wages is (29k) over budget compared to YTD budget, and is a timing variance. Other minor timing differences include FBT (6k) and recruitment costs (8k). In addition, superannuation is lower than budget 45k OHS costs and protective clothing is 17k below budget Training is 26k below budget but is expected to be spent by the end of the financial year. The main variance is a variation between budget and actuals of non cash labour overhead of (138k). A review of labour overhead application is required.
Materials and contracts	83,904	2.61%	▲	Timing	Materials and Contracts are below budget YTD Estimates. Variances include: Materials and Contracts are currently 45k below budget due to the delayed timing of the place planning project Consultants are below year to date budget 66k for other governance matters. Contractors are above budget due to an expense for specialised recruitment budgeted for last year received this year (27k).
Loss on asset disposals	6,225	100.00%	▲	Timing	Loss on disposal of assets is lower than budget year to date vehicles and plants have only recently been sent to auction.
INVESTING ACTIVITIES					
Capital grants, subsidies and contributions	(1,141,096)	(43.50%)	▼	Timing	Capital grants are currently being held in the balance sheet until their corresponding capital project has met its milestones. The majority of these funds relate to Talison Partnering for the future funds projects, some of which have been completed in March 26.
Proceeds from disposal of assets	(201,999)	(100.00%)	▼	Timing	Sale of disposal of assets is lower than budget year to date vehicles and plant have only recently been sent to auction.
Purchase of property, plant and equipment	814,108	23.77%	▼	Timing	Refer to Note 8 for tracking of individual projects
Purchase and construction of infrastructure	992,422	43.40%	▼	Timing	Refer to Note 8 for tracking of individual projects

Council for the financial year ending 30 June 2026 adopted a percentage of plus or minus 10% or dollar value of \$20,000 (whichever is the lesser amount) at nature classification level to be used for reporting material variances of actual revenue and expenditure in the monthly financial reports. The exception being that material variances of \$10,000 or less are non-reportable.

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

**SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2026**

Note 3: BUDGET AMENDMENTS

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

Job Code	Job Code	Description	Classification	Increase in Available Cash	(Decrease) in Available Cash	Amended Budget Running Balance
				\$	\$	\$
		Budget Adoption	Opening Surplus(Deficit)			(0)
1381040	GS79	Farrell Street Gravel Sheeting - Salaries & Wages	Capital Expenses	17,898		17,898
1381040	GS79	Farrell Street Gravel Sheeting - Materials/Contracts	Capital Expenses	12,500		12,500
1381040	GS79	Farrell Street Gravel Sheeting - Internal Plant Hire	Capital Expenses	14,309		14,309
1381040	GS79	Farrell Street Gravel Sheeting - Labour Overhead	Capital Expenses	22,194		22,194
1390120	ZA02	Routine Road Mtce Outside Unsealed - Materials/Contracts	Operating Expenses		- 66,901	- 66,901
1180520		Care Of Families - Community Planning Development Projects - Salaries and Wages	Operating Expenses	4,400		4,400
1180520		Care Of Families - Community Planning Development Projects Mun - Materials /Contracts	Operating Expenses		- 4,400	- 4,400
1380740	TF30	Stanifer St Reconstruction	Capital Expenses		- 3,000,000	- 3,000,000
1380730		Talison Projects - Roads - Partnering for the Future Fund	Operating Income	3,000,000		3,000,000
						-
						0
				3,071,301	(3,071,301)	(0)

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2026

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted	Restricted	Trust	Investments	Total Amount	Institution	Maturity Date
		\$	\$	\$	\$	\$		
(a) Cash deposits								
Municipal bank account	Nil	802,717				802,717	Westpac	At Call
Municipal funds on call - Shire	3.80%	2,206,819				2,206,819	WATC	At Call
Municipal funds on call - Talison	3.80%	346,922				346,922	WATC	At Call
Trust bank account	Nil			231		231	Westpac	At Call
Visitor Centre trust account	Nil			(60)		(60)	Westpac	At Call
Cash on hand	Nil	3,950				3,950	N/A	On Hand
Term deposits								
(b) Municipal funds								
(c) Reserve funds	3.80%		3,550,041			3,550,041	NAB	At Call
Total		3,360,408	3,550,041	171	0	6,910,621		

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2026

Note 5: CASH BACKED RESERVE

2025-26										
Res No.	Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
		\$	\$	\$	\$	\$		\$	\$	\$
	Restricted by Legislation/Agreement									
106	Subdivision reserve	255,808	11,837	5,677	0	0	(267,645)	0	(0)	261,485
121	Car park reserve	1,105	51	25	0	0	0	0	1,156	1,130
201	Unspent grants & loans reserve	15,606	0	0	0	0	0	0	15,606	15,606
139	Public open space	18,000	833	399	0	0	0	0	18,833	18,399
	Restricted by Council			0						
101	Leave reserve	212,420	9,829	4,711	0	0	0	0	222,249	217,131
102	Plant reserve	150,550	6,967	3,330	744,693	0	(712,000)	0	190,210	153,879
103	Land and building reserve	225,040	10,413	4,994	0	0	(225,040)	0	10,413	230,034
104	Bush fire reserve	65,025	3,009	1,443	0	0	0	0	68,034	66,468
105	Maintenance and renewal of mine heavy haulage roads reserve	169,901	7,862	3,770	0	0	(177,763)	0	(0)	173,671
107	Sanitation reserve	291,554	13,491	6,470	0	0	(63,325)	0	241,720	298,024
109	Recreation centre floor and solar reserve	277,477	12,840	6,158	0	0	(287,906)	0	2,411	283,635
112	Refuse site post closure reserve	283,076	13,099	6,282	0	0	(80,000)	0	216,175	289,358
113	Drainage reserve	86,264	3,992	1,914	0	0	0	0	90,256	88,178
114	Community bus reserve	86,509	4,003	1,920	0	0	0	0	90,512	88,429
115	SBS & communications tower reserve	69,749	3,227	1,548	0	0	0	0	72,976	71,297
118	Playground equipment reserve	50,964	2,358	1,131	0	0	0	0	53,322	52,096
125	Building maintenance reserve	159,442	7,378	3,538	0	0	(103,135)	0	63,685	162,980
126	Strategic projects reserve	421,010	19,481	9,308	0	0	(440,491)	0	(0)	430,318
127	Matched grants reserve	95,350	4,412	2,116	0	0	(99,762)	0	(0)	97,466
128	Aged care infrastructure reserve	65,337	3,023	1,450	0	0	0	0	68,360	66,787
129	Equipment reserve	7,009	324	156	0	0	0	0	7,333	7,164
130	Assets and GRV valuation reserve	6,192	287	137	0	0	0	0	6,479	6,329

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2026

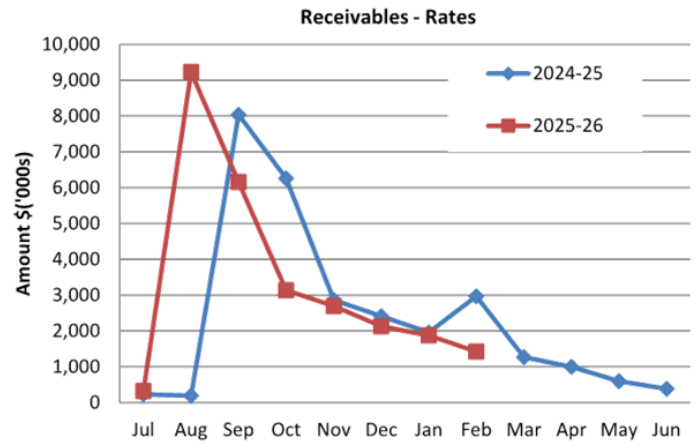
Note 5: CASH BACKED RESERVE

2025-26										
Res No.	Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
		\$	\$	\$	\$	\$		\$	\$	\$
131	Bridgetown Leisure Centre reserve	37,444	1,733	831	0	0	0	0	39,177	38,275
132	Trails reserve	22,362	1,035	496	0	0	(22,500)	0	897	22,858
133	Light fleet vehicle reserve	151,255	6,999	3,357	0	0	(128,000)	0	30,254	154,611
135	Blackspot reserve	22,890	1,059	508	0	0	0	0	23,949	23,398
136	Project management reserve	181,018	8,376	4,017	0	0	(189,394)	0	0	185,035
137	Sustainability reserve	15,000	694	333	0	0	0	0	15,694	15,333
138	CCTV infrastructure	30,000	1,388	666	0	0	(30,000)	0	1,388	30,666
139	Talison Unfunded Projects	0	0	0	1,500,000	0	0	0	1,500,000	0
		3,473,356	160,000	76,685	2,244,693	0	(2,826,961)	0	3,051,088	3,550,041

**SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2026**

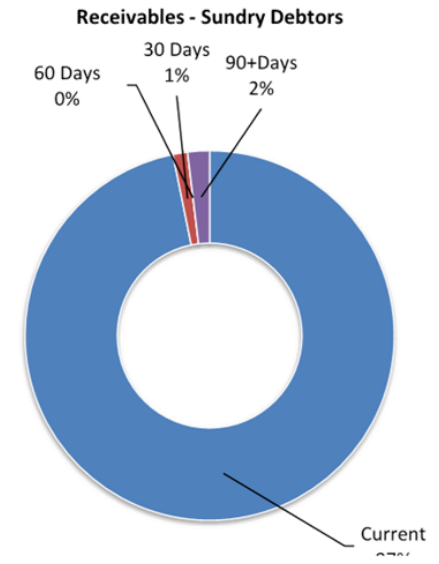
Note 6: RECEIVABLES

Receivables - Rates	YTD 28 Feb 2026	30 June 2025
	\$	\$
Opening arrears previous years	387,055	286,100
Levied this year	8,586,762	8,151,595
Less Collections to date	(7,545,352)	(8,050,640)
Equals Current outstanding	1,428,465	387,055
Net Rates Collectable	1,428,465	387,055
% Collected	84.08%	95.41%



Receivables - Sundry Debtors	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - Sundry debtors	876,361	11,589	0	17,333
Total Sundry Debtor Receivables Outstanding				905,284

Amounts shown above include GST (where applicable)



SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2026

Note 8: FIXED ASSET ACQUISITIONS

Assets	General Ledger/Job No.	YTD				Purchase Orders Raised
		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Land and Buildings						
Governance						
Shire Administration Building	07BU	178,535	93,270	126,890	33,620	36,430
Law, Order and Public Safety						
Greenbushes Bushfire Brigade	09BN	0	0	0	0	11,178
Wandillup Bushfire Brigade	10BN	0	0	0	0	6,445
Kangaroo Gully Bushfire Station	12BN	177,950	59,316	727	(58,589)	244,185
Bridgetown Bushfire Service Headquarters Building Renewals	65BU	40,914	40,914	31,337	(9,577)	6,110
Housing						
146 Hampton street	26BU	27,979	9,326	0	(9,326)	-
144 Hampton street	38BU	32,500	10,832	0	(10,832)	-
175 Roe Street	66BU	8,454	6,000	6,000	0	-
Community Amenities						
Waste Site Recycle Shed	62BU	116,422	116,420	11,450	(104,970)	-
Recreation and Culture						
Yornup Hall	01BU	43,623	43,623	23,815	(19,808)	600
Bridgetown Civic Centre Revitalisation	02BU	15,000	15,000	0	(15,000)	-
Bridgetown Tennis Club	06BU	10,000	3,332	0	(3,332)	-
Bridgetown Leisure Centre	20BU	100,000	0	0	0	-
Greenbushes Hall	21BU	100,000	36,000	41,470	5,470	8,220
Bridgetown Civic Centre wet area & Foyer	63BU	545	0	545	545	-
Greenbushes Office (Old Road Board Office) Toilets	TF02	43,000	28,000	27,110	(890)	10,000
Bridgetown Leisure Centre	16BU	60,000	60,000	37,496	(22,504)	13,076
Greenbushes Golf Clubrooms	39BU	10,000	9,332	9,150	(182)	-
Bridgetown Library Renewals	60BU	10,000	10,000	0	(10,000)	-
Transport						
Shire Depot Rebuild	08BU	3,586,437	1,014,986	631,786	(383,200)	278,061
Economic Services						
Bridgetown Visitor Centre - Fitout Of Railway Building	64BU	10,000	9,999	3,042	(6,957)	2,157
Charge Up Workplace Grant - Ev Charger	40IN	382,229	382,229	382,530	301	-

