

It should be noted that whilst the selection of new road names within new subdivisions is usually the developer/landowner's role, endorsement from the relevant local government(s) is necessary prior to any submissions being made to Landgate.

The developer and the local government(s) should work collaboratively to develop compliant road names for the subdivision.

2.8.1 Roads on private property

Private roads include (but are not limited to) any formed roads and tracks within a commercial logging site, caravan park, retirement village or closed-gate community. If the intention is for these private roads to be used for property street addressing, way finding purposes or for general public access, they must be named in accordance to these policies.

All private roads should be named and submitted for approval, especially if the road gives access to one or more properties that cannot be assigned an alternative unambiguous urban or rural address.

The irregular and ungoverned naming of roads within complexes can lead to confusion and interruption to the efficient delivery of emergency and other essential services. The official approval of road names within such complexes ensures that the details are accessible to the wider community and are included on the majority of relevant organisational and public mapping products.

2.8.2 Compliance

All roads within private, residential or commercial subdivision must be named in accordance with Section 1: General policies and standards.

When plans of subdivision are lodged for registration with Landgate, an audit of the road names will be undertaken. If it can be shown that the road names on a lodged plan have not been officially approved, this will result in delays affecting the approval of lodged surveys and consequently the issuing of certificates of title.

Owners of private land and complexes should liaise with the relevant local government when developing roads on the site. Owners must ensure that road names conform to the Policies and Standards for Geographical naming in Western Australia.

2.9 Tourist drives / routes

To assist the promotion of Western Australia's diverse range of landscapes, scenery and other 'special places' to overseas and eastern states visitors, state tourist and local scenic drives may be determined and named.

2.9.1 State tourist drives

A state tourist drive shall be a quality route which is considered to be of state-wide significance. It should portray and link some of the state's unique natural features or exceptional scenic areas. It must provide a meaningful route for tourists to experience something 'special' and enhance a visitor's tour of the state.

It shall be a requirement that the standard of routes recognised as state tourist drives be kept at a high level. If this criterion is not adhered to, then the value of such routes will be undermined and the value of such an initiative will be diminished.

A route simply linking features such as national parks, state forests, lookouts or other built or natural features is not sufficient to justify a designation as a state tourist drive. They can be used to enhance such a route, but cannot be the sole purpose for it. Similarly, a route that links together a township's normal features and facilities would also not constitute justification for a state Tourist Drive.

2.9.2 Local scenic drives

If a route which does not meet the assessment criteria for a state tourist drive has been recognised as having a reasonable tourism value, then it may be recognised as a local scenic drive.

If the route does not have any tourism merit and may have a negative or misleading impact on tourists and visitors to an area, then no approval for such a route shall be given.

2.9.3 General assessment criteria

Tourism value shall be assessed by the following:

- the tourist drive/route must have significant tourism interest and shall offer an array of significant scenic or natural features which should be of greater interest than the general topography or sights as seen on a regular through route
- the theme and name of the route must reflect its unique characteristics and not conflict with its natural or physical surroundings or any other official feature, road or route within the state or nationally
- routes with generic names like 'Marine Tourist Drive', 'Heritage Tourist Drive' or 'Wildflower Tourist Drive' shall not be approved as they are not unique to a specific location within the state
- the tourist drive/route should not rely on attractions which are strictly seasonal or are not a permanent feature of the route, such as wildflowers
- the proposed tourist drive/route shall be endorsed by the relevant local government(s), local Visitor Centre(s), WA Tourism Commission and a majority of the local community and businesses
- be as safe as possible for motorists who may be unfamiliar with the local area
- only include sealed maintained roads and avoid any hazardous alignments or grades, or single lane roads which may not be suitable for the volume of tourist traffic that may be attracted to the route
- not follow main arterial roads such as major local government roads and national or state highways except where necessary for short distances (no more than 5kms) to maintain the continuity of the tourist drive/route
- not be located in built up areas or town centres
- avoid intersections or sections of road which may at times be relatively congested with heavy haulage or other non-tourist traffic
- be capable of leading motorists back to the main through route from which they deviated with adequate signage to assist them with continuing their journey.

Tourist information on the general area, including brochures, maps and guides should be made available from tourist centres and other outlets along the route. The route will also need to be marked on maps in roadside information bays wherever they exist.

2.9.4 Submission process to recognise tourist route

Applications for a route to be recognised as a state tourist drive shall be submitted to Landgate.

The application must:

- be supported with a formal resolution from the relevant local government(s)
- indicate that the proposed route is supported by the WA Tourism Commission, Regional Travel Association, local visitor centre, as well as the local community and businesses
- identify the jurisdiction(s) responsible for the erection and ongoing maintenance of direction and other related signs along the route, including the cost of removing the signs if the route fails to meet the criteria for a state tourist drive at some point in the future
- clearly describe the route on a large scale map
- describe the unique natural features or scenic attributes which exist along the route;
- list all significant natural and built attractions along the route with a brief description of each
- include a one or two word name for the route which will be suffixed with the words 'Tourist Drive'
- include a description of how the state tourist drive will be promoted and what marketing collateral will be produced.

2.9.5 Review of current state tourist drives and routes

State tourist drives/routes will be subject to review on a regular basis to ensure that the quality of the route has not diminished or been compromised over time. If a state tourist drive/route loses that special quality it had when first assessed and recognised then the route shall be deleted.

2.9.6 Identification of state scenic drives, tourist drives and routes

Local government is responsible for the establishment and maintenance of such drives and routes including the cost of road signage and its maintenance. The signage of state tourist drives is governed by Australian Standard AS1742. Part 6: Manual of uniform traffic control devices – Tourist and service signs.

Local governments will be required to obtain approval from Main Roads WA (MRWA) for the erection of any route signs which occur on highways and roads under its control.

Supplementary or any other associated Tourist Attraction and Tourist Service signs will be subject to the established approval and funding guidelines available from MRWA and respective local governments.

Road name submission process

Landgate accepts applications for new names relating to roads, localities, administrative boundaries and topographic features. Such applications should be directed to the relevant local government for their endorsement and submission to Landgate.

General information on the process for submitting naming applications is shown at Appendix 1A.

In addition, each road name proposal shall include the following information:

- the reason for the proposal or name change
- origin of each road name and its source
- a location by local government, locality and estate name if known
- identification on a map clearly indicating extent and precise start and end points
- photographs or sketches

Appendix 1A: Naming submission process

Landgate accepts applications for new names relating to roads, localities, administrative boundaries and topographic features. Such applications should be directed to the relevant local government for their endorsement prior to submissions being made to Landgate.

If a proposal is to change the name of a feature located across multiple local government areas, the respective local governments need to coordinate the proposal's submission prior to it being lodged with Landgate.

1. Who may submit a naming application?

1.1. General public

Members of the general public and community interest groups may submit a proposal to the relevant local government to name or change the name of a road, topographic feature, locality or administrative boundary. Such submissions may only be made if the naming or renaming proposal can be demonstrated to be in the best interests of the community.

The proposal must then be endorsed by the relevant local government who is responsible for the area in/across which the road etc. is located.

Upon receiving a naming proposal from the general public or community interest group, the local government should initiate the naming process and make a formal submission to Landgate.

1.2. Emergency response or other public service providers

Organisations that deal with the provision of emergency or other essential services (such as power, water, postal or telecommunications) may submit a proposal to name, or change the name of, a feature to the relevant local government responsible for the area in/across which the feature is situated. Such submissions may only be made if the naming or renaming proposal can be demonstrated to be in the best interests of the community.

Upon receiving a naming proposal from the emergency or other essential service provider, the local government should initiate the naming process and make a formal submission to Landgate.

If a request is made in the interests of public safety, the local government must respond within 30 days and action the request within one council meeting of that initial response. Often, an emergency service response or other public service provider will not provide a suggestion for the proposed new name. In these instances, the local government must provide a suitable name.

1.3. Local government

Local governments may submit an application to name or rename a feature. Renaming of existing features will only be considered if the local government is able to demonstrate that the proposal is being made in the best interests of the community for reasons of safety.

It is possible for local governments to hold naming competitions. In these instances the local government should contact Landgate and the processes described in Section 9: A Guide to consultation should be adopted for use.

If the local government is seeking to develop a naming or renaming proposal that uses an Aboriginal name(s), contact should be made with relevant Aboriginal communities to seek their input at the outset of the proposal process.

Once a name has been chosen, local governments should initiate the formal submission process.

2. General process steps

The following steps briefly outline local government requirements for preparing a naming submission:

Step 1 Check information

Local Governments are to ensure that all the necessary information has been provided by the party proposing the name. If insufficient, request additional information within a specified timeframe.

Step 2 Apply the policies

Upon selection of a new name, local governments must ensure the proposal conforms to all of the policies outlined in the relevant sections of this policy.

If the proposal does not comply with the relevant policies, or the local government determines that the proposal is frivolous in nature, the local government should seek more suitable names from the party proposing the name

Step 3 Consult with Aboriginal communities

If the proposed new name is derived from an Aboriginal language, from the outset the local government, or the party proposing the name, should consult with and obtain the input and approval of the relevant local Aboriginal community(s).

Details on the consultation process are provided in Section 9: A Guide to Consultation

Step 4 Consult with emergency service response and other stakeholders

When local governments have ensured that the proposal adheres to the relevant naming policies, there should be no further need for consultation with emergency service response and other service providers. This is due to these policies having been endorsed by Landgate and the relevant agencies.

In instances of local governments not being certain whether the naming or renaming proposal conforms to the policies (for instance, in cases of possible duplication or confusion) they should consult with Landgate, and seek feedback from emergency service response and public service providers. Such consultation and feedback processes should be undertaken prior to any public consultation to ensure that unsuitable proposals are not unnecessarily provided to the public for their feedback.

Step 5 Consult with the public

The immediate community, including residents, ratepayers and businesses, must be consulted on any naming or renaming proposals that will affect their address.

Consultation with the immediate and/or extended community should only occur once Local Government is certain that the proposed name conforms to the relevant naming policies. If councils are uncertain of this, they should contact Landgate for further advice.

Step 6 Council consideration

Once the above steps have been undertaken a report must be prepared on the proposal.

The local government's decision to accept or reject a proposal needs to be formally recorded. This also applies when the decision has been made under delegated authority.

Step 7 Lodgement of submission to Landgate

If the local government endorses the proposal, a formal request seeking approval of the submission should be made to Landgate, via an online submission.

All naming proposals should include:

- applicant LGA Contact details
- developer/Agent/Proposer details
- the location of the development site in which the proposed road or feature will be situated
- supporting information as to why Landgate should consider naming or changing the name(s)
- the proposed name(s) and the origin/source/historical context
- a final road design plan (where applicable) correctly marked with road extents and names
- where applicable, evidence of landowner, family or community support
- if the name is Aboriginal in origin, evidence of support from relevant Aboriginal Community
- if the application is for a renaming, evidence of consultation from the affected residents is required.

2.1. Landgate's consideration of submissions

Upon receiving a submission to name or rename a road, Landgate will notify the requestor acknowledging it has received the submission. This notification will confirm that all the necessary information has been included or notify the requestor that further information is required before the approval process can continue.

If the submission is not from a local government, and supporting documentation has not been received confirming that the relevant local government has supported the request, the requestor will be notified that the approval process will not continue.

When considering the proposal, Landgate will check that the proposed naming or renaming conforms to all the relevant naming policies.

If Landgate finds that the submission is non-compliant, the relevant local government and original requestor (if required) will be issued with either a request for further information, or advice that the submission needs to be modified to confirm its compliance.

If Landgate deems that the submission is compliant, the formal approval process will be undertaken.

Once a name has been formally approved, the new or amended name is entered into the State's Gazetteer and information regarding the name's origin, location, derivation, historical name/s (if available), the local government(s) and locality in which the name is located and the official approval date is also recorded. Landgate's other corporate databases will then be able to reflect the necessary additions, amendments or deletions, thus ensuring this information is made available to Landgate stakeholders and the wider community.

2.2. Notification of approvals

Once the approval process has been finalised, Landgate will notify the relevant local government(s) and the original requestor (if required) and provide a copy of the official naming approval for their records. The relevant local government(s) is required to notify any relevant stakeholders or service providers of the naming approval.

- any other supporting information such as historic articles, reference materials, publications etc
- where applicable, evidence of landowner, family or community support
- if the name is Aboriginal in origin, evidence of support from relevant Aboriginal Community
- if the application is for a renaming, evidence of consultation from the affected residents and property owners is required.

Please refer to Landgate's [help guide](#) on Landgate's website for assistance specific to road naming submissions.

Incomplete applications will not be progressed until all the necessary information has been provided.

14.1.4 PROPOSED VARIATION TO REGULATORY CONTROL PRIORITY AT THE INTERSECTION OF COLLIE-LAKE KING, ALBANY-LAKE GRACE AND GORGE ROCK-LAKE GRACE ROADS

Applicant: Main Roads Western Australia
File No. 0489
Attachments: 1. Main Roads Western Australia Memo
Author: Ms Denise Gobbart
 Chief Executive Officer
Disclosure of Interest: Nil
Date of Report: 11 April 2019
Senior Officer: Ms Denise Gobbart



Chief Executive Officer

Summary

For Council to consider the proposed change in the Regulatory Control priority at the intersection of Collie-Lake King, Albany-Lake Grace and Gorge Rock-Lake Grace Roads.

Background

On return from leave I was advised by John Dyer, Manager Infrastructure Services that he had attended a meeting held on-site with Main Roads Western Australia (MRWA) and community members in relation to the above intersection.

On Wednesday 6 February 2019, I attended the MRWA office in Narrogin, at this meeting I was advised that they had attended a meeting and were now seeking approval of the Shire to change the Regulatory Control priority at the intersection of Collie-Lake King, Albany-Lake Grace and Gorge Rock-Lake Grace Roads. I requested that information be put in writing to enable the matter to be presented to Council.

The meeting was held Tuesday 8 January 2019 and attended by Rod Gillis, Network Operations MRWA, Garry Clark MRWA, Roadwise Committee members, John Dyer and Cr Marshall arrived at the meeting during the discussions.

The purpose of the meeting was to discuss possible options, to improve the safety at the above mentioned intersection. Options discussed related in particular, to the failure of motorists to stop at the crossing when approaching from the north and south. There were two main options discussed as listed below:

- Modify the intersection to generate a “staggered” intersection; and
- To relocate the regulatory Stop Control from the northern and southern approaches and reinstall on the western and eastern approaches.

It was identified at the meeting the option of modifying the intersection is a longer term possibility and would take considerable capital and time to come to fruition.

The concept of changing the location of the Stop Control is that the Collie Lake King Rd is far less congested with signage and travels from and towards the town environment.

The approach from the north is through a more industrial type environment (CBH etc) and from the south through a less populated area, therefore may not encourage/generate the need to slow or stop at the intersection, as would at the proposed relocated area.

At the Special Meeting of Council held 27 February 2019 it was resolved that MRWA be invited to make a presentation to Council regarding the proposed changes.

At the Ordinary Meeting of Council held 20 March 2019 Mr Craig Manton, Regional Manager Wheatbelt and Rod Gillis, Network Operations Coordinator of MRWA made a presentation to Council on the proposed changes.

Comment

The intention of the proposal is understood, but appears to just be shifting the problem from one direction to the other. The Memorandum received from MRWA gives the Traffic Information / Data in Vehicles per Day (VPD);

- Collie Lake King, west of the crossroads as 747 VPD with 17.6% Heavy Vehicles.
- Collie Lake King, east of the crossroads as 343 VPD with 30.9% Heavy Vehicles.
- Gorge Rock Road, shows 419 VPD with 24.3% Heavy Vehicles.
- Albany Lake Grace Road shows 417 VPD with 20.9% Heavy Vehicles.

Although there are fewer vehicles coming from the east the greater percentage of vehicles are heavy vehicles. These vehicle would then come downhill prior to be faced with the Regulatory Stop Sign.

It is not normal practise to place a Regulatory Stop sign on a major road, such as the Collie Lake King Road, unless turning at an intersecting road (i.e. Newdegate). Given this it is the Officer's recommendation that MRWA be invited to make a presentation on this matter prior to any decision being made.

Legal Implications

All roads being Collie-Lake King, Albany-Lake Grace and Gorge Rock-Lake Grace Road involved in the intersection under consideration are the responsibility of MRWA.

Policy Implications

Nil

Consultation

Internal: John Dyer, Manager Infrastructure Services

External: Rod Gillis, Network Operations MRWA
Janet Hartley-West, Network Manager MRWA
Craig Manton, Regional Manager MRWA

Financial Implications

Not applicable both intersecting roads are under the control of MRWA.

Strategic Implications

Shire of Lake Grace Strategic Community Plan 2017-2027

Economic – A prosperous agricultural based economy, supporting diversification of industry.

Outcome 1.1 An innovative, productive agriculture industry

- 1.1.1 Enhance and maintain transport network

Leadership – Strong governance and leadership, demonstrating fair and equitable community values

Outcome 4.1 A strategically focused, unified Council functioning efficiently

- 4.1.1 Provide informed leadership on behalf of the community
- 4.1.2 Promote and advocate for the community and district
- 4.1.3 Provide strategic leadership and governance

Recommendation

That Council,

1. does not support the proposed change of priority of the regulatory controls from Gorge Rock-Lake Grace and Albany-Lake Grace Roads to the Collie-Lake King Road, presented by Main Roads Western Australia; and
2. instructs the Chief Executive Officer to notify Main Roads Western Australia in writing of this decision.

Voting Requirements

Simple Majority required



mainroads
WESTERN AUSTRALIA

Memorandum

Ref: 04/12032
To: Regional Manager Wheatbelt Region.
From: Rod Gillis
CC: Janet Hartley-West – Gren Putland
Date: 29 January 2018.

Subject: Proposed change the Regulatory Control priority at the intersection of Collie Lake King - Albany Lake Grace and George Rock-Lake Grace Roads.

1. General Background

The Lake Grace Roadwise Group along with the Shire of Lake Grace have raised, over many years, safety concerns related to non-compliance associated to the current Stop control at the above crossroad intersection. They have raised concerns about the possibility of a serious or fatal accident occurring at this intersection.

Following a Road Safety Audit remedial works were carried out in line with the auditor's findings refer D18#62476. This work included installation of additional advance warning signs, the relocation of the existing Stop signs, re-installing the line marking including the holding lines, the installation of a large guide sign plus clearing of vegetation at the southern and northern approaches.

There are three railway crossings located on the northern approach to the intersection with associate advanced warning signs and active Stop control, there is also a busy CBH facility located on this approach.

The northern approach has a profuse amount of warning signage due CBH, the rail crossings and the intersection being in close proximity to each other. There is in fact an overload of signage on this approach that may be the cause of confusion for approaching motorist, in particular tourist type traffic.

2. Road Information

The CBH facility generates a significant number of RAV movements during the harvest period. The approaches to the cross roads is speed restricted to 50Km/h.

3. Road Characteristics

All the roads that lead into this intersection are Main Roads and are primary distributors carrying light vehicle and RAV network 7. The roads are all relatively flat and straight except for a slight curve on the east approach on Collie Lake King Rd. Sight distances are adequate and similar on all approaches.

Change of regulatory control Wilson Street Rail Crossings – January 2018

4. Traffic Information / Data

Traffic data shows Vehicles per Day (VPD);

- Collie Lake King, west of the crossroads as 747 VPD with 17.6% Heavy Vehicles.
- Collie Lake King, east of the crossroads as 343 VPD with 30.9% Heavy Vehicles.
- George Rock Road, shows 419 VPD with 24.3% Heavy Vehicles.
- Albany Lake Grace Road shows 417 VPD with 20.9% Heavy Vehicles.

5. Crash history

There is no Crash Data related to the areas of concern.

6. Council Concurrence

The Lake Grace Shire council need to consider the proposed change in priority, however the Works manager was present at the onsite meeting held Tuesday the 8th January 2019

7. Recommendation

If accepted by those concerned formal approval will be sought from the Regional Manager Wheatbelt to change the priority of the regulatory controls from George Rock-Lake Grace and Albany-Lake Grace Roads to the Collie Lake King Road both approaches and install appropriate line marking.

For your consideration please.

Gren Putland
Network Operations Manager

RECOMMENDED
Date: 29 January 2019

Janet Hartley-West
Network Manager

RECOMMENDED
Date: 29 January 2019

Please commence discussions with the Shire of Lake Grace to determine local support for this proposed change in priority.



Craig Manton
REGIONAL MANAGER

RECOMMENDED
Date: 6 February 2019



MAP OF AREA OF PROPOSED REGULATORY CONTROL CHANGE.



14.2 PLANNING

14.2.1 APPLICATION FOR DEVELOPMENT APPROVAL – PROPOSED LIGHT INDUSTRY ON LOT 576 (NO.43) DEWAR STREET, LAKE GRACE

Applicant: Mr Alistair Hunt on behalf of Tiger Spark Electrical (WA) Pty Ltd & The Marcus Hunt Trust (Landowners)
File No.: 0506
Attachments: 1. Town Planning Report
Author: Mr Joe Douglas (Exurban Rural & Regional Planning)

Town Planning Consultant

Disclosure of Interest: Nil
Date of Report: 4 April 2019
Senior Officer: Ms Denise Gobbart

Chief Executive Officer

Summary

This report recommends that a development application submitted by Mr Alistair Hunt on behalf of Tiger Spark Electrical (WA) Pty Ltd & The Marcus Hunt Trust (Landowner) to develop and use Lot 576 (No.43) Dewar Street, Lake Grace for the purposes of a 'Light Industry' be approved subject to conditions.

Background

The applicant has submitted a development application seeking Council's approval to develop and use Lot 576 (No.43) Dewar Street, Lake Grace for light industrial purposes.



Location & Lot Configuration Plan (Source: Landgate)

Approval is sought for the construction and use of a new 260m² colorbond shed and incidental office and associated ablution facilities comprising two (2) transportable buildings for the purposes of an electrical contracting business as well as mechanical and structural repairs to trucks, machinery and agricultural implements. The proposed uses will involve the general storage of various electrical components, vehicles and other plant and equipment. Full details

of the application are provided in Attachment 1.

Lot 576 is located in the central northern portion of the Lake Grace townsite and forms part of the Dewar Street light industrial subdivision project undertaken by LandCorp a number of years ago.

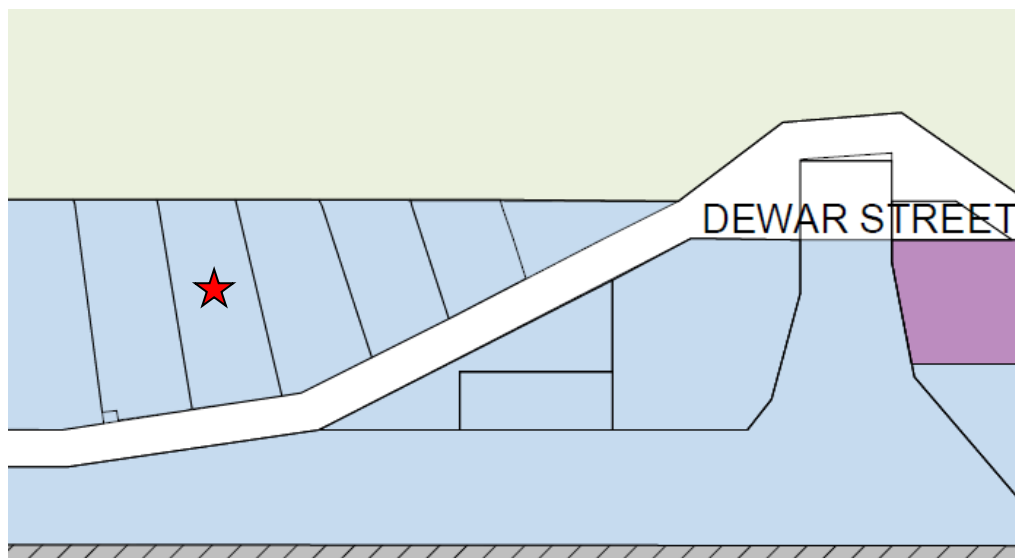
The subject land comprises a total area of approximately 4,027m² and has direct frontage and access to Dewar Street along its southern boundary and a dedicated, unconstructed road reserve along its northern boundary. The property has been extensively cleared, is relatively flat throughout and does not contain any existing built form improvements.

Existing adjoining and other nearby land uses include:

- an approved vehicle fleet and equipment maintenance workshop (i.e. 'motor vehicle repairs') immediately west on Lot 575 (No.41) Dewar Street with various Crown reserves, the Lake Grace Caravan Park and low density residential development beyond;
- undeveloped light industrial lots to the east with a fuel depot and CBH's grain handling and storage facility beyond;
- an unconstructed local road reserve immediately north with broadacre agriculture beyond;
- and
- the Dewar Street road reserve, a railway reserve including workers accommodation, to the south with commercial and low density residential development beyond.

Comment

The subject land is classified 'Service Commercial' zone in the Shire of Lake Grace Local Planning Scheme No.4 (LPS No.4).



Current Zoning (Source: Local Planning Scheme No.4)

The key objectives of the land's current 'Service Commercial' zoning classification are as follows:

- i) To provide for a range of uses which complement the Commercial zone;
- ii) To accommodate wholesaling, retail warehouses, showrooms, trade centres and

professional services that provide for the needs of the community but due to their nature are generally not appropriate or cannot be accommodated in the Commercial Zone; and

- iii) To achieve a high standard of development and presentation including buildings, landscaping and vehicle parking.

The proposed development and use of the subject land is most appropriately classified as 'Industry - Light' which is listed in the Zoning Table of LPS No.4 as a discretionary (i.e. 'A') use on any land classified 'Service Commercial' zone meaning it is not permitted unless Council has exercised its discretion by granting development approval following completion of public advertising for a minimum required period of fourteen (14) days.

At the completion of public advertising, which was undertaken for a period of twenty one (21) days and included formal notification on the Shire's website and public display of the application documentation and plans at the Shire's administration centre, no written submissions had been received either supporting or opposing the proposed development.

The application was subsequently assessed with due regard for the objectives and standards of the Shire's local planning framework including LPS No.4 and the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*. This assessment confirmed the proposal is generally compliant with the following requirements:

- Land use suitability and compatibility including minimum buffer separation distance between industrial and sensitive land uses;
- Boundary setbacks;
- Use of setback areas;
- Building height;
- On-site parking and loading/unloading areas including sealing of all trafficable areas;
- Visual amenity including streetscape, architectural style and the location and screening of open storage areas;
- Landscaping;
- Stormwater drainage management;
- Essential services including effluent disposal; and
- Bushfire risk management.

Notwithstanding the above conclusion it should be noted the proposal does not comply with the following standards, the proposed variations to which require Council's formal consideration and approval:

i) Building Façade

Clause 4.8.2 of LPS No.4 requires the front façade of all new buildings in the 'Service Commercial' zone to be orientated towards the street and constructed in brick, concrete or masonry. Council may however vary this requirement if it is satisfied any proposed variation will not detract from the amenity of the area.

In this case the front façade of the proposed new 260m² colorbond shed and incidental office, whilst orientated towards the land's Dewar Street frontage, will be constructed using Pale Eucalypt (i.e. green) coloured steel wall and verandah roof sheeting which is inconsistent with the requirements of clause 4.8.2 of LPS No.4. Despite this inconsistency it is considered the use of coloured steel wall and roof sheeting is acceptable and will not

detract from the visual amenity of the immediate locality given:

- a) the combined building's significant setback to the land's Dewar Street frontage (i.e. 30 metres) in lieu of the minimum required front boundary setback of 7.5 metres;
- b) the visual screening to be afforded by a new 1.8 metre high limestone block feature wall proposed to be constructed along the land's front boundary; and
- c) the fact the proposed wall and roof colours match and complement the external finishes of the existing approved light industrial building on the adjoining Lot 575 located immediately west.

ii) Traffic Entrances / Driveway Crossovers

Clause 4.25.1 of LPS No.4 requires Council's approval for the construction of more than one (1) new vehicular entrance or exit to or from any lot. Under the terms of the site development plan submitted in support of the application two (2) separate 11 metre wide traffic entrances are proposed along the land's Dewar Street frontage.

Given the nature of the proposed use, the need to provide for the safe, convenient and efficient movement of a wide variety of heavy vehicles and the fact daily traffic volumes along Dewar Street are relatively low, the development and use of two (2) separate traffic entrances as proposed is considered acceptable and unlikely to give rise to any traffic hazards.

Council should also note the proposed driveway crossovers from Dewar Street to the two proposed traffic entrances along the land's front boundary are proposed to be constructed using a 150mm limestone base covered with gravel. This conflicts with the requirements of clause 4.8.5 of LPS No.4 which states all vehicle accessways and parking areas for any new development in the Service Commercial zone shall be sealed to the specifications and satisfaction of the local government.

Given this conflict, the fact the proposed new crossovers will provide permanent, frequent access for a wide range of heavy vehicles and the need to protect and maintain the Dewar Street road carriageway for the benefit of all road users, the use of gravel as the final finished surface treatment is considered inappropriate. It is therefore recommended Council impose a suitable condition on any development approval issued requiring both crossovers from Dewar Street to be sealed using loose blue metal to ensure consistent surface treatments are used across all main trafficable areas on the land.

iii) Boundary Fencing

Clause 4.8.6 of LPS No.4 requires any proposed new boundary fencing on land classified 'Service Commercial' zone to be constructed using 1.8 metre high colorbond/neetascreen style fencing unless otherwise approved by Council.

Whilst the site development plan proposes the installation of colorbond fencing along the northern half of the land's side boundaries and the full length of its rear boundary to help screen open storage and parking areas from public view, the applicant has requested Council's approval to install 1.8m high 'ring-lock' style security fencing along the full length of the land's side and rear boundaries with native hedging and trees to be planted along the land's eastern side boundary for visual screening purposes and to maintain consistency with the existing light industrial development on Lot 575 located immediately west.

Council should note when it issued development approvals for Lot 575 in April and

November 2014 it imposed the following conditions:

Condition No.13 - *The outdoor storage area behind the proposed workshop building / shed shall be screened from view from any public street and/or surrounding properties by a 1.8m colorbond or neetascreen fence sited along all property boundaries and internally within the property as required.*

Condition No.14 - *Ring lock style fencing and vehicle access gates shall be provided along all property boundaries in the front half of the property in addition to the fencing required by Condition 13 above.*

For reasons unknown to the reporting officer, the boundary fencing conditions of these original approvals have not been complied with. Furthermore there is no record of the Shire having received a formal request to vary the requirements of these conditions. Further investigation regarding these non-compliance matters is therefore required and cannot be used as basis for supporting variations to the minimum fencing standards applicable to the proposed development on Lot 576.

Given a key objective of the boundary fencing requirements for land classified 'Service Commercial' zone is to help protect the visual amenity of the immediate locality and the fact the rear portion of Lot 576 will also be used for general open storage and vehicle parking purposes, it is considered appropriate to again impose conditions similar to those applied to the development on Lot 575.

Council should note any approval to vary the fencing requirements of Clause 4.8.6 of LPS No.4 could also set an undesirable precedent for any future proposed development on the remaining undeveloped lots along Dewar Street hence why the variation request is again not supported.

In light of all the above it is concluded the proposal for Lot 576 is unlikely to have any negative impacts on the general amenity, character, functionality and safety of the immediate locality despite being non-compliant with a number of key elements of the Shire's local planning framework. As such it is recommended Council exercise its discretion and grant conditional approval to the application to ensure the development proceeds generally in accordance with the information and plans submitted in support of the proposal, the relevant standards and requirements of the Shire's local planning framework and the various recommended conditions of development approval.

Legal Implications

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Shire of Lake Grace Local Planning Scheme No.4

Policy Implications

Nil

Consultation

Undertaken for an extended period of twenty one (21) days as outlined previously above. Clarification of a few key elements of the proposal was also sought and obtained from the applicant during assessment of the application.

Financial Implications

Nil. All costs associated with the project's implementation will met by the applicant and/or landowners.

Strategic Implications

Shire of Lake Grace Local Planning Strategy - The proposal for Lot 576 is considered to be consistent with the aims and objectives of the Shire's Local Planning Strategy as it applies to the following:

- Economic Development Strategy:
 - i) Promote the diversification of the Shire's economy by encouraging the development of a wide range of new commerce and industry; and
 - ii) Direct the majority of new commercial and industrial development to the Lake Grace, Newdegate, Lake King and Varley townsites to build upon existing infrastructure in these settlements and maximise efficiencies of operation and economies of scale.
- Infrastructure and Community Services Strategy:
 - i) Ensure that all development in the Shire is served by adequate, high quality and reliable stormwater drainage infrastructure that improves the quality of stormwater runoff and avoids salinity encroachment, flood risk and negative impacts on local drainage conditions and natural resources;

Shire of Lake Grace Strategic Community Plan 2017-2027 – The proposal for Lot 576 is considered to be consistent with the aims and objectives of the Shire's Strategic Community Plan as it applies to the following:

Economic Objective – A prosperous agricultural based economy, supporting diversification of industry

Outcome 1.2 A diverse and prosperous economy

- 1.2.2 Support local business and promote further investment in the district.

Recommendation

That Council APPROVE the development application submitted by Mr Alistair Hunt on behalf of Tiger Spark Electrical (WA) Pty Ltd & The Marcus Hunt Trust (Landowner) to develop and use Lot 576 (No.43) Dewar Street, Lake Grace for the purposes of a 'Light Industry' subject to the following conditions and advice notes:

Conditions

1. The proposed development shall be undertaken in accordance with the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.
2. The proposed development shall be substantially commenced within a period of two (2) years from the date of this approval. If the development is not substantially commenced within this period this approval shall lapse and be of no further effect. Where an approval has so lapsed, the development shall not be carried out without the further approval of Council having first being sought and obtained.
3. The development shall be provided with an adequate on-site effluent disposal system as determined by the Shire's Environmental Health Officer with all such work to be undertaken to the specifications and satisfaction of the Shire's Chief Executive Officer prior to occupation and use of the new buildings on the land.

4. The development shall be provided with a reticulated potable water supply service and a suitable capacity electricity supply service to the specifications of the relevant service providers prior to occupation and use of the new buildings on the land.
5. All new vehicle access, parking and loading/unloading areas on Lot 576 shall be constructed and sealed in accordance with the details shown on the approved site development plan to the specifications and satisfaction of the Shire's Chief Executive Officer prior to occupation and use of the new buildings on the land.
6. The two (2) proposed new driveway crossovers along the land's Dewar Street frontage shall be constructed in accordance with the approved site development plan, sealed using loose blue metal prior to occupation and use of the new buildings on the land and maintained thereafter to the specifications and satisfaction of the Shire's Chief Executive Officer.
7. The proposed verandah along the front and side facades of the incidental office building shall be constructed using new materials only and painted using colours that match / complement the proposed new workshop / shed, incidental office and ablution buildings.
8. Any external defects on the proposed incidental office and ablution buildings shall be rectified prior to their occupation and use.
9. The sub-floor area around the periphery of the proposed incidental office and ablution buildings shall be enclosed with brick, stone, vermin battens or other means acceptable to the Shire's Chief Executive Officer.
10. The outdoor storage area and vehicle parking area behind the proposed workshop building / shed shall be screened from view from any public street and/or surrounding properties insofar as possible by a 1.8m colorbond or neetascreen style fence sited along both side and rear property boundaries as shown on the approved site development plan.
11. Ring-lock style fencing shall be provided along all side boundaries in the front half of the property as shown on the approved site development plan in addition to the fencing required by Condition 10 above.
12. All stormwater drainage on the land shall be managed and disposed of in accordance with the approved plans and to the specifications and satisfaction of the Shire's Chief Executive Officer.
13. All proposed landscaping shall be installed on the land within twelve (12) months from the date of issuance of this approval and maintained thereafter to the specifications and satisfaction of the Shire's Chief Executive Officer.
14. Any floodlights / security lights that need to be installed are not to be positioned or operated in such manner as to cause the light source to be directly visible to the travelling public or adjoining properties or cause annoyance to the surrounding area.
15. No abrasive blasting or spray painting is permitted outside the proposed new workshop / shed or on any open portions of the land at any time.
16. Any solid waste generated by the approved use of the land shall be managed and disposed of at an appropriate, suitably approved landfill site.
17. The approved development shall be maintained in a neat and tidy condition at all times to the specifications and satisfaction of the Shire's Chief Executive Officer.