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2026

Note 8: FIXED ASSET ACQUISITIONS

Assets	General Ledger/Job No.	YTD				Purchase Orders Raised
		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Land and Buildings Total		4,953,588	1,948,579	1,333,603	(614,976)	
Roads						
Transport						
Winnejuip Road Regional Road Group 23/24	RR17	433,125	377,942	388,663	10,721	103,054
Talison Greenbushes Footpaths	TF24	760,000	285,000	440,374	155,374	227,752
Seal Woodward At Rear Of Stinton Gardens (235 Meters)	TF25	0	0	0	0	-
Seal George St 150M To Tourmaline	TF26	0	0	0	0	-
Seal Diorite To Galena	TF27	0	0	0	0	-
Widen Cul-De-Sac Head On Diorite	TF28	60,000	50,000	19,828	(30,172)	-
Greenbushes - Kerbs	TF29	0	0	0	0	-
Stanifer St Reconstruction	TF30	3,000,000	500,000	592	(499,408)	2,211,141
Kerbing	KB01	32,500	16,248	0	(16,248)	-
Rifle Range Road	GS05	62,000	31,000	0	(31,000)	61,250
Donnelly Mill Road	GS22	0	0	0	0	-
Polina Road Gravel Sheeting	GS41	0	0	0	0	-
Tweed Road	GS71	119,050	74,423	131,880	57,457	-
Connell Road	GS72	12,983	6,488	0	(6,488)	-
Elwins Road Gravel Sheeting	GS43	0	0	0	0	-
Kingston Road Gravel Sheeting	GS44	0	0	0	0	-
Farrell Street Gravel Sheeting	GS79	0	0	0	0	-
Corbalup Road Gravel Sheeting	GS80	209,278	116,255	0	(116,255)	-
Eedle Terrace	RC01	0	0	0	0	-
Whittels Road	RC03	0	0	0	0	-
Hampton Street Bus Stop Pavement	RC06	0	0	0	0	-
Intersection Realignments	RC07	51,780	25,880	0	(25,880)	-
Apex Grove	RC15	0	0	0	0	-
Wilkins Road	RC37	0	0	0	0	-
Improvements At Steere St Intersections	RC52	40,000	20,000	0	(20,000)	-
Emergency Works	RC53	38,577	24,285	26,279	1,994	-
Hester Cascades Road	RC55	73,844	36,916	0	(36,916)	-
Pioneer Street	RC60	0	0	0	0	-
Geegelup View	RC65	5,500	2,748	0	(2,748)	-
Mount Street	RC67	15,000	15,000	21,803	6,803	-
Somme Street	RC69	0	0	0	0	-
Spencer Street	RC74	15,000	7,500	0	(7,500)	25,898

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2026

Note 8: FIXED ASSET ACQUISITIONS

Assets	General Ledger/Job No.	YTD				Purchase Orders Raised
		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Lakeview Crescent Asphalt Cul-De-Sac	RC75	0	0	0	0	-
Catterick Road Safety Barrier	RC80	32,500	18,055	8,124	(9,931)	-
Greenbushes-Boyup Brook Road (9 Box out and reconstruct lane in various Locations)	RC81	71,500	39,720	0	(39,720)	-
Inglis Street - Road & Drainage Upgrade	RC82	39,485	21,925	6,133	(15,792)	762
Tweed Road Reconstruction	RC83	85,729	47,620	4,545	(43,075)	-
Lakeview Crescent Asphalt Cul-De-Sac	RC75	0	0	0	0	-
Regional road Safety Program	RS04	150,324	150,324	2,207	(148,117)	218,525
Roads Total		5,308,175	1,867,329	1,050,426	(816,903)	
Footpaths						
Transport						
Footpaths Accessibility Access	FP28	22,000	11,000	7,697	(3,303)	-
Allnutt Street	FP38	20,000	10,000	0	(10,000)	-
Memorial Park Footpath	FP46	25,000	13,885	0	(13,885)	-
Hampton Street Bus Stop Pavement Repairs C/Fwd	FP47	22,000	19,552	18,801	(751)	-
Footpaths Total		89,000	54,437	26,498	(27,939)	
Drainage						
Community Amenities						
Nelson Street Drainage	DR16	75,000	25,000	3,630	(21,370)	-
Pipe Drainage Easement between Gleneagles and Aberdeen Ave	DR41	56,504	28,370	0	(28,370)	-
Peninsula Road Drainage Works	DR42	63,250	31,600	0	(31,600)	-
Drainage Total		194,754	84,970	3,630	(81,340)	
Parks & Ovals and Other						
Community Amenities						
Bridgetown Cemetery	01IN	20,000	19,998	25,045	5,047	-
Bridgetown Landfill Liquid Waste Facility	WA01	32,627	11,734	109	(11,625)	-
Recreation and Culture						
River Park & Memorial Park Bbq Upgrade	21IU	20,000	20,000	17,435	(2,565)	-
Memorial Water Fountain	22IU	9,870	9,868	0	(9,868)	-
River Park Footpath Lighting	23IU	9,740	9,740	8,680	(1,060)	-
Greenbushes Sportsground Hard Courts (Stage 2)	TF09	0	0	0	0	-
Highland Bridgetown Estate Park	TF10	50,000	16,666	0	(16,666)	-
Four Season Estate Public Open Space	03IN	0	0	0	0	-
Park Irrigation/Reticulation	08IN	0	0	0	0	-
Bridgetown Leisure Centre Infrastructure Renewals	18IN	8,000	7,998	0	(7,998)	-

**SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2026**

Note 8: FIXED ASSET ACQUISITIONS

Assets	General Ledger/Job No.	YTD				Purchase Orders Raised
		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Major Strategic Project - Greenbushes Youth Precinct	22IN	0	0	0	0	-
Bridgetown Sportsground Cricket Training Nets	24IN	0	0	0	0	-
Major Strategic Project - Greenbushes Youth Precinct (Stage 2) Pump Track	26IN	0	0	0	0	-
Greenbushes Sportsground Bbq Shelter & Picnic Tables	27IN	0	0	0	0	-
Thompson Park BBQ Replacement	28IN	10,000	10,000	9,735	(41)	-
Greenbushes Cbd Parking & Safety Enhancement	CP05	0	0	0	0	-
Acrod Bay - Hampton Street	CP06	30,000	15,000	0	(15,000)	-
	13IN	0	0	224	224	-

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2026

Note 8: FIXED ASSET ACQUISITIONS

Assets	General Ledger/Job No.	YTD				Purchase Orders Raised
		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Parks & Ovals and Other Total		190,237	121,004	61,005	(59,775)	-
Bridges						
Transport						
Winnijup Road Bridge (3315)	BR03	12,000	6,665	0	(6,665)	-
Slades Road Bridge (3331A)	BR07	60,000	60,000	49,154	(10,846)	-
Hester Cascades Road Bridge 3704A	BR08	0	0	0	0	-
Winnejup Rd Bridge 3316	BR10	80,000	80,000	103,770	23,770	-
Blackbutt Road Bridge 3706A (Rtr)	BR17	12,500	12,500	0	(12,500)	-
Donelly Mill Road Bridge 3337	BR19	0	0	0	0	-
Bridges Total		164,500	159,165	152,924	(6,241)	-
Plant and Equipment						
Governance						
Light fleet vehicles	1055440	230,000	230,000	215,711	(14,289)	-
Law, Order and Public Safety						
Fire Fighting Equipment (Brigades Funded)	1065540	4,008	1,336	-	(1,336)	-
Fire Fighting Equipment (Brigades Funded)	1065940	0	0	-	0	-
Fire Prevention - Equipment Shire Funded	1065740	0	0	11,551	11,551	-
Ranger vehicle	1070140	0	0	-	0	-
CCTV Bridgetown Railway Station Carpark	1080340	114,802	114,802	122,725	7,923	-
SES Plant and Equipment	1085540	93,000	31,000	-	(31,000)	11,815
Community Amenities						
Manager of Development Services vehicle	1305640	0	0	-	0	-
Recreation and Culture						
Recreation & Culture Buildings Solar Panels & Batteries	TF06	383,000	383,000	238,267	(144,733)	133,661
Digital Scoreboard For Blc	11EQ	0	0	-	0	-
Transport						
Posi-Track And Attachments	PL28	0	0	58,250	58,250	-
Vibe Smooth Drum Roller	PL31	200,000	199,998	175,000	(24,998)	-
John Deere Tractor & Loader	PL32	80,000	26,666	-	(26,666)	-
Torro Zmaster Zereturn	PL33	30,000	10,000	-	(10,000)	-
Isuzu Npr Crew Cab	PL34	100,000	100,000	96,260	(3,740)	-

SHIRE OF BRIDGETOWN-GREENBUSHES
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 28 February 2026

Note 8: FIXED ASSET ACQUISITIONS

Assets	General Ledger/Job No.	YTD				Purchase Orders Raised
		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Isuzu Npr Tipper	PL35	80,000	80,000	81,432	1,432	-
Prime Mover	PL36	240,000	240,000	221,153	(18,847)	-
Low Loader Trailer	PL37	150,000	0	-	0	-
All Terrain Elevated Work Platform	PL38	0	0	-	0	-
Sundry Items	1403740	15,000	15,000	10,785	(4,215)	-
Plant and Equipment Total		1,719,810	1,431,802	1,231,135	(200,667)	145,476
Furniture and Equipment						
Other Governance						
IT and Communication equipment	1055140	45,000	30,210	32,003	1,793	5,790
Bridgetown Regional Library Furniture & Equipment	1365440	14,000	14,000	13,642	(358)	-
Furniture and Equipment Total		59,000	44,210	45,645	1,435	5,790
Capital Expenditure Total		12,679,064	5,711,496	3,904,978	(1,806,294)	1,883,688

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2026

Note 7: FIXED ASSET DISPOSALS

YTD Actual Replacement			Disposals	Amended Current Budget		
Net Book Value	Proceeds	Profit (Loss)		Net Book Value	Proceeds	Profit (Loss)
\$	\$	\$		\$	\$	\$
			Plant and Equipment			
			Governance			
0			2018 Mitsubishi Outlander AWD - B271 (Pool Car)	9,929	20,000	10,071
0			2020 Toyota Landcruiser Prado Gxl 4X4 - B0100 (CEO)	35,000	40,000	5,000
0			2020 Nissan Xtrail St 2Wd - B0111 (MTS)	7,872	17,000	9,128
0			Toyota Rav4 Awd Hybrid Cvt Gx - B16240 (EMCS)	25,000	25,000	0
0			Transport			
0			2006 Hamm 3412 Vibration Smooth Roller	35,333	50,000	14,667
0			2018 John Deere 4066R Tractor & Loader - B577	31,564	15,000	(16,564)
0			2021 Torro Zmaster Zeroturn Mower - B15726	11,338	3,000	(8,338)
0			2014 Isuzu Npr300 Crew Cab - B0102	21,945	35,000	13,055
0			2014 Isuzu Tip Truck - B032	20,728	40,000	19,272
0			1998 Plant Trailer (P2155) - B5569	0	25,000	25,000
0	0	0		198,709	270,000	71,291

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2026

Note 9: INFORMATION ON BORROWINGS AND LEASES

(a) Borrowing Repayments

Particulars	Principal 1/07/2025	New Loans		Principal Repayments		Principal Outstanding		Interest/Guarantee Fee Repayments	
		Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
		\$	\$	\$	\$	\$	\$	\$	\$
Community Amenities									
Loan 116 Liquid Waste Facility	42,354	0	0	5,115	10,281	37,239	32,073	728	1,198
Recreation and Culture									
Loan 112 Bridgetown Swimming Pool	1,023,745	0	0	42,050	84,950	981,695	938,795	27,987	48,684
Loan 117 Youth Precinct Redevelopment	117,061	0	0	9,361	18,792	107,700	98,269	1,724	2,721
Loan 118 Bridgetown Civic Centre Revitalisation	75,982	0	0	6,076	12,197	69,906	63,785	1,119	1,766
Loan 119 Youth Precinct Redevelopment (Stage 2)	145,930	0	0	7,680	15,533	138,250	130,397	4,326	7,585
Transport									
Loan 121 Depot Construction	0	2,700,000	2,700,000	0	39,477	2,700,000	2,660,523	6,214	69,277
	1,405,073	2,700,000	2,700,000	70,283	181,230	4,034,789	3,923,843	42,098	131,231

(b) New Borrowings

Particulars	Term	New Loans	New Loans
		Budget	Actual
		\$	\$
Transport			
Loan 121 Depot Construction	20 years	2,700,000	2,700,000
		2,700,000	2,700,000

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2026

Note 9: INFORMATION ON BORROWINGS AND LEASES

(c) Lease Liabilities

Particulars	Principal 1/07/2024	New Leases Actual	New Leases Budget	Principal Repayments		Principal Outstanding		Interest Repayments	
		\$	\$	Actual	Budget	Actual	Budget	Actual	Budget
Recreation and Culture									
007 Gym Equipment	0	306,255	0	41,595	55,780	264,660	250,475	10,091	13,135
Other Property and Services									
005 2022 Toyota Hilux (CESM)	23,585	0	0	13,195	19,941	10,389	3,644	530	0
006 New BRMO (Mitigation) Vehicle	5,042	0	0	7,873	5,042	-2,831	0	221	0
	28,627	306,255	0	62,664	80,763	272,218	254,118	10,842	13,135

(d) New Leases

Particulars	New Leases	New Leases	New Leases
	Term	Amended Budget	Actual
		\$	\$
Other Property and Services			
007 Gym Equipment	60 months	306,254	306,255
		306,254	306,255

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2026

Note 10: RATING INFORMATION

RATE TYPE	Rate in Dollar	Number of Properties	Rateable Value	Rate Revenue	Interim Rates	Total Revenue	Amended Budget Rate Revenue	Amended Budget Interim Rate	Amended Budget Total Revenue
	\$		\$	\$	\$	\$	\$	\$	\$
Differential general rates or general rates									
Shire GRV	0.073838	1,691	42,735,383	3,155,495	14,884	3,170,379	3,155,495	185,000	3,340,495
Mining GRV	0.221837	1	3,655,000	810,814	0	810,814	810,814	0	810,814
Shire Rural UV	0.004212	439	342,765,000	1,443,726	2,845	1,446,571	1,443,726	0	1,443,726
Mining UV	0.064312	19	1,502,792	96,648	0	96,648	96,648	0	96,648
Non-Rateable	0.000000	572	2,156,460	0	0	0	0	0	0
Sub-Totals		2,722	392,814,635	5,506,683	17,729	5,524,412	5,506,683	185,000	5,691,683
Minimum payments	Minimum \$								
Shire GRV	1,234.00	836	8,908,120	1,031,624	0	1,031,624	1,031,624	0	1,031,624
Shire Rural UV	1,530.00	315	81,611,600	481,950	0	481,950	481,950	0	481,950
Mining UV	280.00	18	26,686	5,040	0	5,040	5,040	0	5,040
Sub-Totals		1,169	90,546,406	1,518,614	0	1,518,614	1,518,614	0	1,518,614
Total general rates and minimum payments						7,043,026			7,210,297

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2026

Note 11: TRUST FUND

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1-Jul-25	Amount Received	Amount Paid	Closing Balance 28-Feb-26
	\$	\$	\$	\$
Accommodation - Visitor Centre	0	0	0	0
Other Visitor Centre	630	9,035	(9,744)	(79)
TransWA	265	4,378	(4,624)	19
Frank Draper Cemetery Fees	0	0	0	0
Unclaimed Monies				
R Witlen Overpayment	0	0	0	0
Visitor Centre Accommodation Payment	231	0	0	231
	1,126	13,414	(14,369)	171



BUDGET REVIEW REPORT

FOR THE PERIOD ENDED 31 JANUARY 2026

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

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SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF BUDGET REVIEW
FOR THE PERIOD ENDED 31 JANUARY 2026

Note	Original	Current	YTD	Budget v Actual			
	Adopted Budget	Updated Budget Estimates (a)	Year to Date Actual	Estimated Year at End Amount (b)	Predicted Variance (b) - (a)		
	\$	\$	\$	\$	\$		
OPERATING ACTIVITIES							
Revenue from operating activities							
	7,210,297	7,210,297	7,039,092	7,210,297	0		
General rates							
Grants, subsidies and contributions	4.1	3,685,536	3,685,536	999,434	4,548,265	862,729	▲
Fees and charges	4.2	2,703,992	2,703,992	2,241,823	2,766,492	62,500	▲
Interest revenue	4.3	414,952	414,952	167,546	282,952	(132,000)	▼
Other revenue	4.4	242,778	242,778	184,922	307,278	64,500	▲
Profit on asset disposals		96,193	96,193	0	96,193	0	
	14,353,748	14,353,748	10,632,817	15,211,477	857,729		
Expenditure from operating activities							
Employee costs	4.5	(7,547,677)	(7,583,370)	(4,692,829)	(7,860,970)	(277,600)	▼
Materials and contracts	4.6	(4,837,135)	(4,918,165)	(2,658,952)	(5,199,787)	(281,622)	▼
Utility charges		(297,746)	(297,746)	(146,468)	(297,746)	0	
Depreciation	4.7	(5,443,546)	(5,443,546)	(3,249,532)	(5,591,546)	(148,000)	▼
Finance costs	4.8	(145,030)	(145,030)	(52,828)	(152,868)	(7,838)	▼
Insurance	4.9	(389,449)	(389,449)	(407,697)	(405,749)	(16,300)	▼
Other expenditure	4.10	(393,146)	(343,324)	(209,596)	(334,324)	9,000	▲
Loss on asset disposals		(24,902)	(24,902)	0	(24,902)	0	
	(19,078,632)	(19,145,533)	(11,417,901)	(19,867,893)	(722,360)		
Non-cash amounts excluded from operating activities	4.11	5,382,084	5,382,084	3,253,587	5,530,084	148,000	▲
Amount attributable to operating activities		657,201	590,300	2,468,503	873,669	283,369	
INVESTING ACTIVITIES							
Inflows from investing activities							
Capital grants, subsidies and contributions	4.12	4,073,157	7,073,157	584,497	7,238,156	164,999	▲
Proceeds from disposal of assets		270,000	270,000	0	270,000	0	
		4,343,157	7,343,157	584,497	7,508,156	164,999	
Outflows from investing activities							
Purchase of land and buildings	4.13	(4,953,588)	(4,953,588)	(1,143,084)	(5,205,159)	(251,571)	▼
Purchase of plant and equipment	4.14	(1,719,810)	(1,719,810)	(952,366)	(1,893,230)	(173,420)	▼
Purchase of furniture and equipment		(59,000)	(59,000)	(38,824)	(59,000)	0	
Purchase and construction of infrastructure-roads	4.15	(2,375,076)	(5,308,175)	(524,671)	(5,314,625)	(6,450)	▼
Purchase and construction of infrastructure-other	4.16	(988,491)	(988,491)	(244,057)	(590,735)	397,756	▲
Purchase of right of use assets		(306,254)	(306,254)	(306,254)	(306,254)	0	
	(10,402,219)	(13,335,318)	(3,209,255)	(13,369,003)	(33,685)		
Non-cash amounts excluded from investing activities		306,254	306,254	306,254	306,254	0	
Amount attributable to investing activities		(5,752,808)	(5,685,907)	(2,318,505)	(5,554,593)	131,314	
FINANCING ACTIVITIES							
Cash inflows from financing activities							
Proceeds from new borrowings		2,700,000	2,700,000	2,700,000	2,700,000	0	
Proceeds from new leases liabilities		306,254	306,254	306,254	306,254	0	
Transfers from reserve accounts		2,826,961	2,826,961	0	2,826,961	0	
		5,833,215	5,833,215	3,006,254	5,833,215	0	
Cash outflows from financing activities							
Payments for principal portion of lease liabilities		(80,763)	(80,763)	(60,049)	(80,763)	0	
Repayment of borrowings		(181,230)	(181,230)	(70,283)	(181,230)	0	
Transfers to reserve accounts		(2,404,693)	(2,404,693)	(66,014)	(2,404,693)	0	
		(2,666,686)	(2,666,686)	(196,346)	(2,666,686)	0	
Non-cash amounts excluded from financing activities		(306,254)	(306,254)	(306,254)	(306,254)	0	
Amount attributable to financing activities		2,860,275	2,860,275	2,503,654	2,860,275	0	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	4.17	2,235,332	2,235,332	1,820,649	1,820,649	(414,683)	▼
Amount attributable to operating activities		657,201	590,300	2,468,503	873,669	283,369	
Amount attributable to investing activities		(5,752,808)	(5,685,907)	(2,318,505)	(5,554,593)	131,314	
Amount attributable to financing activities		2,860,275	2,860,275	2,503,654	2,860,275	0	
Surplus or deficit after imposition of general rates		(0)	(0)	4,474,301	(0)	0	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 31 JANUARY 2026

1. BASIS OF PREPARATION

This budget review has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the budget review be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

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

Local Government (Financial Management) Regulations 1996, regulation 33A prescribes contents of the budget review.

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

Year to Date Actual balances

Balances shown in this budget as Year to Date Actual are based on records at the time of preparation of the budget review and are subject to final adjustments.

Rounding off figures

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

All monies held in the Trust Fund are excluded from the financial statements.

Critical accounting estimates and judgements

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

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

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the budget review.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the current financial year:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimation of fair values of provisions

MATERIAL ACCOUNTING POLICIES

Material accounting policies utilised in the preparation of these statements are as described within the 2025-26 Annual Budget. Please refer to the adopted budget document for details of these policies.

**SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE REVIEW OF THE ANNUAL BUDGET
FOR THE PERIOD ENDED 31 JANUARY 2026**

3 PREDICTED VARIANCES

	Variance
	\$
Revenue from operating activities	
4.1 Grants, subsidies and contributions	862,729 ▲
Financial Assistance Grants for 2026/27 expected to be received in advance in June 2026 \$848k and minor grants for Australia Day \$10k and Waste Sorted \$5k	
4.2 Fees and charges	62,500 ▲
Increased Fees Received and Projected for the Cemetery 35k, Town Planning & Building Fees 26.5k, minor increases for hall & reserve hire 4.5k, library fees 2.5k, Visitor Centre Fees 3.5k, visitors Centre Bus ticket sales and commissions of \$1.5k and .5k for community events and banners. Offset by reduced Tip Fees and Sewerage Fees (10k), and reduced road closure plan approval fees (1.5k)	
4.3 Interest revenue	(132,000) ▼
Interest received lower than expected from WATC investments (132k)	
4.4 Other revenue	64,500 ▲
Increased rates legal cost reimbursements 2k, and increased utilities reimbursement from tenants 7k. Offset by reduction in staff LSL reimbursements from other shires (5k), misc. reimbursements not received (2.5k) and reimbursement for provision for shared services EHO officer with Nannup(15k). In addition there has been an increase in Sale of Minor plant sent to auction 23k, increased fuel tax credits 5k and workers comp reimbursements from insurer 50k (which is offset by matching expenditure in employee costs)	
Expenditure from operating activities	
4.5 Employee costs	(277,600) ▼
Increase to workers compensation 50k, (payment of wages fully reimbursed from insurers), Increased road maintenance program due to safety concerns and community complaints to be completed in house 40k, and increase to wages and labour overhead of 98k for the remainder of the year for principal planner/casual EHO officer employed in house (rather than contracted) and work health and safety officer. In addition there are Increased recruitments costs for vacant positions 5k and increase of 2k for name badges, business cards and increased number of phone allowances granted, 10k for increased FBT allocation costs, 15k for additional training costs for WHS, which is partly offset by reduced training in other areas of the business, and 61k for increased workers compensation insurance as this was underbudgeted. This is offset by a 3k reduction in uniforms for the BLC, which were not required.	
4.6 Materials and contracts	(281,622) ▼
IT Support Managed Services Costs were underbudgeted and IT review required 108k, Increased road maintenance program due to safety concerns and community complaints 70k, Implementation and training on Skytrust WHS software 20k, Increased depot consumables 10k, Audit Fees provided for last year and completed this year 10k, Increased debt collection costs recoverable from ratepayer 10k, Increased catering for council members 8k, Increased stationery requirements over all business units 7k, Costs for waste authority grant 5k and other minor contractor costs 7k. In addition to this there is 3.5k increase for a new photocopier lease, replacing unserviceable machines x 4 at admin, visitors centre and ICC, 27.5k for executive recruitment services budgeted in last year, not invoiced until this year, a reduction in advertising costs for the election, taken care of by the electoral commission (2.5k) and reprioritisation of local law review (3k), offset by increased advertising costs for fire notices 1.2k	
4.7 Depreciation	(148,000) ▼
Reduction in Depreciation due to update to useful life (180k) offset by increases to account for assets acquired at 30 June 2025 of 268k, not included in budgeted depreciation budget calculation including the civic centre upgrade and 175 Roe St purchase. In addition, gym lease depreciation not included in the original depreciation budget calculation 60k	
4.8 Finance costs	(7,838) ▼
Interest expense for guarantee fee for the Depot Construction Loan 121 matched to loan schedule	
4.9 Insurance	(16,300) ▼
Higher insurance due to completion of capital works and subsequent inclusion in our property register 10.8k (Civic Centre, 154 Hampton St) and increased cost of Cyber security insurance policy 5.5k	
4.10 Other expenditure	9,000 ▲
Licence Fee for waste site software provided for In Materials and Contracts, no longer required.	
4.11 Non-cash amounts excluded from operating activities	148,000 ▲
Depreciation as above	