Advice Notes

1. This approval is not an authority to ignore any constraint to development on the land which

may exist through contract or on title, such as an easement, memorial or restrictive covenant. It is the responsibility of the applicant and landowner and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the Shire's attention.

2. This is a development approval of the Shire of Lake Grace under its Local Planning Scheme No.4. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant and landowner to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. In accordance with the *Building Act 2011* and *Building Regulations 2012*, a suitable building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any building construction or earthworks on the land.
4. The proposed development is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements must be submitted to the Shire with the required building permit application.
5. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the *Environmental (Noise) Regulations 1997*.
6. Any abrasive blasting on the land shall be undertaken in accordance with the specific requirements of the *Environmental Protection (Abrasive Blasting) Regulations 1998* and Worksafe's *Code of Practice for Abrasive Blasting*.
7. Any spray painting on the land shall be undertaken in accordance with the specific requirements of the *Environmental Protection Act 1986*, the *Environmental Protection Regulations 1987* and Worksafe's *Code of Practice for Spray Painting*.
8. In relation to the side boundary fencing required in the northern rear portion of the land, specifically the colorbond / neetascreen fence required along the land's western side boundary as per Condition 9 of this approval, it is recommended contact be made with the current owner of the adjoining Lot 575 (No.41) Dewar Street, Lake Grace located immediately west regarding provision of the required fencing and associated cost sharing arrangements.
9. No construction works shall commence on the land prior to 7.00am without the Shire's written approval. No constructions works are permitted on Sundays or Public Holidays.
10. Any future proposed advertising signage shall be provided in accordance with the specific requirements of the Shire of Lake Grace Local Planning Scheme No.4 and Local Planning Policy 6.5 entitled '*Advertising Signage*' unless otherwise approved by Council.
11. Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the *Planning and Development Act 2005* and the Shire of Lake Grace Local Planning Scheme No.4 and may result in legal action being initiated by the local government.
12. If the applicant / owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be submitted within 28 days of the determination.

Voting Requirements

Simple majority required

M 0409 681 909 or 0427 339 472
E info@tigersparkelectrical.com.au



New Development Application - 43 DEWAR ST LAKE GRACE

To Shire of Lake Grace,

As you are aware, Tiger Spark Electrical and the Marcus Hunt trust have purchased the commercial block at 43 Dewar St Lake Grace.

THE PLAN – Our plan is to be able to run both our electrical, heavy diesel and vehicle body building businesses from this location; this will include mechanical and structural repairs to trucks, machinery and agricultural implements along with storage of electrical equipment, vehicles and other plant and equipment associated with our business. Our business currently has 6 employees but may rise or fall depending on seasonal workload.

SHED- The plan is to construct a colour-bond shed with zincalume roof; dimensions being 20L, 13W & 7H which is set back from the front boundary 30m and 6m from the western boundary that we share with CBH.

CROSSOVERS –We would also like to request to install 2 crossovers at each side of the front boundary; this will consist of 6m gates with culverts 300mm diameter and 12m in length. The culverts are to be covered with 150mm of crushed limestone and gravel as per standard. The reason we would request 2 crossovers, is so we can safely bring machinery such as trucks, trailers, field bins, agricultural implements etc... into the front of the shed/yard on the western side to be serviced or repaired. This will ensure that the equipment can be safely taken out of the rear of the shed and turned around at the rear of the block. The equipment will then be able to exit the yard via the eastern side crossover. As there is no road at the rear of the block, it would be necessary for us to have a separate entry and exit point at the front, given the nature of our businesses and flow of traffic through the yard.

GROUND/SURFACE- Regarding the surfaces for the block, we will seek to spread crushed main roads approved gravel approximately 100mm thick across the entire surface of the property. This will be followed by a 50mm layer of loose blue metal as per the requirements. The shed surface is to be concrete with 6.5X6.5m concrete aprons at both the front and rear entrance.

OFFICE & ABLUTION- Regarding the office building and ablution block, we wish to request to situate these on the eastern side of the shed at the front as per the drawings. The office would be a transportable metal framed/cool room panel 6X3X3 building and the ablution 2.4x2.4X3 built in the same style/ white colour scheme as the office. The effluent is to be ran to a suitable septic tank to be designed by the plumber.

FRONT FAÇADE- As this contradicts the front façade requirements for the property, we would propose having a native landscaped garden at the front fence with a limestone block feature wall which we could mount our business logo on with customer parking behind the garden at the front of the block. This would look very similar to the CBH façade next door to us.

ATTACHMENT 1

RAINWATER TANK- We also propose having a 32,000L corrugated poly water tank (matching colour scheme of shed) to be located at the eastern rear end to take advantage of the shed water runoff. This would also be used as a water supply for reticulating the landscaped gardens.

BOUNDARY FENCING- For the boundary fencing, we wish to install 1.8m security fencing as per the next door and rear fence that has already been erected. It has been brought to my attention that colour-bond fencing is required for storage/parking area behind office & sheds. We would like to request to use the 1.8mm security fencing incorporating native hedging and trees along the eastern boundary as CBH has done on the western boundary. We feel that this would be the best option in keeping similar appearance to existing nearby properties. If this is not approved, then we would install colour-bond fencing on the rear half of the property thus shielding the rear parking/storage area.

PRICING/COST

Approximate prices for each stage are as follows:

Fence- \$11,000 (McKenzie Rural Contracting)

Shed- \$55,000 (AUSPAN)

Electrical- \$10,000 (Tiger Spark Electrical)

Plumbing- \$10,000 (Melchiorre Plumbing & Gas)

Concrete- \$30,000 (O'Bourne Concrete)

Site works/Culverts- \$5000 (Trevenen Building)

Office- \$10,900

Ablution- \$7,500

32,000L Tank- \$4,060

Tiger Spark Electrical, along with the Marcus Hunt Trust, thanks the Shire of Lake Grace for taking the time to process this application. We look forward to further consultation that produces the best outcome for the community of Lake Grace, the Shire of Lake Grace and our businesses.

Kind regards,

Alistair Hunt- Managing Director, Tiger Spark Electrical (W.A) PTY LTD.

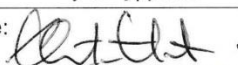
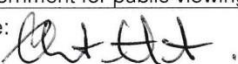


ATTACHMENT 1

SHIRE OF LAKE GRACE
LOCAL PLANNING SCHEME NO.4

APPLICATION FOR DEVELOPMENT APPROVAL

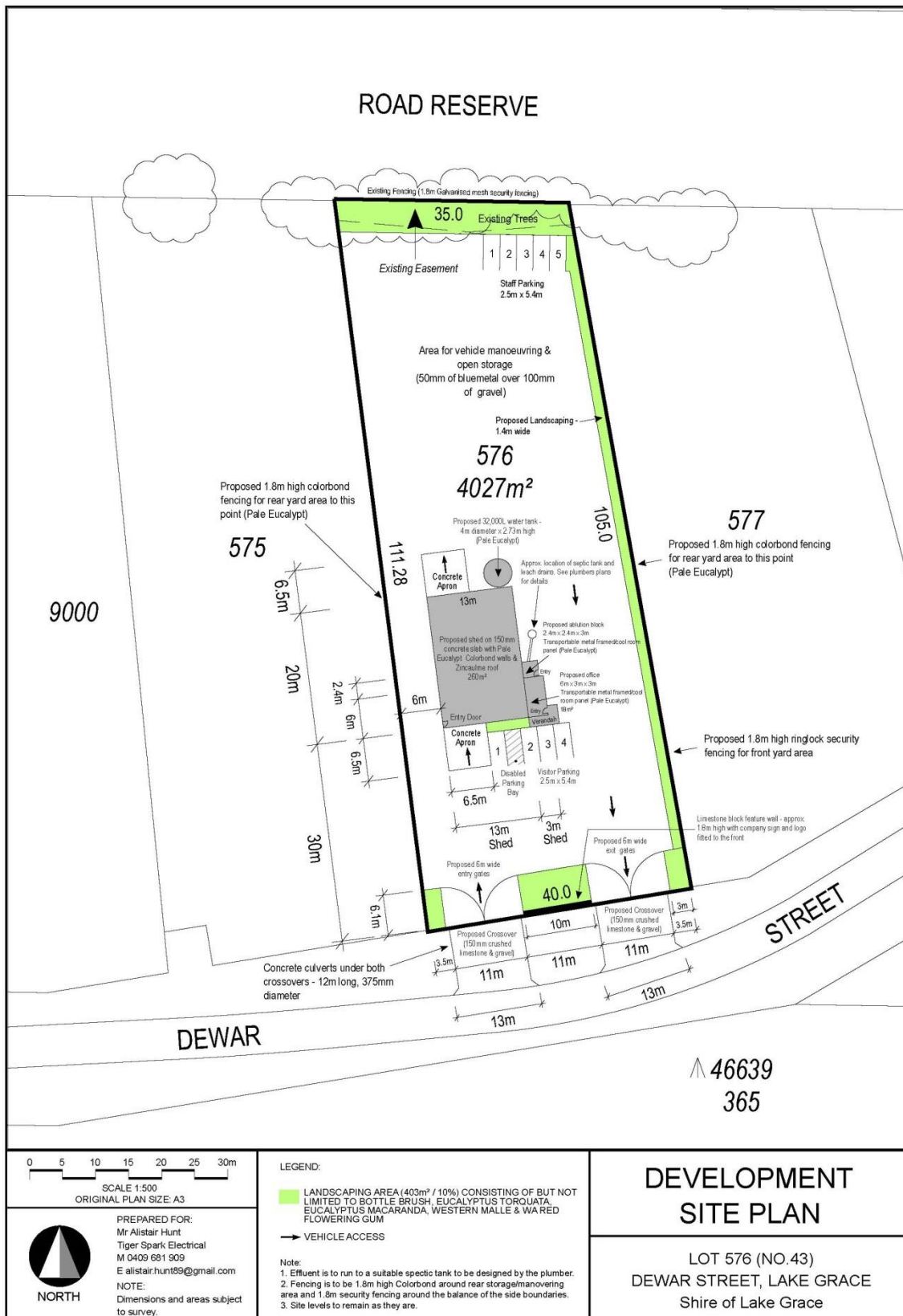


Owner Details – Attach a separate sheet where there are more than two landowners		
Name/s: TIGER SPARK ELECTRICAL (WA) PTY LTD. THE MARCUS HUNT TRUST		
ABN (if applicable): 62603053943.		
Address: P.O. Box 269, LAKE GRACE, W.A.		
Postcode: 6353.		
Phone: (work): (home): (mobile): 0427339472.	Fax:	E-mail: alastair.hunt89@gmail.com.
Contact person: ALASTAIR HUNT / MARCUS HUNT.		
Signature: 		Date: 29/01/2019.
Signature: 		Date: 31/01/2019
<p>NOTE: The signature of all registered owner(s) is required on all applications. This application will not proceed without the required signature/s. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).</p>		
Applicant Details		
Name: ALASTAIR HUNT ON BEHALF OF TIGER SPARK ELECTRICAL + THE MARCUS HUNT TRUST.		
Address: P.O. Box 269 LAKE GRACE.		
Postcode: 6353.		
Phone: (work): (home): (mobile): 0427339472.	Fax:	E-mail: alastair.hunt89@gmail.com.
Contact person for correspondence: ALASTAIR HUNT.		
The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Signature: 		Date: 29/01/2019

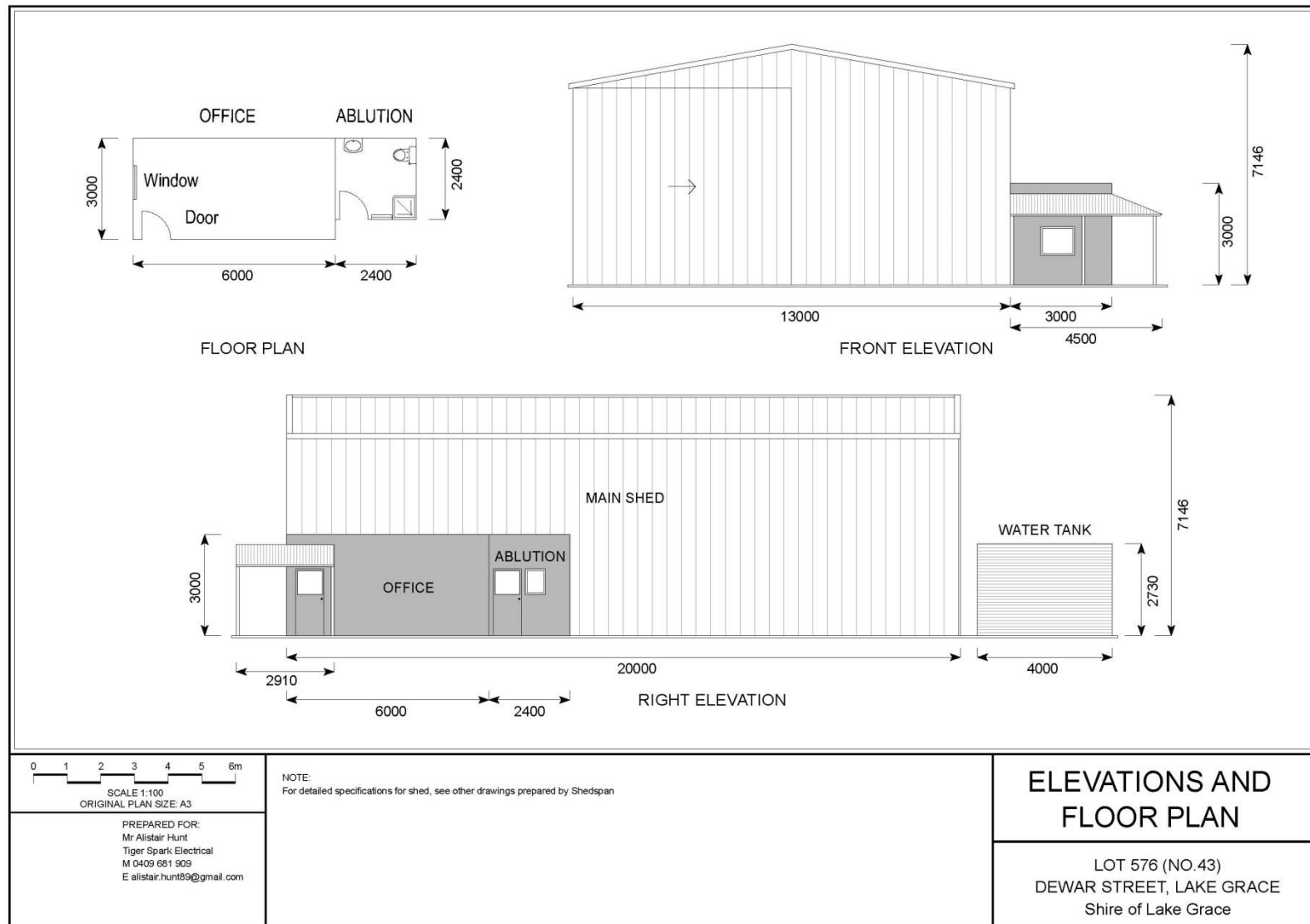
ATTACHMENT 1

Property Details – Details must match those shown on the Certificate/s of Title		
Lot No: 576	House/Street No: 43	Location No:
Diagram or Plan No: DP 74390	Certificate of Title Volume No: 3 (DUPLICATE) 0576 2803	Folio No:
Title encumbrances (e.g. easements, restrictive covenants): SEE DUPLICATE CERTIFICATE OF TITLE.		
Street name: DEWAR	Suburb: LAKE GRACE.	
Nearest street intersection: NORTH LAKE GRACE RD.		
Proposed Development:		
Nature of development: <input type="checkbox"/> Works (New construction works with no change of land use) <input type="checkbox"/> Use (Change of use of land with no construction works) <input checked="" type="checkbox"/> Works and Use		
<small>NOTE: If the proposal involves advertising signage the Additional Information for Development Approval for Advertisements form must be completed and submitted with this application.</small>		
Is an exemption from development claimed for part of the development? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If yes, is the exemption for: <input type="checkbox"/> Works <input type="checkbox"/> Use		
Description of proposed works and/or land use: ELECTRICIAN / MECHANICAL / WELDING (VEHICLE BODY BUILDING) WORKSHOP / STORAGE		
Description of exemption claimed (if relevant):		
Nature of any existing buildings and/or land use:		
Approximate cost of proposed development: \$126,900		
Estimated time of completion: any DECEMBER 2019		
OFFICE USE ONLY		
Acceptance Officer's initials:		Date received:
Local government reference no:		

ATTACHMENT 1



ATTACHMENT 1



ATTACHMENT 1

ENGINEERING SCHEDULE	
	23 Corbett St, Gnowangerup, WA 6335 T: 1300 74 1300, F: 1300 75 1300 www.shedspan.com.au

Job Number: AUSPAN-3468(5)

Customer: Alistair Hunt

Site Address: Dewar Street, LAKE GRACE, WA, 6353

Profile Id: Overriden

Main Building: Gable - Span: 13000, Length: 20000, Height: 6000

The length being comprised of 4 bays, the largest bay is 5m bays.

Left LeanTo: NA

Right LeanTo: NA

Front Garaport: NA

Back Garaport: NA

DESIGN CRITERIA	
Building Class: Class_10a	Wind Region: A
Design Wind Speed: 40 m/s	Terrain Category: 2.5
Ultimate Wind Speed: 41 m/s or 147.6 km/h (Region A, Terrain Cat 2, 6.6m reference height)	Shielding: 1
Internal Pressure Coefficient (Ip): 0	Topography: 1
	Importance Level: 2

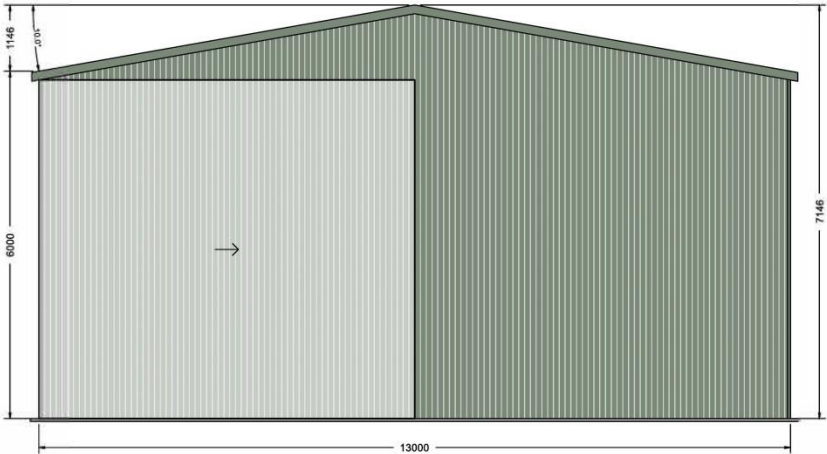
INTERNAL PORTALS	END PORTALS
Column: C30024	Column: C25024
Rafter: C30024	Rafter: C25024
Knee Brace: NA	Knee Brace: NA
Apex Brace: NA	Apex Brace: NA
	End Wall Mullion: C25024

LEFT LEAN TO PORTALS	RIGHT LEANTO PORTALS
Internal Column: NA	Internal Column: NA
Internal Rafter: NA	Internal Rafter: NA
End Column: NA	End Column: NA
End Rafter: NA	End Rafter: NA

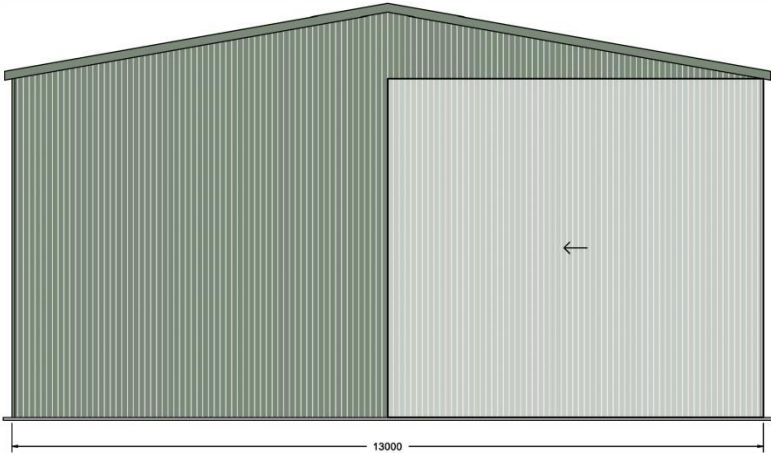
PURLINS AND GIRTS			
Eave Purlin: C10015			
Side Wall Girts: Z10012	Max Spacing: 1450	Overlap: 15%	
Front End Wall Girts: Z15015	Max Spacing: 1400	Overlap: 10%	
Back End Wall Girts: Z15015	Max Spacing: 1400	Overlap: 10%	
Roof Purlins: Z10012	Max Spacing: 1350	Overlap: 10%	

OTHER		
Domestic Roller Door Posts: Z15024		
Industrial Roller Door Posts: Z25024		

ATTACHMENT 1



FRONT ELEVATION



REAR ELEVATION



23 Corbett ST, Gnowangerup
Western Australia 6335
T: 1300 74 1300 | F: 1300 75 1300
www.shedspan.com.au

CLIENT: Alistair Hunt
SITE ADDRESS: Dewar Street, LAKE GRACE, WA, 6353
PHONE:
EMAIL: alistair.hunt89@gmail.com

DRAWING TITLE: End Elevations
SCALE: 1:67.990
DATE: 18-01-2019
Job Number: AUSPAN-3468(5)

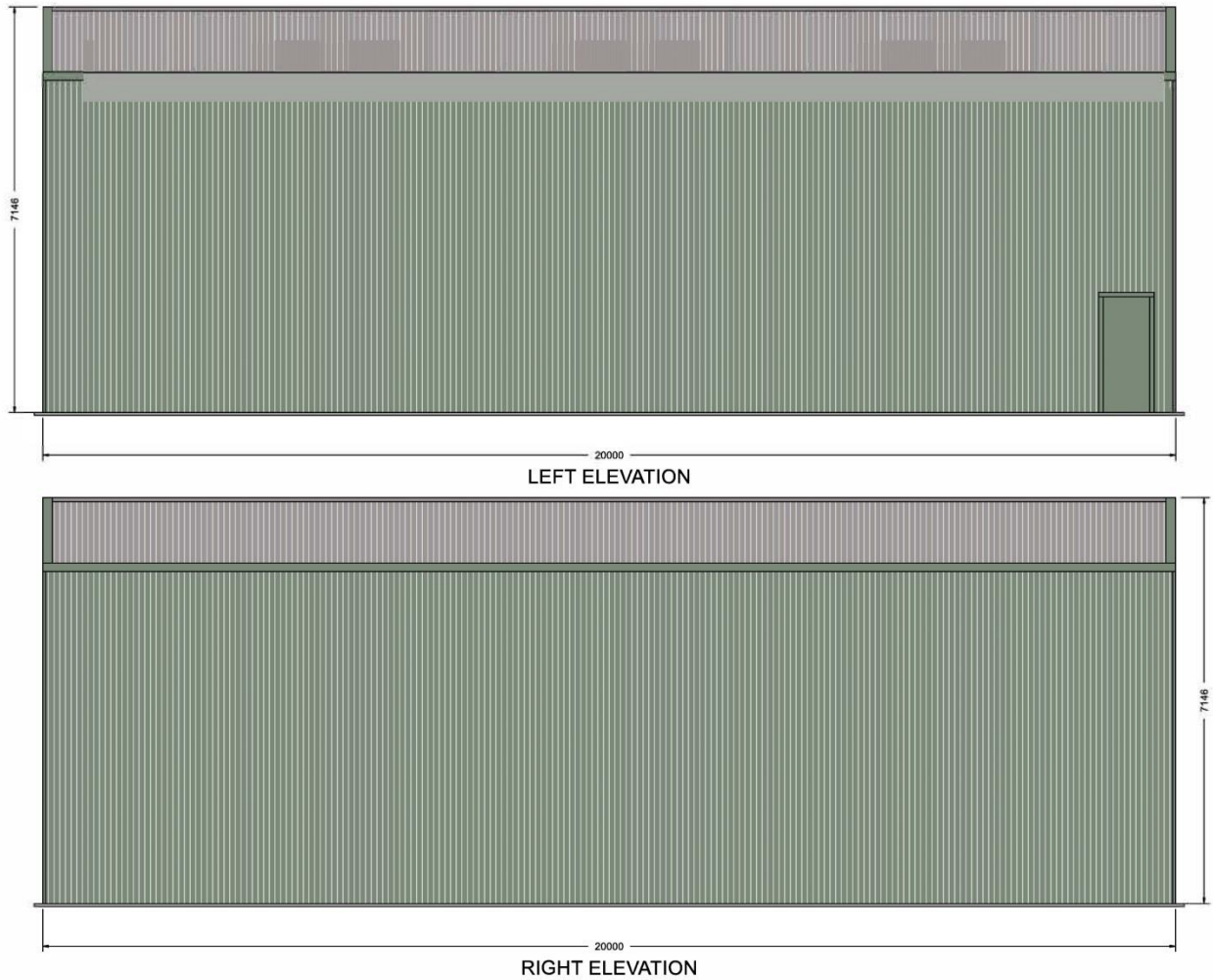


EngineeringOnline.com.au
Engineering Online Australia Pty Ltd
PO Box 118, Geraldton, WA 6531
Fax: 08-99215312 M: 0467579977
E: sam@engineeringonline.com.au
MPHil Eng, B.Sc Eng, MIE Aust, CP Eng
NPER 354570, RPEQ10237, EC3702, CCS711
127021ES, Principal Engineer, Director

Alistair Hunt

Alistair Hunt

ATTACHMENT 1



23 Corbett ST, Gnowangerup
Western Australia 6335
T: 1300 74 1300 | F: 1300 75 1300
www.shedspan.com.au

CLIENT: Alistair Hunt
SITE ADDRESS: Dewar Street, LAKE GRACE, WA, 6353
PHONE:
EMAIL: alistair.hunt89@gmail.com

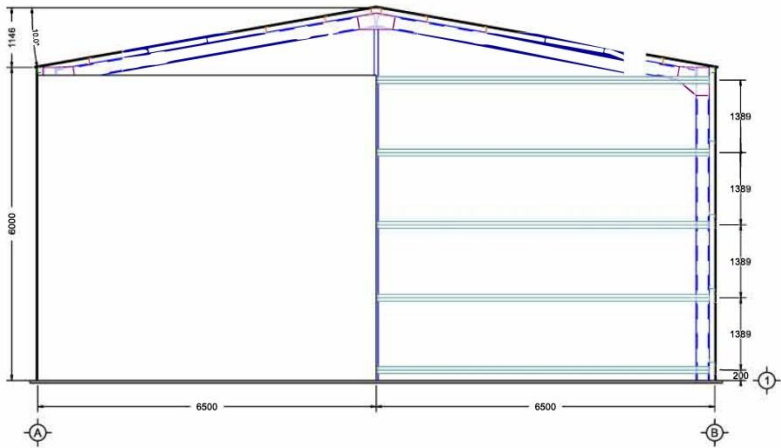
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SCALE: 1:67.990
DATE: 18-01-2019
Job Number: AUSPAN-3468(5)



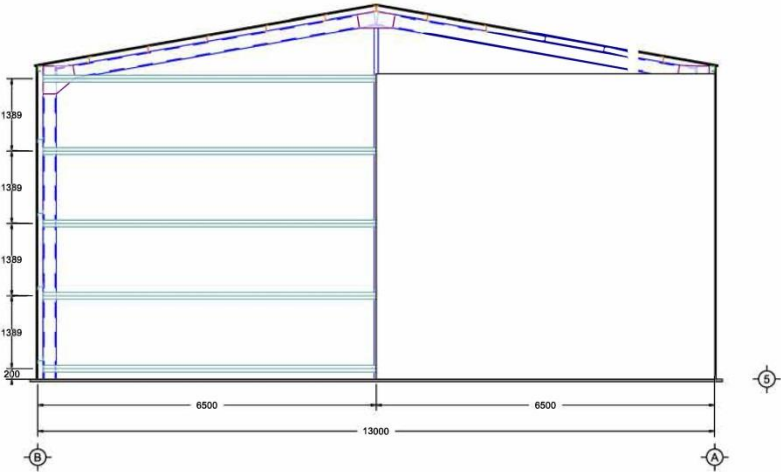
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Engineering Online Australia Pty Ltd
PO Box 118, Geraldton, WA 6531
Fax: 08-98215312, M: 0467579077
E: sam@engineeringonline.com.au
MPH/Eng, B.Sc Eng, MIE Aust, CP Eng
NPER 354576, RPEQ10207, EC3762, CC5711J
127021ES, Principal Engineer, Director

Alistair Najed
Alistair Najed

ATTACHMENT 1



FRONT ELEVATION



REAR ELEVATION



23 Corbett ST, Gnowangerup
Western Australia 6335
T: 1300 74 1300 | F: 1300 75 1300
www.shedspan.com.au

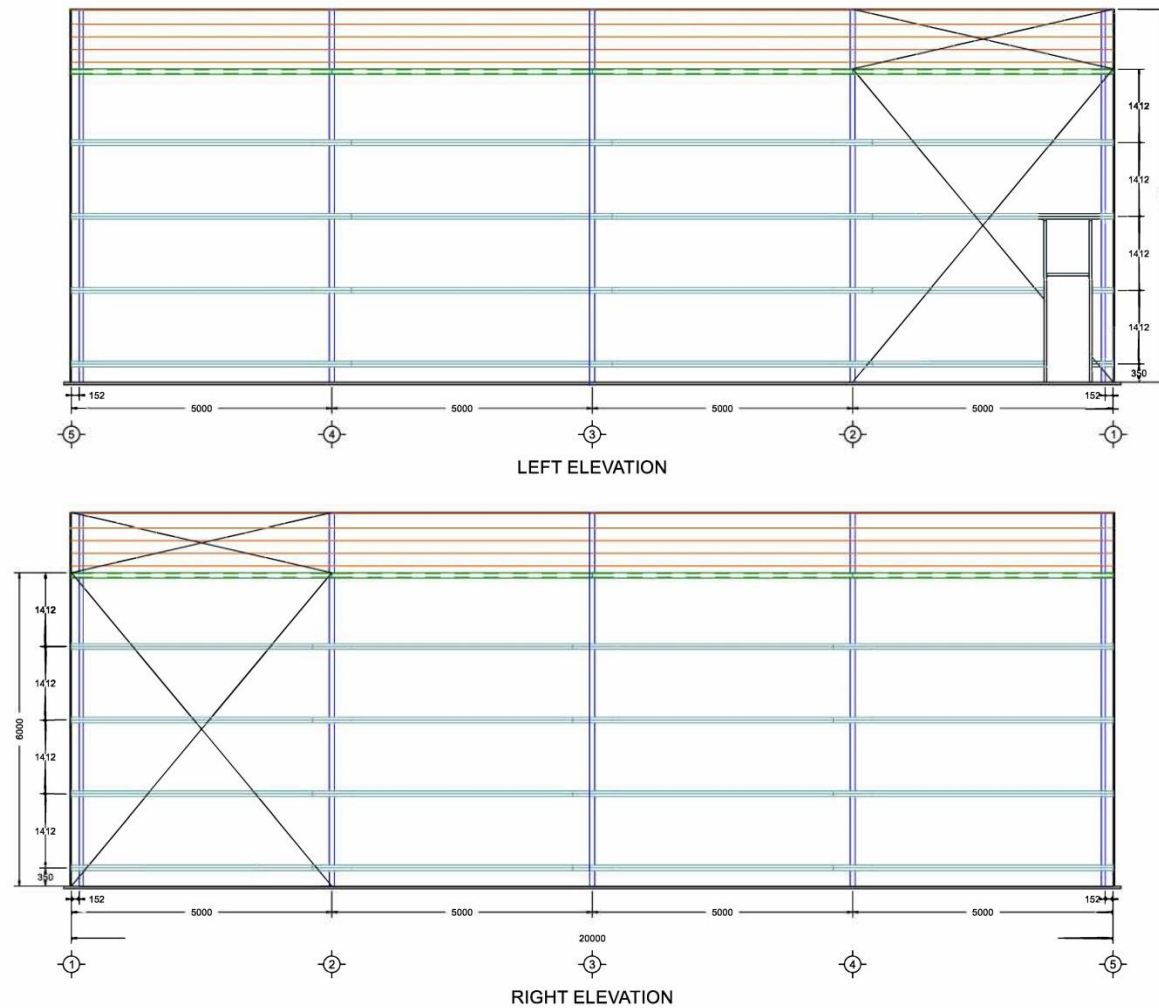
CLIENT: Alistair Hunt
SITE ADDRESS: Dewar Street, LAKE GRACE, WA, 6353
PHONE:
EMAIL: alistair.hunt89@gmail.com

DRAWING TITLE: End Frame Elevations
SCALE: 1:75.632
DATE: 18-01-2019
Job Number: AUSPAN-3468(5)



Ashin Najed
Alain Najed
MPHl Eng, B.Sc Eng, MIE Aust, CP Eng
NPRR 364376, RPEQ10237, EC3762, CC5771J
127021ES, Principal Engineer, Director

ATTACHMENT 1



23 Corbett ST, Gnowangerup
Western Australia 6335
T: 1300 74 1300 | F: 1300 75 1300
www.shedspan.com.au

CLIENT: Alistair Hunt
SITE ADDRESS: Dewar Street, LAKE GRACE, WA, 6353
PHONE:
EMAIL: alistair.hunt89@gmail.com

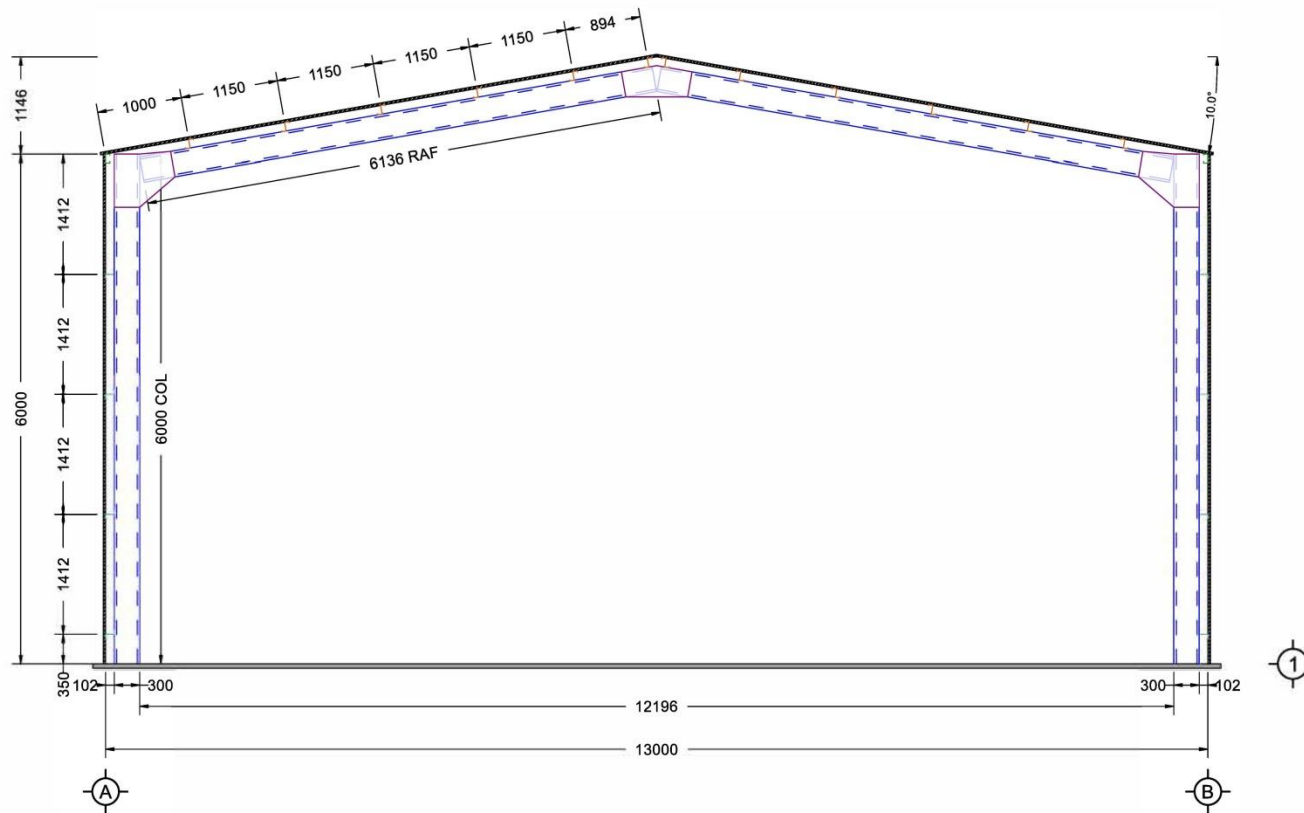
DRAWING TITLE: Side Frame Elevations
SCALE: 1:75.525
DATE: 18-01-2019
Job Number: AUSPAN-3468(5)



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PO Box 118, Geraldton, WA 6531
Fax: 08-95215312, M: 0467579077
E: sam@engineeringonline.com.au
MPH/ Eng. B.Sc Eng. MIE Aust. CP Eng
NPER 354570, RPEQ10207, EC3762, CC5771J
127021ES, Principal Engineer, Director

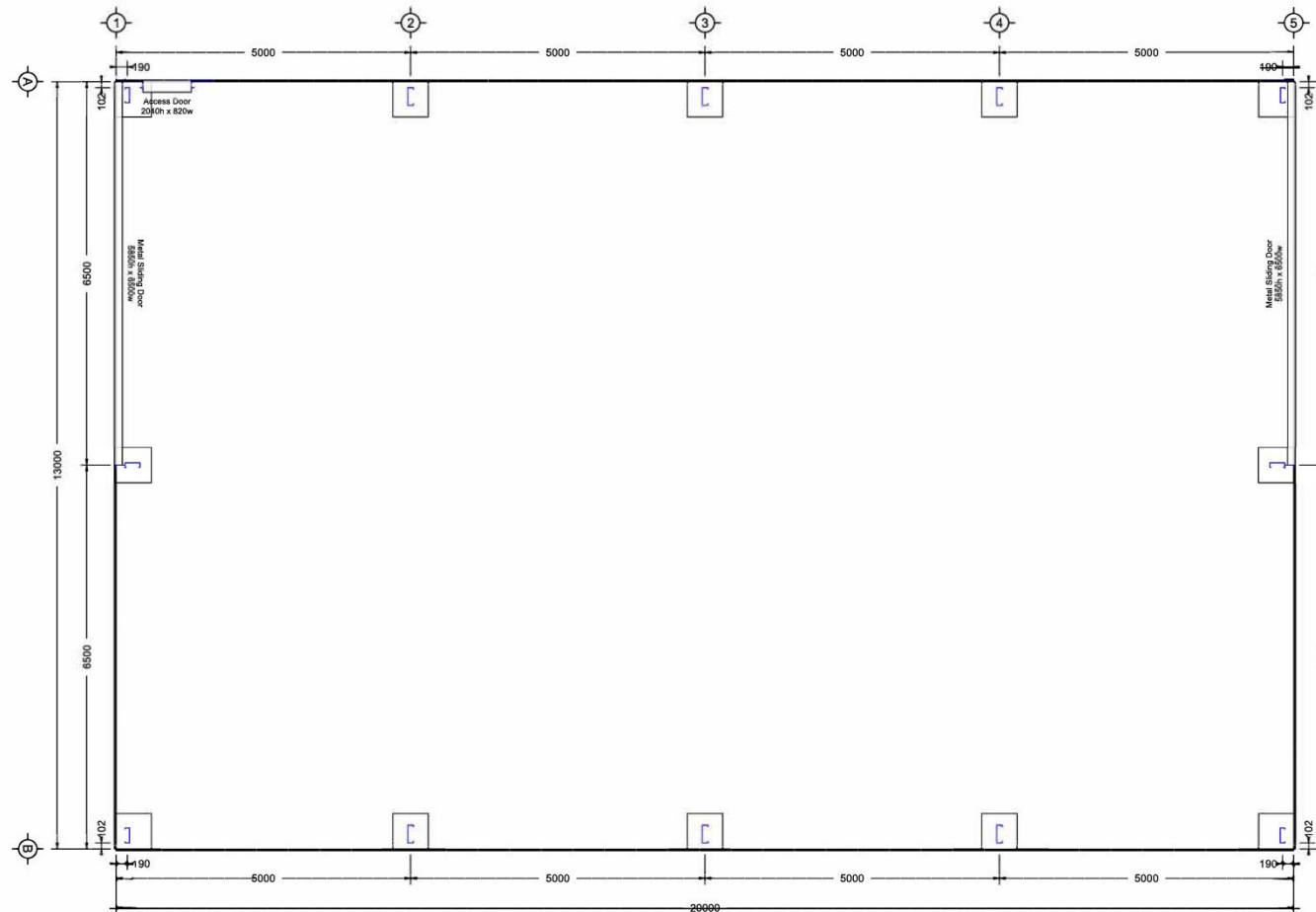
Alistair Najed
Alistair Najed

ATTACHMENT 1



INTERMEDIATE ELEVATION

ATTACHMENT 1



FLOOR PLAN



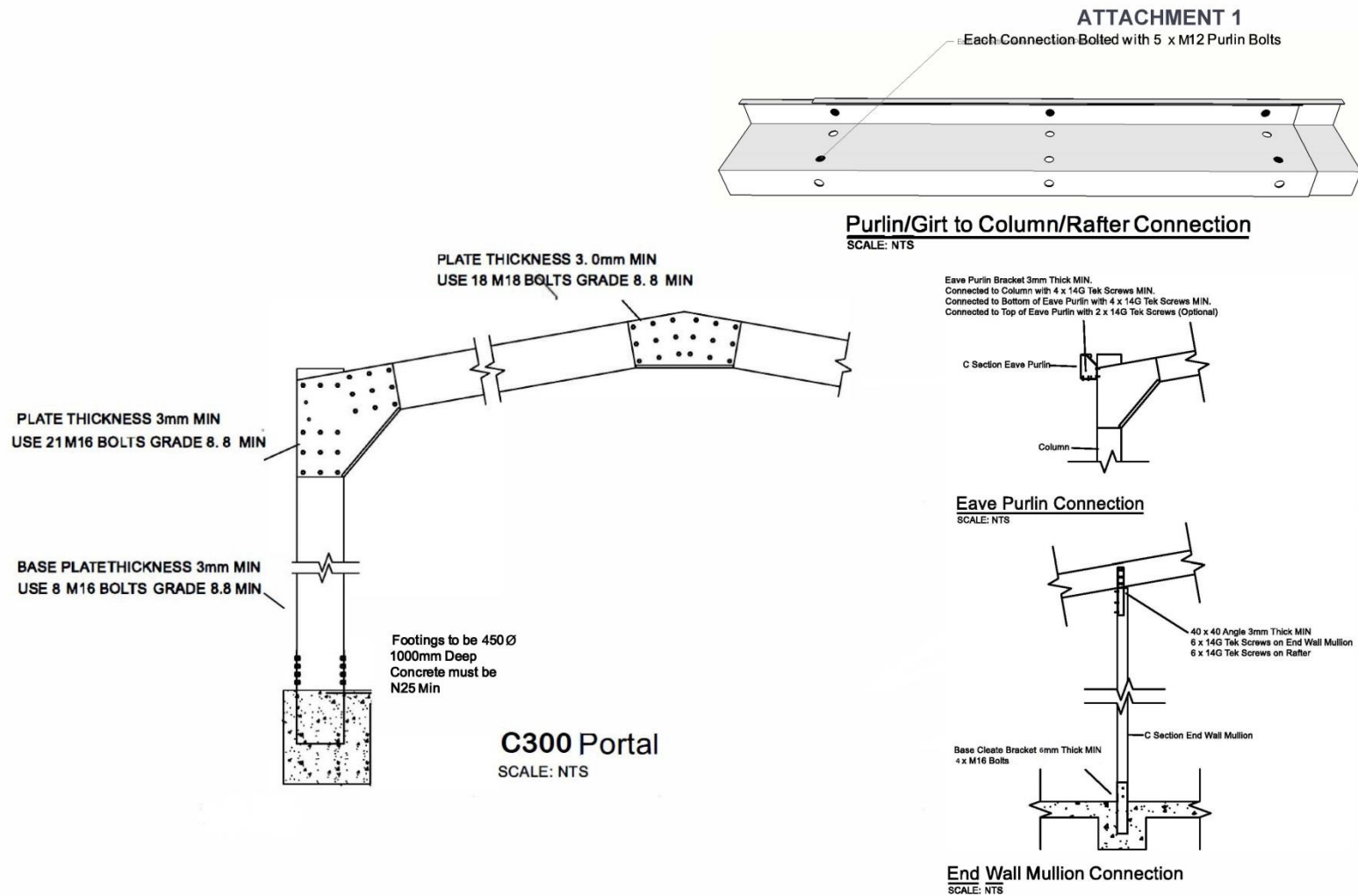
23 Corbett ST, Gnowangerup
Western Australia 6335
T: 1300 74 1300 | F: 1300 75 1300
www.shedspan.com.au

CLIENT: Alistair Hunt
SITE ADDRESS: Dewar Street, LAKE GRACE, WA, 6353
PHONE:
EMAIL: alistair.hunt89@gmail.com

DRAWING TITLE: Floor Plan
SCALE: 1:66.027
DATE: 18-01-2019
Job Number: AUSPAN-3468(5)

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Engineering Online Australia Pty Ltd
PO Box 118, Geraldton, WA 6531
Fax: 08-99215312 M: 0467579077
E: sam@engineeringonline.com.au
127021ES, Principal Engineer, Director

Alistair Nejad
Alistair Nejad



14.2.2 APPLICATION FOR DEVELOPMENT APPROVAL – PROPOSED COMMUNITY PURPOSE DISPLAY SHELTER ON LOT 9002 STUBBS STREET, LAKE GRACE

Applicant: Lions Club of Lake Grace Incorporated under the authority of the Shire of Lake Grace (Landowner)

File No.: 0369

Attachments: 1. Town Planning Report


Author: Mr Joe Douglas (Exurban Rural & Regional Planning)

Town Planning Consultant

Disclosure of Interest: Nil

Date of Report: 4 April 2019

Senior Officer: Ms Denise Gobbart


 Chief Executive Officer

Summary

This report recommends that a development application submitted by the Lions Club of Lake Grace Incorporated under the authority of the Shire of Lake Grace (Landowner) to construct a new community purpose display shelter on portion of Lot 9002 Stubbs Street, Lake Grace be approved subject to conditions.

Background

The applicant has submitted a development application seeking Council's approval to construct a new 20m² shelter structure on Lot 9002 Stubbs Street, Lake Grace to house and publicly display an old, historic wagon used for farming purposes (i.e. Bennett's Wagon). The proposed shelter will be contained on a small portion of Lot 9002 that has been developed by the Lions Club for community purposes (i.e. Lions Park). Full details of the application are provided in Attachment 1.



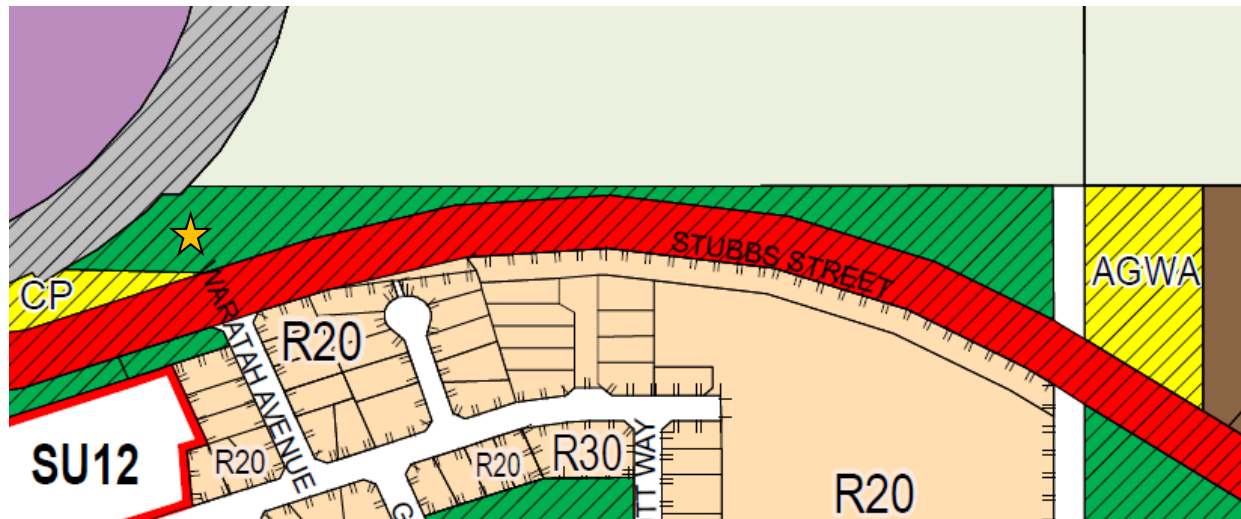
Location & Lot Configuration Plan (Source: Landgate)

The relevant portion of Lot 9002 is located in the eastern part of the Lake Grace townsite with direct frontage and access to Stubbs Street along its southern boundary. The subject land is gently sloping, has been parkland cleared and contains a few large stands of native remnant

vegetation. It also contains a number of existing improvements associated with its current approved use including a tourist information bay, covered seating area and unsealed vehicle accessways and parking areas.

Comment

The subject land is classified 'Local Scheme Reserve - Recreation' in the Shire of Lake Grace Local Planning Scheme No.4 (LPS No.4).



Current Zoning (Source: Local Planning Scheme No.4)

Under the terms of clause 2.4.1 of LPS No.4 a person must not use a Local Reserve or commence or carry out development on a Local Reserve without first having sought and obtained Council's development approval.

Council should note the proposed development cannot be classified as a public work and therefore deemed as being exempt from the need for Council's development approval as it is being undertaken by an incorporated body and not the local government.

In determining an application for development approval for a Local Reserve Council is required to have due regard to:

- i) the matters set out in clause 67 of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and
 - ii) the ultimate purpose intended for the Local Reserve,
- and is afforded significant discretion when applying the site and development requirements prescribed in LPS No.4 in each particular case.

The application has been assessed with due regard for the objectives and standards of the Shire's local planning framework including LPS No.4 and the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*. This assessment has confirmed the proposal is compliant with the following requirements:

- Land use suitability and compatibility;
- Boundary setbacks for fire safety purposes;
- Use of setback areas;
- Building height and orientation;

- Vehicle access and on-site parking;
- Visual amenity including streetscape and architectural style;
- Landscaping including retention of existing native vegetation;
- Stormwater drainage management; and
- Bushfire risk management.

In light of the above findings it is concluded the proposal for Lot 9002 is unlikely to have any negative impacts on the general amenity, character, functionality and safety of the immediate locality, will complement the existing use and improvements on the land and could prove highly beneficial by promoting the history of agricultural production in the district to the local community, tourists and the travelling public. As such it is recommended Council exercise its discretion and grant conditional approval to the application to ensure the development proceeds generally in accordance with the information and plans submitted in support of the proposal and the relevant standards and requirements of the Shire's local planning framework.

Legal Implications

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Shire of Lake Grace Local Planning Scheme No.4

Policy Implications

Nil

Consultation

Not required or deemed necessary however clarification regarding a few key elements of the proposal was sought and obtained from Mr Neville Moulden of the Lions Club of Lake Grace Incorporated during assessment of the application.

Financial Implications

It is understood all costs associated with the proposed development, including any future required maintenance and repairs, will be met by the Lions Club of Lake Grace Incorporated. The Shire's annual public liability insurance premium is not expected to be effected however it's important all necessary approvals are in place and the structure is built in accordance with the relevant standards and requirements in the event of a claim.

Strategic Implications

Shire of Lake Grace Local Planning Strategy - The proposal for Lot 9002 is considered to be consistent with the aims and objectives of the Shire's Local Planning Strategy as it applies to the following:

- The designated use of the land for 'Recreation / Open Space' purposes;
- Promote further development and diversification of tourism in the Shire by supporting and encouraging investment in tourism infrastructure and services;
- Facilitate the provision of a wide range of well-planned and appropriately located community services and facilities that satisfy the needs and demands of the local community; and
- Encourage community involvement in the planning and delivery of community services and facilities.

Shire of Lake Grace Strategic Community Plan 2017-2027 – The proposal for Lot 9002 is

considered to be consistent with the aims and objectives of the Shire's Strategic Community Plan 2017-2027 as it applies to the following:

Economic Objective – A prosperous agricultural based economy, supporting diversification of industry

Outcome 1.3 An attractive destination for visitors

- 1.3.2 Maintain and enhance local iconic attractions and infrastructure
- 1.3.3 Continue to provide and maintain visitor support services

Social Objective A valued, healthy and inclusive community and lifestyle

Outcome 2.1 An engaged, supportive and inclusive community

- 2.1.1 Community services and infrastructure meeting the needs of the district
- 2.2.1 Maintain and enhance sport and recreation facilities.

Environment Objective – Protect and enhance our natural and built environment

Outcome 3.1 A well maintained attractive built environment serving the needs of the community

- 3.1.1 Maintain, rationalise, improve or renew buildings and community infrastructure

Recommendation

That Council APPROVE the development application submitted by the Lions Club of Lake Grace Incorporated under the authority of the Shire of Lake Grace (Landowner) to construct a new community purpose display shelter on portion of Lot 9002 Stubbs Street, Lake Grace subject to the following conditions and advice notes:

Conditions

1. The proposed development shall be undertaken in accordance with the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.
2. The proposed development shall be substantially commenced within a period of two (2) years from the date of this approval. If the development is not substantially commenced within this period this approval shall lapse and be of no further effect. Where an approval has so lapsed, the development shall not be carried out without the further approval of Council having first being sought and obtained.
3. The proposed display shelter shall be constructed using new materials only.
4. All steel comprising the proposed structure shall be painted using colours that match / complement the 'Classic Cream' coloured roof sheeting. All painting work must be completed prior to use of the structure for community display purposes.
5. The display shelter and its immediate surrounds shall be maintained in a neat and tidy condition at all times to the specifications and satisfaction of the Shire's Chief Executive Officer.
6. No advertising signage is permitted to be displayed on or within the shelter unless otherwise approved by Council. Interpretive signage that complements the external materials and colours of the shelter is acceptable subject to the preparation and submission of detailed plans for consideration and determination by the Shire's Chief Executive Officer.

Advice Notes

1. This is a development approval of the Shire of Lake Grace under its Local Planning Scheme No.4. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant and landowner to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.
2. In accordance with the *Building Act 2011* and *Building Regulations 2012*, a suitable building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any building construction or earthworks on the land.
3. The proposed development is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements must be submitted to the Shire with the required building permit application.
4. Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the *Planning and Development Act 2005* and the Shire of Lake Grace Local Planning Scheme No.4 and may result in legal action being initiated by the local government.
5. If the applicant is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be submitted within 28 days of the determination.

Voting Requirements


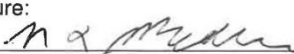
Simple majority required.

ATTACHMENT 2

SHIRE OF LAKE GRACE
LOCAL PLANNING SCHEME NO.4

APPLICATION FOR DEVELOPMENT APPROVAL



Owner Details – Attach a separate sheet where there are more than two landowners		
Name/s: Shire of Lake Grace.		
ABN (if applicable): 80 159 221 021		
Address: P O Box 50 LAKE GRACE, WA		Postcode: 6353
Phone: 9890 2500 (work): (home): (mobile):	Fax: 9890 2599	E-mail: shire@lakegrace.wa.gov.au
Contact person: Dense Gobbart		
Signature: 		Date: 1/3/2019
Signature:		Date:
<p>NOTE: The signature of all registered owner(s) is required on all applications. This application will not proceed without the required signature/s. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).</p>		
Applicant Details		
Name: X LIONS CLUB OF LAKE GRACE (INC)		
Address: PO Box 27 LAKE GRACE WA		Postcode: 6353.
Phone: (work): (home): (mobile): 0499854710	Fax:	E-mail: niftymould@gmail.com
Contact person for correspondence: NEVILLE MOURDEN.		
The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Signature: 		Date: 14/02/2019

ATTACHMENT 2

Property Details – Details must match those shown on the Certificate/s of Title			
Lot No: 9002	House/Street No: N/A	Location No: N/A	
Diagram or Plan No: 75988	Certificate of Title Volume No: 2830	Folio No: 698	
Title encumbrances (e.g. easements, restrictive covenants): nil.			
Street name: STUBBS ST		Suburb: LAKE GRACE WA 6353	
Nearest street intersection: WARATAH AVE.			
Proposed Development:			
Nature of development: <input checked="" type="checkbox"/> Works (New construction works with no change of land use) <input type="checkbox"/> Use (Change of use of land with no construction works) <input type="checkbox"/> Works and Use			
<small>NOTE: If the proposal involves advertising signage the Additional Information for Development Approval for Advertisements form must be completed and submitted with this application.</small>			
Is an exemption from development claimed for part of the development? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If yes, is the exemption for: <input type="checkbox"/> Works <input type="checkbox"/> Use			
Description of proposed works and/or land use: DISPLAY SMOED (SEE ATTACHMENT)			
Description of exemption claimed (if relevant): NA			
Nature of any existing buildings and/or land use: LIONS CLUB PARKING BAY (public recreation) INFORMATION BAY + SMOED SMOED			
Approximate cost of proposed development: \$0,000			
Estimated time of completion: JUNE 2019			
OFFICE USE ONLY			
Acceptance Officer's initials:		Date received:	
Local government reference no:			

ATTACHMENT 2



Lions Club of Lake Grace (Inc)

P.O. Box 27
Lake Grace
W.A. 6353

February 14th 2019

Shire of Lake Grace
P.O. Box 50
Lake Grace
W.A. 6353

Description of proposed shelter shed on Lions Park Stubbs St Lake Grace W.A.

Supplied for application for development approval .

Structure to consist of 5mt x 4mt shed all steel construction with Classic cream colorbond gable roof & reinforced concrete floor.

No side walls or guttering.

Please refer to enclosed drawings for dimensions of column's, trusses & footings.

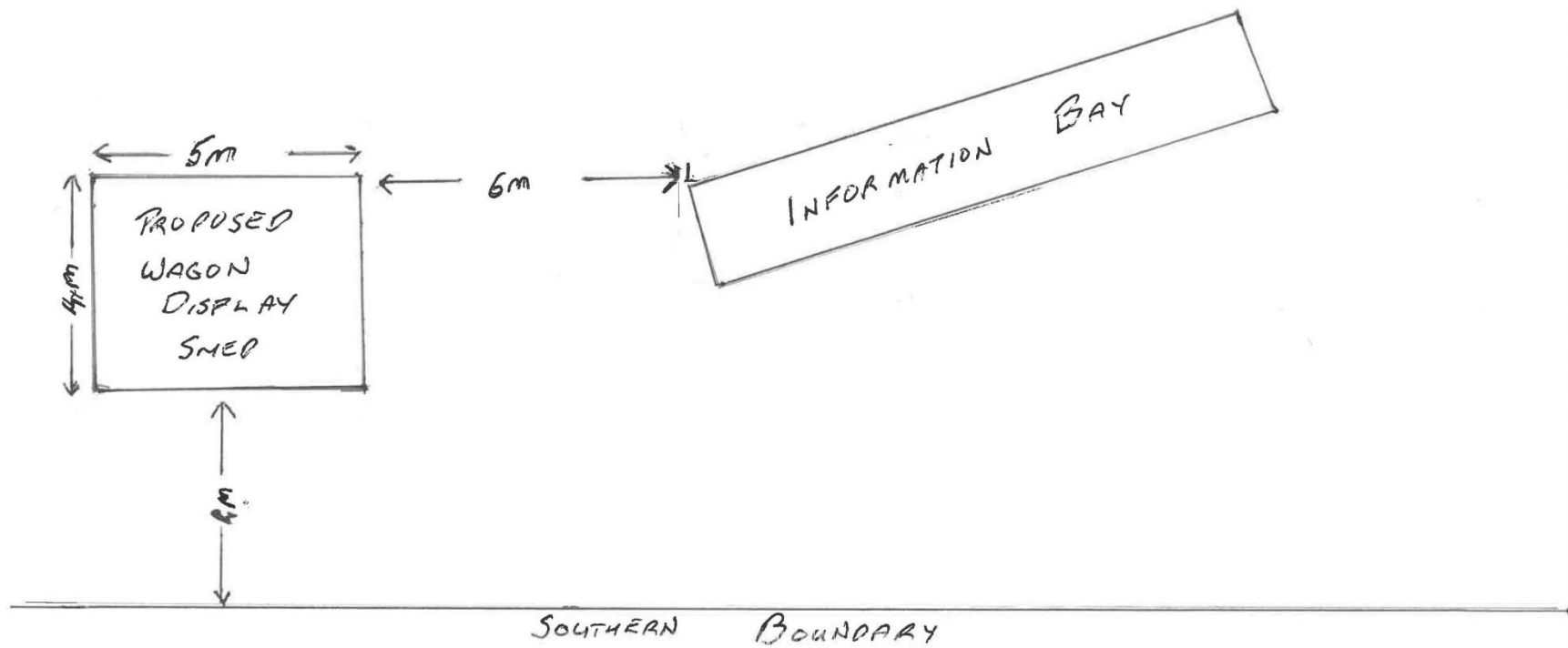
Yours truly,

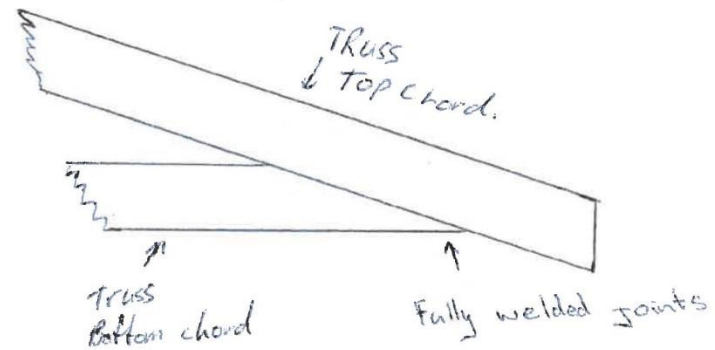
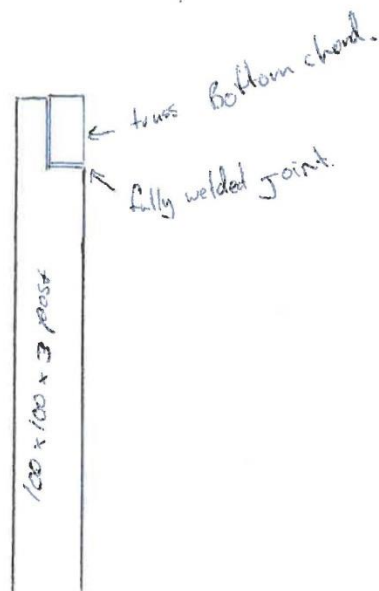
Neville Moulden

A handwritten signature in black ink, appearing to read 'N & Moulden'.

Treasurer
Lake Grace Lions Club

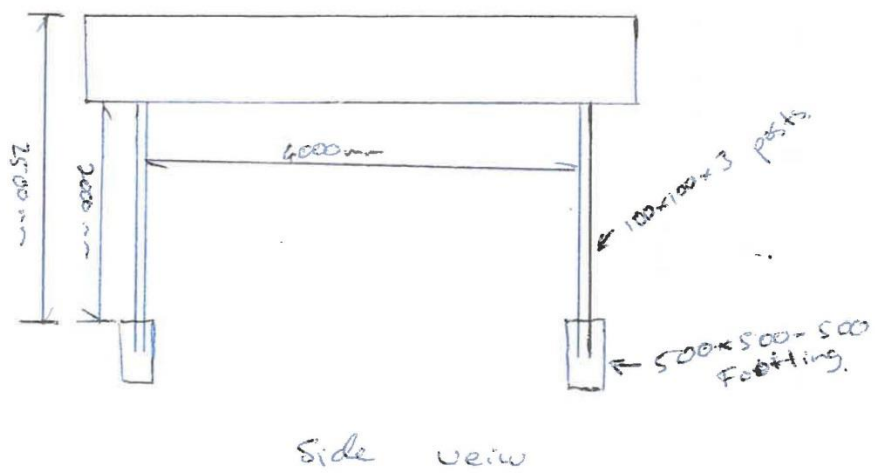
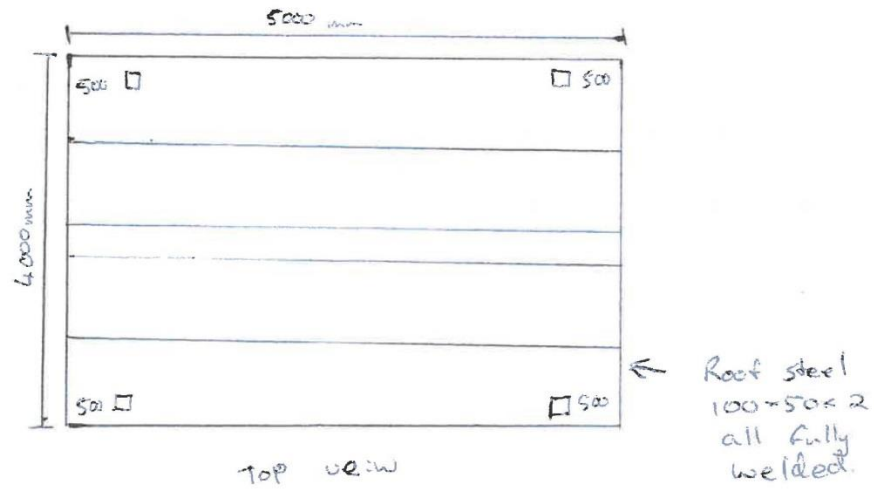
ATTACHMENT 2



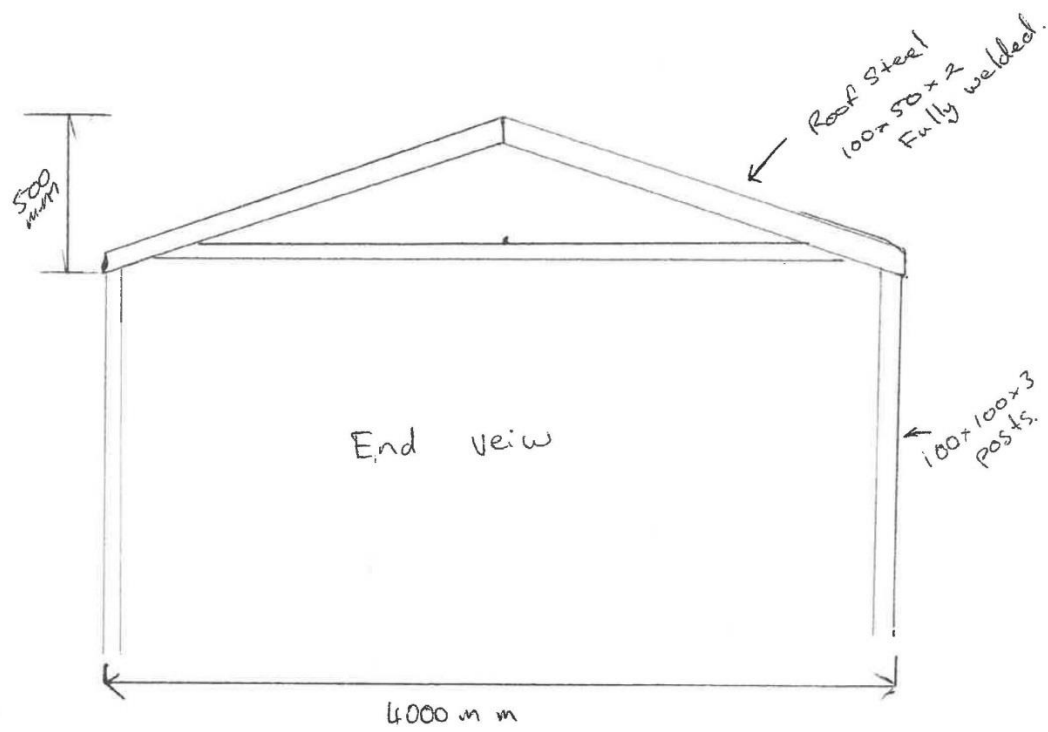


ATTACHMENT 2

ATTACHMENT 2



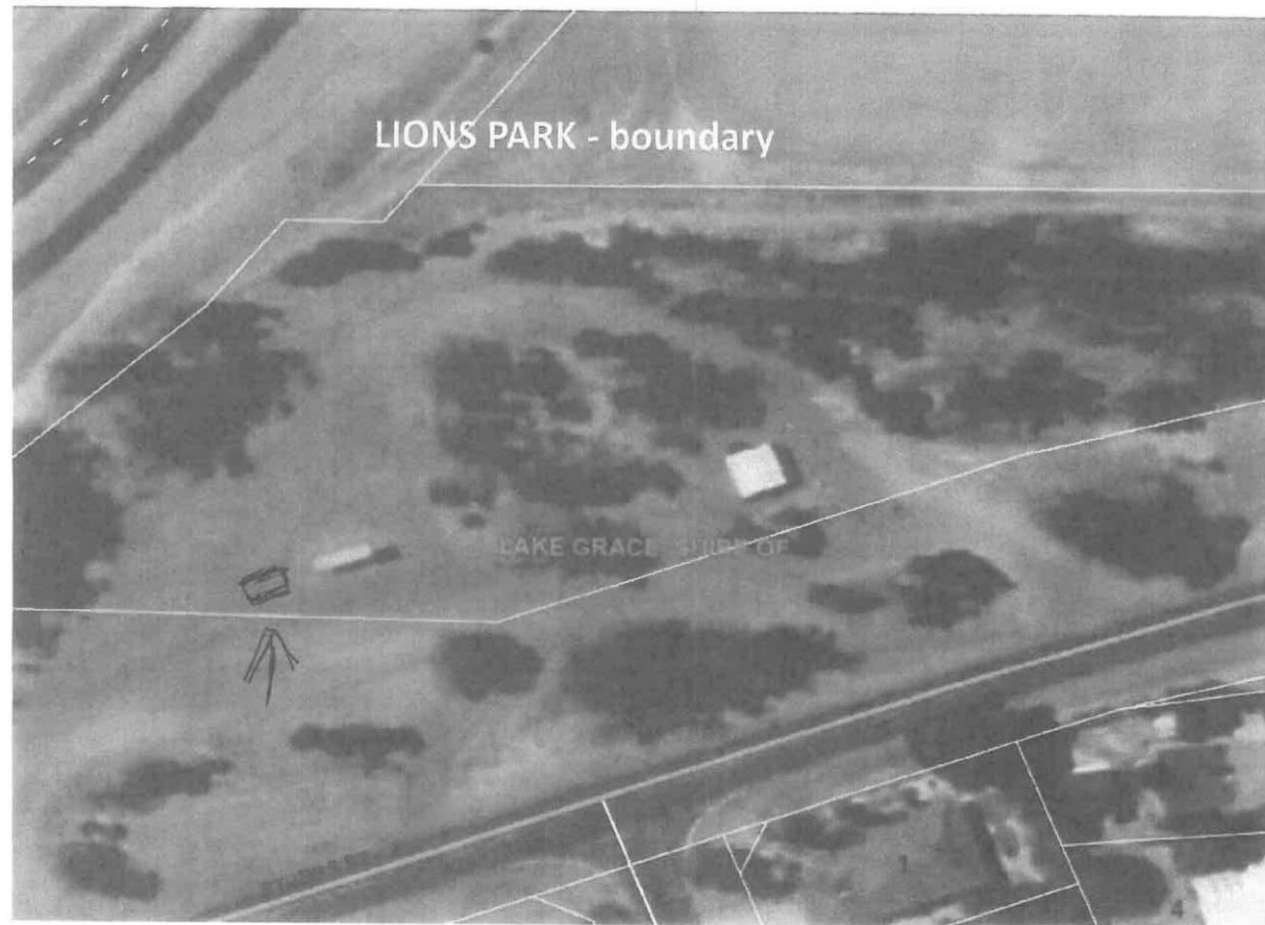
ATTACHMENT 2





ATTACHMENT 2

ATTACHMENT 2



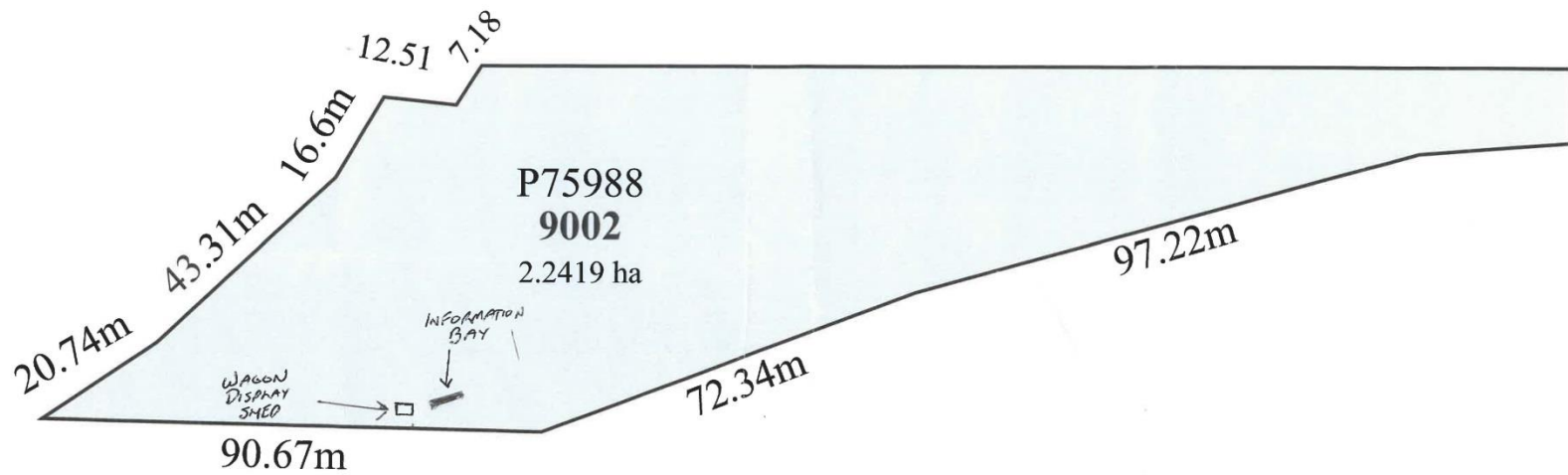
Item 14.2.2

Attachment 1

ATTACHMENT 2

✓ SHIRE OF LAKE GRACE

Wagon display shed at Lions Park Proposal



The Chief Executive Officer (CEO) advised that as a result of the declarations received prior to the meeting, an application has been made to the Minister for Local Government for approval under section 5.69(3)(a) of the Local Government Act 1995 for sufficient elected members to be present to form a quorum to allow the following matters to be discussed.