Inflows from investing activities

**SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE REVIEW OF THE ANNUAL BUDGET
FOR THE PERIOD ENDED 31 JANUARY 2026**

3 PREDICTED VARIANCES

	Variance
	\$
4.12 Capital grants, subsidies and contributions	164,999 ▲
<p>Increase for Forrest Transition Grant 100k, DFES grant for Kangaroo Gully fire Station 222k, DFES vehicle transfer 134k and increase RTR for Winnejump road roadworks 59k, offset by reduction in funds for Highland estate works due to only design being completed this financial year (300k)</p>	
Outflows from investing activities	
4.13 Purchase of land and buildings	(251,571) ▼
<p>Increase for Admin Building 100k for forest transition grant works on Chamber, 222k for Kangaroo Gully fire station (also grant funded) and 10k increase to finish off lighting project at the BLC. This is offset by the reprioritisation of restumping for 146 and 144 Hampton St (60k), deferral of kitchen design of tennis clubrooms (10k) and library footpath lighting (10k)</p>	
4.14 Purchase of plant and equipment	(173,420) ▼
<p>Increase of 135k for DFES funded vehicle, 58k for positrack budgeted for last year, but received this year, 42k for grader arm required for road maintenance, 12k of furniture for the ICC. This is offset by cost savings on the purchase of plant this year of (70k) and the reallocation of (4k) from capital to operating for brigade equipment as it doesn't meet the asset acquisition threshold of 5k.</p>	
4.15 Purchase and construction of infrastructure-roads	(6,450) ▼
<p>Increase of 58k for Winnejump Rd, 13k for Tweed Rd gravel resheeting variation and 7k installation of barrier at Cul-de-sac in Mount St. Offset by the reprioritisation of Greenbushes Boyup Brook Rd as the quote has come in higher than expected (71k)</p>	
4.16 Purchase and construction of infrastructure-other	397,756 ▲
<p>Increase of 5k to Bridgetown Cemetery for Niche wall and memorial stone works. Offset by decreases of (33k) for liquid waste facility works reprioritised for next year, Memorial fountain works not required (10k), a cost saving of (1k) from river park lighting, (8k) for handrails at the BLC to be completed prior to pool opening next year and (350k) playground works, offset by reduced grant funding. Increase of 6k for the installation of tactile indicators and 5k increase for Allnutt st project. Offset by Memorial Park footpath reprioritised to next year (25k) and (3k) cost saving on Hampton st repairs Increase for McKelvie Rd Bridge 3705 50k, and Winnejump Rd Bridge 3316 23k. Offset by reprioritised works on Winnejump Rd bridge 3315 (12k), and Slade Rd Bridge 3331A of (60k) as the quotes came in higher. This will be reprioritised to next year Completion of Nelson st drainage study has indicated an increased cost of works 15k</p>	
4.17 Surplus or deficit at the start of the financial year	(414,683) ▼
<p>Movement between opening budget position for 2025/26 and actual audited financial position in 2024/25. This is mostly due to end of financial year reconciliations for employee leave provisions, contract liabilities and asset acquisition and depreciation not included in the forecast opening position.</p>	



CUS 1 – Feedback Policy

1 Objectives

The objectives of the Feedback Policy are to:

- 1.1 Recognise, promote and protect the residents, ratepayers, visitors and other stakeholder rights to provide positive and negative feedback to the Shire.
- 1.2 Provide consistent and clear guidelines for the handling of feedback.
- 1.3 Provide a simple, clear and concise process for recording, examining and resolving feedback.
- 1.4 Use feedback for continuous quality improvement across governance, services, products, events and activities.

2 Policy

- 2.1 The Shire welcomes all feedback (positive and negative) from all stakeholders and is committed to using that feedback for continuous quality improvement.
- 2.2 The Shire will use feedback to improve governance, services, products, events and activities.
- 2.3 The Shire will respond to feedback in a prompt effective and professional manner. The timeliness of this response will depend on the critical nature of the issue.

3 Scope

This policy applies to all workers.

4 Definitions

Councillor

means a member of an elected body that makes decisions on behalf of a local government through a formal meeting process. Generally, a local government Council Member, including the Mayor or President, do not have any authority to act or make decisions as individuals.

Employee

means a person that's hired to provide a service to a company either on a full-time, part-time or casual basis in exchange for payment. Also known as employees.

Feedback

means information or statements of opinion about something that can tell you if it is successful, liked, unsuccessful, disliked or can be improved. This may include governance, services, products, events and/or activities.



Worker

means any person who carries out work for a Person Conducting a Business or Undertaking (PCBU), including work as an employee, Councillor, outworker, apprentice or trainee, work experience student, placed with a 'host employer' and volunteers.

5 Policy and Procedures

Feedback consists of information or opinions about something, indicating whether it is successful, liked, unsuccessful, disliked, or in need of improvement. It can pertain to various aspects such as governance, services, products, events, and activities. Additionally, feedback may encompass grievances from residents, ratepayers, or visitors regarding inappropriate actions or behaviors by an employee or Councillor.

Feedback may be about:

- Services or products provided by the Shire;
- Actions or behaviours of:
 - An employee
 - The CEO
 - A Councillor
 - A contractor
 - A member of the public
- Service requests;
- Requests for new services;
- Requests for information or explanation of policies or procedures;
- Feedback relating to a decision/determination made by Council or an employee acting under Council's delegated authority;
- A complaint for which statutory review processes exist, such as an appeal against a planning decision; and/or
- Feedback about receipt of an infringement.

5.1 Feedback Alleging Corruption and/or Crime

Feedback alleging corruption and/or crime will be reported to the WA Police and/or the Corruption and Crime Commission for investigation.

5.2 Feedback Regarding Individual Councillors

Positive feedback will be provided to the respective Councillors for action and considered by the organisation in terms of continuous quality improvement.

Negative feedback will be dealt with in accordance with the P 3 - Grievance Resolution Policy, *Local Government (Rules of Conduct) Regulations 2007*, Code of Conduct for Council Members, Committee Members and



Candidates, the State Administrative Tribunal, the Corruption and Crime Commission or other applicable regulatory mechanism.

Negative feedback will be used to inform continuous quality improvement.

5.3 Feedback Regarding Individual Employees

Positive feedback will be provided to the respective employees for action and considered by the organisation in terms of continuous quality improvement.

Negative feedback will be dealt with in accordance with the P 3 - Grievance Resolution Policy, the Employee Code of Conduct, the Corruption and Crime Commission or other appropriate regulatory mechanism.

The negative feedback will be used to inform continuous quality improvement.

5.4 Feedback Regarding the Shire's Services, Products, Events or Other Activities

Positive feedback will be provided to the respective employees for action and considered by the organisation in terms of continuous quality improvement.

Negative feedback will be forwarded to the respective Executive Manager of each Directorate for response and resolution in a timely manner.

The negative feedback will be used to inform continuous quality improvement.

5.5 Feedback Regarding Members of the Public

Positive feedback will be provided to the respective members of the public and considered by the organisation in terms of continuous quality improvement.

Negative feedback will be addressed using the appropriate legislative mechanism (e.g. Environmental Health Act, Building Act, Local Government Act, applicable local law etc.). Officers will respond to the feedback in an impartial and lawful manner, placing no emphasis on existing relationships.

The negative feedback will be used to inform continuous quality improvement.

5.6 Anonymous Complaints

Limitations will apply to the investigation of anonymous complaints. Anonymous complaints will not be investigated unless the matter is:

- A matter for which the Shire is obliged to act, prescribed in the Local Government Act, the Corruption and Crime Commission Act or under any other written law; and/or
- A matter which if not attended to could reasonably constitute a significant risk to the health and/or safety of persons, animals, assets or the environment.

5.7 Legislative Mechanisms for Feedback

Where there is a legislative mechanism (e.g. regulatory authority, government agency, Act of Parliament etc.) established to address feedback, employees will direct the person lodging the feedback to that mechanism. For instance:

- If the person wants to lodge a complaint with the WA Planning Commission regarding the Shire's activities in planning.



- If the person wants to lodge a complaint with the Environmental Protection Authority regarding the Shire’s landfill site.
- If the person wants to lodge a complaint to the Department of Health regarding the Shire’s environmental health services.
- If the person is alleging corrupt behaviour and wants to lodge a complaint with the Corruption and Crime Commission.

5.8 No Resolution

If a person making a complaint believes that his/her complaint has not been resolved by the Shire, he/she will be advised of the right of appeal with the relevant regulatory body. The regulatory body will depend on the issue (e.g. Western Australian Ombudsman’s Office, WA Planning Commission, Corruption and Crime Commission, WA Health, WA Police, Department of Local Government etc.).

5.9 Flow Chart

Complaint against service provided by Shire.	Complaint against employee other than CEO.	Complaint against CEO.	Complaint against Councillor other than President.	Complaint against President.
Complaint presented to and dealt with by the Executive Manager or CEO.	Complaint presented to and dealt with by Manager, People and Culture, Executive Manager or CEO.	Complaint presented to Shire President.	Complaint presented to Shire President.	Complaint presented to CEO or Deputy President.
If complaint alleges illegal or corrupt action, CEO will automatically refer to outside agency.	If complaint alleges illegal or corrupt behaviour, CEO will automatically refer to outside agency.	If complaint alleges illegal or corrupt behaviour, President will automatically refer to outside agency.	If complaint alleges illegal or corrupt behaviour, President will automatically refer to outside agency.	If complaint alleges illegal or corrupt behaviour, CEO / Deputy President will automatically refer to outside agency.
If complainant is dissatisfied with CEO investigation or determination, he/she to be advised of appeal	If complainant is dissatisfied with CEO investigation or determination, he/she to be advised of appeal	Shire President appoints Complaints Panel.	Shire President appoints Complaints Panel.	Deputy President appoints Complaints Panel.



option to Complaints Panel.	option to Complaints Panel.			
If appeal lodged, Shire President to appoint Complaints Panel to review CEO Determination.	If appeal lodged, Shire President to appoint Complaints Panel to review CEO determination.	Complaints Panel to determine complaint and any subsequent action.	Complaints Panel to determine complaint and any subsequent action.	Complaints Panel to determine complaint and any subsequent action.
Complaints Panel to determine complaint and any subsequent action.	If Complaint Panel determines finding against employee, matter to be referred to CEO for determination of action.	If complaint is upheld Shire President formally advises Council of the contents of the complaint and the action determined by the Complaints Panel, for their information only.	If complaint is upheld Shire President formally advises Council of the contents of the complaint and the action determined by the Complaints Panel, for their information only.	If complaint is upheld Deputy President formally advises Council of the contents of the complaint and the action determined by the Complaints Panel, for their information only.