Cr Chappell declared a financial interest in item 14.2.3 Application For Development Approval – Minor Proposed Upgrades to CBH's Grain Handling & Storage Facility On Lot 11 (No.7059) Kulin-Lake Grace Road, Lake Grace with the nature of the interest being CBH Shareholder, storage, handling, freight and marketing of grain.

Cr Clarke declared a financial interest in item 14.2.3 Application For Development Approval – Minor Proposed Upgrades to CBH's Grain Handling & Storage Facility On Lot 11 (No.7059) Kulin-Lake Grace Road, Lake Grace with the nature of the interest being CBH Shareholder, storage and handling of grain and the purchase of lime.

Cr De Landgraft declared a financial interest in item 14.2.3 Application For Development Approval – Minor Proposed Upgrades to CBH's Grain Handling & Storage Facility On Lot 11 (No.7059) Kulin-Lake Grace Road, Lake Grace with the nature of the interest being CBH Shareholder, storage, sale and purchase of grain and fertiliser purchase.

Cr Lloyd declared a financial interest in item 14.2.3 Application For Development Approval – Minor Proposed Upgrades to CBH's Grain Handling & Storage Facility On Lot 11 (No.7059) Kulin-Lake Grace Road, Lake Grace with the nature of the interest being CBH Shareholder and storage of grain.

Cr Marshall declared a financial interest in item 14.2.3 Application For Development Approval – Minor Proposed Upgrades to CBH's Grain Handling & Storage Facility On Lot 11 (No.7059) Kulin-Lake Grace Road, Lake Grace with the nature of the interest being CBH Shareholder, storage and marketing of grain.

Cr Stanton declared a financial interest in item 14.2.3 Application For Development Approval – Minor Proposed Upgrades to CBH's Grain Handling & Storage Facility On Lot 11 (No.7059) Kulin-Lake Grace Road, Lake Grace with the nature of the interest being minor shareholder, delivery of grain to CBH for storage, handling and marketing.

Cr Stoffberg declared a financial interest in item 14.2.3 Application For Development Approval – Minor Proposed Upgrades to CBH's Grain Handling & Storage Facility On Lot 11 (No.7059) Kulin-Lake Grace Road, Lake Grace with the nature of the interest being catering for training.

14.2.3 APPLICATION FOR DEVELOPMENT APPROVAL – MINOR PROPOSED UPGRADES TO CBH'S GRAIN HANDLING & STORAGE FACILITY ON LOT 11 (NO.7059) KULIN-LAKE GRACE ROAD, LAKE GRACE

Applicant: Cooperative Bulk Handling Limited (Landowner)
File No.: 0453
Attachments: 1. Town Planning Report
Author: Mr Joe Douglas (Exurban Rural & Regional Planning)

Town Planning Consultant

Disclosure of Interest: Nil
Date of Report: 4 April 2019
Senior Officer: Ms Denise Gobbart



Chief Executive Officer

Summary

This report recommends that a development application submitted by Cooperative Bulk Handling Limited for a number of minor proposed upgrades to its existing grain handling and storage facility on Lot 11 (No.7059) Kulin-Lake Grace Road, Lake Grace be approved subject to conditions.

Background

The applicant has submitted a development application seeking Council's approval to upgrade the existing vehicle weighing facilities, including a number of associated improvements, at its existing grain handling and storage facility in the Lake Grace townsite.

Lot 11 is located in the north-eastern extremities of the Lake Grace townsite and has direct frontage and access to Kulin-Lake Grace Road along its western boundary and an operational railway reserve along its eastern and southern boundaries.



Location & Lot Configuration Plan (Source: Landgate)

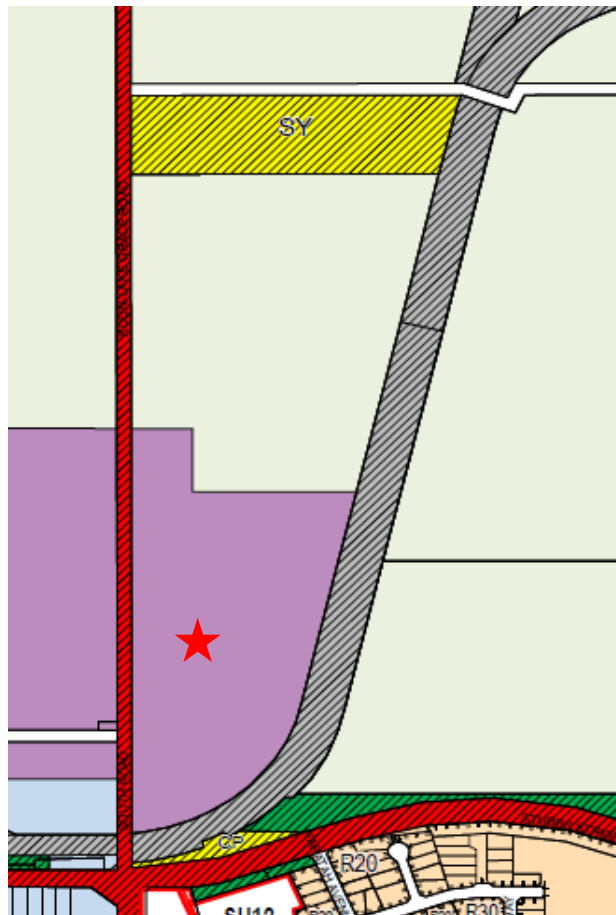
Lot 11 is irregular in shape, comprises a total area of approximately 34 hectares and has been extensively developed and used for 'rural industry' purposes (i.e. grain and lime sands handling and storage). The land contains a number of improvements associated with its current approved use including open and closed storage bins and associated infrastructure, sheds, a site office, sampling hut, crib room, weighbridge, vehicle accessways and parking, stormwater drainage infrastructure and boundary fencing.

Under the terms of the application, a fully copy of which is provided in Attachment 1, the following works are proposed:

- i) Removal and relocation of the existing approved vehicle weighbridge and grain sampling hut on the land and the complete removal of an existing crib room building nearby;
- ii) Installation of a second weighbridge alongside the relocated weighbridge and grain sampling hut;
- iii) Widening of the existing internal access road past the weighbridges in the vicinity of the former crib room building; and
- iv) Installation of new interconnected stormwater drainage infrastructure associated with the abovementioned improvements.

Comment

That portion of Lot 11 subject to this application is classified 'General Industry' zone in the Shire of Lake Grace Local Planning Scheme No.4 (LPS No.4).



Current Zoning (Source: Local Planning Scheme No.4)

The key objectives of the land's current 'General Industry' zoning classification are as follows:

- i) To provide a location for general, light and service industries which by the nature of their operations should be separated from residential areas;
- ii) To ensure an adequate supply of suitably located land for future industrial development;
- iii) To provide for a range of compatible general, light and service industries to support the needs and development of the district;
- iv) To provide a range of employment opportunities for residents of the district;
- v) To ensure that development is in accordance with appropriate and satisfactory standards of function, amenity and safety;
- vi) To ensure that appropriate buffers are provided and maintained between industrial uses and adjacent uses so as to avoid land use conflicts; and
- vii) To encourage the provision of additional landscaping to the established industrial areas to improve their visual appearance.

Having regard for the land use definitions contained in Schedule 1 of LPS No.4, the development and use of Lot 11 for grain handling and storage purposes, including any associated incidental works and uses, is most appropriately classified as 'warehouse/storage' which is listed in the Zoning Table of LPS No.4 as a discretionary (i.e. 'D') use on any land classified 'General Industry' zone meaning it is not permitted unless Council has exercised its discretion by granting development approval.

The application has been assessed with due regard for the specific objectives and standards of the Shire's local planning framework including LPS No.4 and the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*. This assessment has confirmed the proposal is compliant with the following requirements:

- Land use suitability and compatibility including minimum buffer separation distance between industrial and sensitive land uses;
- Location and boundary setbacks;
- Use of setback areas;
- Building height;
- Vehicle access arrangements including sealing of all new trafficable areas;
- Visual amenity;
- Stormwater drainage management; and
- Bushfire risk management.

In light of the above findings it is concluded the proposal for Lot 11 is unlikely to have any negative impacts on the general amenity, character, functionality and safety of the immediate locality. As such it is recommended Council exercise its discretion and grant conditional approval to the application to ensure the development proceeds in accordance with the information and plans submitted in support of the proposal and the relevant standards and requirements of the Shire's local planning framework.

Legal Implications

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Shire of Lake Grace Local Planning Scheme No.4

Policy Implications

Nil

Consultation

Not required or deemed necessary.

Financial Implications

Nil. All costs associated with the project's implementation will be met by the applicant.

Strategic Implications

Shire of Lake Grace Local Planning Strategy - The proposal for Lot 11 is considered to be consistent with the aims and objectives of the Shire's Local Planning Strategy as it applies to the following:

- Economic Development Strategy:
 - i) Direct the majority of new commercial and industrial development to the Lake Grace, Newdegate, Lake King and Varley townsites to build upon existing infrastructure in these settlements and maximise efficiencies of operation and economies of scale.
- Infrastructure and Community Services Strategy:
 - i) Ensure that all development in the Shire is served by adequate, high quality and reliable stormwater drainage infrastructure that improves the quality of stormwater runoff and avoids salinity encroachment, flood risk and negative impacts on local drainage conditions and natural resources.

Shire of Lake Grace Strategic Community Plan 2017-2027 – The proposal for Lot 11 is considered to be consistent with the aims and objectives of the Shire's Strategic Community Plan as it applies to the following:

Economic Objective – A prosperous agricultural based economy, supporting diversification of industry

Outcome 1.1 An innovative, productive agricultural industry

- 1.1.3 Support and promote the agricultural productivity of the district

Outcome 1.2 A diverse and prosperous economy

- 1.2.2 Support local business and promote further investment in the district

Recommendation

That Council APPROVE the development application submitted by Cooperative Bulk Handling Limited for a number of minor proposed upgrades to its existing grain handling and storage facility on Lot 11 (No.7059) Kulin-Lake Grace Road, Lake Grace subject to the following conditions and advice notes:

Conditions

1. The proposed development shall be undertaken in accordance with the information and plans submitted in support of the application unless otherwise approved by Council.
2. The proposed development shall be substantially commenced within a period of two (2) years from the date of this approval. If the development is not substantially commenced

within this period this approval shall lapse and be of no further effect. Where an approval has so lapsed, the development shall not be carried out without the further approval of Council having first being sought and obtained.

Advice Notes

1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement, memorial or restrictive covenant. It is the responsibility of the applicant and landowner and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the Shire's attention.
2. This is a development approval of the Shire of Lake Grace under its Local Planning Scheme No.4. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant and landowner to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. In accordance with the Building Act 2011 and Building Regulations 2012, a building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any building construction or earthworks on the land.
4. The proposed development is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements must be submitted to the Shire with the required building permit application.
5. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.
6. No construction works shall commence on the land prior to 7.00am without the Shire's written approval. No constructions works are permitted on Sundays or Public Holidays.
7. Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the *Planning and Development Act 2005* and the Shire of Lake Grace Local Planning Scheme No.4 and may result in legal action being initiated by the local government.
8. If the applicant / owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be submitted within 28 days of the determination.

Voting Requirements

Simple majority required



OUR REF: 18164133
YOUR REF:
ENQ: Tim Dolling
DIRECT LINE: 08 9216 6094

12 March 2019

Ms Denise Gobbart
Chief Executive Officer
Shire of Lake Grace
PO Box 50
Lake Grace WA 6353

Dear Denise

APPLICATION FOR DEVELOPMENT APPROVAL

I refer to the requirement to improve truck weighing facilities at the Lake Grace grain receival site.

Proposed development includes the following:

- Remove and relocate the existing weighbridge and hut and remove the existing crib room nearby
- Install a second weighbridge alongside the relocated weighbridge and hut
- Widen the existing internal road past the weighbridges and in the vicinity of the former crib room
- Interconnected stormwater drainage.

Please find attached the following documentation and drawings:

- Application for development approval form
- Conceptual layout No. 2 (site plan) drawing 576-ENG-CI-DCO-0002_A
- General arrangement drawings S-020-A0000-R2 sheet 2 of 5 for the weighbridge and A0050-R7 sheet 2 of 2 for the hut.

If you have any enquiries, please contact me on 9216 6094, 0439 969 835 or by email at tim.dolling@cbh.com.au.

Yours sincerely

For: Co-operative Bulk Handling Limited

A handwritten signature in black ink, appearing to read "Tim Dolling", written over a light grey rectangular background.

Tim Dolling
Planning & Approvals Coordinator

Enc

ATTACHMENT 3

COOPERATIVE BULK HANDLING LTD
ABN 29 256 604 947

Gayfer House, 30 Delhi Street
West Perth, Western Australia 6005

GPO Box L886
Perth, Western Australia 6842

Grower Service Centre
1800 199 083

T + 61 8 9237 9600

F + 61 8 9322 3942

info@cbh.com.au

cbh.com.au

ATTACHMENT 3

**SHIRE OF LAKE GRACE
LOCAL PLANNING SCHEME NO.4**

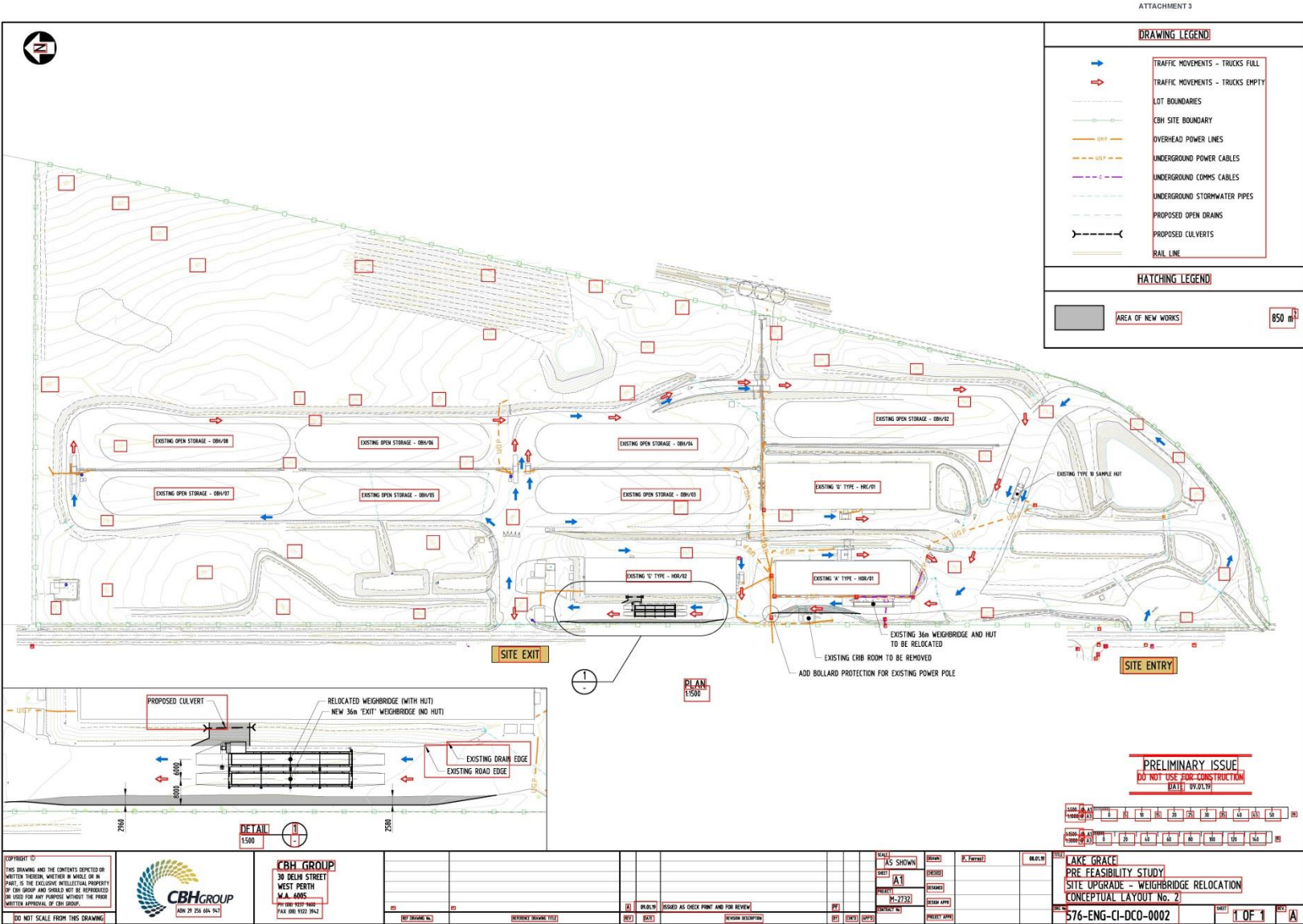
APPLICATION FOR DEVELOPMENT APPROVAL



Owner Details – Attach a separate sheet where there are more than two landowners		
Name/s: Cooperative Bulk Handling Limited		
ABN (if applicable): 29 256 604 947		
Address: GPO Box L886 Perth WA		
Postcode: 6842		
Phone: (work): 9216 6094 (home): (mobile): 0439 969 835	Fax:	E-mail: tim.dolling@cbh.com.au
Contact person: Tim Dolling		
Signature: <i>T. Dolling</i>		Date: 12 March 2019
Signature:		Date:
<p>NOTE: The signature of all registered owner(s) is required on all applications. This application will not proceed without the required signature/s. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).</p>		
Applicant Details		
Name: As above		
Address:		
Postcode:		
Phone: (work): (home): (mobile):	Fax:	E-mail:
Contact person for correspondence:		
<p>The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>		
Signature: <i>T. Dolling</i>		Date: 12 March 2019

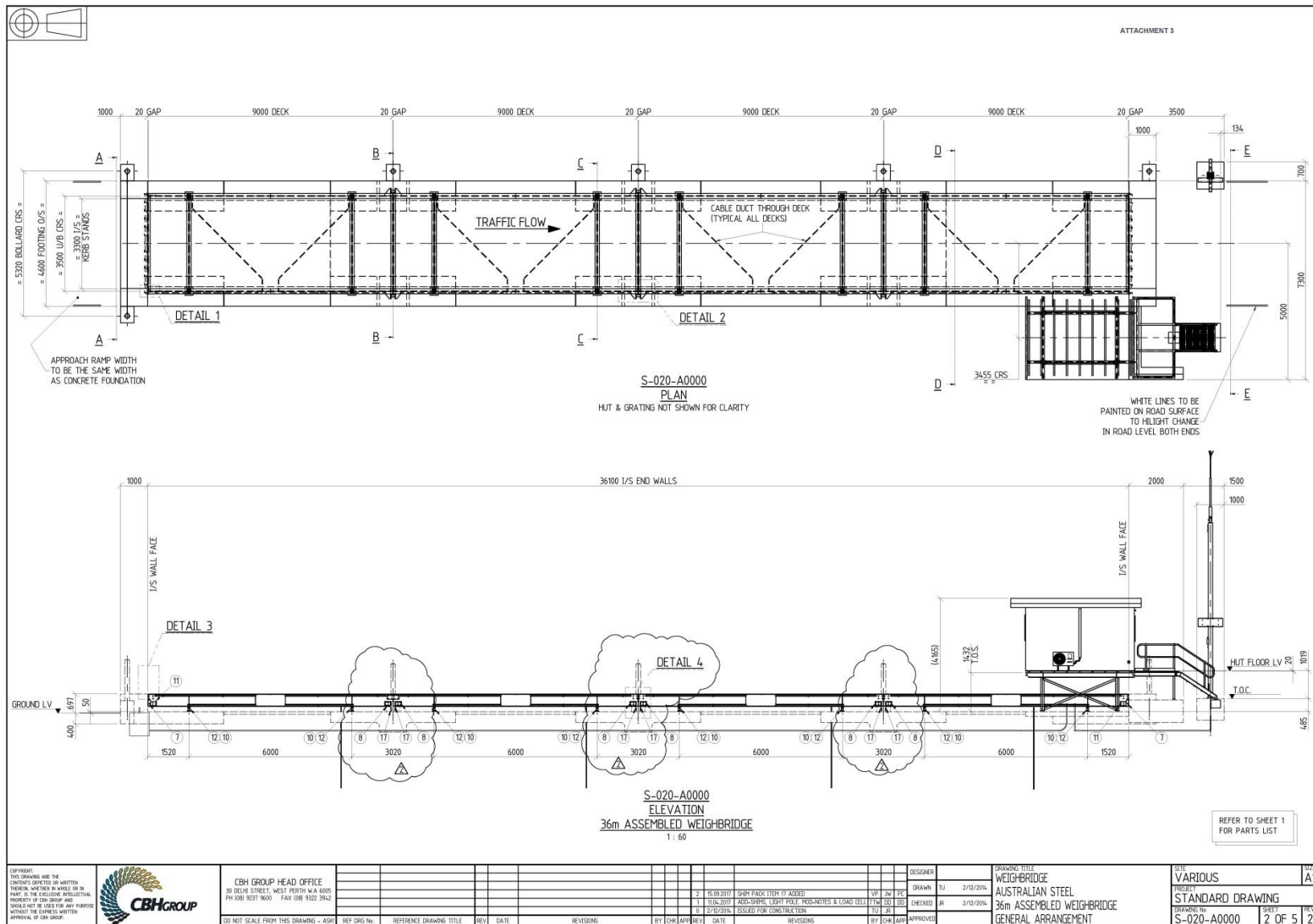
ATTACHMENT 3

Property Details – Details must match those shown on the Certificate/s of Title		
Lot No: 11	House/Street No:	Location No:
Diagram or Plan No: Plan 57312	Certificate of Title Volume No: 2688	Folio No: 199
Title encumbrances (e.g. easements, restrictive covenants):		
Street name:		Suburb:
Nearest street intersection:		
Proposed Development:		
Nature of development: <input type="checkbox"/> Works (New construction works with no change of land use) <input type="checkbox"/> Use (Change of use of land with no construction works) <input checked="" type="checkbox"/> Works and Use		
<i>NOTE: If the proposal involves advertising signage the Additional Information for Development Approval for Advertisements form must be completed and submitted with this application.</i>		
Is an exemption from development claimed for part of the development? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If yes, is the exemption for: <input type="checkbox"/> Works <input type="checkbox"/> Use		
Description of proposed works and/or land use: Remove and relocate the existing weighbridge and hut and remove the existing crib room nearby. Install a second weighbridge along side the relocated weighbridge and hut. Widen the existing internal road past the weighbridges and hut and in the vicinity of the former crib room. Interconnected stormwater drainage.		
Description of exemption claimed (if relevant):		
Nature of any existing buildings and/or land use: Grain storage		
Approximate cost of proposed development: \$627,842.00		
Estimated time of completion:		
OFFICE USE ONLY		
Acceptance Officer's initials:		Date received:
Local government reference no:		



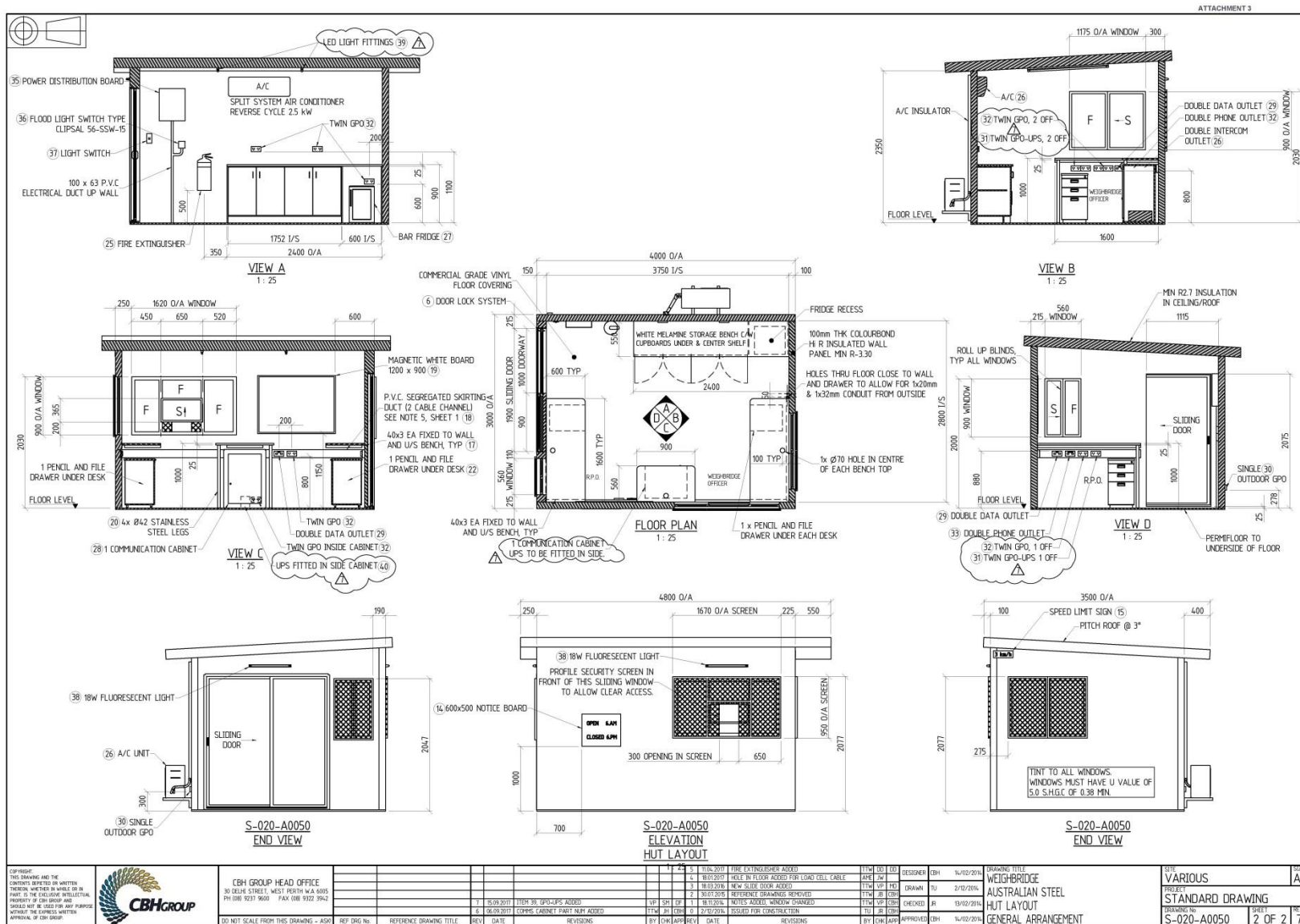
Item 14.2.3

Attachment 1




Item 14.2.3

Attachment 1



14.2.4 APPLICATION FOR DEVELOPMENT APPROVAL – PROPOSED NEW CHEMICAL STORAGE SHED ON LOT 356 STUBBS STREET, LAKE GRACE

Applicant:	WBS Group Pty Ltd under the authority of NB & LA Maalouf (Landowners)	
File No.:	0506	
Attachments:	1. Town Planning Report	
Author:	Mr Joe Douglas (Exurban Rural & Regional Planning)	
		Town Planning Consultant
Disclosure of Interest:	Nil	
Date of Report:	4 April 2019	
Senior Officer:	Ms Denise Gobbart	 Chief Executive Officer

Summary

This report recommends that a development application submitted by WBS Group Pty Ltd under the authority of NB & LA Maalouf (Landowners) to construct a new chemical storage shed on Lot 356 Stubbs Street, Lake Grace for use by an existing approved Farm Supply Centre on the land be approved subject to conditions.

Background

The applicant has submitted a development application seeking Council's approval to construct a new steel framed and clad chemical storage shed at the western end of Lot 356 Stubbs Street, Lake Grace to support the future ongoing operation of an existing approved Farm Supply Centre on the land (i.e. Landmark Farm Supplies & Farming Equipment).

Under the terms of the application, a full copy of which is provided in Attachment 4, the proposed shed will:

- i) be 15 metres wide when viewed from Stubbs Street and 12 metres deep with setbacks of 2.38 metres from the land's front boundary and 3 metres from the land's western side boundary;
- ii) have a wall height of 4.5 metres and a ridge height of 5.5 metres;
- iii) comprise a total floor area of 180m² with concrete bunding internally within to help guard against chemical spills; and
- iv) be clad using 'Surfmist' (i.e. off-white) coloured wall and roof sheeting and 'Cottage Green' coloured trims.

Lot 356 is located centrally in the eastern part of the Lake Grace townsite, comprises a total area of approximately 1,857m² and is generally flat throughout. The subject land has direct frontage to Stubbs Street along its southern boundary with all current access arrangements to this State road having previously been approved by Council and Main Roads WA.

Lot 356 has been extensively developed over many years and is now being used for the purposes of a farm supply centre in accordance with a previous development approval issued by Council in 2008. The land contains a number of existing improvements associated with its current approved use including a large, centrally located warehouse and incidental office building in its eastern half, an open trade display / storage area in its western half including loading/unloading areas, on-site parking, landscaping and previously approved 'ring-lock' style

boundary fencing and vehicle access gates fronting Stubbs Street.

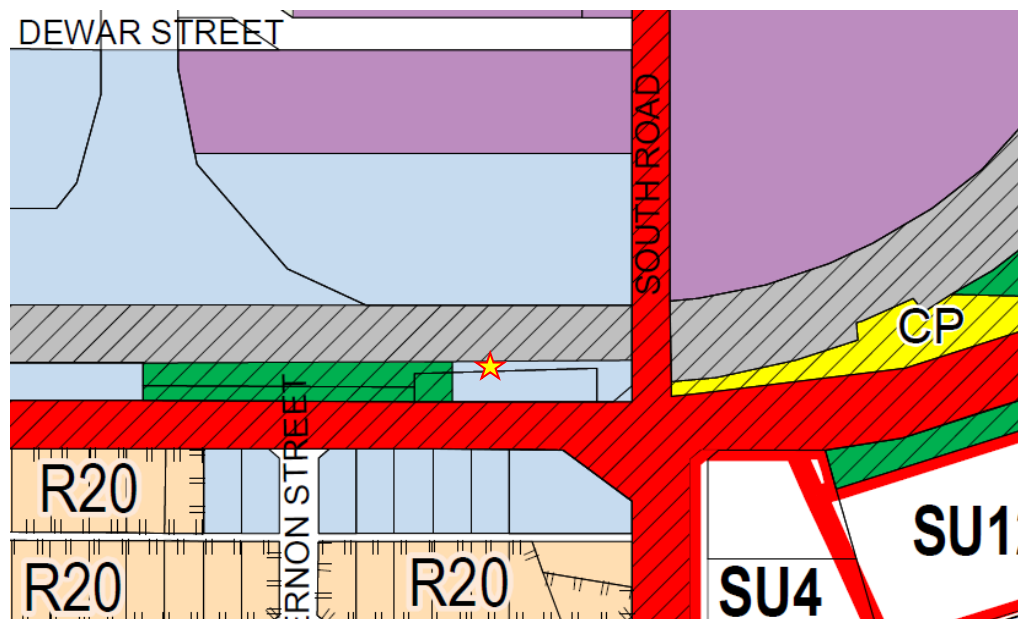


Location & Lot Configuration Plan (Source: Landgate)

Existing adjoining and other nearby land uses include an operational railway reserve to the north with a fuel and transport depot beyond, Kulin-Lake Grace Road to the east with a portion of the aforementioned railway reserve and a public parking area beyond, Stubbs Street to the south with another farm supply centre and a mix of commercial and service commercial type uses beyond, and a further portion of the aforementioned railway reserve and public open space to west.