6 Accountabilities and Responsibilities

6.1 Council is accountable for:

- Ensuring the organisation has in place a lawful, transparent, and accountable policy framework, supported by a suite of compliant and appropriate policies and procedures.
- Endorsing (or not) each organisational policy document in a timely and effective manner.
- Delegating implementation of each policy document to the CEO.

6.2 The CEO is accountable for ensuring the development, implementation, monitoring and review of this policy document, in accord with governing legislation and Council directives.

6.3 The Executive Management Team and Managers is responsible for:

- Ensuring that all employees under their direction comply with this policy document.
- Enacting process to redress non-compliance with this policy document.

6.4 All employees are individually responsible for complying with this policy document.

7 Risk Management

The risks of non-compliance with this policy in place include (but are not limited to):

7.1 Residents, ratepayers, visitors and other stakeholders are not afforded the right to provide



positive and negative feedback to the Shire.

- 7.2 There are no consistent nor clear guidelines for the handling of feedback.
- 7.3 There is no simple, clear nor concise process for recording, examining and resolving feedback.
- 7.4 Feedback is not used for continuous quality improvement across governance, services, products, events and activities.

8 Applicable Legislation and Documents

Act	<p><i>Local Government Act 1995</i></p> <p>s.2.7(2)(b) – The council is to determine the local government’s policies</p> <p>s.5.41 – Functions of CEO</p> <p>s.5.51A – Code of conduct for employees</p> <p>s.5.107 – Complaining to complaints officer of minor breach <i>Corruption, Crime and Misconduct Act 2003 Public Interest Disclosure Act 2003</i></p>
Regulation	Schedule 1, Division 3 <i>Local Government (Model Code of Conduct) Regulations 2021</i>
Local Law	N/A
Shire Policies	<p>P 1 – Bullying, Harassment and Diversity Policy</p> <p>P 3 - Grievance Resolution Policy</p>
Related Documents	<p>Code of Conduct for Council Members, Committee Members and Candidates</p> <p>Code of Conduct for Employees</p> <p>Public Sector Commission – Don’t be afraid to speak up</p>
Related Procedure	Public Interest Disclosure Procedures

9 Administration

Original Adoption Date	28 August 2008
Last Variation Date	
Last Reviewed	30 May 2024
Scheduled Reviewed Date	30 May 2027



Customer Service Plan Shire of Bridgetown-Greenbushes

1. Purpose

The Customer Service Plan supports the Shire's Customer Service Charter by outlining how customer service commitments will be delivered, measured, and continuously improved.

The Plan provides a consistent, community-focused approach to service delivery across all contact channels and service areas.

2. Objectives

This Plan aims to ensure customers feel:

- Satisfied - their enquiry is handled thoroughly and solutions are explored.
- Heard - their concerns are listened to and understood.
- Empowered - they are informed and able to make decisions.
- Assured - services are professional, reliable, and timely.

3. Principles

Customer service delivery at the Shire is guided by the following principles:

- Friendly, fair, and respectful service.
- Clear and timely communication.
- Accountability and transparency.
- Partnership with the community.
- Continuous improvement.

These principles align with the Shire's values:

- Welcoming
- Community-minded
- Creative
- Sustainable
- Cost-effective

4. Customer Service Framework

The Shire's service approach is built around four key customer experience outcomes:

Satisfied

- Focus on resolution and practical solutions.
- Clear explanation of what can and cannot be done.
- Thorough handling of enquiries.

Heard

- Active listening without interruption.
- Empathy and respect.
- Asking questions to ensure understanding.

Empowered

- Plain-language communication.
- Clear explanation of options, processes, and timeframes.
- Working in partnership with customers.



Assured

- Professional and consistent service.
- Timely responses.
- Protection of privacy and confidentiality.

5. Service Channels

The Shire delivers information and services through a range of accessible channels to meet the needs of our community, including:

- Front counter (in person)
- Telephone
- Email
- Online forms and the Shire website
- Written correspondence
- Community engagement and outreach activities

We will keep our website and social media platforms up to date to ensure the community has access to clear, timely and relevant information through the Shire's online communication channels.

We will offer a range of ways for the community to contact the Shire, including online and digital options, and continue to explore how digital services can enhance the customer experience.

All service channels will be managed consistently and in accordance with this Communications Plan and the Customer Service Charter, ensuring a clear, responsive and coordinated approach across the organisation.

To contact the Shire:

Phone: (08) 9761 0800

Email: BTN@Bridgetown.wa.gov.au

Website: Shire of Bridgetown-Greenbushes

In Person: 1 Steer Street, Bridgetown WA 6255

6. Service Standards

We aim to deliver service that is:

Accessible • Professional • Timely • Transparent • Responsive.

Our commitment is that:

- Phone calls will be answered promptly and courteously.
- Emails and online enquiries will be acknowledged quickly and responded to as soon as possible.
- Front counter visitors will be attended to in a welcoming and professional manner without unnecessary delay.
- Appointments will start on time wherever possible.
- Complaints and feedback will be acknowledged promptly and addressed fairly and transparently.



- Complex matters may take longer to resolve; customers will be kept informed of progress throughout.
- *Statutory timeframes will be applied where required.*

7. Managing Enquiries

Where an enquiry cannot be resolved at the first point of contact:

- It will be referred to the appropriate officer or department.
- The customer will be informed of the referral.
- Progress updates will be provided where delays occur.
- Customers may request escalation to a manager if needed.

8. Feedback, Compliments and Complaints

The Shire welcomes feedback as a tool for improvement.

Feedback and Compliments:

- Can be provided online, by phone, email, letter, or in person.
- Are recorded and forwarded to the relevant area.

Complaints:

- Managed in accordance with the Complaints Management Policy.
- Handled fairly, transparently, and respectfully.
- Acknowledged within 2 working days.
- Are resolved within 10 working days where possible.
- If longer resolution is required, customers are updated regularly.

Social media is used primarily to share information and is not monitored as a customer service channel.

9. Roles and Responsibilities

Role	Responsibility
Council	<ul style="list-style-type: none"> • Endorses the Customer Service Charter and Plan. • Supports a culture of respectful service delivery.
Chief Executive Officer	<ul style="list-style-type: none"> • Oversees implementation of the Plan. • Ensures appropriate systems and training are in place.
Directors and Managers	<ul style="list-style-type: none"> • Embed service standards in day-to-day operations. • Monitor performance and address issues.
Staff	<ul style="list-style-type: none"> • Deliver services in line with the Charter and Plan. • Treat customers with courtesy and respect. • Escalate issues when required. • Uphold the principles and standards of the Charter in all interactions.



10. Training and Support

To support consistent service delivery, the Shire will:

- Provide customer service training to staff.
- Support staff in handling difficult or complex interactions.
- Encourage shared learning and best practice.

11. Monitoring and Reporting

Customer service performance will be monitored through:

- Response time tracking.
- Complaints and feedback analysis.
- Community satisfaction surveys.
- Internal reporting and reviews.

Key outcomes may be reported through:

- Management reporting.
- Annual Report.
- Website updates.

12. Continuous Improvement

The Shire is committed to ongoing improvement by:

- Reviewing trends in feedback and complaints.
- Identifying service improvement opportunities.
- Updating service standards as required.
- Seeking input from the community to enhance services.
- Reviewing this Plan periodically to ensure it remains current.

13. Review

This Customer Service Plan will be reviewed at least every four years, or sooner if required, to ensure alignment with community expectations, legislative requirements, and organisational priorities.



CUSTOMER SERVICE CHARTER

When we work together, we create better experiences for our community.
 Our Charter sets out how we deliver service that is
Accessible, Professional, Timely, Transparent, and Responsive.

SATISFIED	<p>We are responsive and solution-focused, providing thorough, transparent explanations about what can and can't be done.</p> <p><i>You can help by keeping an open mind and sharing relevant information.</i></p>
HEARD	<p>We are accessible and attentive, giving you our full attention, listening without interruption, asking questions, and acting with empathy.</p> <p><i>You can help by clearly outlining your concerns, providing key details, and allowing us the opportunity to respond.</i></p>
EMPOWERED	<p>We are transparent and professional, working in partnership by providing clear information, explaining options and next steps, and outlining processes and timeframes.</p> <p><i>You can help by engaging in the process, considering the options provided, and treating our staff with courtesy and respect.</i></p>
ASSURED	<p>We provide a professional, timely, and reliable service by responding within set timeframes, keeping you informed, protecting privacy, and ensuring enquiries reach the right team.</p> <p><i>You can help by providing accurate information, responding promptly to requests, and respecting established processes and timeframes.</i></p>

What You Can Expect

Accessible • Professional • Timely • Transparent • Responsive
 We respond, inform, and support our community every step of the way.
 These commitments are backed by clear service standards.

Our Service Standards


- Your phone calls will be answered promptly and courteously.
- Your emails and online queries, complaints and feedback will be acknowledged within 2 working days and responded to within 10 working days.
- Your front counter experience will be in a welcoming and professional manner without unnecessary delay.
- Your appointments will commence on time.

Complex matters may take longer to resolve. If this occurs, we will keep you informed of progress.

- We'll keep our website and social media updated so you can easily find clear, timely and relevant information about what's happening at the Shire and in our community.
- We'll make it easy to get in touch with us, offering a range of contact options including online and digital services, and continuing to look for new ways to improve your experience when dealing with the Shire.

**If we can't resolve your issue immediately, we'll refer it to the right team,
 keep you informed of progress,
 and let you know if more time is required.**

Contact Us: Shire of Bridgetown-Greenbushes

 (08) 9761 0800

 BTN@Bridgetown.wa.gov.au

 Shire of Bridgetown-Greenbushes



POLICY GC17 - PRIVACY AND INFORMATION SHARING

Responsible Officer: Chief Executive Officer	Approved By: Council
Adoption Date:	Last Reviewed:
Version: 1	Next Review Date:

1. Purpose

To protect personal information handled by the Shire of Bridgetown-Greenbushes and to enable responsible information sharing that delivers public benefit, in accordance with the *Privacy and Responsible Information Sharing Act 2024 (WA)* (PRIS Act).

This Policy establishes clear and transparent practices for the collection, use, storage, security, disclosure and disposal of personal information, and sets out the Shire’s approach to responsible information sharing and management of information breaches.

2. Scope

This Policy applies to:

- Council Members
- Employees
- Contractors
- Volunteers
- Committee members
- Contracted service providers where Shire contracts require compliance with the PRIS Act and/or this Policy

It applies to all information handled by the Shire, including customer, community and workforce information, in any format (electronic, paper, audio, visual or other recorded form).

3. Definitions

Term	Definition
Personal Information	Information or an opinion about an identified individual, or an individual who is reasonably identifiable, whether true or not and whether recorded in material form or not.
Sensitive Information	Personal information including racial or ethnic origin, political opinions or associations, religious or philosophical beliefs, trade union membership, sexual orientation or practices, criminal record, health, genetic or certain biometric information.
Information Breach	Unauthorised access to, unauthorised disclosure of, or loss of information.
Interference with Privacy	A contravention of the PRIS Act relating to personal or de-identified information, including failure to comply with obligations relating to suspected or assessed notifiable information breaches.

Term	Definition
IPP Entity	An entity required to comply with the Information Privacy Principles under the PRIS Act, including local governments and certain contracted service providers.
Notifiable Information Breach	A breach involving personal information likely to result in serious harm, triggering notification obligations under the PRIS Act (from 1 January 2027).
Privacy Impact Assessment (PIA)	A systematic assessment of a project to identify privacy risks and recommend mitigation measures.
Information Privacy Principles (IPPs)	Principles established under the PRIS Act to guide lawful and appropriate information sharing.

4. Policy Statement

The Shire of Bridgetown-Greenbushes is committed to:

- Protecting personal information from misuse, interference, loss, unauthorised access, modification or disclosure.
- Managing personal information in accordance with the Information Privacy Principles (IPPs).
- Maintaining transparency in how personal information is handled.
- Responding promptly and effectively to privacy complaints and information breaches.
- Removing unnecessary barriers to lawful information sharing while maintaining community trust.

The Shire will comply with all obligations under the PRIS Act and associated guidance issued by the Office of the Information Commissioner (WA) and the WA Chief Data Officer.

5. Roles and Responsibilities

Role	Responsibility
Council	Adopt and review this Policy; provide governance oversight.
CEO	Ensure organisational compliance with the PRIS Act; allocate appropriate resources; report significant privacy risks or breaches to Council.
All Employees and Council Members	Comply with this Policy and the IPPs; report suspected breaches immediately; use approved channels for information sharing.
Privacy Officer	Monitor privacy governance; coordinate breach responses; liaise with the Office of the Information Commissioner (WA); manage privacy complaints; oversee privacy training and records; support PIAs.
Information Sharing Officer	Coordinate dealings with the WA Chief Data Officer; manage information sharing requests and agreements; oversee compliance with the IPPs; support privacy and Aboriginal information assessments where applicable.
Audit, Risk and Improvement Committee	Oversee privacy and information sharing risks and significant incidents.

Note: The CEO may designate these roles within existing positions.

6. Procedures / Implementation

6.1 Collection, Use and Disclosure of Personal Information

- Personal information will only be collected where necessary for, or directly related to, the Shire's functions or activities.
- Information will be collected by lawful and fair means and, where practicable, directly from the individual concerned.
- Sensitive information will only be collected with consent or where authorised or required by law.
- Personal information will only be used or disclosed for:
 - the primary purpose of collection;
 - a directly related secondary purpose reasonably expected by the individual; or
 - as permitted or required by law.
- Contracts with third parties must include privacy and information security obligations consistent with this Policy and the PRIS Act.

6.2 Information Security and Retention

- Reasonable administrative, physical and technical safeguards will be implemented to protect personal information from misuse, interference, loss and unauthorised access or disclosure.
- Reasonable steps will be taken to ensure personal information is accurate, up to date, complete and relevant prior to use or disclosure.
- Information will be retained and disposed of in accordance with the *State Records Act 2000*, approved retention and disposal schedules, and the Shire's Recordkeeping Plan.
- Personal information will not be disclosed outside Australia unless appropriate safeguards are in place and the disclosure is lawful.
- Unique identifiers will only be used where necessary and lawful.
- Options for anonymity or the use of pseudonyms will be provided where practicable.

6.3 Information Sharing

- Information sharing must comply with the PRIS Act, Information Privacy Principles, Responsible Sharing Practices, Information Sharing Directions and any approved agreements.
- Information sharing decisions must be lawful, necessary, proportionate and in the public interest.
- Where information sharing relates to Aboriginal people or communities, appropriate consultation, cultural authority and governance arrangements will be applied in accordance with relevant guidance and principles.

6.4 Information Breaches and Complaints

- All suspected information breaches must be reported immediately to the Privacy Officer.
- The Shire will maintain an Information Breach Register to record and manage privacy incidents.
- From 1 January 2027, where a notifiable information breach occurs, the Shire will notify the WA Information Commissioner and affected individuals as required by the PRIS Act.
- Individuals may request access to, or correction of, their personal information, subject to applicable exemptions under the *Freedom of Information Act 1992*.

Contact for privacy matters:
Manager Executive Services
Email: governance@bridgetown.wa.gov.au
Phone: (08) 9761 0800

7. Legislative and Other References

Local Government Act 1995
Local Government Amendment Act 2023
Local Government (Model Code of Conduct) Regulations 2021
Privacy and Responsible Information Sharing Act 2024 (WA)
Freedom of Information Act 1992
State Records Act 2000

8. Review and Monitoring

This Policy will be reviewed every three years, or earlier if:

- Legislative changes occur
- Governance requirements change
- Significant privacy reforms or directions are issued

Compliance monitoring will be undertaken by the Chief Executive Officer, with significant privacy risks or incidents reported to the Audit, Risk and Improvement Committee and Council as appropriate.

9. Related Documents / Forms

Document / Form	Description / Purpose
Member Code of Conduct	Establishes behavioural standards including confidentiality obligations.
Recordkeeping Plan	Sets requirements for records retention and disposal.
Information Breach Register	Records and tracks privacy incidents and responses.
Privacy Impact Assessment Template	Used to assess high privacy impact projects.



CEO Performance Review Committee Meeting

MINUTES

Date: Wednesday 25 March

Time: 2.30pm

Venue: Shire of Bridgetown-Greenbushes Chambers Committee Room

1. Attendance and Apologies

Councillor M Fletcher	Chairperson
Councillor S Carstairs	President
Councillor R Redman	Deputy President
Garry Adams	Chief Executive Officer
Merridith Morrell	Manager Executive Services

2. Declaration of Interests

The CEO declared a financial interest in all Agenda Items: 4.1, 4.2, 4.3, 4.4 and 4.5 as it relates to his employment. The CEO will remain in the room.

3. Confirmation of Previous Minutes

Moved: Cr Fletcher

Seconded: Cr Carstairs

Cr Fletcher accepted the minutes from the previous meeting of the CEO Performance Review Committee held on 10 September 2025.

CARRIED 3/-



4.1 CEO Performance Review Training

Responsible Officer: Manager Executive Services

Purpose:

To ensure all Committee members are familiar with their legislative obligations, the processes, knowledge skills and attributes required for Elected Members to contribute effectively to the annual CEO performance review.

Background:

The Annual Review Process is governed by the Local Government Act 1995 and the Local Government Administration Regulations 1996, together with relevant clauses of the CEO Employment Contract. It is important that Committee Members are familiar with their obligations and the processes required to conduct an effective Performance Review.

WALGA has established a training course that provides Elected Members with an understanding of:

- Roles and responsibilities of the Committee.
- Conducting objective and fair assessments.
- Setting and reviewing Key Performance Indicators (KPIs).
- Managing confidentiality and reporting obligations.

It is common practice for local governments to mandate that all members of the CEO performance review committee attend this training within a certain timeframe of being appointed.

The current cost of this training is \$530.

Officer Comment:

Attendance at this training ensures that all Committee members are informed and can act in compliance with legislative and policy requirements. It is recommended that members schedule their participation at the next available session.

Recommendation:

Moved: Cr Carstairs

Seconded: Cr Redman

That the Committee:

1. **Endorses the requirement for all members to attend WALGA's CEO Performance Review Training; and**
2. **Recommends all members who have not yet completed this training register to attend the next available WALGA training session:**
 - **Monday, 15 June 2026 - 9.00am to 4.30pm**
 - **Cost \$512 per member**

CARRIED 3/-



4.2 Approval of Process for CEO Performance Review and Appointment of an Independent Consultant for the Annual CEO Review

Responsible Officer: Manager Executive Services

Purpose:

To agree a process for the conduct of the 2026 CEO performance review and to engage an independent consultant to facilitate the annual CEO performance review in accordance with legislative requirements and the Shire's policy.

Background:

The *Local Government Administration Regulations 1996* Division 3 - Standards for review of performance of CEOs sets out standards to be observed by the local government in relation to the review of performance of CEOs.

Clause 16 (1) provides that the local government and the CEO must agree on

- a) The process by which the CEO's performance will be reviewed; and
- b) Any performance criteria to be met by the CEO that are in addition to the contractual performance criteria.

The agreed process must be consistent with Clause 17, 18 and 19 of the Standards and must be set out in a written document.

The CEO employment contract clause 4.3 provides that The Council, in consultation with the CEO will determine, in respect of each review, who will conduct the review. The WA Local Government Guide for CEO performance reviews, recommends the most effective and least risk facilitation option is for it to be undertaken by an independent qualified consultant.

Independent consultants provide objectivity and professional guidance to ensure the CEO review is fair, transparent, and compliant. The consultant will:

- a) Facilitate the review process.
- b) Collect and analyse feedback from Council.
- c) Prepare a confidential report on performance.
- d) Provide recommendations regarding performance outcomes and remuneration adjustments, if applicable.

Officer Comment:

Engaging an independent consultant supports integrity and compliance in the review process, while providing professional advice to the Committee.

Moved: Cr Carstairs

Seconded: Cr Redman

That s9.5 of the Standing Orders be suspended to allow Members to speak to Agenda Items more than once.

CARRIED 3/-



At 3.09pm

Moved: Cr Redman

Seconded: Cr Carstairs

That s9.5 of the Standing Orders remain suspended to allow Members to speak to Agenda Items more than once.

CARRIED 3/-

Recommendation:

Moved: Cr Carstairs

Seconded: Cr Redman

That Committee

- 1. Approves the CEO performance review process with the agreed amendments and circulated to the committee prior to presentation to Council; and**
- 2. Approves the scope for the appointment of the independent consultant with agreed changes and notes that the Manager Executive Services will undertake the procurement process and present all responses to the Committee for its consideration.**

CARRIED 3/-



4.5 Progress Report Against Agreed KPIs

Responsible Officer: Manager Executive Services

Attachments: Current CEO KPIs

Purpose:

For the CEO to provide the Committee with an update on progress against the agreed Key Performance Indicators (KPIs) as adopted at the September 2025 OCM.

Background:

The Local Government Administration Regulations 1996 Division 3 - Standards for review of performance of CEOs sets out standards to be observed by the local government in relation to the review of performance of CEOs.

Clause 16 (1) provides that the local government and the CEO must agree on

- c) The process by which the CEO's performance will be reviewed; and
- d) Any performance criteria to be met by the CEO that are in addition to the contractual performance criteria.

The agreed process must be consistent with Clause 17, 18 and 19 of the Standards and must be set out in a written document.

There is currently no agreed process in place for a review to be undertaken, however, the CEO has, for information purposes, provided an update on progress against the adopted KPIs.

Officer Comment:

This report is for information purposes only and does not form part of the CEO performance review process as none has yet been agreed. Prior to undertaking any review, under Clause 16 (1) (a) of the Standards, the Local Government and the CEO must agree on the process by which the CEO's performance will be reviewed. This process would ideally have been documented by Council prior to the CEO recruitment and agreed to by the CEO as part of the appointment process.

The CEO has provided a report to update the Committee on progress against the adopted Performance Indicators. It is recommended that an annual report and presentation on achievement against performance indicators be provided to full Council as part of the formal annual review process.

Recommendation:

Moved: Cr Redman

Seconded: Cr Carstairs

That the Committee Receives the progress report on the current CEO KPIs.

CARRIED 3/-



4.4 CEO Recruitment, Performance, and Termination Policy

Responsible Officer: Manager Executive Services

Purpose:

To develop and formally adopt a CEO Recruitment, Performance, and Termination Policy that provides clear guidance on CEO recruitment, performance management, and termination processes.

Background:

A clear policy ensures transparency, consistency, and compliance with legislative and governance requirements. A comprehensive policy ensures transparency, consistency, and compliance with legislative and governance requirements in all matters relating to the CEO role. It also provides a structured framework for managing employment matters effectively.

Officer Comment:

Developing and adopting this policy will give the Committee a clear framework to manage CEO employment matters in line with best practice and statutory obligations. Presenting the policy first at a Concept Forum allows for Committee review before formal adoption by Council.

Recommendation:

Moved: Cr Redman

Seconded: Cr Carstairs

That the Committee recommends:

- 1. The development of a CEO Recruitment, Performance, and Termination Policy, to be presented at a Concept Forum for review; and**
- 2. Following review, the Policy be submitted to the May Concept Forum and Ordinary Council Meeting for formal adoption.**

CARRIED 3/-



4.5 Terms of Reference for the Committee

Responsible Officer: Manager Executive Services

Attachments: Instrument of Appointment (2021 - 2023)
Terms of Reference (2026)
Comparison Document

Purpose:

To review and endorse the updated Terms of Reference (ToR) for the CEO Performance Review Committee, replacing the previous Instrument of Appointment and Delegation last reviewed in 2021 and expired in 2023, to ensure clarity of responsibilities and procedural compliance.