Comment

The majority portion of the subject land is classified 'Service Commercial' zone under the Shire's current operative Local Planning Scheme No.4 (LPS No.4).



Current Zoning (Source: Local Planning Scheme No.4)

That portion of Lot 356 proposed to be developed to accommodate the new chemical storage shed is classified 'Local Scheme Reserve – Recreation' which is a minor mapping anomaly that was unable to be rectified when LPS No.4 was consolidated in 2017 due to a directive from the Department for Planning and Infrastructure that no zoning amendments affecting privately owned land would be considered and supported. Council should note this anomaly will be rectified during the next review of LPS No.4 by reclassifying the relevant portion of Lot 356 'Service Commercial' zone on the relevant scheme map.

Under the terms of clause 2.4.1 of LPS No.4 a person must not use a Local Reserve or commence or carry out development on a Local Reserve without first having sought and obtained Council's development approval.

In determining an application for development approval for a Local Reserve Council is required to have due regard to:

i) the matters set out in clause 67 of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and

ii) the ultimate purpose intended for the Local Reserve,

and is afforded significant discretion when applying the site and development requirements prescribed in LPS No.4 in each particular case.

Given the mapping anomaly referred to previously, item ii) above is not relevant to Council's consideration of this application and should therefore be ignored.

The application has been assessed with due regard for the objectives and standards of the Shire's local planning framework including LPS No.4 and the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*. This assessment has confirmed the proposal is compliant with the following general requirements:

- Land use suitability and compatibility;
- Boundary setbacks for fire safety purposes;
- Use of setback areas;
- Building height;
- Building orientation for vehicle and pedestrian access purposes;
- On-site parking, loading and unloading; and
- Bushfire risk management.

Notwithstanding the above conclusion, the following minor issues have been identified which require Council's consideration when determining the application:

i) Car Parking, Visual Amenity & Landscaping

The site development plan submitted in support of the application makes provision for twelve (12) on-site parking bays compared to ten (10) bays originally approved by Council in 2008. This slight increase in on-site parking has been provided to satisfy the parking requirements of LPS No.4 as they apply to 'Service Commercial' type development. Whilst the provision of additional on-site park is acceptable, it has resulted in the removal of a 32m² area of approved landscaping at the western end of the warehouse building along its Stubbs Street frontage.

Given that the 32m² area of landscaping proposed to be removed was never actually installed in accordance with Council's 2008 approval, it is considered reasonable to require,

as a condition of any new approval, the provision of further landscaping in a suitable alternative location on the land.

Having regard for:

- a) the history of usage of the yard area between the existing warehouse and proposed new shed, which has essentially involved the open storage and display of a wide range of agricultural products and supplies, and its associated negative visual impacts along Stubbs Street which is the town's main public thoroughfare;
- b) the potential visual impacts of the proposed shed's 'blank walls' when viewed from Stubbs Street (i.e. the building's front and western side elevations); and
- c) the discretion available to Council under LPS No.4 to request whatever amount of on-site landscaping it considers reasonable and appropriate having regard for the circumstances of any given development proposal,

it is recommended a condition be imposed on any development approval issued requiring the provision of some additional low level landscaping (i.e. up to 1.5 to 2 metres in height at maturity) within a one (1) metre wide landscaping strip along the land's front and western side boundaries as shown in the following plan to help soften and improve the development's visual appearance when viewed from the street:



ii) Stormwater Drainage

The plans submitted in support of the application indicate all stormwater will be piped to the adjoining railway reserve to the north with no evidence of any approval having been sought and/or obtained from the Public Transport Authority (PTA) to do so given that agency's interest in and control over this land. It is known from previous advice received from the PTA that the direct discharge of stormwater into railway reserves is generally not supported for any new development on privately owned land with the preference being to either capture and manage all stormwater flows on-site or install suitable pipework to provide for the discharge of stormwater into road reserves and associated local drainage systems.

Having regard for the previous development approval issued by Council in 2008 to accommodate Landmark's current activities on the land which required the installation of a suitable capacity rainwater tank on the north-eastern side of the warehouse / office building

for stormwater drainage purposes as per the details shown on approved plans, it is recommended Council again impose a condition on any development approval issued in this instance requiring the installation of a suitable capacity rainwater tank at the rear of the proposed new shed prior to its occupation and use to ensure all stormwater flows are captured and managed on-site.

In light of the above findings it is concluded the proposal for Lot 356 is unlikely to have any negative impacts on the general amenity, character, functionality and safety of the immediate locality subject to compliance with a number of conditions including landscaping and stormwater drainage management. As such it is recommended Council exercise its discretion and grant conditional approval to the application to ensure the development proceeds in accordance with the information and plans submitted in support of the proposal and the relevant standards and requirements of the Shire's local planning framework.

Legal Implications

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Shire of Lake Grace Local Planning Scheme No.4

Policy Implications

Nil

Consultation

Not required or deemed necessary in this particular instance given previous advice received from Main Roads WA regarding the existing approved development on the land which is still relevant and applicable. Clarification of a few key elements of the proposal was also sought and obtained from the applicant during assessment of the application.

Financial Implications

Nil. It is understood all costs associated with the project's implementation will met by Landmark in its capacity as the current lessee of the land.

Strategic Implications

Shire of Lake Grace Local Planning Strategy - The proposal for 356 is considered to be consistent with the aims and objectives of the Shire's Local Planning Strategy as it applies to the following:

- Economic Development Strategy:
 - i) Promote the diversification of the Shire's economy by encouraging the development of a wide range of new commerce and industry; and
 - ii) Direct the majority of new commercial and industrial development to the Lake Grace, Newdegate, Lake King and Varley townsites to build upon existing infrastructure in these settlements and maximise efficiencies of operation and economies of scale.
- Infrastructure and Community Services Strategy:
 - i) Ensure that all development in the Shire is served by adequate, high quality and reliable stormwater drainage infrastructure that improves the quality of stormwater runoff and avoids salinity encroachment, flood risk and negative impacts on local drainage conditions and natural resources.

Shire of Lake Grace Strategic Community Plan 2017-2027 – The proposal for Lot 356 is considered to be consistent with the aims and objectives of the Shire's Strategic Community Plan as it applies to the following:

Economic Objective – A prosperous agricultural based economy, supporting diversification of industry

Outcome 1.2 A diverse and prosperous economy

- 1.2.2 Support local business and promote further investment in the district.

Recommendation

That Council APPROVE the development application submitted by WBS Group Pty Ltd under the authority of NB & LA Maalouf (Landowners) to construct a new 180m² chemical storage shed on Lot 356 Stubbs Street, Lake Grace subject to the following conditions and advice notes:

Conditions

1. The proposed development shall be undertaken in accordance with the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.
2. The proposed development shall be substantially commenced within a period of two (2) years from the date of this approval. If the development is not substantially commenced within this period this approval shall lapse and be of no further effect. Where an approval has so lapsed, the development shall not be carried out without the further approval of Council having first being sought and obtained.
3. A new one (1) metre wide landscaping strip comprising low level vegetation species that reach a height of 1.5 to 2 metres at maturity shall be installed on the land as follows:
 - i) along the land's Stubbs Street frontage from the western side of the vehicle access gates to the open yard / trade display area through to its western side boundary; and
 - ii) along the full length of the land's western side boundary.
4. The landscaping required by Condition 3 above shall be installed within six (6) months of the date of this approval and maintained thereafter to the specifications and satisfaction of the Shire's Chief Executive Officer. A landscaping plan providing specific details of the location, spacing and plant species to be used shall be submitted to the Shire's Chief Executive Officer for consideration and determination prior to implementation.
5. A suitable capacity rainwater tank shall be installed at the rear of the proposed new chemical storage shed prior to its occupation and use to ensure all stormwater flows from the shed are captured and managed on-site.
6. Suitable measures shall be implemented to help guard against and provide for the appropriate management and clean-up of any potential chemical spills from the proposed new chemical storage shed.
7. The open areas around the proposed chemical storage shed shall be maintained in a neat and tidy condition at all times to the specifications and satisfaction of the Shire's Chief Executive Officer.

Advice Notes

1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement, memorial or restrictive covenant. It is the responsibility of the applicant and landowner and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the Shire's attention.
2. This is a development approval of the Shire of Lake Grace under its Local Planning Scheme No.4. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant and landowner to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. In accordance with the *Building Act 2011* and *Building Regulations 2012*, a suitable building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any building construction or earthworks on the land.
4. The proposed development is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements must be submitted to the Shire with the required building permit application.
5. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the *Environmental (Noise) Regulations 1997*.
6. No construction works shall commence on the land prior to 7.00am without the Shire's written approval. No constructions works are permitted on Sundays or Public Holidays.
7. All chemical storage in the proposed new storage shed on Lot 356 shall be undertaken in a manner consistent with the *Dangerous Goods Safety Act 2004* and all associated regulations as well as Australian Standard AS 2507-1998 entitled '*The Storage and Handling of Agricultural and Veterinary Chemicals*'. Any queries regarding the relevant requirements should be directed to the Department of Mines, Industry Regulation and Safety.
8. With regard to stormwater drainage it should be noted no stormwater is permitted to be discharged from the new chemical storage shed to any part of the railway reserve to the north and west or the Stubbs Street road reserve area to the south hence the requirement to install a suitable capacity rainwater tank as per Condition 5 of this approval.
9. It was noted during assessment of the application that the existing development and use of the land has encroached upon a small portion of the railway reserve immediately adjacent to the land's northern boundary, including fencing for security purposes. This encroachment has not been approved by Council as part of this or any previous development applications for Lot 356 and is a matter the landowner / lessee will need to resolve through further discussion with the Public Transport Authority given that agency's interest in and control over the railway reserve.
10. Any future proposed advertising signage shall be provided in accordance with the specific requirements of the Shire of Lake Grace Local Planning Scheme No.4 and Local Planning Policy 6.5 entitled '*Advertising Signage*' unless otherwise approved by Council.
11. Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the *Planning and Development Act 2005* and the Shire of Lake Grace Local Planning Scheme No.4 and may result in legal action being initiated by

the local government.

12. If the applicant / owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be submitted within 28 days of the determination.

Voting Requirements

Simple majority required

Item 14.2.4

Attachment 1



A 98 Byfield St, Northam WA 6401
P 1800 800 909
F 1800 800 910
wbsgroup.com.au

6 December 2018.

Shire of Lake Grace,
Planning Department,
PO Box 50,
LAKE GRACE WA 6353

Dear Sir / Madam,

Planning Application – Job 2521 Landmark Lake Grace – 87 Stubbs Rd, LAKE GRACE WA 6353

Please find attached documents for Planning consent to the above property.

The property is a is an agricultural farming retail outlet for agricultural and other products.

The proposed building is a Structural Steel Chemical Shed 15m x 12m x 4.5m .
Roof cladding is Surfmist and wall cladding is Cottage Green.
There are two x 4.2m High by 7.5 m wide sliding Chain Mesh Gates.

The shed will be used to store chemicl drums.

Kind regards,

Beverley Gannon
Wheatbelt Steel Contracts Administrator,
WBS Group Pty Ltd,



ATTACHMENT 4

SHIRE OF LAKE GRACE
LOCAL PLANNING SCHEME NO.4

APPLICATION FOR DEVELOPMENT APPROVAL



Owner Details – Attach a separate sheet where there are more than two landowners		
Name/s: <i>NICOLAS DIB MAALOUF</i> <i>LAURE ANNE MAALOUF</i>		
ABN (if applicable):		
Address: <i>PO BOX 169</i> <i>LAKE GRACE WA</i> Postcode: <i>6353</i>		
Phone: (work): <i>9865 1261</i> (home): (mobile): <i>0427 651 261</i>	Fax: <i>9865 1025</i>	E-mail: <i>maalouf@treko.net.au</i>
Contact person: <i>NICK MAALOUF</i>		
Signature: <i>[Signature]</i>		Date: <i>5 December 2018</i>
Signature: <i>[Signature]</i>		Date: <i>5 December 2018</i>
<small>NOTE: The signature of all registered owner(s) is required on all applications. This application will not proceed without the required signature/s. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).</small>		
Applicant Details		
Name: <i>WHEATBELT STEEL</i>		
Address: <i>PO BOX 910,</i> <i>NORTHAM WA</i> Postcode: <i>6401</i>		
Phone: (work): <i>9622 6622</i> (home): (mobile):	Fax: <i>9622 6600</i>	E-mail: <i>bev.gannon@wbsgroup.com.au</i>
Contact person for correspondence: <i>BEV GANNON</i>		
The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. <input type="checkbox"/> Yes <input type="checkbox"/> No		
Signature: <i>[Signature]</i>		Date: <i>3 December 2018</i>

ATTACHMENT 4

Property Details – Details must match those shown on the Certificate/s of Title			
Lot No:	House/Street No:	Location No:	
Diagram or Plan No: 221026	Certificate of Title Volume No: 2218	Folio No: 692	
Title encumbrances (e.g. easements, restrictive covenants):			
Street name: LOT 356 STUBBS STREET		Suburb: LAKE GRACE WA 6353	
Nearest street intersection: LAKE GRACE - KULIN ROAD LAKE GRACE SOUTH ROAD LAKE GRACE			
Proposed Development:			
Nature of development: <input checked="" type="checkbox"/> Works (New construction works with no change of land use) <input type="checkbox"/> Use (Change of use of land with no construction works) <input type="checkbox"/> Works and Use			
<small>NOTE: If the proposal involves advertising signage the Additional Information for Development Approval for Advertisements form must be completed and submitted with this application.</small>			
Is an exemption from development claimed for part of the development? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If yes, is the exemption for: <input type="checkbox"/> Works <input type="checkbox"/> Use			
Description of proposed works and/or land use: Structural Steel Shed 15m x 12m x 4.5m Fully Enclosed with Chain Mesh Sliding Doors			
Description of exemption claimed (if relevant):			
Nature of any existing buildings and/or land use: LANDMARK RETAIL OUTLET BUILDING FOR AGRICULTURAL PRODUCTS			
Approximate cost of proposed development: \$51,700.00			
Estimated time of completion: FEBRUARY 2019			
OFFICE USE ONLY			
Acceptance Officer's initials:		Date received:	
Local government reference no:			

ATTACHMENT 4

		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center;">REGISTER NUMBER</td> </tr> <tr> <td colspan="2" style="text-align: center;">356/DP221026</td> </tr> <tr> <td style="text-align: center;">DUPLICATE EDITION</td> <td style="text-align: center;">DATE DUPLICATE ISSUED</td> </tr> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">29/11/2011</td> </tr> </table>	REGISTER NUMBER		356/DP221026		DUPLICATE EDITION	DATE DUPLICATE ISSUED	1	29/11/2011
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VOLUME	FOLIO									
2218	692									

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.


 REGISTRAR OF TITLES
 

LAND DESCRIPTION:

LOT 356 ON DEPOSITED PLAN 221026

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

NICOLAS DIB MAALOUF
LAURE ANNE MAALOUF
BOTH OF POST OFFICE BOX 169, LAKE GRACE
AS JOINT TENANTS

(T 1017659) REGISTERED 18/2/2002

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

1. L763018 LEASE TO LANDMARK OPERATIONS LTD OF LEVEL 19, 380 LA TROBE STREET, MELBOURNE, VICTORIA EXPIRES: SEE LEASE. REGISTERED 19/10/2011.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

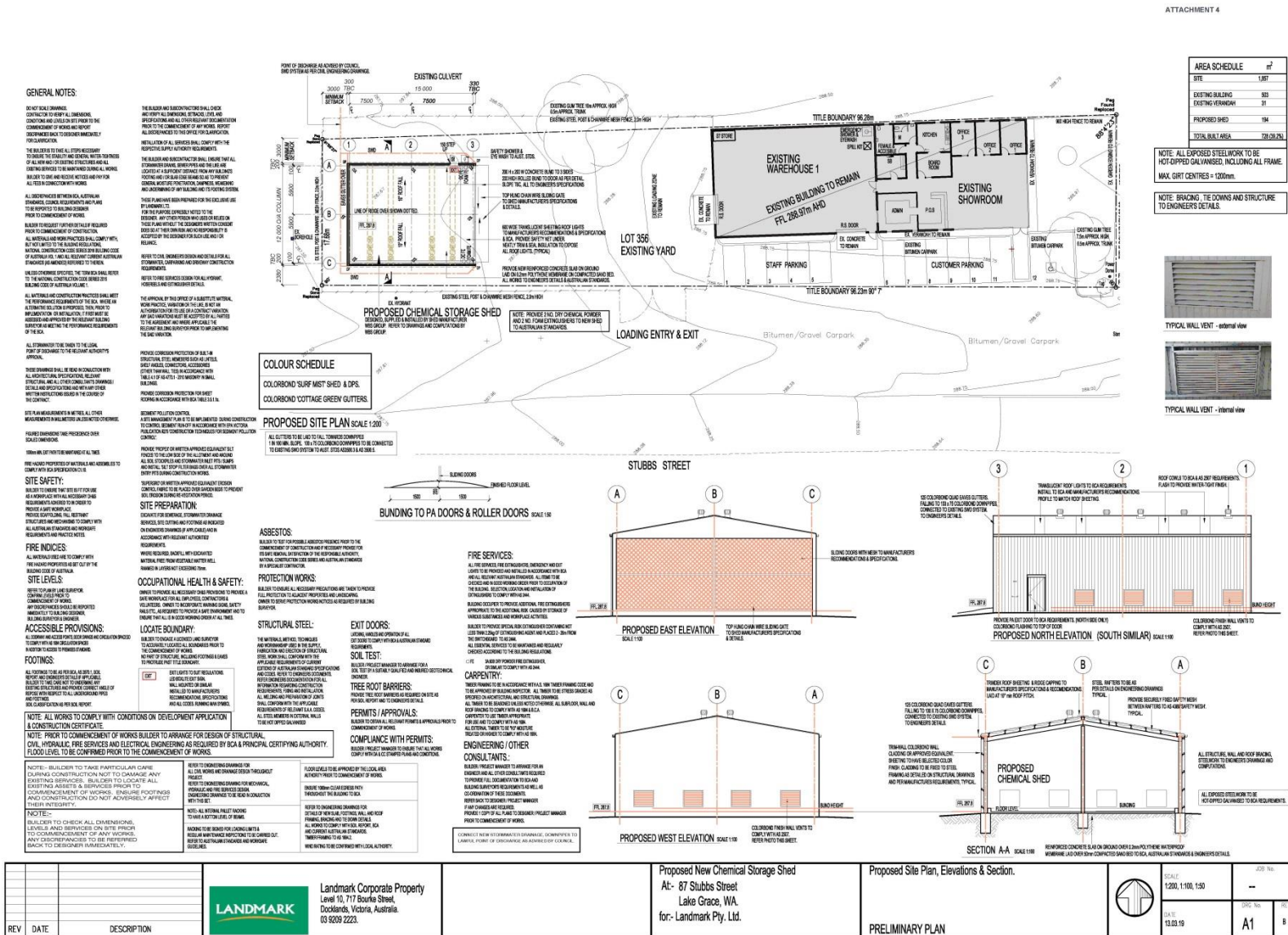
STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND:	DP221026
PREVIOUS TITLE:	LR3123-372
PROPERTY STREET ADDRESS:	NO STREET ADDRESS INFORMATION AVAILABLE.
LOCAL GOVERNMENT AUTHORITY:	SHIRE OF LAKE GRACE

NOTE 1: A000001A LAND PARCEL IDENTIFIER OF LAKE GRACE TOWN LOT/LOT 356 (OR THE PART THEREOF) ON SUPERSEDED PAPER CERTIFICATE OF TITLE CHANGED TO LOT 356 ON DEPOSITED PLAN 221026 ON 03-OCT-02 TO ENABLE ISSUE OF A DIGITAL CERTIFICATE OF TITLE.

NOTE 2: THE ABOVE NOTE MAY NOT BE SHOWN ON THE SUPERSEDED PAPER CERTIFICATE OF TITLE OR ON THE CURRENT EDITION OF DUPLICATE CERTIFICATE OF TITLE.



14.3 HEALTH AND BUILDING

NO MATTERS FOR CONSIDERATION

14.4 ADMINISTRATION

14.4.1 REVIEW OF POLICY 3.7 - PURCHASING

Applicant: Internal Document
File No. 0050
Attachments: 1. Current Policy 3.7 - Purchasing
Author: Ms Belinda Knight


 Deputy Chief Executive Officer

Disclosure of Interest: Nil
Date of Report: 27 March 2019
Senior Officer: Ms Denise Gobbart


 Chief Executive Officer

Summary

To review Policy 3.7 – Purchasing, to restrict the ability to issue purchase orders to the Chief Executive Officer (CEO) and Senior Managers.

Background

Policy 3.7 – was reviewed at the February Council meeting where the quotation thresholds were reviewed, along with the ability for the CEO to amend the number of quotes based on certain criteria.

Whilst developing the Work Instruction for issuing requisitions and purchase orders, it was noted that a number of officers had authority to issue orders, without the corresponding authority for the budgets relating to those orders. Therefore it is recommended that the following amendments be authorised.

Officer	Purchase Order Value	Proposed Value
Chief Executive Officer	Unlimited (within adopted budget and guidelines)	Unlimited (within adopted budget and guidelines)
Deputy Chief Executive Officer	\$50,000	\$50,000
Manager Infrastructure Services	\$50,000	\$50,000
Marketing & Engagement Coordinator	\$0	\$5,000 - New
Infrastructure Supervisor	\$5,000	Remove – becomes requisition officer
Administration Coordinator	\$5,000	Remove – becomes requisition officer
Governance Officer Executive Assistant	\$5,000	Remove – becomes requisition officer
Mechanic	\$5,000	Remove - obsolete
Building Supervisor	\$5,000	Remove – becomes requisition officer

Comment

The CEO, in accordance with S5.41(d) Local Government Act 1995, and R5 Local Government (Financial Management) Regulations 1996 has prepared and distributed instructions to staff regarding issuing requisitions and approval of purchase orders, along with an updated copy of Policy 3.7 outlining Council's requirements for purchasing.

Legal Implications*Local Government Act 1995**Local Government Act 1995 Part 3:*

- *good government of the district;*
- *a legislative function (the making of local laws); and,*
- *an executive function (decisions relating to the range and scope of services and facilities provided to the community).*

Section 2.7 (2) (b) of the Local Government Act 1995 also prescribes the policy role of the Council as the body that “determines the local government’s policies”.

Section 5.41(d) of the Local Government Act 1995, prescribed that the CEO is responsible for the day to day operations of the local government.

Local Government (Financial Management) Regulations 1996

5. CEO’s duties as to financial management

(1) Efficient systems and procedures are to be established by the CEO of a local government —

- a) for the proper collection of all money owing to the local government; and*
- b) for the safe custody and security of all money collected or held by the local government; and*
- c) for the proper maintenance and security of the financial records of the local government (whether maintained in written form or by electronic or other means or process); and*
- d) to ensure proper accounting for municipal or trust —*
 - (i) revenue received or receivable; and*
 - (ii) expenses paid or payable; and*
 - (iii) assets and liabilities;**and*
- e) to ensure proper authorisation for the incurring of liabilities and the making of payments; and*
- f) for the maintenance of payroll, stock control and costing records; and*
- g) to assist in the preparation of budgets, budget reviews, accounts and reports required by the Act or these regulations.*

(2) The CEO is to —

- c) undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 3 financial years) and report to the local government the results of those reviews*

Policy Implications

As outlined above.

Consultation

Internal Executive Services

Financial Implications

Nil

Strategic Implications

Shire of Lake Grace Strategic Community Plan 2017-2027

Leadership – Strong governance and leadership demonstrating fair and equitable community values.

Outcome 4.2 An efficient and effective organisation

- 4.2.1 Maintain accountability and financial responsibility through effective planning
- 4.2.2 Comply with statutory and legislative requirements
- 4.2.3 Provide a positive and safe workplace.

Recommendation

That Council adopts the following amendments to Policy 3.7 Purchasing – Clause 5.5 Purchasing Officers – Financial Limits,

1. by replacing the table with the following table:

:Officer	Purchase Order Value
Chief Executive Officer	Unlimited (within adopted budget and guidelines)
Deputy Chief Executive Officer	\$50,000
Manager Infrastructure Services	\$50,000
Marketing & Engagement Coordinator	\$5,000

2. And deleting the following paragraph:

“Orders only to be issued within area of budget responsibility

An officer, excluding Senior Officers, of the Shire of Lake Grace may only issue an order for goods committing the Shire to expenditure from an allocation within the budget for which they have direct budgetary control.”

Voting Requirements

Simple Majority required

POLICY 3.7 Purchasing Policy

POLICY	The Purchasing Policy as per Attachment 3.7 on the following pages is adopted as Council Policy.
OBJECTIVES	<p>To provide compliance with the Local Government Act 1995 and the Local Government (Functions and General) Regulations, 1996 (as amended).</p> <p>To provide clear guidelines to the Council and its officers for purchasing goods and services where the value of goods will be equal to or less than \$150,000 excluding GST.</p> <p>To ensure consistency for all purchasing activities that integrates within all the Local Government operational areas.</p> <p>To establish Council's support for local business.</p>
GUIDELINES	<p>Local Government Act 1995 – s3.57 (as amended).</p> <p>Local Government (Functions and General) Regulations 1996 (as amended).</p>
HISTORY	<p>The Local Government (Functions and General) Amendment Regulations 2007 increased the tender threshold to \$100,000 and require local governments to have a purchasing policy for amounts equal to or less than the new \$100,000 threshold.</p> <p>Adopted Motion 10376 March 2007.</p> <p>Motion 10602 April 2008 – amended by deletion of the administrative process for the calling of tenders which are regulated.</p> <p>Motion 10951 24 February 2010 – amended to streamline requirements for written quotations where value is minimal and availability limited, and incorporate local price preferencing.</p> <p>Motion 11479 25 July 2012 – amended with regard to accessing preferred suppliers and officers able to purchase on the Shire's behalf.</p> <p>Amended 24 June 2015 Motion 12059.</p> <p>Amended 22 June 2016 Motion 12312.</p> <p>Amended 20 February 2019 Motion 12915</p>
REVIEW	Deputy Chief Executive Officer

ATTACHMENT 3.7 - SHIRE OF LAKE GRACE PURCHASING POLICY**1 POLICY**

The Shire of Lake Grace (the Shire) is committed to delivering best practice in the purchasing of goods, services and works that align with the principles of transparency, probity and good governance and complies with the *Local Government Act 1995* (the “**Act**”) and Part 4 of the *Local Government (Functions and General) Regulations 1996*, (the “**Regulations**”) Procurement processes and practices to be complied with are defined within this Policy and the Shire’s prescribed procurement procedures.

2 OBJECTIVES

The objectives of this Policy are to ensure that all purchasing activities:

- demonstrate that best value for money is attained for the Shire;
- are compliant with relevant legislations, including the Act and Regulations;
- are recorded in compliance with the *State Records Act 2000* and associated records management practices and procedures of the Shire;
- mitigate probity risk, by establishing consistent and demonstrated processes that promotes openness, transparency, fairness and equity to all potential suppliers;
- ensure that the sustainable benefits, such as environmental, social and local economic factors are considered in the overall value for money assessment; and,
- are conducted in a consistent and efficient manner across the Shire and that ethical decision making is demonstrated.

3 ETHICS & INTEGRITY**3.1 Code of Conduct**

All officers and employees of the Shire undertaking purchasing activities must have regard for the Code of Conduct requirements and shall observe the highest standards of ethics and integrity. All officers and employees of the Shire must act in an honest and professional manner at all times which supports the standing of the Shire.

3.2 Purchasing Principles

The following principles, standards and behaviours must be observed and enforced through all stages of the purchasing process to ensure the fair and equitable treatment of all parties:

- full accountability shall be taken for all purchasing decisions and the efficient, effective and proper expenditure of public monies based on achieving value for money;
- all purchasing practices shall comply with relevant legislation, regulations, and requirements consistent with the Shire policies and Code of Conduct;
- purchasing is to be undertaken on a competitive basis where all potential suppliers are treated impartially, honestly and consistently;

- all processes, evaluations and decisions shall be transparent, free from bias and fully documented in accordance with applicable policies, audit requirements and relevant legislation;
- any actual or perceived conflicts of interest are to be identified, disclosed and appropriately managed; and,
- any information provided to the Shire by a supplier shall be treated as commercial-in-confidence and should not be released unless authorised by the supplier or relevant legislation.

4 VALUE FOR MONEY

4.1 Policy

Value for money is determined when the consideration of price, risk and qualitative factors that are assessed to determine the most advantageous outcome to be achieved for the Shire.

As such, purchasing decisions must be made with greater consideration than obtaining lowest price, but also to incorporate qualitative and risk factors into the decision.

4.2 Application

An assessment of the best value for money outcome for any purchasing process should consider:

- all relevant Total Costs of Ownership (TCO) and benefits including transaction costs associated with acquisition, delivery, distribution, as well as other costs such as but not limited to holding costs, consumables, deployment, maintenance and disposal;
- the technical merits of the goods or services being offered in terms of compliance with specifications, contractual terms and conditions and any relevant methods of assuring quality, including but not limited to an assessment of levels and currency of compliances, value adds offered, warranties, guarantees, repair and replacement policies, ease of inspection, ease of after sales service, ease of communications etc.;
- financial viability and capacity to supply without risk of default (competency of the prospective suppliers in terms of managerial and technical capabilities and compliance history);
- a strong element of competition in the allocation of orders or the awarding of contracts. This is achieved by obtaining a sufficient number of competitive quotations wherever practicable;
- the safety requirements associated with both the product design and specification offered by suppliers and the evaluation of risk when considering purchasing goods and services from suppliers;
- purchasing of goods and services from suppliers that demonstrate sustainable benefits and good corporate social responsibility; and,
- providing opportunities for businesses within the Shire boundaries to be given the opportunity to quote for providing goods and services wherever possible.

5 PURCHASING REQUIREMENTS

5.1 Legislative / Regulatory Requirements

The requirements that must be complied with by the Shire, including purchasing thresholds and processes, are prescribed within the Regulations, this Policy and associated purchasing procedures in effect at the Shire.

5.2 Policy

Purchasing that is **\$150,000 or below in total value** (excluding GST) must be in accordance with the purchasing requirements under the relevant threshold as defined under section 5.6 of this Purchasing Policy.

Purchasing that **exceeds \$150,000 in total value** (excluding GST) must be put to public Tender when it is determined that a regulatory Tender exemption, as stated under 0 of this Policy is not deemed to be suitable.

5.3 Purchasing Value Definition

Determining purchasing value is to be based on the following considerations:

1. Exclusive of Goods and Services Tax (GST);
2. The actual or expected value of a contract over the full contract period, including all options to extend; or the extent to which it could be reasonably expected that the Shire will continue to purchase a particular category of goods, services or works and what total value is or could be reasonably expected to be purchased. A best practice suggestion is that if a purchasing threshold is reached within three years for a particular category of goods, services or works, then the purchasing requirement under the relevant threshold (including the tender threshold) must apply; and,
3. Must incorporate any variation to the scope of the purchase and be limited to a 10% tolerance of the original purchasing value.

5.4 Purchasing from Existing Contracts

Where the Shire has an existing contract in place, it must ensure that goods and services required are purchased under these contracts to the extent that the scope of the contract allows. When planning the purchase, the Shire must consult its Contracts Register in the first instance before seeking to obtain quotes and tenders on its own accord.

5.5 Purchasing Officers – Financial Limits

All orders with the exception of petty cash outlays require the issue of a Purchase Order.

All officers are permitted to obtain verbal or written quotations for goods and services for the Shire, however the following officers are permitted to issue purchase orders on behalf of the Shire of Lake Grace within the financial limits specified:

Officer	Purchase Order Value
Chief Executive Officer	Unlimited (within adopted budget and guidelines)
Deputy Chief Executive Officer	\$50,000
Manager Infrastructure Services	\$50,000
Infrastructure Supervisor	\$5,000
Administration Coordinator	\$5,000
Governance Officer	\$5,000
Mechanic	\$5,000
Building Supervisor	\$5,000

~~Orders only to be issued within area of budget responsibility~~

~~An officer, excluding Senior Officers, of the Shire of Lake Grace may only issue an order for goods committing the Shire to expenditure from an allocation within the budget for which they have direct budgetary control.~~

5.6 Purchasing Thresholds

The Chief Executive Officer (CEO) may approve of a variation in the process related to the prescribed purchase thresholds in circumstances where the CEO considers that:

- An emergency exists; or
- The specific purchasing process has been undertaken within the previous six months and no tender was accepted or contract was entered into; or
- Only one supplier is known to exist as a result of the specialised nature of the intended purchase; or
- Delays caused by undertaking the required process might create a significant financial penalty for the Shire.

The CEO will confirm by email any variation, and attach that email to the quote record.

A tender or tender-exempt purchase process is to be used where there is some uncertainty about whether the consideration will exceed the \$150,000 threshold.

Tender-exempt purchases are required to use a formal quote process.

The table below prescribes the purchasing process that the Shire must follow, based on the purchase value:

Purchase Value Threshold (excluding GST)	Purchasing Requirement
Up to \$999	Direct purchase from suppliers not requiring any written quotations, although as best practice, one verbal quote should be obtained in most instances, and evidence of quote provided at requisition stage.
\$1,000 to \$4,999	Direct purchase from suppliers requiring only two verbal quotations, and evidence of quotes provided at requisition stage.
\$5,000 to \$19,999	2 written quotations to be obtained and documented by responsible officer, and evidence of quotes provided at requisition stage.
\$19,999 - \$149,999	Obtain at least three written quotations containing price and specification of goods and services (with procurement decision based on all value for money considerations), with pre-determined written assessment criteria in addition to price, and formal quote process. Evidence of quotes to be provided at requisition stage. Obtain at least three (3) written quotations from suppliers with written specifications.
Over \$150,000	Where the purchasing requirement is not suitable to be met through a panel of pre-qualified suppliers, or any other tender-exempt arrangement as listed under this Policy, conduct a public Request for Tender process in accordance with Part 4 of the <i>Local Government (Functions and General) Regulations 1996</i> , this policy and the Shire's tender procedures. The procurement decision is to be based on pre-determined evaluation criteria that assesses all value for money considerations in accordance with the definition stated within this Policy. Note: The WALGA Preferred Supply Program does qualify for compliance under the <i>Local Government (Functions and General) Regulations 1996</i> .

Note: All or any quotations may be obtained from:

- an existing panel of pre-qualified suppliers administered by the Shire, or
- a pre-qualified supplier on the WALGA Preferred Supply Program or State Government CUA; or
- from the open market

5.7 Tendering Exemptions

An exemption to publicly invite tenders may apply in the following instances:

- the purchase is obtained from a pre-qualified supplier under the WALGA Preferred Supply Program or State Government Common Use Arrangement;
- the purchase is from a Regional Local Government or another Local Government;

- the purchase is acquired from a person registered on the WA Aboriginal Business Directory, as published by the Small Business Development Corporation, where the consideration under contract is worth \$250,000 or less and represents value for money;
- the purchase is acquired from an Australian Disability Enterprise and represents value for money;
- the purchase is from a pre-qualified supplier under a Panel established by the Shire; or
- any of the other exclusions under Regulation 11 of the Regulations apply.