Background:

The ToR outlines the Committee's functions, powers, and reporting obligations. It updates and modernizes the previous Instrument of Appointment and Delegation, ensuring the Committee operates consistently with legislative requirements and current governance standards. Regular review ensures it remains fit-for-purpose.

Officer Comment:

Endorsing the updated ToR will confirm the Committee's governance framework, clarify roles and responsibilities for all members, and reflect best practice in line with statutory obligations.

Recommendation:

Moved: Cr Carstairs

Seconded: Cr Redman

That the Committee recommends Council adopts the updated Terms of Reference for the CEO Performance Review Committee, replacing the previous Instrument of Appointment and Delegation.

CARRIED 3/-

4. General Business

Cr Carstairs observed that the CEO had met all KPI commitments and was to be congratulated on the tremendous amount for work that had taken place since he commenced with Shire on 16 July 2025.

5. Next Meeting

Nil

7. Closure

Cr Fletcher declared the meeting closed at 3.31pm.



4.2 Attachment – Proposed Review Process

Proposed External Facilitator to assist with the Annual Evaluation Process

To ensure a robust, transparent, and legislatively compliant Chief Executive Officer (CEO) performance evaluation process, it is proposed that the Shire of Bridgetown-Greenbushes engage an external facilitator. The facilitator will support the CEO Performance Evaluation Committee and the CEO in the development, refinement, and assessment of Key Performance Indicators (KPIs), and provide independent advice throughout the process.

Role and Requirements of the External Facilitator

The external facilitator will be:

- Knowledgeable and experienced in facilitating and/or consulting on local government CEO performance reviews.
- Familiar and experienced with interpreting the Local Government Act, Regulations and LGIRS Guidelines with specific regard to CEO performance reviews and KPI settings.
- Familiar and experienced in best practice local government CEO KPI development and/or enhancement and assisting Councillors in this regard.
- Familiar with the content of the WALGA Elected Member training course on CEO Performance Reviews.
- Procured in accordance with the Shire's procurement processes.

Scope of Engagement

The external facilitator will:

- Work with the CEO to develop and/or refine KPIs.
- Support the Committee in developing and/or enhancing KPIs and provide independent advice during discussions, workshops, and meetings.
- Liaise with the Manager Executive Services to understand organisational processes, governance requirements, and reporting obligations.
- Act strictly as an independent advisor and not as a member of the CEO Performance Evaluation Committee.

Procurement

It is recommended that the Committee requests the Manager Executive Services to seek quotes and oversee the procurement and evaluation process, in accordance with the criteria outlined above, and to provide a recommendation to the Committee.

Costs will be met from the existing Governance budget and are estimated to be between \$5,000 and \$12,000 (excl. GST).

Governance and Oversight

The Manager Executive Services will:

- Oversee the CEO Performance Evaluation process.
- Attend all relevant Committee meetings, workshops, and briefings.
- Ensure compliance with legislative and governance requirements.
- Prepare and submit the final CEO Performance Evaluation Report, incorporating Committee feedback and recommendations, for Council consideration.



Proposed Annual Performance Evaluation Process

The following process is proposed to ensure consistency, transparency, and alignment with the Chief Executive Officer Employment Contract and the Model Standards for Review of CEOs:

Preparation Phase

- The Manager Executive Services will undertake the procurement of an independent facilitator in accordance with the scope agreed by the CEO Performance Review Committee.
- Council and CEO to agree on facilitator and a process for conducting the CEO Annual Performance Review as per requirements of the CEO employment contract and clause 16 of the Model Standards.

Assessment and KPI Development Phase

- The CEO will submit a self-assessment report addressing performance for the period 16 July 2025 to 30 June 2026, and present it to Councillors.
- Councillors will complete assessments using the approved Evaluation Instrument
- The external facilitator will collate Councillor feedback and performance ratings.
- The facilitator will meet with the CEO to develop and/or refine KPIs for the upcoming period.
- The facilitator will conduct a Councillor workshop to develop or enhance the KPI's for the period 1 July 2026 to 30 June 2027.

Reporting Phase

- The external facilitator will provide proposed KPIs to the Manager Executive Services.
- The Manager Executive Services will prepare the draft Annual Performance Evaluation Report.
- The Committee will review the report and:
 - Consider any remuneration adjustment.
 - Endorse KPIs for the next performance period.
 - Endorse the evaluation process and methodology for the next cycle.
 - Review the Evaluation Instrument.
 - Review the Committee Terms of Reference.

Council Endorsement

- Committee recommendations will be presented to Council for endorsement no later than the August 2026 Ordinary Council Meeting, in accordance with legislative requirements.

Alignment with Shire Governance Principles

This approach ensures:

- Independence and procedural fairness in CEO performance evaluation.
- Alignment with legislative and regulatory requirements.
- Transparency and accountability in decision-making.
- Consistency with WALGA guidance and sector best practice.
- Clear separation between advisory and decision-making roles.



CEO Performance Evaluation Timeline

- **May 2026**
 - CEO provides a self-assessment report and presents to Councillors, covering performance against KPIs for 1 July 2025 - 30 June 2026.
- **May 2026 (following presentation)**
 - Councillors utilise the Evaluation Instrument to review and assess the CEO's performance for the same period.
- **May 2026**
 - External facilitator collates Councillor feedback and ratings.
- **May - June 2026**
 - External facilitator works with the CEO (via meetings) to develop and/or refine KPIs for 1 July 2026 - 30 June 2027.
 - External facilitator conducts a workshop with Councillors to develop and/or refine KPIs for the same period.
- **June 2026**
 - External facilitator provides final, agreed proposed KPIs to the Manager Executive Services.
 - Manager Executive Services prepares and submits the final Annual Performance Evaluation Report to the Committee.
- **June 2026**
 - Committee reviews the final report and:
 - Determines if a remuneration increase is applicable.
 - Endorses recommended KPIs for 1 July 2026 - 30 June 2027.
 - Endorses the Annual Performance Evaluation Process for 2026 - 2027.
 - Endorses the Evaluation Instrument for 2026 - 2027.
 - Reviews the Terms of Reference.
- **June - July 2026**
 - Committee recommendations are reported to Council for endorsement, no later than the August 2026 Ordinary Council Meeting.



CEO Performance Review Committee Terms of Reference

1. INTRODUCTION

The Council of the Shire of Bridgetown-Greenbushes (Council) establishes a CEO Performance Review Committee (Committee) pursuant to sections 5.8, 5.9(2)(c) and 5.17(c) of the *Local Government Act 1995* (the Act).

Committee members appointed under Section 3 hold office until the third Saturday in October in the year of the Shire's ordinary local government elections, after which Council may appoint members for a further term.

The Committee is an advisory committee and acts in accordance with:

- The *Local Government Act 1995*
- The *Local Government (Administration) Regulation 1996*
- Council policies and local laws
- This Instrument of Appointment and Terms of Reference.

The Committee has no delegated authority and cannot make decisions on behalf of Council.

2. OBJECTIVES

The purpose of the Committee is to assist Council in fulfilling its statutory responsibility to review the performance of the Chief Executive Officer, in accordance with:

- Section 5.38 of the Act (annual review)
- Section 5.39A–5.39C (CEO employment standards)
- *The Local Government (Administration) Regulations 1996* – Division 3 Standards for review of performance of CEO

The Committee will:

- Oversee an annual CEO performance review process.
- Measure the CEO's performance against agreed goals, key result areas and statutory responsibilities.
- Identify opportunities for professional development and improved organisational performance.
- Recommend to Council any performance-related actions, including remuneration adjustments, contract variations or performance improvement planning.
- Ensure the CEO employment and review process is fair, transparent, and compliant with legislative requirements.

3. MEMBERSHIP

- The Committee shall consist of a minimum of three (3) elected members, appointed by Council.
- Council may appoint an independent facilitator or consultant to assist the Committee. Such a facilitator is not a member of the Committee.
- All members of the Committee should undertake the WALGA CEO Performance Review Training within 8 months of being appointed to the Committee.



4. PRESIDING MEMBER

The Committee shall have a Presiding Member appointed by Council in accordance with section 5.12 of the *Local Government Act 1995 (WA)*.

The Presiding Member:

- Must be an elected member.
- Is responsible for conducting meetings in accordance with the *Local Government Act 1995 (WA)* and the Shire of Bridgetown-Greenbushes Standing Order Local Law.
- Ensures accurate minutes are kept and presented to Council.

5. MEETINGS

5.1 Frequency

The Committee shall meet as required, including:

- To facilitate the annual CEO performance review process.
- To undertake mid-year or other periodic assessments (if required by Council or the CEO contract).
- To prepare recommendations for Council deliberation.

5.2 Notice of Meetings

Members shall receive at least 7 days' written notice of each meeting, unless urgent business requires shorter notice.

5.3 Minutes

The Presiding Member shall ensure detailed minutes are kept and submitted to the next available Ordinary Council Meeting.

5.4 Voting

Each member has one vote. All members present must vote, in accordance with section 5.21 of the Act. The Presiding Member may exercise a casting vote if votes are tied.

6. QUORUM

A quorum is 50% of the total number of members, whether or not all positions are filled, consistent with section 5.19 of the Act.

8 DELEGATED POWERS

The Committee is established as an Advisory Committee only and has no delegated authority under the Act.

The Committee should report to Council at least twice annually, including:

- The annual CEO performance review recommendation.
- To review and establish the CEO performance review process for that year.
- To establish performance criteria for the next year.
- To consider the appointment of an independent facilitator to assist Council with the annual performance review.
- Any mid-year or additional review outcomes.

All recommendations require formal Council resolution before implementation.

9. TERMINATION OF MEMBERSHIP

Membership term aligns with the local government election cycle (generally two years), unless Council resolves otherwise.



10. AMENDMENT TO THE INSTRUMENT

Council may amend this Instrument at any time by absolute majority.

The Committee should be given 14 days' notice prior to any proposed amendment being considered by Council.

Any amendments should remain consistent with the CEO's employment contract and statutory provisions.

11. COMMITTEE DECISIONS

Committee decisions are advisory only and are not binding on Council. Where any Committee recommendation conflicts with legislation, Council policy, or delegations, Council's position prevails.

From: [Garry Adams](#)
To: [Krystle Durbin](#); [Merridith Morrell](#)
Cc: [Morgan Gillham](#)
Subject: Fw: Support for grant application from Shire
Date: Tuesday, 24 March 2026 4:07:00 PM
Attachments: [Outlook-dhp3kbfq.png](#)

Krystle, can you please liaise with Stephen to see whether he is happy to accept.

Regards

Garry Adams



Chief Executive Officer
**Shire of Bridgetown-
Greenbushes**
M 0409 841 926
E gadams@bridgetown.wa.gov.au
W www.bridgetown.wa.gov.au
A PO Box 271, Bridgetown WA,
6255

We acknowledge the cultural custodians of the land, the Kaneang, Pibelmen and Wadandi people. We acknowledge and support their continuing connection to the land, waterways and community. We pay our respects to members of the Aboriginal communities and their culture; and to Elders past and present, their descendants still with us today, and those who will follow in their footsteps.

From: awilliams@waec.me <awilliams@waec.me>
Sent: Tuesday, March 24, 2026 3:26 PM
To: Cr Stephen Carstairs <crcarstairs@bridgetown.wa.gov.au>; Cr Rebecca Redman <crredman@bridgetown.wa.gov.au>; Cr Julia Boyle <crboyle@bridgetown.wa.gov.au>; Cr Mike Fletcher <crfletcher@bridgetown.wa.gov.au>; Cr Lyndon Pearce <crpearce@bridgetown.wa.gov.au>; Cr Tony Pratico <crpratico@bridgetown.wa.gov.au>; Garry Adams <gadams@bridgetown.wa.gov.au>
Subject: Support for grant application from Shire

Dear Shire President, Deputy Shire President, Councilors I know well and Mr. Adams (Shire CEO),

I hope that this finds you all well.