5.8 Inviting Tenders Under the Tender Threshold

Where considered appropriate and beneficial, the Shire may consider publicly advertising Tenders in lieu of undertaking a Request for Quotation for purchases under the tender threshold. This decision should be made after considering the benefits of this approach in comparison with the costs, risks, timeliness and compliance requirements and also whether the purchasing requirement can be met through the WALGA Preferred Supply Program or State Government CUA.

If a decision is made to undertake a public Tender for contracts expected to be \$150,000 or less in value, the Shire's tendering procedures must be followed in full.

5.9 Sole Source of Supply

Where the purchasing requirement is over the value of \$5,000 and of a unique nature that can only be supplied from one supplier, the purchase is permitted without undertaking a tender or quotation process. This is only permitted in circumstances where the Shire is satisfied and can evidence that there is only one source of supply for those goods, services or works. The Shire must use its best endeavours to determine if the sole source of supply is genuine by exploring if there are any alternative sources of supply. Once determined, the justification must be endorsed by the Chief Executive Officer / Deputy Chief Executive Officer / Manager Infrastructure Services, prior to a contract being entered into.

From time to time, the Shire may publicly invite an expression of interest to effectively determine that one sole source of supply still genuinely exists.

5.10 Anti-Avoidance

The Shire shall not enter into two or more contracts or create multiple purchase order transactions of a similar nature for the purpose of "splitting" the value of the purchase or contract to take the value of the consideration of the purchase below a particular purchasing threshold, particularly in relation to Tenders and to avoid the need to call a public Tender.

5.11 Emergency Purchases

An emergency purchase is defined as an unanticipated and unbudgeted purchase which is required in response to an emergency situation as provided for in the *Local Government Act 1995*. In such instances, quotes and tenders are not required to be obtained prior to the purchase being undertaken.

An emergency purchase does not relate to purchases not planned for due to time constraints. Every effort must be made to anticipate purchases required by the Shire in advance and to allow sufficient time to obtain quotes and tenders, whichever may apply.

6 RECORDS MANAGEMENT

Records of all purchasing activity must be retained in compliance with the *State Records Act 2000 (WA)*, the Shire's Records Management Policy and associated procurement procedures.

For each procurement activity, such documents may include:

- The Procurement initiation document such as a procurement business case which justifies the need for a contract to be created (where applicable);
- Procurement Planning and approval documentation which describes how the procurement is to be undertaken to create and manage the contract;
- Request for Quotation/Tender documentation;
- Copy of public advertisement inviting tenders, or the notice of private invitation (whichever is applicable);
- Copies of quotes/tenders received;
- Evaluation documentation, including individual evaluators note and clarifications sought;
- Negotiation documents such as negotiation plans and negotiation logs;
- Approval of award documentation;
- All correspondence to respondents notifying of the outcome to award a contract;
- Contract Management Plans which describes how the contract will be managed; and
- Copies of contract(s) with supplier(s) formed from the procurement process.

7 SUSTAINABLE PROCUREMENT AND CORPORATE SOCIAL RESPONSIBILITY

The Shire is committed to providing a preference to suppliers that demonstrate sustainable business practices and high levels of Corporate Social Responsibility (CSR). Where appropriate, the Shire shall endeavour to provide an advantage to suppliers demonstrating that they minimise environmental and negative social impacts and embrace CSR. Sustainable and CSR considerations must be balanced against value for money outcomes in accordance with the Shire's sustainability objectives.

8 BUY LOCAL POLICY

As much as practicable, the Shire must:

- where appropriate, consider buying practices, procedures and specifications that do not unfairly disadvantage local businesses;
- consider indirect benefits that have flow on benefits for local suppliers (i.e. servicing and support);
- ensure that procurement plans address local business capability and local content;
- explore the capability of local businesses to meet requirements and ensure that Requests for Quotation and Tenders are designed to accommodate the capabilities of local businesses;

- avoid bias in the design and specifications for Requests for Quotation and Tenders – all Requests must be structured to encourage local businesses to bid; and
- provide adequate and consistent information to potential suppliers.

Local Price Preference

When officers seek quotations or purchase goods or services, quotes must be obtained from businesses (if in existence) that could provide the good or service required that are located within the Shire of Lake Grace. When the provision of goods or services is not being sought by tender the following preference will be provided to local suppliers whose business is based within the Shire of Lake Grace and the product quality is comparable:

- 5% for any purchase up to \$20,000.00; and
- 2% for any purchase between \$20,001.00 and \$100,000.

9 PURCHASING FROM DISABILITY ENTERPRISES

Pursuant to Part 4 of the *Local Government (Functions and General) Regulations 1996*, the Shire is not required to publicly invite tenders if the goods or services are to be supplied from an Australian Disability Enterprise, as registered on www.ade.org.au. This is contingent on the demonstration of value for money.

Where possible, Australian Disability Enterprises are to be invited to quote for supplying goods and services under the tender threshold. A qualitative weighting may be afforded in the evaluation of quotes and tenders to provide advantages to Australian Disability Enterprises.

10 PURCHASING FROM ABORIGINAL BUSINESSES

Pursuant to Part 4 of the *Local Government (Functions and General) Regulations 1996*, the Shire is not required to publicly invite tenders if the goods or services are to be supplied from a person registered on the Aboriginal Business Directory published by the Small Business Development Corporation on www.abdwa.com.au, where the expected consideration under contract is worth \$250,000 or less. This is contingent on the demonstration of value for money. Where possible, Aboriginal businesses are to be invited to quote for supplying goods and services under the tender threshold. A qualitative weighting may be afforded in the evaluation of quotes and tenders to provide advantages to Aboriginal owned businesses, or businesses that demonstrate a high level of aboriginal employment.

11 PANELS OF PRE-QUALIFIED SUPPLIERS

11.1 Policy Objectives

In accordance with Regulation 24AC of the *Local Government (Functions and General) Regulations 1996*, a Panel of Pre-qualified Suppliers ("Panel") may be created where most of the following factors apply:

- the Shire determines that a range of similar goods and services are required to be purchased on a continuing and regular basis;
- there are numerous potential suppliers in the local and regional procurement-related market sector(s) that satisfy the test of 'value for money';
- the purchasing activity under the intended Panel is assessed as being of a low to medium risk;
- the Panel will streamline and will improve procurement processes; and

- the Shire has the capability to establish, manage the risks and achieve the benefits expected of the proposed Panel.

The Shire will endeavour to ensure that Panels will not be created unless most of the above factors are firmly and quantifiably established.

11.2 Establishing a Panel

Should the Shire determine that a Panel is beneficial to be created, it must do so in accordance with Part 4, Division 3 the *Local Government (Functions and General) Regulations 1996*.

Panels may be established for one supply requirement, or a number of similar supply requirements under defined categories within the Panel.

Panels may be established for a minimum of two (2) years and for a maximum length of time deemed appropriate by the Shire.

Evaluation criteria must be determined and communicated in the application process by which applications will be assessed and accepted.

Where a Panel is to be established, the Shire will endeavour to appoint at least three (3) suppliers to each category, on the basis that best value for money is demonstrated. Where less than three (3) suppliers are appointed to each category within the Panel, the category is not to be established.

In each invitation to apply to become a pre-qualified supplier (through a procurement process advertised through a state-wide notice), the Shire must state the expected number of suppliers it intends to put on the panel.

Should a Panel member leave the Panel, they may be replaced by the next ranked Panel member determined in the value for money assessment should the supplier agree to do so, with this intention to be disclosed in the detailed information set out under Regulation 24AD(5)(d) and (e) when establishing the Panel.

11.3 Distributing Work Amongst Panel Members

To satisfy Regulation 24AD(5) of the Regulations, when establishing a Panel of pre-qualified suppliers, the detailed information associated with each invitation to apply to join the Panel must either prescribe whether the Shire/Town/City intends to:

- Obtain quotations from each pre-qualified supplier on the Panel with respect to all purchases, in accordance with Clause 11.4; or
- Purchase goods and services exclusively from any pre-qualified supplier appointed to that Panel, and under what circumstances; or
- Develop a ranking system for selection to the Panel, with work awarded in accordance with Clause 11.3(b).

In considering the distribution of work among Panel members, the detailed information must also prescribe whether:

- each Panel member will have the opportunity to bid for each item of work under the Panel, with pre-determined evaluation criteria forming part of the invitation to quote to assess the suitability of the supplier for particular items of work. Contracts under the pre-qualified panel will be awarded on the basis of value for money in every instance; or

- b) work will be awarded on a ranked basis, which is to be stipulated in the detailed information set out under Regulation 24AD(5)(f) when establishing the Panel. The Shire is to invite the highest ranked Panel member, who is to give written notice as to whether to accept the offer for the work to be undertaken. Should the offer be declined, an invitation to the next ranked Panel member is to be made and so forth until a Panel member accepts a Contract. Should the list of Panel members invited be exhausted with no Panel member accepting the offer to provide goods/services under the Panel, the Shire may then invite suppliers that are not pre-qualified under the Panel, in accordance with the Purchasing Thresholds stated in section 5.5 of this Policy. When a ranking system is established, the Panel must not operate for a period exceeding 12 months.

In every instance, a contract must not be formed with a pre-qualified supplier for an item of work beyond 12 months, which includes options to extend the contract.

11.4 Purchasing from the Panel

The invitation to apply to be considered to join a panel of pre-qualified suppliers must state whether quotations are either to be invited to every member (within each category, if applicable) of the Panel for each purchasing requirement, whether a ranking system is to be established, or otherwise.

Each quotation process, including the invitation to quote, communications with panel members, quotations received, evaluation of quotes and notification of award communications must all be made through eQuotes, or any other electronic quotation facility.

Each quotation process, including the invitation to quote, communications with panel members, quotations received, evaluation of quotes and notification of award communications must all be captured on the Shire's electronic records system. A separate file is to be maintained for each quotation process made under each Panel that captures all communications between the Shire and Panel members.

11.5 Recordkeeping

Records of all communications with Panel members, with respect to the quotation process and all subsequent purchases made through the Panel, must be kept.

For the creation of a Panel, this includes:

- The Procurement initiation document such as a procurement business case which justifies the need for a Panel to be created;
- Procurement Planning and approval documentation which describes how the procurement is to be undertaken to create and manage the Panel;
- Request for Applications documentation;
- Copy of public advertisement inviting applications;
- Copies of applications received;
- Evaluation documentation, including clarifications sought;
- Negotiation documents such as negotiation plans and negotiation logs;

- Approval of award documentation;
- All correspondence to applicants notifying of the establishment and composition of the Panel such as award letters;
- Contract Management Plans which describes how the contract will be managed; and
- Copies of framework agreements entered into with pre-qualified suppliers.

The Shire is also to retain itemised records of all requests for quotation, including quotations received from pre-qualified suppliers and contracts awarded to Panel members. A unique reference number shall be applied to all records relating to each quotation process, which is to also be quoted on each purchase order issued under the Contract.

Information with regards to the Panel offerings, including details of suppliers appointed to the Panel, must be kept up to date, consistent and made available for access by all officers and employees of the Shire.

SHIRE OF LAKE GRACE**RECORD OF QUOTATIONS OBTAINED FOR PURCHASE**

In accordance with the procedures contained in Council Policy 3.7 – Purchasing Policy, the following quotations for goods/services have been obtained:

Goods/Services required: _____

Account No: _____

Quotation No	Date Received	Supplier	Amount

AUTHORISATION FOR PURCHASE

Purchase Order Number Issued: _____

OFFICER

DEPUTY CHIEF EXECUTIVE OFFICER

PLEASE NOTE:

Upon completion, this form is to be forwarded to the Finance Officer along with all supporting quotations and Purchase Order.

14.5 FINANCE

14.5.1 ACCOUNTS FOR PAYMENT – MARCH 2019

Applicant: Internal Report
File No. 0277
Attachments: 1. List of Accounts Payable
Author: Ms Belinda Knight



Deputy Chief Executive Officer

Disclosure of Interest: Nil
Date of Report: 03 April 2019
Senior Officer: Ms Denise Gobbart



Chief Executive Officer

Summary

For Council to ratify expenditures incurred for the month of March 2019.

Background

List of payments for the month of March 2019 through the Municipal and Trust accounts are attached.

Comment

In accordance with the requirements of the Local Government Act 1995, a list of creditors is to be completed for each month showing:

- (a) The payee's name
- (b) The amount of the payment
- (c) Sufficient information to identify the transaction
- (d) The date of payment

The attached list meets the requirements of the Financial Management Regulations.

Legal Implications

Local Government (Financial Management) Regulations 1996 – Reg 12

Local Government (Financial Management) Regulations 1996 – Reg 13

Policy Implications

Policy 3.6 - Authorised Use of Credit Card/Fuel Cards

Policy 3.7 - Purchasing Policy

Consultation

N/A

Financial Implications

The list of creditors paid for the month of March 2019 from the Municipal and Trust Account
 Total \$556,389.07

Strategic Implications

Shire of Lake Grace Strategic Community Plan 2017-2027

Leadership – Strong governance and leadership, demonstrating fair and equitable community values.

Outcomes 4.2 An efficient and effective organisation

- 4.2.1 Maintain accountability and financial responsibility through effective planning
- 4.2.2 Comply with statutory and legislative requirements

Recommendation

That Council ratify the list of payments totalling \$556,389.07 as presented for the month of March 2019 incorporating:

Trust Account	1471-1474	\$1,036.65
Electronic Funds Transfers	EFT19361 - EFT19464	\$489,713.02
Municipal Account	36757 - 36760	\$5,833.78
Direct Debits	DD8380.1 – DD8412.1	\$59,805.62
	TOTAL	\$556,389.07

Voting Requirements

Simple majority required.

Shire of Lake Grace

CERTIFICATE OF EXPENDITURE MARCH 2019



This Schedule of Accounts to be passed for payment, covering

Payment Method	Cheque/EFT/DD Number	Amount
Trust Account	1471-1474	\$1,036.65
Electronic Funds Transfers	EFT19361 - EFT19464	\$489,713.02
Municipal Account	36757 - 36760	\$5,833.78
Direct Debits	DD8380.1 – DD8412.1	\$59,805.62
	TOTAL	\$556,389.07

to the Municipal and Trust Accounts, totalling \$556,389.07 which were submitted to each member of the Council on 17 April 2019, have been checked and 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 costing's and the amounts shown are due for payment.

Denise Gobbart
CHIEF EXECUTIVE OFFICER

Item 14.5.1

Attachment 1

TRUST FUND

Chq/EFT	Date	Name	Description		
1471	15/03/2019	Building Commission	Department of Mines, Industry Regulation and Safety		-\$56.65
	08/03/2019	Building Commission	Levy February	\$56.65	
1472	15/03/2019	Royce Peter Taylor			-\$500.00
	14/03/2019	Bond Refund - Lake Grace Pavilion Hire		\$500.00	
1473	26/03/2019	Kenneth Peter Medlen			-\$150.00
	22/03/2019	Bond reimbursement equipment hire	1-05/03/2019	\$150.00	
1474	26/03/2019	Ravensthorpe Agricultural Initiative Network (RAIN)			-\$330.00
	22/03/2019	Lake King Hall Hire	13/3/18 (RAIN)	\$330.00	
					-\$1,036.65

MUNICIPAL FUND

Chq/EFT	Date	Name	Description		
EFT19361	01/03/2019	S & L Trevenen			-\$16,421.08
	05/12/2018	Supply Of Plant And Operators For Road Flood Damage Repairs	AGRN: 743. November 2018	\$38,063.58	
	10/12/2018	Credit note - July Invoice. Supply Of Plant And Operators For Road Flood Damage Repairs	AGRN: 743	-\$21,642.50	
EFT19362	01/03/2019	WML Consultants Pty Ltd			-\$58,422.05
	20/12/2018	Project Management Road Flood Damage Repairs	AGRN:743. Surveying. Variation 05, 07, 11, 14, 16, 20.	\$29,416.92	
	20/12/2018	Project Management Road Flood Damage Repairs	AGRN:743. Variation 12 + 18.	\$4,318.60	
	20/12/2018	Project Management Road Flood Damage Repairs	AGRN:743. Superintendence - Extension to Dec 18. Variation 13.	\$13,363.06	
	20/12/2018	Project Management Road Flood Damage Repairs	AGRN:743. Variation 17, 19, 21.	\$11,323.47	
EFT19363	15/03/2019	Albany Irrigation & Drilling			-\$2,398.80
	25/02/2019	Newdegate: Hunter I40 gear drive 4 Inch sprinklers		\$2,398.80	
EFT19364	15/03/2019	Albany Landscape Supplies			-\$297.00
	18/01/2019	Newdegate Cemetery: Garden pots		\$297.00	
EFT19365	15/03/2019	Anna Scheepers			-\$200.00
	03/03/2019	Varley Hall - Cleaning	18/02/2019- 01/03/2019	\$200.00	
EFT19366	15/03/2019	Australia Post			-\$127.47
	03/03/2019	Postage & Freight	Feb 19	\$127.47	
EFT19367	15/03/2019	BOC Gases Australia Limited			-\$86.13
	26/02/2019	Container Service various gases		\$86.13	
EFT19368	15/03/2019	Best Office Systems			-\$314.03
	22/02/2019	Feb 19 - Photocopier Charges		\$314.03	
EFT19369	15/03/2019	Burgess Rawson			-\$850.51
	12/02/2019	Reimb Water Rates & Usage	1/1/19 To 28/2/19 Newdegate Public Toilets	\$850.51	
EFT19370	15/03/2019	CJD Equipment Pty Ltd			-\$4,479.62
	20/02/2019	Volvo Loader: Header tank, Header tank for L60, Seat		\$4,479.62	
EFT19371	15/03/2019	Coates Hire Operations Pty Ltd			-\$4,129.04
	31/01/2019	Newdegate-Pingrup Road Slk 34.06-35.49 Wash Area: Hire 100mm water pump		\$4,129.04	
EFT19372	15/03/2019	Courier Australia			-\$264.54
	22/02/2019	Freight - February 2019		\$181.02	
	01/03/2019	Freight - March 2019		\$83.52	

Item 14.5.1

Attachment 1

MUNICIPAL FUND

Chq/EFT	Date	Name	Description		
EFT19373	15/03/2019	Cr Allan Marshall			-\$975.50
	28/02/2019	Councillor's Meeting Fees & Allowances - Jan/Feb 2019		\$975.50	
EFT19374	15/03/2019	Cr Debrah Clarke			-\$1,062.56
	28/02/2019	Councillor's Meeting Fees & Allowances - Jan/Feb 2019		\$1,062.56	
EFT19375	15/03/2019	Cr Jeanette Frances De Landgraft (Attendance)			-\$4,903.12
	28/02/2019	President's Meeting Fees & Allowances - Jan/Feb 2019		\$4,903.12	
EFT19376	15/03/2019	Cr Jeanette Frances De Landgraft (Travel)			-\$343.94
	28/02/2019	President's Travel Fees For Feb 19		\$343.94	
EFT19377	15/03/2019	Cr Mikaela Spurr			-\$999.78
	28/02/2019	Councillor's Meeting Fees & Allowances - Jan/Feb 2019		\$999.78	
EFT19378	15/03/2019	Cr Murray George Stanton			-\$999.78
	28/02/2019	Councillor's Meeting Fees & Allowances - Jan/Feb 2019		\$999.78	
EFT19379	15/03/2019	Cr Rosalind Alice Lloyd			-\$1,109.91
	28/02/2019	Councillor's Meeting Fees & Allowances - Jan/Feb 2019		\$1,109.91	
EFT19380	15/03/2019	Cr Ross Chappell			-\$998.38
	28/02/2019	Councillor's Meeting Fees & Allowances - Jan/Feb 2019		\$998.38	
EFT19381	15/03/2019	Cr Salomon Petrus Stoffberg			-\$999.78
	28/02/2019	Councillor's Meeting Fees & Allowances - Jan/Feb 2019		\$999.78	
EFT19382	15/03/2019	Cr Steve Hunt			-\$1,827.44
	28/02/2019	Deputy President's Meeting Fees & Allowances - Jan/Feb 2019		\$1,827.44	
EFT19383	15/03/2019	Department of Fire and Emergency Services			-\$27,717.90
	21/02/2019	ESL Quarterly Contribution.		\$27,717.90	
EFT19384	15/03/2019	Department of Primary Industries and Regional Development			-\$42.90
	20/02/2019	Newdegate Research Facility - water 28/11/18 - 5/2/19		\$42.90	
EFT19385	15/03/2019	Department of Water and Environmental Regulation			-\$1,950.47
	06/03/2019	Annual license Lake Grace Tip - License L7113 2019/20		\$975.23	
	11/03/2019	Annual license Newdegate Tip - License L8406 2019/20		\$975.24	
EFT19386	15/03/2019	Eureka Conferencing			-\$59.22
	28/02/2019	Teleconference LEMC Meeting 21/02/2019		\$59.22	
EFT19387	15/03/2019	Fire Rescue Safety Aust Pty Ltd			-\$775.98
	26/02/2019	Flashing beacons		\$711.92	
	27/02/2019	Mount clips for beacons		\$64.06	
EFT19388	15/03/2019	Fyfe Transport			-\$11,124.96
	13/02/2019	Newdegate North Road, Slk 17.670 - supply & deliver aggregate		\$11,124.96	
EFT19389	15/03/2019	GS Mobile Mechanical Services			-\$99.00
	22/02/2019	Lake Grace/Newdegate Community Bus: Check front & rear suspension		\$99.00	
EFT19390	15/03/2019	Hitachi Construction Machinery			-\$4,663.65
	08/03/2019	Rectify fault with RH blade lift of John Deere Grader		\$4,663.65	
EFT19391	15/03/2019	Hudson Sewage Services			-\$162.32
	28/02/2019	Lake King Toilets: Jan-Mar 2019 Maintenance Agreement, LA80 Air Filter		\$162.32	
EFT19392	15/03/2019	IT Vision			-\$3,774.38
	28/02/2019	Feb 2019 - Provision of Rates Services		\$3,774.38	
EFT19393	15/03/2019	Jason Signmakers			-\$506.99
	22/02/2019	Varley Museum signs		\$506.99	
EFT19394	15/03/2019	Lake Grace Community Resource Centre			-\$354.30
	28/02/2019	Advert Lakes Link-Wate Site Attendant Recruitment		\$22.00	
	28/02/2019	Advert Lakes Links-Catering Council Meetings		\$37.50	
	28/02/2019	Roadwise meeting copying etc		\$294.80	
EFT19395	15/03/2019	Lake Grace Plaza			-\$566.58
	25/02/2019	Cleaning Goods		\$517.98	
	28/02/2019	Subscription-West Australian, Weekend West, Lakes Link Community News		\$48.60	

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Chq/EFT	Date	Name	Description		
EFT19396	15/03/2019	Landgate			-\$39.00
	22/02/2019	Valuation Expenses: Mining Tenaments		\$39.00	
EFT19397	15/03/2019	Lovegrove Turf Services			-\$11,088.00
	20/02/2019	Vertimowing Newdegate ovals sweep clippings		\$11,088.00	
EFT19398	15/03/2019	McPest Pest Control			-\$12,815.00
	24/02/2019	Treat Lake King Public Hall & Rec buildings for rodents		\$330.00	
	24/02/2019	Termite Inspection & Treatment - Shire Buildings		\$12,485.00	
EFT19399	15/03/2019	Message Media			-\$4,386.48
	28/02/2019	SMS Service		\$4,386.48	
EFT19400	15/03/2019	Moore Stephens (WA) PTY LTD			-\$12,320.00
	14/02/2019	FBT Webinar-DCEO-29/03/2019		\$220.00	
	28/02/2019	Additional costs - 17/18 Audit		\$12,100.00	
EFT19401	15/03/2019	Narrogin Chamber of Commerce			-\$245.00
	01/03/2019	2019-20 Annual Membership Renewal		\$245.00	
EFT19402	15/03/2019	Neu-Tech Auto Electrics			-\$30.25
	22/02/2019	Lake Grace/Newdegate Community Bus: Re-charge bus batteries		\$30.25	
EFT19403	15/03/2019	Newdegate IGA Xpress			-\$427.30
	22/02/2019	Cleaning Goods		\$427.30	
EFT19404	15/03/2019	Newdegate Primary School			-\$235.05
	13/02/2019	Electricity Usage (50%) Newdegate Community Library/CRC (21 Nov 18 - 15 Jan 19),		\$142.55	
	06/03/2019	Electricity Usage (50%)Newdegate Community Library/CRC For Period 15/01/19 - 19/02/19,		\$92.50	
EFT19405	15/03/2019	Newdegate Stock & Trading			-\$20,838.73
	27/02/2019	Diesel for Depot Bowser		\$16,530.58	
	28/02/2019	Diesel for Fuel Truck		\$4,308.15	
EFT19406	15/03/2019	Newdegate Uniting Church			-\$392.98
	26/02/2019	Contribution-Australia Day 2019		\$392.98	
EFT19407	15/03/2019	Outback TV			-\$468.05
	27/02/2019	Replace main switch kitchen Newdegate Golf & Bowls Club		\$468.05	
EFT19408	15/03/2019	Penske Power Systems Pty Ltd			-\$134.85
	24/01/2019	Western Star Prime Mover: Powercool premix 20 litre Drum		\$134.85	
EFT19409	15/03/2019	Perfect Computer Solutions			-\$297.50
	28/02/2019	Feb 2019 monitoring & resolution disaster recovery options		\$85.00	
	07/03/2019	IT support 13-19 Feb 19 x 1.25hr @ \$170/hour.		\$212.50	
EFT19410	15/03/2019	Peter Hudson's Tyre & Mechanical Services Pty Ltd			-\$7,822.84
	11/02/2019	Repairs to Roadwest Side Tipper Trailer		\$7,822.84	
EFT19411	15/03/2019	Rural Traffic Services Pty Ltd			-\$14,424.23
	06/12/2018	Newdegate Pingrup Rd - 3 Traffic Controllers		\$11,605.29	
	25/02/2019	North Lake Grace / Karlgarin Road: 2 Traffic Controllers		\$2,818.94	

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Chq/EFT	Date	Name	Description		
EFT19412	15/03/2019	S & L Trevenen			-\$68,310.79
	29/01/2019		Maint Grading: Muncaster, Hatters Hill, Ladyman, Kathleen, Biddy Camm, Drust, Broombush Flat, Purnta, Lake Newton Roads	\$19,800.00	
	29/01/2019		Maint Grading: Newdegate Period: 14th - 25th January. Old Ravensthorpe, Breed, Haig, Biddy Camm, Oakey, Tonkin Roads	\$12,408.00	
	21/02/2019		Maint Grading: Newdegate Period: 4th February - 17th February. Morton, Mallee Hill, Beynon, Newdegate North, MT Sheridan, Biddy Camm, Edwards, Alymore Roads	\$17,160.00	
	21/02/2019		Maint Grading: Lake King - Varley Period: 4th February - 17th February. Fox Road, Sugg Rock, Biddy Camm Roads	\$6,072.00	
	01/03/2019		Labour hire Magenta Rd, Newdegate-Pingrup Rd, Lake Biddy Rd & North Lake Grace-Karlgarin Rd	\$13,860.79	
	12/03/2019		Credit note - Maintenance Grading services incorrectly charged	-\$990.00	
EFT19413	15/03/2019]			-\$10,084.80
	28/02/2019		Volvo Front-end Loader: Maxam tyres incl fitting, O Ring, Strip & Fit	\$10,084.80	
EFT19414	15/03/2019	Safe Roads WA Division of R&J Haulage Pty Ltd			-\$25,590.65
	12/12/2018		Contract - road sealing services 2018/19: Newdegate North Road, slk 10.85 to 22.37	\$25,590.65	
EFT19415	15/03/2019	Shire of Lake Grace			-\$200.00
	06/03/2019		Payroll Deduction	\$200.00	
EFT19416	15/03/2019	Shire of Narrogin			-\$2,311.00
	08/03/2019		Feb 2019 - Provision of Building Surveyor Services	\$2,311.00	
EFT19417	15/03/2019	Stewart & Heaton Clothing Co			-\$1,044.96
	25/01/2019		Bushfire helmets BFB	\$597.12	
	01/03/2019		Bushfire Clothing: PPE Helmet BFB	\$447.84	
EFT19418	15/03/2019	Telford Industries			-\$1,155.22
	19/02/2019		Hypo-Chlor 20lt Sodium Hypochlorite - 12.5%, 20lt DG Drum, Palintest Alkalinity Test Phot, Palintest Calcium Hardness Test (CalciCol)250 No1 & 2	\$1,155.22	
EFT19419	15/03/2019	Valma M Carter			-\$33.00
	26/02/2019		Lake Grace Library: Book - 'A Piece of Good Land'	\$33.00	
EFT19420	15/03/2019	Varley Ag Solutions			-\$13.71
	19/02/2019		Varley Public Toilets: ½ m Galv chain, Brass Padlock	\$13.71	
EFT19421	15/03/2019	WA Contract Ranger Services			-\$935.00
	02/03/2019		February 2019 Contract Ranger Services	\$935.00	
EFT19422	15/03/2019	Waterman Irrigation			-\$3,985.85
	28/02/2019		Remote Access - 14 standpipes x 6 months	\$3,985.85	
EFT19423	15/03/2019	Western Stabilisers			-\$17,885.12
	05/03/2019		Lime stabilisation Nth Lake Grace-Karlgarin Rd job SLK 9.6 to 11.6	\$17,885.12	
EFT19424	26/03/2019	35 Degrees South			-\$1,870.00
	12/03/2019		Lake King Play Ground Upgrade - Survey Playground area	\$1,870.00	
EFT19425	26/03/2019	ACDC Auto Electrics			-\$944.97
	11/03/2019		Mitsubishi Fuso Community bus - repairs & maint	\$55.00	
	22/03/2019		Ford Ranger Builders Ute: beacon, HINO Tip Truck Gardeners: beacons	\$889.97	
EFT19426	26/03/2019	AFGRI Equipment Australia			-\$297.00
	05/02/2019		20 litre Hy-Gard, 20 litre Hy-Gard	\$297.00	
EFT19427	26/03/2019	Allmark & Associates Pty Ltd			-\$2,827.00
	08/03/2019		Anzac Day - Plaques	\$2,827.00	

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Chq/EFT	Date	Name	Description		
EFT19428	26/03/2019	Anna Scheepers			-\$200.00
	17/03/2019		Cleaning of Varley Hall 5/3/19 - 15/3/19	\$200.00	
EFT19429	26/03/2019	Blackwoods			-\$311.84
	19/02/2019		Footpath Maint: 20 litres Dymark Linemarker White	\$311.84	
EFT19430	26/03/2019	Bunnings Group Limited			-\$71.73
	01/03/2019		Lake Grace Airstrip: Master Lock Light Up wall mounted Key Safe	\$71.73	
EFT19431	26/03/2019	CCL Hardware			-\$570.66
	04/02/2019		6 Banksia Pl: building materials	\$129.16	
	13/02/2019		Aluminium mop handles, Aluminium mop handles	\$51.80	
	20/02/2019		Selleys BBQ exterior clean & shine, BBQ tough wipes	\$65.40	
	25/02/2019		Bucket with lid for toilet, Bucket with lid for toilet	\$29.30	
	28/02/2019		SP Jetwash Pressure Washer	\$295.00	
EFT19432	26/03/2019	Corsign			-\$1,239.04
	18/02/2019		Signs - No through Road, community resource centre, Ladyman road, Hatters Hill Road, Children Crossing, Tag School Bus Sign, Custom Ambulance only	\$1,239.04	
EFT19433	26/03/2019	D4 Data Pty Ltd			-\$179.30
	05/03/2019		Newdegate Pool: Clean & Calibration of Pooltest9, Return Freight	\$179.30	
EFT19434	26/03/2019	Daniela Varone			-\$800.00
	18/03/2019		Weekend West - developing new style, Farm Weekly Wagin Woolorama 2019 Review	\$880.00	
EFT19435	26/03/2019	Exurban Pty Ltd			-\$3,512.45
	06/03/2019		Town Planning Consulting Services February 2019	\$3,512.45	
EFT19436	26/03/2019	GS Mobile Mechanical Services			-\$558.80
	14/03/2019		Lake Grace And Newdegate Community Bus: Supply & fit 4 SBI Rear bush shackles	\$558.80	
EFT19437	26/03/2019	Great Southern Fuel Supplies			-\$1,374.04
	28/02/2019		Fuel Card Purchases	\$1,374.04	
EFT19438	26/03/2019	Lake Grace Leading Appliances			-\$1,499.00
	12/03/2019		Replace stove - 3 Clark Avenue	\$1,499.00	
EFT19439	26/03/2019	Lake Grace Meat Supply			-\$60.00
	11/03/2019		Sausages Popup Kite Day	\$60.00	
EFT19440	26/03/2019	Lake Grace Plaza			-\$203.50
	11/03/2019		Groceries for second Kite Day	\$120.42	
	19/03/2019		Refreshments March 2019 Ord Council Meeting	\$83.08	
EFT19441	26/03/2019	Lake Grace Saltbush Inn			-\$610.00
	14/03/2019		Accommodation & meals new MIS 10-15/03/2019	\$610.00	
EFT19442	26/03/2019	Lake Grace Smash Repairs			-\$300.00
	23/02/2019		Ford PX Ranger Maintenance Grader: Insurance Excess windscreen-claim CL633635854	\$300.00	
EFT19443	26/03/2019	Lake King Tavern			-\$499.00
	12/03/2019		Works Staff-Accom & Meals 5-7 March 19	\$499.00	
EFT19444	26/03/2019	Lewis Building and Maintenance			-\$858.00
	06/03/2019		Lake Grace Airstrip: Supply & install replacement roller door motor	\$858.00	
EFT19445	26/03/2019	Lovegrove Turf Services			-\$6,600.00
	20/02/2019		5mm topdressing Newdegate & Lake King ovals	\$6,600.00	
EFT19446	26/03/2019	Marshall Mowers			-\$269.70
	08/03/2019		Blades for Hustler mower	\$269.70	
EFT19447	26/03/2019	Moore Stephens (WA) PTY LTD			-\$2,123.00
	28/02/2019		Budget Workshop 13/03/2019 - CEO	\$748.00	
	02/03/2019		Budgeting Workshop - DCEO	\$935.00	
	12/03/2019		Attend Audit Committee 12/03/2019 (via phone)	\$440.00	