I request a few minutes of your time at Thursday's Council meeting, please, to outline an externally funded project proposal to benefit the Bridgetown-Greenbushes community in these super expensive times. The basic outline of the proposal is:

Food prices are rising quickly and will get worse. They will be unlikely to fall back very much once the fuel crisis is over.

- We have the potential in urban gardens and on rural properties in the Shire to grow more of our own food.
- The proposal is to engage a 'consortium' of local not-for-profit organizations to develop and run an eighteen month project to encourage and facilitate local food production.
- At the Regen Fest on Saturday I received initial verbal support from the Blackwood Environmental Society, the Blackwood Valley Small Landholders, Transition Bridgetown, the Ashbil Community Garden, and I have a number of other organisations to approach.
- The project would be curated and managed by a local not-for-profit organisation.
- The grant I have in my sights is up to \$50,000 over 18 months from the State Natural Resources Management Office, which has some strict guidelines. However, some of their priorities are Community Engagement, Sustainable Agriculture, and – naturally – Management of Natural Resources. At your meeting I could outline how I think the proposed project will fit their guidelines.
- I believe the grant body would be particularly keen on how we promote soil health and the myriad species under our feet to reduce production costs and allow sustained production.
- The support I seek from Council includes letters of support, assistance from the Shire's accomplished grant writer, Jo Moore, the waiving of hire fees for occasional use of the Lesser Hall (that we would be able to claim as an in-kind contribution) and occasional support for the project in Shire written material and/or occasional attendance at project activities by interested Councilors.

I don't want to get ahead of myself, but I am excited to see the potential for spin-offs from such a project:

- Increased Food Security.
- Giving people the knowledge and skills to produce food of improved nutritional quality, leading to better physical and mental health outcomes.
- The possibility of matching older residents [with land and water] with younger people or families [with energy] to collaborate in the growing and sharing of food. This would help keep the older residents in their own homes longer and provide some much needed relief and support to younger people who are doing it particularly hard.
- The project creates space for people to hear of Aboriginal knowledge on native food plants that they could grow on their land in our drying climate.
- The area starts to earn a [tourist] reputation as a centre for good food.
- More local food for sale at Sunday markets, for swapping at swap meets and for donation to the local Food Bank. The choice of outlet beyond the producers' own

needs would all depend on the producers' preferences.

- Fruit and vegetable producers embrace the concept of 'Pick Your Own', having identified the insurance requirements involved. This would be aimed at reducing harvesting costs.
- The community exploring ways to minimize production and marketing costs by working together as a community.
- The project could be written up to provide a guide for other communities to use.

I hope that you will agree to my presentation. It would have to be this Thursday. Applications close in a month's time.

Sincerely,

Adrian Williams

MSc Soil & Water Engineering

Principal and Consultant

Williams Ag-Environmental Consulting

Bridgetown, Western Australia

awilliams@waec.me (Note: new e-mail address)

Mob: 0427 086 299

Soil and water conservation & rural landuse planning

Advocate for community health through soil health

Rangeland rehabilitation & management

State NRM grant proposal – objectives of the grants and how this proposal fits five of those six objectives (the sixth being to do with coastal management).

The Objective of State NRM Office: Deliver natural resource management outcomes for the benefit of **all Western Australians**. (The highlighting is mine.)

The State NRM Office Framework recognises **social, economic, ecological and physical values** at a resource level and their components.

All Western Australians includes both urban and rural residents whose financial resources (and mental well-being) are being stretched by mortgage rates, power costs, rental costs and now rapidly rising fuel and food costs. We seek to provide triple bottom line benefits.

- a. Help relieve some social pressures – economic
- b. Alleviate hunger – social and health
- c. Promote physical health through more nutritious food – social and economic.
- d. Promote mental health through more nutritious food with higher levels of essential minerals – social and economic.

Most importantly, the project would do this through providing the incentive and skills to realise, support and improve Soil Health and the unseen biodiversity beneath our feet that we rely on absolutely for our food and wellbeing.

Sustainable management of land resources

‘Land resources’ was the third smallest co-investment (of six) in 2017-18.

“The relative priority ratings for each regional-level resource will, therefore, be determined by **combining the current risks to its ecological status along with the risks and relative levels of social (including cultural) and economic benefits the resource generates plus the governance risks**. This approach not only generates clear priority levels but as it identifies which are the key risks (**ecological, social, economic or governance**) that generated the priority, it helps focus where management actions (or other activities) should most appropriately be directed. Indicative examples of how this approach would operate are provided in Table 1.”

I think our project proposal ticks all the boxes in the Resource 3 line of your table.

- The proposal aims to stimulate interest in NRM – particularly soil health, and how NRM is or can be an integral part of people’s wellbeing.

- Introduce the connection between soil health and human / livestock [pet] health. People more strongly recognise the importance of NRM in their everyday lives.

Maintain and enhance water assets

Capture water assets for drier seasons, thereby evening out water supply to urban and rural land – stimulating soil biology. With increasing areas of impervious surfaces, the proportion of rain that becomes runoff in urban areas is increasing. This puts pressure on drainage systems and increases flood occurrence and potential damage to biodiversity.

Conserve and recover biodiversity

A large part of this proposal will deal with the biodiversity we can't readily see (without a microscope), the myriad beneficial species that are essential to soil health and to our own wellbeing.

Enhance skills, capacity and engagement

The project would introduce people to the importance of the soil biota and how to stimulate it – cheaply – to benefit food production – and the urban/rural environment. Give people the skills to make their own fertilisers and stimulants of beneficial soil microbes, and how, where and when to use these preparations. Along with skills in growing plants and protecting them from predators.

An outline of project activities:

- a. Motivational talks – visioning soil health improvement and food production – cross generational. Strengthening community resilience.
- b. Seeing is believing – guided tours of community gardens and visits to properties of exponents of promoting soil health. (Identifying and correcting specific mineral deficiencies (as opposed to applying expensive chemical fertilisers); identifying and using biological controls over insect pests (as opposed to applying chemical sprays).
- c. How could you do the same? Information exchanges, handholding, visiting people who are 'giving it a go'. Record keeping. Add sections to existing local websites, share information through the Community Facebook page.
- d. What to grow – how and when? Horticultural community training and gaining knowledge of Aboriginal food plants.

The project would be supported and jointly run by a consortium of local not-for-profit groups. In addition, we anticipate a range of in-kind support.

Deliver high quality planning that leads to effective action

MERI (Monitoring and evaluation) will be crucial - the intention is to turn project records into a booklet covering the development and implementation of the project, such that it could be picked up and extended to other communities.

While the current proposal would concentrate on the aspects indicated, there could be important 'spin-offs' from this program. Some of these would happen naturally. For some, additional funding would be sought from a range of sources to make the initiative truly sustainable. Some of the spin-off advantages would be:

- Lower prices for locally grown food.
- Increased food security – a social and economic benefit.
- Improved food nutritional quality, leading to improved physical health and mental health (e.g. suicide prevention) and all that conveys – social benefits.
- Older residents remain in their homes longer – a social benefit.
- More kitchen scraps used in making compost rather than ending in land fill – environmental, economic and social benefits.
- Project creates an opening for the learning of Aboriginal knowledge of native food plants. It also provides a model for other communities - including Aboriginal communities – to prosper through growing more of their own healthy food and saving money from buying expensive food of dubious quality. Social benefits.
- More local food available – for the growers, community markets, swap meets and donation to Food Bank. Social and economic benefits.
- The area starts to earn a [tourist] reputation for good food as local production used in local restaurants – economic benefits.



PE43 - Temporary Road Closures

Responsible Officer: Chief Executive Officer	Approved By: Council
Adoption Date:	Last Reviewed: N/A
Version: 1	Next Review Date:

1. Purpose

To manage road closures to preserve the condition of the Shire’s road network.

2. Scope

This policy applies to:

- Vehicles with a Gross Vehicle Mass of 4.5 tonnes or greater; and/or
- Licensed Vehicles travelling on gazetted roads impacted by a Temporary Road Closure;
- Local Traffic.

To manage road closures due to unforeseen circumstances (ie. wet weather conditions) in a proactive manner that ensures the safety of road users, allows access for local residents, businesses and emergency services and preserves the condition of the Shire’s road network.

3. Definitions

Term	Definition
CEO	Chief Executive Officer of the Shire of Bridgetown-Greenbushes, responsible for the overall administration of the Shire.
Gazetted Road	An officially named road recognized by a local council or state government and published in the government gazette
Inclement Weather	Severe, unfavourable, or abnormal atmospheric conditions- such as heavy rain, snow, high winds, extreme temperatures, or hail-that make it unsafe or unreasonable to work or travel
Permit	Approval required to engage in an activity that has not been permitted by the Shire either temporarily or permanently according to legislation.
Road	An area that is open to or used by the public and is developed for, or has as one of its main uses, the driving or riding of motor vehicles.

4. Policy Statement

Section 3.50(1) of the *Local Government Act 1995* provides for a Local Government to close any road it manages, wholly or partially for a period not exceeding four weeks.

If, in the opinion of the Chief Executive Officer, there is a risk of damage to the Shire of Bridgetown - Greenbushes road infrastructure, due to inclement or persistent wet weather, or road conditions present an unacceptable hazard and safety risk to road users, the Chief Executive Officer may close roads.

The Chief Executive Officer may close:

- A single road, or section of a road; in the case of very localised risk; and/or
- All unsealed roads within a defined area of the Shire of Bridgetown - Greenbushes; in the case of localised risk; or
- All unsealed roads in the Shire of Bridgetown - Greenbushes;

in the case of widespread risk

5. Roles and Responsibilities

Role	Responsibility
Council	Endorse the Policy; approve official positions or statements requiring Council input.
CEO	Oversee administration of Policy; authorise Officers; makes determination on road closure.
Emergency Services	Provide response to emergencies; direction of traffic to manage safety
Officers	Provide local knowledge, professional advice, and safe work methods;

6. Procedures / Implementation

6.1 Notification of Road Closures

As soon as practically possible, after the decision has been made to close a road or roads, the Shire shall:

- Send a text message to the residents and businesses impacted by the road closure and registered in the Road Notifications database;
- Advise all emergency services;
- Place notice of road closure/s on the Shire of Bridgetown - Greenbushes website;
- Post notice of road closures on the Shire’s social media platforms;
- Install Road Closed signs at appropriate locations in accordance with the ‘Worksite Traffic Management Code of Practice’ as soon as practicable.

6.2 Permits to Travel on Closed Roads

Road users with legitimate and necessary reasons for travel and/or in emergency situations may apply to the Chief Executive Officer for permission to traverse roads that are temporarily closed.

In issuing such a permit, the Chief Executive Officer may give consideration to:

- Safety of road users.
- Condition of the road and any potential damage to the road/s that may be caused by the permitted use.
- Weather forecasts.
- Planned road maintenance activities.

The following activities may be considered for such a permit:

- Food and grocery supplies.
- Fuel supplies.
- Building supplies for urgent housing projects.
- Access for businesses to ensure continuity of essential work.
- Funerals or other significant personal or cultural reasons.
- Other activities which may be considered as reasonable by the CEO on a case by case basis.

The permit may be cancelled at any time by the CEO if circumstances warrant.

The following exemptions apply:

- Local residents accessing their properties in vehicles under 4,500kg gross.
- Emergency services vehicles.
- Shire of Bridgetown - Greenbushes' plant and machinery.

7. Legislative and Other References

Local Government Act 1995

Local Government Amendment Act 2023

Road Traffic Act 1974

8. Review and Monitoring

This Policy will be reviewed every three years, or earlier if:

- Legislative changes occur
- Governance requirements change

Monitoring of compliance will be undertaken by the Chief Executive Officer.

9. Related Documents / Forms / Policy

Document / Form / Policy	Description / Purpose
CM 3 - Asset Management Policy	Enable the objectives and principles of the Asset Management Policy to be achieved
RM 1 - Risk Management	Protect the Shire by systematically identifying risks and managing them appropriately
CC4 - Communications and Media	Share information required by law or of interest to the community.
R 9 - Gravel Road Development & Maintenance	To develop and maintain the Shires gravel road network in accordance with Australian "best practice and value for money principles for unsealed roads"