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Chq/EFT	Date	Name	Description		
EFT19448	26/03/2019	Narrogin Bearing Service			-\$1,787.20
	31/01/2019	Milwaukie One Touch Impact Gun kit, 3/4 drive Deep Impact Sockets 32mm, 3/4 drive Deep Impact Sockets 34mm, Grease Gun Pistol Grip		\$2,047.10	
	06/02/2019	Grease Gun Pistol Grip			-\$259.90
EFT19449	26/03/2019	Newdegate Community Resource Centre			-\$19.80
	26/02/2019	Printing 'Come Fly a Kite' Display		\$19.80	
EFT19450	26/03/2019	Newdegate IGA Xpress			-\$164.89
	15/03/2019	Cleaning Goods		\$164.89	
EFT19451	26/03/2019	Newdegate Stock & Trading			-\$594.00
	04/02/2019	Newdegate Rec Grounds: Lure Wetting Agent		\$594.00	
EFT19452	26/03/2019	Olowu and Omoniyi Pty Ltd			-\$2,018.55
	08/03/2019	Mitsubishi Pajero - Doctor: 60,000km Service		\$1,388.55	
	11/03/2019	Pre-employment drug test		\$82.50	
	13/03/2019	Pre-employment Medical Assessment		\$182.50	
	13/03/2019	Pre-employment Medical Assessment		\$182.50	
	14/03/2019	Pre-employment Medical Assessment		\$182.50	
EFT19453	26/03/2019	Peter Hudson's Tyre & Mechanical Services Pty Ltd			-\$1,442.00
	18/03/2019	John Deere Grader: Replace o-ring.		\$96.00	
	21/03/2019	Builders Ranger Ute: New tyre fitting & balancing		\$1,346.00	
EFT19454	26/03/2019	S & L Trevenen			-\$22,000.00
	07/03/2019	Maint Grading: Lake King - Varley Period: 18th February - 3rd March. Pickernell, Biddy Camm, Hatters Hill, Norseman Roads		\$22,000.00	
EFT19455	26/03/2019	South Regional TAFE			-\$481.80
	25/02/2019	AusChem Accreditation Course: Prepare And Apply Chemicals		\$327.80	
	07/03/2019	AusChem Accreditation Workbook		\$154.00	
EFT19456	26/03/2019	Sigma Chemicals			-\$969.10
	05/03/2019	Pool Magic low residue 10kg, , pallet, , delivery,		\$969.10	
EFT19457	26/03/2019	St John Ambulance Western Australia			-\$1,214.69
	08/03/2019	First Aid Kits service-Shire vehicles, Admin building & LG Pool		\$1,214.69	
EFT19458	26/03/2019	Synergy Electricity Generation and Retail Corp			-\$18,641.25
	12/03/2019	Electricity Charges February 2019		\$18,641.25	
EFT19459	26/03/2019	WA			-\$900.00
	27/02/2019	Advertising March WA Assn of Caravan Clubs Magazine-Full Page colour		\$900.00	
EFT19460	26/03/2019	WA Local Government Association			-\$2,168.50
	08/03/2019	WALGA salary and workforce survey 2018-2019		\$1,138.50	
	18/03/2019	WALGA Elected Member Training - CEO Appraisals - Cr Chappell		\$515.00	
	18/03/2019	WALGA Elected Member Training - CEO Appraisals - Cr Clarke		\$515.00	
EFT19461	26/03/2019	WML			-\$20,462.81
	04/01/2019	Project Management Road Flood Damage Repairs AGRN:743. Lake Grace FR - survey of gravel pits extention - Variation 05, 07, 11, 14, 16.		\$2,632.36	
	31/01/2019	Project Management Road Flood Damage Repairs AGRN:743. Lake Grace FR - Superintendence Extention to Dec 18.		\$11,299.20	
	28/02/2019	Project Management Road Flood Damage Repairs AGRN:743. Lake Grace FR - OEM Review Variation 08		\$2,359.50	
	28/02/2019	Project Management Road Flood Damage Repairs AGRN:743. Lake Grace FR - Additional contract management Variation 17, 19 & 21.		\$4,171.75	

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Chq/EFT	Date	Name	Description		
EFT19462	26/03/2019	Warren Blackwood Waste			-\$8,028.80
	07/03/2019		Recycling Pickup - Newdegate & Lake Grace	\$4,276.80	
	07/03/2019		Rubbish & Street Bin Pickup-Lake Grace, Newdegate, Lake King, & Varley	\$3,752.00	
EFT19463	26/03/2019	Wazzas	Complete Sheep Management		-\$8,662.50
	08/03/2019		Contract - Newdegate Town Maintenance & Gardening 01/07/18 -30/06/19	\$8,662.50	
EFT19464	26/03/2019	Winc Australia			-\$593.73
	05/03/2019		Stationery	\$61.64	
	05/03/2019		Various Stationery & Large floor mats	\$509.00	
	13/03/2019		Powerboard for MIS	\$23.09	
36757	15/03/2019	Shire of Lake Grace (Petty Cash)			-\$121.60
	14/03/2019		Groceries	\$121.60	
36758	15/03/2019	Telstra Corporation Limited			-\$4,081.42
	04/03/2019		Mobile Telephone Account - Incl new Satellite units	\$4,081.42	
36759	25/03/2019	Pivotel Satellite Pty Limited			-\$93.00
	15/03/2019		Subscription - Isolated Worker Safety Solution 15 Feb-14 Mar 19	\$93.00	
36760	25/03/2019	Telstra Corporation Limited			-\$1,537.76
	12/03/2019		Landline Charges February 2019	\$1,432.76	
	20/03/2019		Satellite phone-Lake King BFB, Newdegate BFB, Varley BFB,	\$105.00	
DD8380.1	01/03/2019	WA Treasury Corporation			-\$27,996.91
	01/03/2019		Principal & Interest repayment loan 181 - Office Renovations	\$15,603.64	
	01/03/2019		Principal & Interest repayment loan 182 - LG Sporting Precinct Upgrade (SAR),	\$12,393.27	
DD8384.1	06/03/2019	WALGSP Plan			-\$8,010.92
	06/03/2019		Superannuation contributions	\$6,489.28	
	06/03/2019		Payroll Deductions	\$296.15	
	06/03/2019		Payroll Deductions	\$241.69	
	06/03/2019		Payroll Deductions	\$120.85	
	06/03/2019		Payroll Deductions	\$10.00	
	06/03/2019		Payroll Deductions	\$852.95	
DD8384.2	06/03/2019	Jokaphine Superannuation Fund			-\$825.00
	06/03/2019		Payroll Deductions	\$211.54	
	06/03/2019		Superannuation contributions	\$613.46	
DD8384.3	06/03/2019	Energy Super			-\$114.32
	06/03/2019		Superannuation contributions	\$114.32	
DD8384.4	06/03/2019	BT			-\$215.76
	06/03/2019		Superannuation contributions	\$215.76	
DD8384.5	06/03/2019	REST Superannuation			-\$993.13
	06/03/2019		Superannuation contributions	\$787.47	
	06/03/2019		Payroll Deductions	\$205.66	
DD8384.6	06/03/2019	Prime Super			-\$76.99
	06/03/2019		Superannuation contributions	\$76.99	
DD8384.7	06/03/2019	IOOF Personal Super			-\$239.13
	06/03/2019		Superannuation contributions	\$239.13	
DD8399.1	15/03/2019	WA Treasury Corporation			-\$8,438.41
	15/03/2019		Principal & Interest repayment loan 173 - Refurbishment of Lake Grace Swimming Pool	\$8,438.41	

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Chq/EFT	Date	Name	Description		
DD8406.1	20/03/2019	WALGSP Plan			-\$8,192.91
	20/03/2019		Superannuation contributions	\$6,748.32	
	20/03/2019		Payroll Deductions	\$774.78	
	20/03/2019		Payroll Deductions	\$296.15	
	20/03/2019		Payroll Deductions	\$242.44	
	20/03/2019		Payroll Deductions	\$121.22	
	20/03/2019		Payroll Deductions	\$10.00	
DD8406.2	20/03/2019	REST			-\$1,127.75
	20/03/2019		Payroll Deductions	\$233.66	
	20/03/2019		Superannuation contributions	\$894.09	
DD8406.3	20/03/2019	North Personal Superannuation			-\$611.99
	20/03/2019		Payroll Deductions	\$156.92	
	20/03/2019		Superannuation contributions	\$455.07	
DD8406.4	20/03/2019	Jokaphine Superannuation Fund			-\$1,905.20
	20/03/2019		Payroll Deductions	\$488.51	
	20/03/2019		Superannuation contributions	\$1,416.69	
DD8406.5	20/03/2019	Superwrap (BT Super for Life)			-\$70.98
	20/03/2019		Superannuation contributions	\$70.98	
DD8406.6	20/03/2019	BT Super Fund			-\$215.76
	20/03/2019		Superannuation contributions	\$215.76	
DD8406.7	20/03/2019	AUSTRALIAN SUPER ADMINISTRATION			-\$58.62
	20/03/2019		Superannuation contributions	\$58.62	
DD8406.8	20/03/2019	Prime Super			-\$82.30
	20/03/2019		Superannuation contributions	\$82.30	
DD8406.9	20/03/2019	IOOF Personal Super			-\$308.84
	20/03/2019		Superannuation contributions	\$308.84	
DD8412.1	21/03/2019	Shire of Lake Grace Credit Card			-\$320.70
	21/02/2019		Meal and drinks after Council meeting, DWER - Dam	\$320.70	
			Inspection lunch & cool drinks		
					-\$555,352.42

14.5.2 FINANCIAL REPORTS

Applicant: Internal Report
File No. 0275
Attachments: 1. Monthly Financial Reports – February 2019
 2. Bank Reconciliations March 2019
Author: Ms Belinda Knight



Deputy Chief Executive Officer

Disclosure of Interest: Nil
Date of Report: 27 March 2019
Senior Officer: Ms Denise Gobbart



Chief Executive Officer

Summary

Consideration of the Monthly Financial Reports for the period ending 28 February 2019, and Bank Reconciliations for the month ending 31 March 2019.

Background

The following financial reports to 28 February 2019 are included for your information:

- Monthly Summary Information
- Statement of Financial Activity by Program
- Statement of Financial Activity by Nature or Type
 - Note 1 Net Current Assets
 - Note 2 Cash and Investments
 - Note 3 Receivables – Debtors Report
 - Note 4 Payables – Creditors Report
 - Note 5 Rating Revenue
 - Note 6 Disposal of Assets
 - Note 7 Capital Acquisitions
 - Note 8 Borrowings
 - Note 9 Reserves
 - Note 10 Grants and Contributions
 - Note 11 Trust Fund
 - Note 12 Explanation of Material Variances

The following bank reconciliations to 31 March 2019 are included for your information:

- Municipal Fund
- Trust Fund
- Reserves Funds

Comment

The Deputy Chief Executive Officer has compiled the accompanying Local Government special purpose financial statements for the Shire of Lake Grace, which comprise the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 28 February 2019. The financial statements have been compiled to meet compliance with the Local Government Act 1995 and associated Regulations.

The Shire of Lake Grace is responsible for the information contained in the financial statements and is responsible for maintenance of an appropriate accounting system in accordance with relevant legislation.

Legal Implications*Local Government Act 1995*

Section 6.4 Financial report

- (1) A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.
- (2) The financial report is to —
 - (a) be prepared and presented in the manner and form prescribed; and
 - (b) contain the prescribed information.
- (3) By 30 September following each financial year or such extended time as the Minister allows, a local government is to submit to its auditor —
 - (a) the accounts of the local government, balanced up to the last day of the preceding financial year; and
 - (b) the annual financial report of the local government for the preceding financial year.

Local Government (Financial Management) Regulations 1996

Regulation 34 Financial activity statement required each month (Act s. 6.4) (1A) In this regulation —

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in 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); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - (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.
- (2) Each statement of financial activity 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; and
 - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown —
 - (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (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.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

Policy Implications

Nil

Consultation

Nil

Financial Implications

Nil

Strategic Implications

Shire of Lake Grace Strategic Community Plan 2017 - 2027

Leadership – Strong governance and leadership, demonstrating fair and equitable community values

Outcome 4.2 An efficient and effective organisation

- 4.2.1 Maintain accountability and financial responsibility through effective planning
- 4.2.2 Comply with statutory and legislative requirements

Recommendation

That Council in accordance with *Regulation 34* of the *Local Government (Financial Management) Regulations 1996* receives the attached:

1. Statements of Financial activity for the period ended 30 November 2018.; and
2. Municipal, Trust and Reserve Funds bank reconciliations for the period ended 31 March 2019.

Voting Requirements

Simple majority required.

SHIRE OF LAKE GRACE
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 28 February 2019

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

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MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 28 FEBRUARY 2019

INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 25 February 2019

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not inconsistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 11.

SIGNIFICANT ACCOUNTING POLICIES

GOODS AND SERVICES TAX

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

CRITICAL ACCOUNTING ESTIMATES

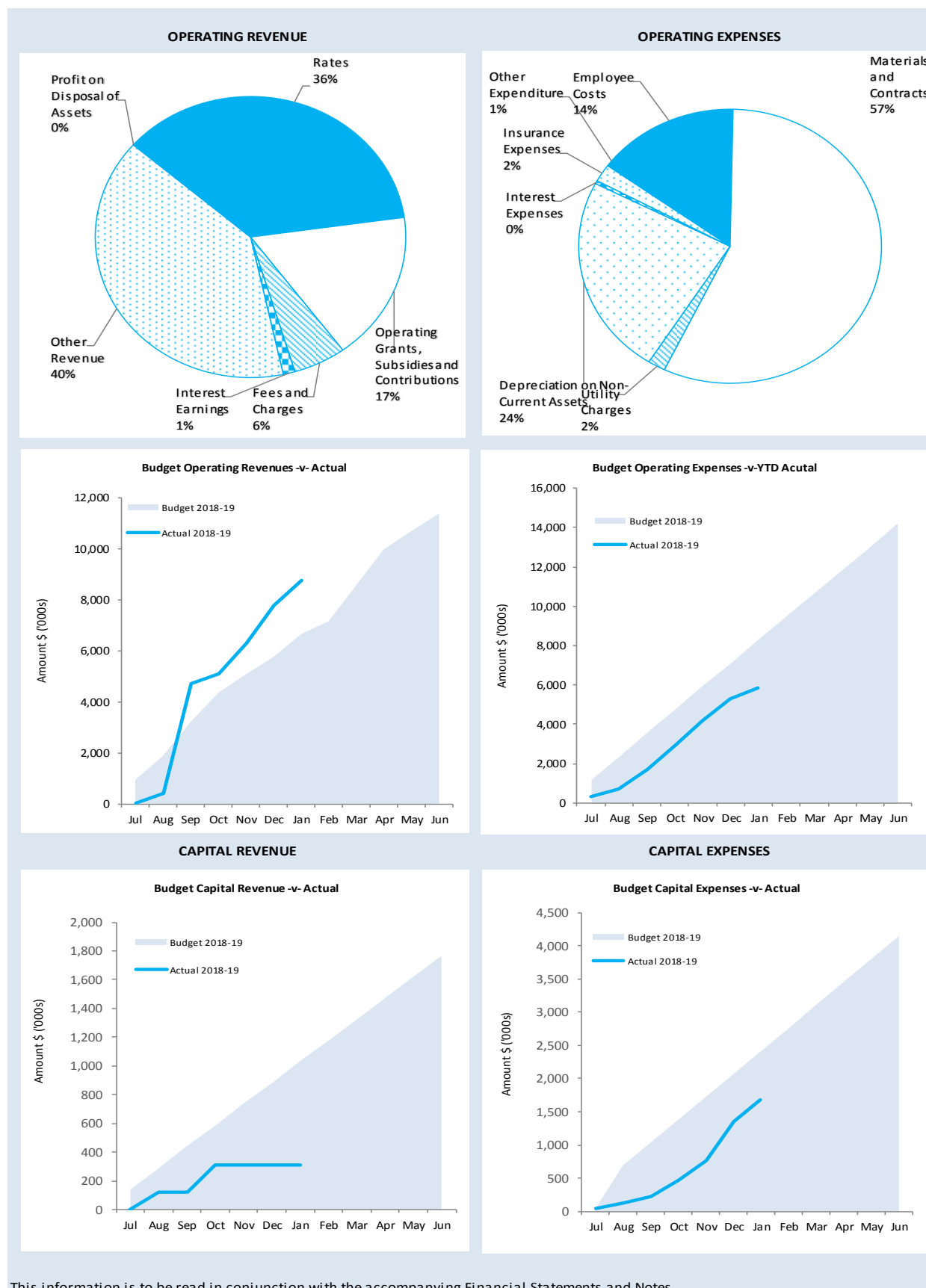
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

ROUNDING OFF FIGURES

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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 28 FEBRUARY 2019**

SUMMARY GRAPHS



Item 14.5.2

Attachment 1

KEY TERMS AND DESCRIPTIONS**FOR THE PERIOD ENDED 28 FEBRUARY 2019****STATUTORY REPORTING PROGRAMS**

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

GOVERNANCE	ACTIVITIES
To provide a decision making process for the efficient allocation of scarce resources.	Includes the activities of members of Council and the administrative support available to the Council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific local government services.
GENERAL PURPOSE FUNDING	
To Collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY	
To provide bushfire prevention services and animal control services.	Supervision, enforcement of various local laws, fire prevention, emergency services, animal control and other aspects of public safety.
HEALTH	
To provide for an operational framework for good community health in conjunction with the Health Department of WA.	Health inspection services in relation to food outlets and their control, pest and noise control and waste disposal compliance and the provision of a Doctor, dental and medical surgeries.
EDUCATION AND WELFARE	
To provide services for the elderly, children and youth.	Maintenance of playgroups and daycare centres. Provision of elderly and youth services.
HOUSING	
To ensure that adequate housing is available to staff and the community.	Provision and maintenance of staff housing, aged persons units and community accommodation (Joint Venture and LOGCHOP) Units.
COMMUNITY AMENITIES	
To provide services and infrastructure as required by the community.	Rubbish collection services, operation of refuse disposal sites and the Lake Grace sewerage scheme. Administration of the Local Planning Scheme, maintenance of cemeteries and public conveniences.
RECREATION AND CULTURE	
To establish and effectively manage infrastructure and resources which will help with the social wellbeing.	The provision and maintenance of public halls, sports pavillions, recreation grounds, Lake Grace swimming pool, parks, gardens and playgrounds. The operation of public libraries in conjunction with the Department of Education and other cultural and heritage facilities.
TRANSPORT	
To provide safe, effective and efficient transport infrastructure to the community.	Construction and maintenance of streets, roads, drainage, footpaths and aerodromes. Cleaning of streets, maintenance of street trees, street lighting and works depot. Provision of Department of Transport licensing services.
ECONOMIC SERVICES	
To help promote the Shire and improve its economic wellbeing.	The regulation and provision of tourism, area promotion, building control, noxious weeds, saleyards and the provision of emergency water supplies.
OTHER PROPERTY AND SERVICES	
To monitor and control Council's overheads operating accounts.	Private works operation, plant repair and operating costs, engineering operation costs.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2019**

STATUTORY REPORTING PROGRAMS

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	1(b)	3,480,321	3,480,321	3,486,338	6,017	0.17%	
Revenue from operating activities							
Governance		11,600	7,732	14,639	6,907	89.33%	
General Purpose Funding - Rates	5	2,908,744	2,081,532	2,911,753	830,221	39.89%	▲
General Purpose Funding - Other		1,557,190	895,756	1,137,326	241,570	26.97%	▲
Law, Order and Public Safety		133,971	89,314	81,897	(7,417)	(8.30%)	
Health		9,470	6,314	8,163	1,849	29.28%	
Education and Welfare		2,000	1,334	4,357	3,023	226.61%	
Housing		21,000	14,000	13,886	(114)	(0.81%)	
Community Amenities		316,127	210,751	328,921	118,170	56.07%	▲
Recreation and Culture		1,134,117	756,078	1,100,745	344,667	45.59%	▲
Transport		5,123,273	3,415,515	3,347,190	(68,325)	(2.00%)	
Economic Services		224,903	149,935	192,842	42,907	28.62%	▲
Other Property and Services		86,000	57,333	67,018	9,685	16.89%	
		11,528,395	7,685,594	9,208,737			
Expenditure from operating activities							
Governance		(404,226)	(269,487)	(236,320)	33,167	12.31%	▲
General Purpose Funding		(184,261)	(122,840)	(95,041)	27,799	22.63%	▲
Law, Order and Public Safety		(310,520)	(207,011)	(184,950)	22,061	10.66%	▲
Health		(331,325)	(220,882)	(132,881)	88,001	39.84%	▲
Education and Welfare		(76,101)	(50,733)	(23,322)	27,411	54.03%	▲
Housing		(193,547)	(129,031)	(109,383)	19,648	15.23%	▲
Community Amenities		(981,516)	(654,343)	(462,385)	191,958	29.34%	▲
Recreation and Culture		(2,101,481)	(1,400,992)	(1,390,309)	10,683	0.76%	
Transport		(8,928,123)	(5,952,082)	(5,216,987)	735,095	12.35%	▲
Economic Services		(606,641)	(404,430)	(314,051)	90,379	22.35%	▲
Other Property and Services		(88,748)	(59,164)	(110,393)	(51,229)	(86.59%)	▼
		(14,206,489)	(9,470,995)	(8,276,022)			
Operating activities excluded from Actual							
Add Back Depreciation		2,965,457	1,976,971	1,948,120	(28,851)	(1.46%)	
Adjust (Profit)/Loss on Asset Disposal	6	23,313	15,542	7,366	(8,176)	(52.61%)	
Adjust Provisions and Accruals		0	0	(53,791)	(53,791)		▼
Amount attributable to operating activities		310,676	207,112	2,834,410			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	10	1,692,815	1,128,544	406,561	(721,983)	(63.97%)	▼
Proceeds from Disposal of Assets	6	75,000	45,454	45,454	0	0.00%	
Land Held for Resale		0	0	0	0		
Capital Acquisitions	7	(4,164,402)	(2,776,271)	(2,468,503)	307,768	11.09%	▲
Amount attributable to investing activities		(2,396,587)	(1,602,273)	(2,016,488)			
Financing Activities							
Proceeds from New Debentures		0	0	0	0		
Self-Supporting Loan Principal		33,029	32,660	32,660	0	0.00%	
Transfer from Reserves	9	3,524	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	8	(250,054)	(177,366)	(177,366)	0	0.00%	
Transfer to Reserves	9	(1,158,000)	(47,607)	(47,607)	0	0.00%	
Amount attributable to financing activities		(1,371,501)	(192,313)	(192,313)			
Closing Funding Surplus(Deficit)	1(b)	22,909	1,892,847	4,111,947			

KEY TERMS AND DESCRIPTIONS**FOR THE PERIOD ENDED 28 FEBRUARY 2019****NATURE OR TYPE DESCRIPTIONS****REVENUE****RATES**

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

PROFIT ON ASSET DISPOSAL

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

FEES AND CHARGES

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

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995 . Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

EXPENSES**EMPLOYEE COSTS**

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2019**

BY NATURE OR TYPE

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
Opening Funding Surplus (Deficit)	1(b)	3,480,321	3,480,321	3,486,338	6,017	0.17%
Revenue from operating activities						
Rates	5	2,970,871	2,081,532	2,911,753	830,221	39.89%
Specified Area Rates	5	1,202,989	701,708	1,204,283	502,575	71.62%
Operating Grants, Subsidies and Contributions	10	1,725,309	1,150,206	1,369,612	219,406	19.08%
Fees and Charges		505,211	336,806	441,337	104,531	31.04%
Interest Earnings		104,000	69,333	98,103	28,770	41.50%
Other Revenue		5,020,015	3,346,009	3,183,650	(162,359)	(4.85%)
		11,528,395	7,685,594	9,208,738		
Expenditure from operating activities						
Employee Costs		(1,572,386)	(1,344,081)	(1,152,295)	191,786	14.27%
Materials and Contracts		(8,932,800)	(5,659,375)	(4,703,832)	955,543	16.88%
Utility Charges		(262,819)	(175,211)	(154,795)	20,416	11.65%
Depreciation on Non-Current Assets		(2,965,457)	(1,976,971)	(1,948,120)	28,851	1.46%
Interest Expenses		(76,734)	(51,822)	(31,454)	20,368	39.30%
Insurance Expenses		(164,453)	(109,637)	(171,428)	(61,791)	(56.36%)
Other Expenditure		(208,527)	(138,356)	(106,736)	31,620	22.85%
Loss on Disposal of Assets	6	(23,313)	(15,542)	(7,366)	8,176	52.61%
		(14,206,489)	(9,470,995)	(8,276,026)		
Operating activities excluded from Actual						
Add back Depreciation		2,965,457	1,976,971	1,948,120	(28,851)	(1.46%)
Adjust (Profit)/Loss on Asset Disposal	6	23,313	15,542	7,366	(8,176)	(52.61%)
Adjust Provisions and Accruals		0	0	(53,791)	(53,791)	
Amount attributable to operating activities		310,676	207,112	2,834,407		
Investing activities						
Non-operating grants, subsidies and contributions	10	1,692,815	1,128,544	406,561	(721,983)	(63.97%)
Proceeds from Disposal of Assets	6	75,000	45,454	45,454	0	0.00%
Capital acquisitions	7	(4,164,402)	(2,776,271)	(2,468,503)	307,768	11.09%
Amount attributable to investing activities		(2,396,587)	(1,602,273)	(2,016,488)		
Financing Activities						
Self-Supporting Loan Principal Repayments		33,029	32,660	32,660	0	0.00%
Transfer from Reserves	9	3,524	0	0	0	
Repayment of Debentures	8	(250,054)	(177,366)	(177,366)	0	0.00%
Transfer to Reserves	9	(1,158,000)	(47,607)	(47,607)	0	0.00%
Amount attributable to financing activities		(1,371,501)	(192,313)	(192,313)		
Closing Funding Surplus (Deficit)	1(b)	22,909	1,892,847	4,111,944		

KEY INFORMATION

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2019**

**NOTE 1(a)
NET CURRENT ASSETS**

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

EMPLOYEE BENEFITS

Short-term employee benefits

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

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

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

Other long-term employee benefits (Continued)

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

PROVISIONS

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

INVENTORIES

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2019**

**OPERATING ACTIVITIES
NOTE 1(b)
ADJUSTED NET CURRENT ASSETS**

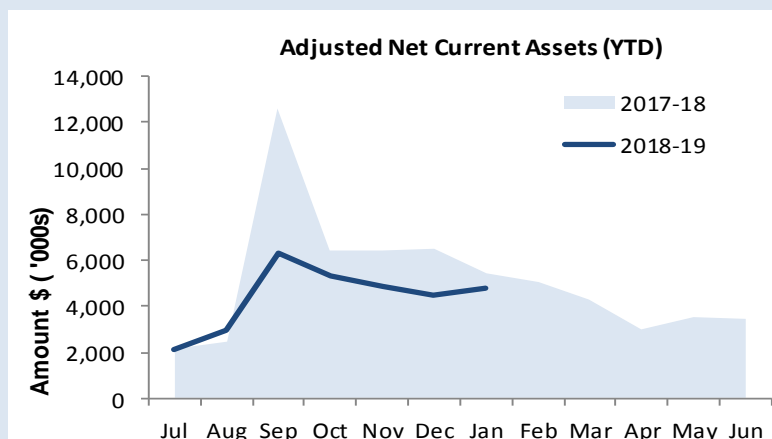
	Ref Note	Last Years Closing 30 June 2018	This Time Last Year 28 Feb 2018	Year to Date Actual 28 Feb 2019
Adjusted Net Current Assets		\$	\$	\$
Current Assets				
Cash Unrestricted	2	1,867,287	3,854,209	4,726,067
Cash Restricted	2	3,979,655	2,789,320	4,026,754
Rates outstanding	3	70,068	378,672	340,943
Sundry debtors	3	2,232,440	62,079	173,538
GST receivable	3	214,754	107,290	0
Debtors - Self Supported Loans	3	33,029	4,905	11,628
Provision For Doubtful Debts	3	(29,348)	(29,348)	(29,348)
Accrued Income/Prepayments	3	1,637,327	0	0
ESL Control	3	2,762		0
Inventories		9,896	2,986	42,893
Land held for resale - current		0		0
		10,017,870	7,170,113	9,292,475
Less: Current Liabilities				
Payables	4	(2,525,373)	(217,704)	(1,157,610)
Provisions - employee		(332,469)	(342,175)	(273,720)
Long term borrowings		(250,052)	(115,640)	(72,687)
		(3,107,894)	(675,519)	(1,504,017)
Unadjusted Net Current Assets		6,909,976	6,494,594	7,788,458
Adjustments and exclusions permitted by FM Reg 32				
Less: Cash reserves	2	(3,929,074)	(2,789,320)	(4,026,754)
Less: Muncpal restricted cash		(50,073)	0	0
Less: Loans receivable		(33,029)	(4,905)	(11,628)
Add: Long term borrowings		250,052	115,640	72,687
Add: Provisions - employee		332,469	342,175	278,678
Add: Undefined		0	0	0
Adjusted Net Current Assets		3,480,321	4,158,184	4,101,441

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) compared to the budgeted surplus(deficit) represented on the budget.



**This Year YTD
Surplus(Deficit)**

\$4.1 M

**Last Year YTD
Surplus(Deficit)**

\$4.16 M

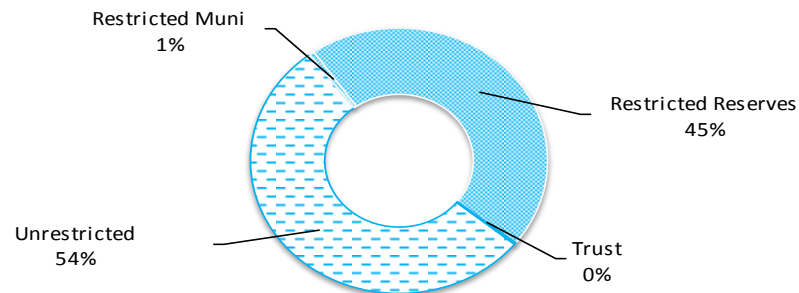
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2019**

**OPERATING ACTIVITIES
NOTE 2
CASH AND INVESTMENTS**

Description	Type	Unrestricted	Restricted Muni	Restricted Reserves	Trust	Total	Institution	Interest Rate	Maturity Date
						YTD Actual			
		\$		\$	\$	\$			
Municipal Bank Account		4,725,467				4,725,467	Bankwest	n/a	n/a
Petty Cash And Floats		600				600	n/a	n/a	n/a
Trust Fund Cash At Bank		0			20,621	20,621	Bankwest	variable	n/a
Restricted LOGCHOP Housing		0	44,669			44,669	Bankwest	variable	n/a
Rural Town Salinity Program		0	5,403			5,403	Bankwest	variable	n/a
Reserve Fund				2,764,642		2,764,642	Bankwest	Variable	n/a
SOLG Reserve Gold TD 306-019 120837		0		20,118		20,118	Bankwest	2.75%	28-May-19
SOLG Reserve Gold TD 306-019 12080-5		0		175,038		175,038	Bankwest	2.50%	11-Mar-19
SOLG Reserve Gold TD 019-012075-6		0		349,161		349,161	Bankwest	2.35%	15-Apr-19
SOLG Reserve Gold TD 019-012076-4		0		664,541		664,541	Bankwest	2.35%	15-Apr-19
Total		4,726,067	50,072	3,973,500	20,621	8,770,260			

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.



Total Cash

\$8.77 M

Unrestricted

\$4.73 M

Item 14.5.2

Attachment 1

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2019

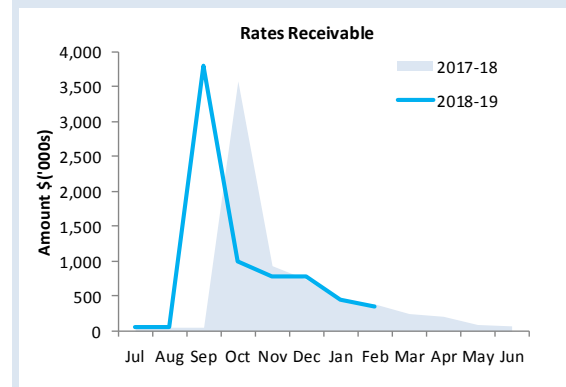
OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Rates Receivable	30 June 2018	28 Feb 19
	\$	\$
Opening Arrears Previous Year	70,808	70,068
Levied this year	4,113,864	4,116,036
Less Collections to date	(4,114,604)	(3,845,161)
Equals Current Outstanding	70,068	340,943
Net Rates Collectable	70,068	340,943
% Collected	98.3%	91.9%

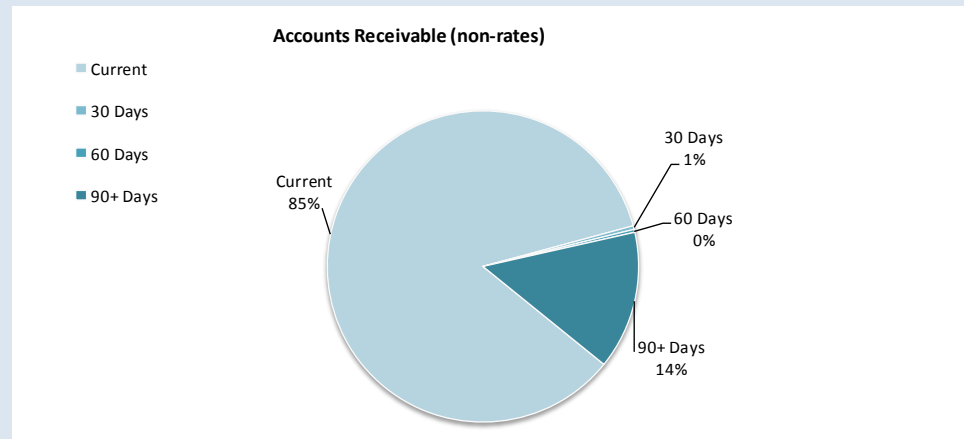
Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - General	(7,528)	150,334	666	545	25,410	169,427
Percentage	-4.4%	88.7%	0.4%	0.3%	15%	
Balance per Trial Balance						
Sundry debtors						173,538
Debtors - Self Supported Loans						11,628
Provision For Doubtful Debts						(29,348)
Total Receivables General Outstanding						155,818
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



Collected	Rates Due
91.9%	\$340,943



Debtors Due
\$155,818
Over 30 Days
16%
Over 90 Days
15%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2019**

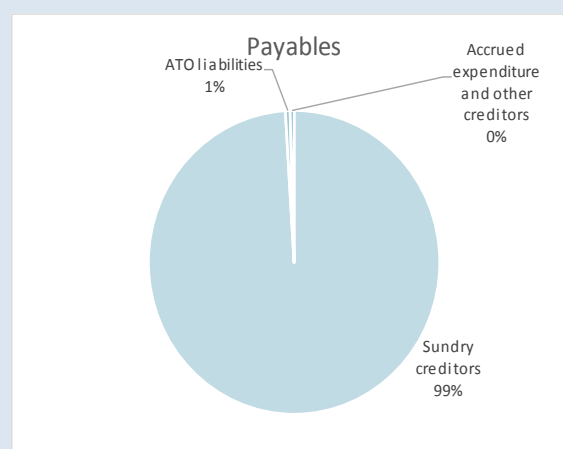
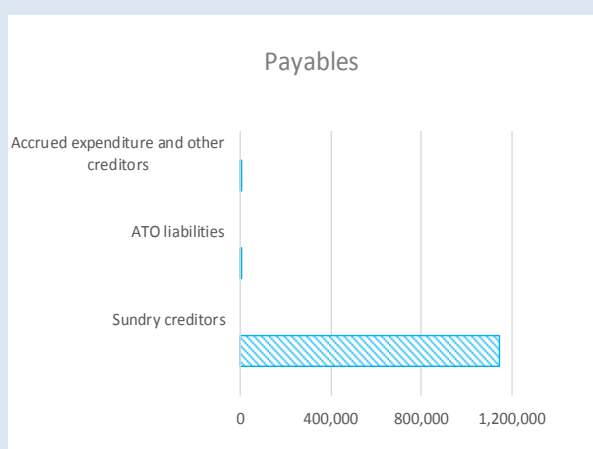
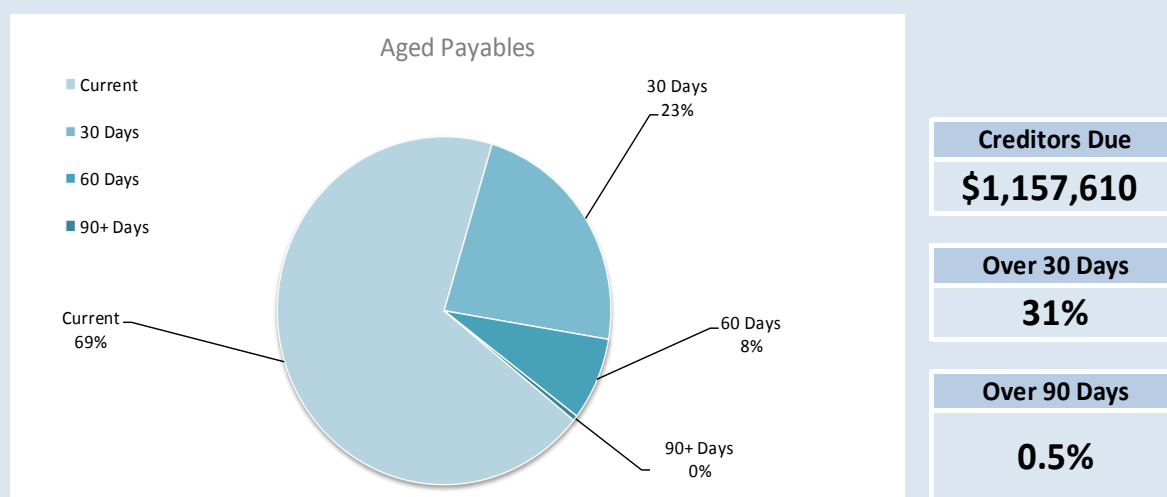
OPERATING ACTIVITIES

**NOTE 4
Payables**

Payables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - General	0	997,563	333,237	112,039	6,771	1,449,610
Percentage	0%	68.8%	23%	7.7%	0.5%	
Balance per Trial Balance						
Sundry creditors						1,146,514
ATO liabilities						6,110
Accrued expenditure and other creditors						4,986
Total Payables General Outstanding						1,157,610
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.



Item 14.5.2

Attachment 1

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2019**

**OPERATING ACTIVITIES
NOTE 5
RATE REVENUE**

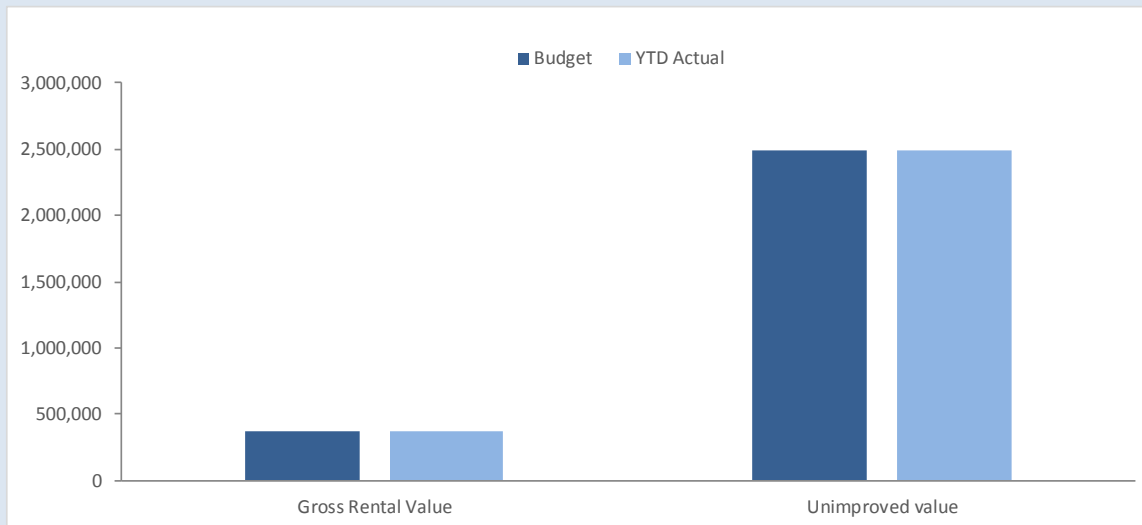
General Rate Revenue	Budget							YTD Actual			
	Rate in	Number of	Rateable	Rate	Interim	Back	Total	Rate	Interim	Back	Total
	\$	Properties	Value	Revenue	Rate	Rate	Revenue	Revenue	Rates	Rates	Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
Gross Rental Value											
Gross Rental Value	0.081877	383	4,567,116	373,942	0	0	373,942	373,942	0	0	373,942
Unimproved Value											
Unimproved value	0.008268	564	300,692,980	2,488,362			2,488,362	2,488,362	3,439	0	2,491,801
Sub-Total		947	305,260,096	2,862,304	0	0	2,862,304	2,862,304	3,439	0	2,865,743
Minimum Payment											
Minimum \$											
Gross Rental Value											
Gross Rental Value	430	44	80,220	18,920	0	0	18,920	18,920	0	0	18,920
Unimproved Value											
Unimproved value	430	64	863,738	27,520	0	0	27,520	27,090	0	0	27,090
Sub-Total		108	943,958	46,440	0	0	46,440	46,010	0	0	46,010
Amount from General Rates							2,908,744				2,911,753
Ex-Gratia Rates							62,127				0
Total General Rates							2,970,871				2,911,753
Specified Area Rates											
Lake Grace Sewerage Residential minimum GRV	0		2,437,362	102,930	0	0	102,930	102,930	0	0	102,930
Lake Grace Sewerage Commercial minimum GRV	0		651,122	27,497	0	0	27,497	27,497	0	0	27,497
Lake Grace Sewerage Vacant land minimum GRV	0		12,200	515	0	0	515	515	0	0	515
Lake Grace Sewerage 1st Major fixtures	237		31	7,361	0	0	7,361	7,361	0	0	7,361
Lake Grace Sewerage Additional fixtures	106		45	4,763	0	0	4,763	4,763	0	0	4,763
Sport & Recreation - Varley GRV	0		153,203	4,880	0	0	4,880	4,880	0	0	4,880
Sport & Recreation - Varley UV	0		41,027,500	67,080	0	0	67,080	67,080	0	0	67,080
Sport & Recreation - Lake King GRV	0		290,730	6,815	0	0	6,815	6,815	0	0	6,815
Sport & Recreation - Lake King UV	0		63,717,800	110,614	0	0	110,614	110,614	0	0	110,614
Sport & Recreation - Newdegate GRV	0		887,143	44,483	0	0	44,483	44,483	0	0	44,483
Sport & Recreation - Newdegate UV	0		107,877,500	253,620	0	0	253,620	254,914	0	0	254,914
Sport & Recreation - Lake Grace GRV	0		3,374,329	178,246	0	0	178,246	178,246	0	0	178,246
Sport & Recreation - Lake Grace UV	0		88,600,700	394,185	0	0	394,185	394,185	0	0	394,185
Total Specified Area Rates			309,029,665	1,202,989	0	0	1,202,989	1,204,283	0	0	1,204,283
Totals							4,173,860				4,116,036

Item 14.5.2

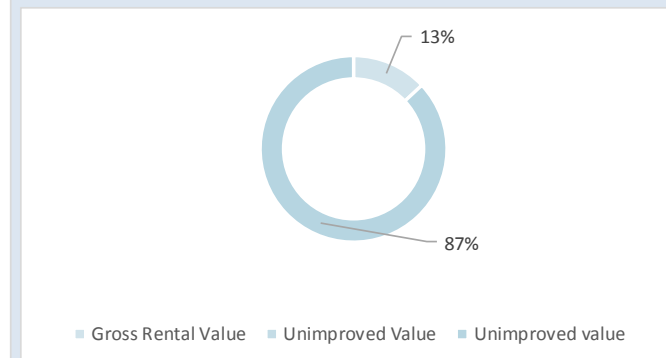
Attachment 1

KEY INFORMATION

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.



General Rates		
Budget	YTD Actual	%
\$2.91 M	\$2.91 M	1.001

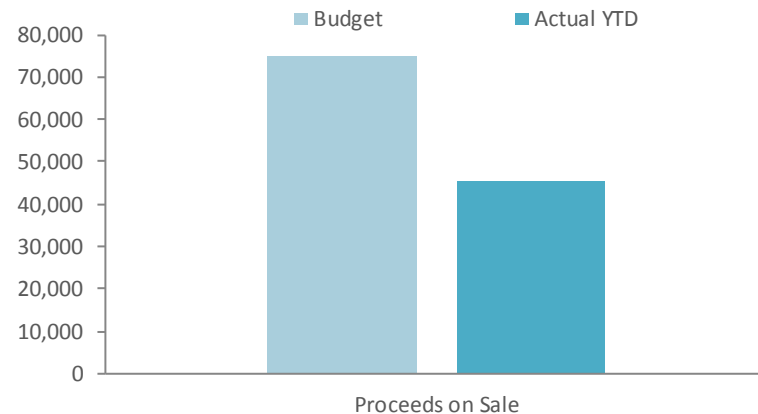


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2019**

**OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS**

Asset Ref.	Asset Description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Governance								
	CEO Vehicle - Toyota Prado	53,289	38,000	0	(15,289)	52,820	45,454	0	(7,366)
	DCEO Vehicle - Ford Territory	34,156	27,000	0	(7,156)			0	0
	Transport								
	Ford Ranger	10,868	10,000	0	(868)	0	0	0	0
		98,313	75,000	0	(23,313)	52,820	45,454	0	(7,366)

KEY INFORMATION



Proceeds on Sale

Annual Budget	YTD Actual	%
\$75,000	\$45,454	61%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2019**

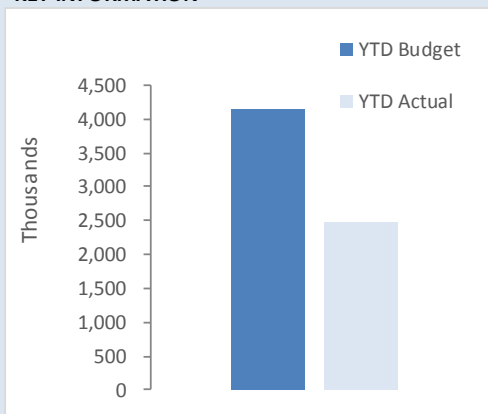
**INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	447,432	298,288	141,428	(156,860)
Furniture & equipment	17,000	11,334	2,278	(9,056)
Plant & equipment	327,000	218,000	159,580	(58,420)
Infrastructure - Roads	2,924,130	1,949,422	2,153,363	203,941
Parks, Gardens, Recreation Facilities	260,380	173,586	11,201	(162,385)
Urban Infrastructure	165,000	110,000	653	(109,347)
Capital Expenditure Totals	4,140,942	2,760,630	2,468,503	(292,127)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,692,815	1,128,544	406,561	(721,983)
Other (Disposals & C/Fwd)	75,000	45,454	45,454	0
Cash Backed Reserves				
Lake Grace TV Services Reserve	1,727	0	0	0
Newgate TV Reserve	1,797	0	0	0
Contribution - operations	2,369,603	1,586,632	2,016,488	429,856
Capital Funding Total	4,140,942	2,760,630	2,468,503	(292,127)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$4.14 M	\$2.47 M	60%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$1.69 M	\$0.41 M	24%

Item 14.5.2

Attachment 1

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2019**

FINANCING ACTIVITIES

NOTE 8

BORROWINGS

Repayments - Borrowings

Information on Borrowings Particulars	01-07-18	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Governance									
L175- CEO's Residence	12,874	0	0	12,874	12,874	0	0	339	767
L181 - Office Redevelopment	282,508	0	0	7,439	15,093	275,069	267,415	4,694	18,143
Health									
L 190 NGT Medical Centre	67,188	0	0	25,764	25,764	41,424	41,424	2,010	4,055
Housing									
L184/185 - Country Housing Authority						0	0	90	
Recreation and culture									
L173 - Lake Grace Pool	72,746	0	0	6,384	12,951	66,362	59,795	1,352	4,583
L182 - LG Sports Precinct	168,097	0	0	7,073	14,370	161,024	153,727	2,965	11,671
L192 - LG Bowling Club	26,073	0	0	9,960	9,960	16,113	16,113	835	1,694
L193 - NGT Bowling Club	21,488	0	0	4,998	4,998	16,490	16,490	677	1,145
L198 - LG Precinct	130,436	0	0	9,595	19,407	120,841	111,029	3,327	6,652
L202 - LK Winter Sports Grou	36,811	0	0	4,522	8,891	32,289	27,920	521	976
Transport									
L196 - Roadworks & Plant	243,432	0	0	22,329	45,082	221,103	198,350	5,581	10,858
Economic services									
L189 - LG Residential Land	149,328	0	0	8,293	8,293	141,035	141,035	5,365	9,946
L199 - Standpipe Controllers	27,479	0	0	13,613	27,479	13,866	0	685	1,190
Other property and services									
L191 - Staff Housing	31,053	0	0	11,863	11,863	19,190	19,190	995	2,017
	1,269,513	0	0	144,706	217,025	1,124,807	1,052,488	29,436	73,697
Self Supporting Loans									
Recreation and culture									
L188- LG Sportman's club	26,073	0	0	9,960	9,960	21,168	16,113	835	1,694
Economic services									
L201- LG Development Assoc	34,887	0	0	22,699	23,069	34,887	11,818	1,183	1,343
	60,960	0	0	32,660	33,029	56,055	27,931	2,018	3,037
Total	1,330,473	0	0	177,366	250,054	1,180,862	1,080,419	31,454	76,734

All debenture repayments other than self supporting loans were financed by general purpose revenue.

Item 14.5.2

Attachment 1

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2019**

**OPERATING ACTIVITIES
NOTE 9
CASH AND INVESTMENTS**

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Community Water Supply Reserve	11,677	134	142	0	0	0	0	11,811	11,819
Emergency Services Reserve	26,464	303	321	0	0	0	0	26,767	26,785
Essential Medical Services Reserve	606,179	6,943	7,345	150,000	0	0	0	763,122	613,524
History Book Reserve	5,326	61	65	0	0	0	0	5,387	5,391
Housing Reserve	420,701	4,818	5,097	400,000	0	0	0	825,519	425,798
Lake Grace Sewerage Scheme Reserve	984,463	11,275	11,928	0	0	0	0	995,738	996,391
Lake Grace TV Services Reserve	36,799	421	446	0	0	(1,727)	0	35,493	37,245
Land Development Reserve	119,735	1,371	1,451	0	0	0	0	121,106	121,186
Long Service Leave Reserve	168,186	1,926	2,038	50,000	0	0	0	220,112	170,224
Newgate Centenary Reserve	31,288	358	380	5,000	0	0	0	36,646	31,668
Newgate Ground Keeping SARS Reserve	10,357	119	125	5,000	0	0	0	15,476	10,482
Newgate Hall Reserve	122,048	1,398	1,478	0	0	0	0	123,446	123,526
Newgate Sports Dam Reserve	26,077	299	316	0	0	0	0	26,376	26,393
Newgate Stadium Floor Reserve	23,528	269	285	0	0	0	0	23,797	23,813
Newgate TV Reserve	4,503	52	54	0	0	(1,797)	0	2,758	4,557
Office Furniture and equipment Reserve	12,973	149	158	0	0	0	0	13,122	13,131
Plant Replacement Reserve	924,020	10,583	11,196	330,000	0	0	0	1,264,603	935,216
Recreation Reserve	741	8	9	18,000	0	0	0	18,749	750
Swimming Pool (Lake Grace) Reserve	54,814	628	664	0	0	0	0	55,442	55,478
Valley Sullage Reserve	1,624	19	19	0	0	0	0	1,643	1,643
Works and Service Reserve	337,571	3,866	4,090	155,000	0	0	0	496,437	341,661
	3,929,074	45,000	47,607	1,113,000	0	(3,524)	0	5,083,550	3,976,681



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2019**

**NOTE 10
GRANTS AND CONTRIBUTIONS**

Grants and Contributions

Grant Provider	Adopted Budget Operating	Capital	YTD Budget	Annual Budget (d)	Budget Variations (e)	Expected (d)+(e)	YTD Actual Revenue (b)
	\$	\$	\$				\$
General purpose funding							
Grants Commission - General	776,726	0	517,817	776,726	0	776,726	582,545
Grants Commission - Road Funds	595,832	0	397,221	595,832	0	595,832	446,874
ESL Administration Fee	4,000	0	2,667	4,000	0	4,000	4,000
Law, order, public safety							
DFES LGGS Operating	30,746	0	20,497	30,746	0	30,746	19,934
Grant - AWARE Program	0	0	0	0	4,000	4,000	4,000
Education and welfare							
Seniors Activities	1,000	0	667	1,000	0	1,000	975
Youth Activities	1,000	0	667	1,000	3,382	4,382	3,382
Recreation and culture							
Grants and Contributions - Lake King	0	87,715	58,477	87,715	0	87,715	0
Contributions - Other Culture	0	100	67	100	0	100	0
Grant - Play Equipment	0	0	0	0	0	0	1,350
Contributions	4,000	0	2,667	4,000	0	4,000	4,000
Lake Grace Rec Council Affiliation Fees	7,000	0	4,667	7,000	0	7,000	0
Lake King Pavilion / Oval - Hire Fees	500	0	333	500	0	500	0
Transport							
Roads to Recovery	0	1,250,000	833,333	1,250,000	0	1,250,000	121,211
Regional Road Group	0	355,000	236,667	355,000	0	355,000	284,000
Street Lighting	8,000	0	5,333	8,000	0	8,000	0
MRWA	289,773	0	193,182	289,773	4,139	293,912	293,912
Economic services							
Tourism & Services Promotion	6,732	0	4,488	6,732	0	6,732	2,124
Contributions - Other Economic Services	0	0	0	0	4,915	4,915	4,915
Other property and services							
Fuel Tax Rebates	0	0	0	0	2,492	2,492	2,951
TOTALS	1,725,309	1,692,815	2,278,750	3,418,124	18,928	3,437,052	1,776,173
SUMMARY							
Operating grants, subsidies and contributions	1,725,309	0	1,150,206	1,725,309	18,928	1,744,237	1,369,612
Non-operating grants, subsidies and contribution	0	1,692,815	1,128,544	1,692,815	0	1,692,815	406,561
TOTALS	1,725,309	1,692,815	2,278,750	3,418,124	18,928	3,437,052	1,776,173

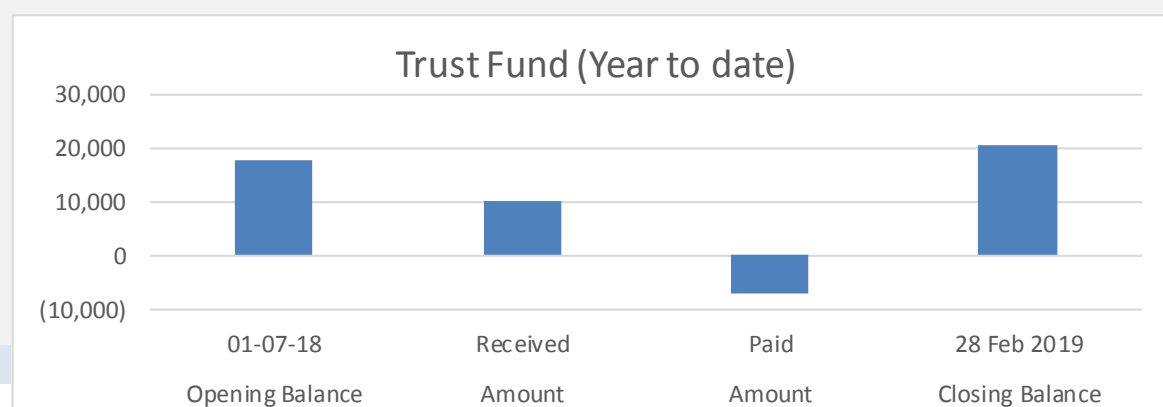
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 28 FEBRUARY 2019

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 01-07-18	Amount Received	Amount Paid	Closing Balance 28 Feb 2019
	\$	\$	\$	\$
Number Plates	0	900	(900)	0
Hall Deposits	5,000	5,475	(5,435)	5,040
Miscellaneous Deposits	1,327	0	0	1,327
Housing Bonds	4,742	2,320	(320)	6,742
Standpipe Bonds	6,300	713	(51)	6,962
BCITF	0	153	(153)	0
Builders Registration Board	0	347	(347)	0
Key Bonds	75	0	0	75
NGT Swimming Pool Key Bond	160	70	0	230
	17,604	9,978	(7,206)	20,376

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2019**

**NOTE 12
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2018-19 year is \$10,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
Revenue from operating activities					
Governance	6,907	89.33%		Timing	
General Purpose Funding - Rates	830,221	39.89%	▲	Timing	Rates raised in advance
General Purpose Funding - Other	241,570	26.97%	▲	Timing	Grants Commission payments due February
Law, Order and Public Safety	(7,417)	(8.30%)		Timing	
Health	1,849	29.28%		Timing	
Education and Welfare	3,023	226.61%		Timing	
Housing	(114)	(0.81%)		Timing	
Community Amenities	118,170	56.07%	▲	Timing	Refuse rates raised in advance
Recreation and Culture	344,667	45.59%	▲	Timing	Specified Area rates raised in advance
Transport	(68,325)	(2.00%)		Timing	WANDRRA Income
Economic Services	42,907	28.62%	▲	Timing	Sale of Gravel to WANDRRA (Budget Review)
Other Property and Services	9,685	16.89%		Timing	
Expenditure from operating activities					
Governance	33,167	12.31%	▲	Timing	Awaiting commencement of projects - eg Review of Integrated Plans etc
General Purpose Funding	27,799	22.63%	▲	Timing	Valuation costs lower than expected.
Law, Order and Public Safety	22,061	10.66%	▲	Timing	Costs lower than expected
Health	88,001	39.84%	▲	Timing	Contributions to medical yet to happen
Education and Welfare	27,411	54.03%	▲	Timing	Costs lower than expected
Housing	19,648	15.23%	▲	Timing	Costs lower than expected
Community Amenities	191,958	29.34%	▲	Timing	Sewerage maintenance costs lower than expected
Recreation and Culture	10,683	0.76%		Timing	Projects yet to happen
Transport	735,095	12.35%	▲	Timing	Road maintenance program behind schedule
Economic Services	90,379	22.35%	▲	Timing	Costs lower than expected
Other Property and Services	(51,229)	(86.59%)	▼	Timing	PWO & POC costs to be reviewed
Investing Activities					
Non-operating Grants, Subsidies and Co	(721,983)	(63.97%)	▼	Timing	R2R Grant paid in March
Proceeds from Disposal of Assets	0	0.00%		Timing	
Land Held for Resale	0			Timing	
Capital Acquisitions	307,768	11.09%	▲	Timing	Capital program behind schedule

BANK RECONCILIATIONS**Municipal Fund****Bank Statement****Summary:**

Page 5 of 5

G/L Account (as at Month End)

Statement No 4

1A0011010 Municipal Bank Account MUN

Statement Date 31/03/2019

Opening Balance	4,725,466.70
Deposits	\$1,339,932.84
Payments	-555,092.52
Fees	-74,306.32
Adjustments	-131,777.34
Closing Balance	5,304,223.36

Opening Balance	4,723,260.30
<u>Reconciled Items</u>	
Deposits	1,336,011.31
Payments	-555,220.12
Fees	-74,306.32
Adjustments	-130,391.96
Closing Balance	5,299,353.21

The Bank Statement balances to the General
Ledger

<u>Unreconciled Items</u>	
Deposits	4,870.15
Payments	0.00
Fees	0.00
Adjustments	0.00
Unreconciled Closing Balance	4,870.15
Total - To agree with GL	5,304,223.36

Municipal Account - Reconciliation to 31/03/2019Fees:

Dept of Transport	\$79,760.50
Bank Fees	\$488.44
LESS: Interest Received	<u>-\$5,942.62</u>
	<u>\$74,306.32</u>

Adjustments

Payroll	<u>\$131,777.34</u>
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Outstanding Deposits

Cash/Chq 29/03/2019	<u>\$4,870.15</u>
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Outstanding Payments

Nil

ENTERED*By Belinda Knight - Deputy CEO at 3:05 pm, Apr 01, 2019***APPROVED***By Denise Gobbart - CEO at 4:14 pm, Apr 01, 2019*

BANK RECONCILIATIONS**Trust Fund****Bank Statement****Summary:**

G/L Account (as at Month End)

1A0013050 Trust Fund Cash At Bank MRIN

Opening Balance	20,621.22
Deposits	\$4,466.00
Payments	-536.65
Fees	0.00
Adjustments	0.00
Closing Balance	24,550.57

The Bank Statement balances to the General Ledger

Statement No 4

Statement Date 31/03/2019

Page 2 of 2

Opening Balance	22,851.22
<u>Reconciled Items</u>	
Deposits	4,466.00
Payments	-806.65
Fees	0.00
Adjustments	0.00
Closing Balance	26,510.57
<u>Unreconciled Items</u>	
Deposits	0.00
Payments	-1,960.00
Fees	0.00
Adjustments	0.00
Unreconciled Closing Balance	-1,960.00
Total - To agree with G/L	24,550.57

ENTERED

By Belinda Knight - Deputy CEO at 3:28 pm, Apr 01, 2019

APPROVED

By Denise Gobbart - CEO at 4:17 pm, Apr 01, 2019

Unpresented Payments

1461	\$100.00	17/12/2018	LAKE GRACE/PINGRIUP FOOTBALL CLUB
1465	\$500.00	20/12/2018	NEWDEGATE CHILDREN'S FUND
1469	\$165.00	19/02/2019	Vanessa Fyfe
1473	\$150.00	26/03/2019	Kenneth Peter Medien
1474	\$330.00	26/03/2019	Ravensthorpe agricultural initiative network (RAIN)
999	\$50.00	12/10/2018	BEN TAYLOR REFUND OF CAT TRAP BOND 20/07/18
999	\$665.00	24/07/2018	DIANNE POULTNEY REFUND BOND REFUND LG PAVILION & LK HALL
	<u>\$1,960.00</u>		

BANK RECONCILIATIONS**Reserve Funds**

Shire of Lake Grace



Reserve No	Reserve Account Name	Balance
11	Emergency Services Reserve Bank	\$26,822.29
12	Housing Reserve Bank	\$426,397.92
13	Swimming Pool (Lake Grace) Reserve Bank	\$55,556.11
14	Land Development Reserve Bank	\$121,356.47
15	Leave Reserve Bank	\$170,463.21
16	Plant Replacement Reserve Bank	\$936,532.77
17	Recreation Reserve Bank	\$751.23
18	Works & Services Reserve Bank	\$342,141.99
19	Newdegate Hall Reserve Bank	\$123,700.36
20	Lake Grace TV Reserve Bank	\$37,297.81
21	Newdegate TV Reserve Bank	\$4,563.72
23	Varley Sullage Reserve Bank	\$1,645.50
31	Lake Grace Sewerage Scheme Reserve Bank	\$997,794.34
35	Newdegate Sports Dam Reserve Bank	\$26,430.30
36	Newdegate Stadium Floor Reserve Bank	\$23,846.92
37	Community Water Supply Reserve Bank	\$11,835.26
39	Newdegate Ground Keeping SARS Reserve Bank	\$10,496.90
40	Office Furniture & Equipment Reserve Bank	\$13,149.04
41	Newdegate 100 Year Centenary Reserve Bank	\$31,712.16
42	History Book Reserve Bank	\$5,398.13
43	Essential Medical Services Reserve Bank	\$614,388.19

\$3,982,280.60

Bank Balance

Term Deposit	\$349,161.18
Term Deposit	\$664,540.63
Term Deposit	\$20,117.62
Reserve Acc	\$2,948,461.17
	\$3,982,280.60

PROCESS DATE: 31 March 2019

ENTERED

By Belinda Knight - Deputy CEO at 3:43 pm, Apr 01, 2019

APPROVED

By Denise Gobbart - CEO at 4:20 pm, Apr 01, 2019

Reserves Fund Statement

14.6 COMMUNITY SERVICES

14.6.1 HOLT ROCK TENNIS COURT REQUEST SUPPORT IN THEIR NATIONAL COURT REBATE APPLICATION FOR THE RE-SURFACING OF VARLEY TENNIS COURTS

Applicant: Holt Rock Tennis Club
File No. 0173
Attachments:

1. National Court Rebate – Application Form
2. Budget – Quote –Tennis Court Resurfacing
3. Safety Management Plan Pack
4. Maintenance Program - Draft
5. Project Plan - Draft

Author: Mrs Cheryl Chappell
Disclosure of Interest: Nil
Date of Report: 09 April 2019
Senior Officer: Ms Denise Gobbart


 Community Service Officer


 Chief Executive Officer

Summary

The purpose of this report is for Council to approve the request for support from the Holt Rock Tennis Club in their National Court Rebate Grant application to resurface the six (6) tennis courts in Varley.

Background

The Holt Rock Tennis Club facility is located at the Varley Sports Ground. The six (6) tennis courts were constructed as acrylic hardcourts in 2000. This surface has a lifespan 10-15 years. Over the last 2-3 years the courts have deteriorated quickly, with cracking becoming more noticeable and the surface becoming very uneven and slippery. Small mounds and hollows have formed, which has resulted in a more unpredictable playing surface with an inconsistent ball bounce.

The Holt Rock Tennis Club has a very proactive membership base and while the numbers of attendance are not officially recorded, it is estimated that between 25 – 74 people use the courts each week. The tennis facility is used by people located within a 43km radius of Varley. The next closest tennis courts are located in Lake King, which are approximately 43.4km away.

The Club attracts a wide demographic, as it offers an inclusive activity that welcomes all ages and levels of ability in a social setting. The more competitive players have the option to participate in local competitions and social tennis is played every weekend, which is very popular during the summer months.

The re-surfacing of the courts will enable the Club to continue to host season home games, as well as competitions on a safe playing surface. The club will continue their commitment to continue the general maintenance of the tennis courts as a club. The maintenance plan is attached.

Comment

The National Court Rebate (NCR) is Tennis Australia's facility funding program assists affiliated venues, local councils and schools to create positive environments for the long term success of

tennis in Australia. Projects supported by the program range from developing new courts, upgrading or resurfacing existing court surfaces, ANZ Hot Shots courts, Tennis Australia's Book a Court with integrated gate access technology, associated tennis infrastructure, major projects and strategy & planning.

The Holt Rock Tennis Club is seeking support from Council in their National Court Rebate Grant application to resurface the six (6) tennis courts in Varley.

The resurfacing of the courts will encourage participation from the local communities in tennis fixtures and events, which will result in the local community becoming more engaged in physical activity and will promote a healthier lifestyle. The softer synthetic surface will also reduce the impact on players' joints and bodies during play, due to the placement of shock pads and rubber granular infill. The synthetic turf is also much cooler than the current acrylic hardcourts.

The Club are proposing that a synthetic surface would be more tolerant of adverse weather conditions and would have relatively low maintenance requirements which they will continue to ensure is performed by the club.

Legal Implications

Nil

Policy Implications

Nil

Consultation

Internal: Denise Gobbart, Chief Executive Officer
Belinda Knight, Deputy Chief Executive Officer

External: Clare Hyde – Holt Rock Tennis Club
Graeme Atkins President, Holt Rock Tennis Club

Financial Implications

The Shire has an allocation of \$27,500 in the 2018/2019 Budget: *Account E113175 Infrastructure Other – Other Rec & Sport Cap Ex – Resurfacing 6 Varley Tennis Courts.*

Strategic Implications

Shire of Lake Grace Strategic Community Plan 2017 -2027

Economic Objective – A prosperous agricultural based economy, supporting diversification of industry

- Outcome 1.2 A diverse and prosperous economy
- 1.2.1 Advocate for improved communications and support infrastructure

- Outcome 1.3 An attractive destination for visitors
- 1.3.2 Maintain and enhance local iconic attractions and infrastructure

Social Objective - A valued, healthy and inclusive community and life-style

- Outcome 2.1 An engaged, supportive and inclusive community
- 2.1.1 Community services and infrastructure meeting the needs of the district
 - 2.1.3 Actively promote and support community events and activities within the district

Outcome 2.2 A healthy and safe community

- 2.2.1 Maintain and enhance sport and recreation facilities

Outcome 3.1 A well maintained attractive built environment servicing the needs of the community

- 3.1.1 Maintain, rationalise, improve or renew buildings and community infrastructure

Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values

Objective 4.1 A strategically focused, unified Council functioning effectively

- 4.1.2 Promote and advocate for the community and district
- 4.1.3 Provide strategic leadership and governance

Recommendation

That Council, supports the Holt Rock Tennis Club in their National Court Rebate Grant application to resurface the six (6) tennis courts in Varley.

Voting Requirements

Simple majority required.

National Court Rebate (NCR) APPLICATION FORM



Completing your Application Form

Prior to completing the Application Form it is highly recommended you read the **National Court Rebate Guidelines** provided with your Application. This form is an editable PDF document and must be completed electronically.

Applications must be **complete** for assessment to take place, therefore please ensure that you:

- Complete this Application Form in conjunction with the **National Court Rebate Guidelines**
- Answer all relevant Sections of the Application in full (NB: Incomplete Applications will not be accepted)
- Submit all mandatory supporting documents with the completed Application Form
- Electronically submit your Applications directly to Tennis Australia via email: placestoplay@tennis.com.au (NB: Hand-written Application Forms will not be accepted; multiple emails with attachments are acceptable)

By submitting this Application Form, the Applicant (if successful) agrees to the following:

1. Adhere to the National Court Rebate Program's Terms & Conditions (as per the NCR Guidelines)
2. Maintain ongoing affiliation with the relevant State or Territory Member Association
3. Claim the rebate funding within timelines outlined in the Terms & Conditions
4. Acknowledge the Rebate via local media releases and/or other promotional opportunities
5. Meet annual reporting requirements including the Operational Health Check (OHC), updating details on MyTennis and performing an annual review of the Business Plan/OHC Action Plan. For schools, reporting requirements may include the annual completion of a school tennis participation survey at Tennis Australia's request.
6. Ensure all coaches at the venue are Tennis Australia Coach Members. School applicants should ensure that all coaches who deliver formal coaching programs at the school are Tennis Australia recognised qualified coaches.
7. Implement, conduct and be supportive of Tennis Australia's junior starter program, ANZ Tennis Hot Shots
8. Support Tennis Australia's national systems, tournaments, research, programs and services such as Cardio Tennis, League Manager and Fast4 Tennis
9. Actively participate in case studies as requested by Tennis Australia or the relevant State/Territory Member Association
10. Implement blended lines for ANZ Tennis Hot Shots on at least one (1) of the courts (new or resurfaced) that have been successful under the National Court Rebate (NB: Applicable to acrylic surfaces only)
11. Court specifications to conform to the International Tennis Federation (ITF) minimum recommended court size
12. All additional construction specifications should be compliant with relevant Australian construction standards
13. The venue must be available for general public use to benefit the wider community (ie. not for 'member use only')
14. If requested, have works signed off by Tennis Australia or the relevant State/Territory Member Association aligned technical staff and/or conduct a civil engineering assessment prior to project commencement

Acknowledgment

<p>Acknowledgement:</p> <p><i>Please submit a signed copy of this page with your Application.</i></p> <p><i>(A scanned copy with manually signed/handwritten signature OR a digital/electronic signature copy will be accepted)</i></p>	<p>The Applicant hereby acknowledges their understanding of the National Court Rebate Guidelines (as issued with the Application Form) and agrees to be bound by the Terms & Conditions* of this National Court Rebate Application.</p> <p><i>*Terms & Conditions are available in the 2018/19 National Court Rebate Application Guidelines</i></p>
	<p>Name: Clare Hyde Position: Secretary</p>
	<p>Signature: Clare Hyde Date: 27/03/2019</p> <p><small>Digitally signed by Clare Hyde Date: 2019.03.27 07:21:05 +05'00'</small></p>

National Court Rebate APPLICATION FORM

SECTION 1: APPLICANT INFORMATION & CONTACT DETAILS										
1A. Organisation Information (Applicant)										
Organisation name:					Holt Rock Tennis Club					
Email:			holtrocktennis@gmail.com			Phone number:		0427085178		
Postal address:					Post Office					
Suburb:			Varley		State:		WA		Postcode: 6355	
Is this the same as project address?					<input type="checkbox"/> YES		<input checked="" type="checkbox"/> NO			
ABN:					Insert ABN		GST Registered:		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
1B. Project Location (Physical Address where project is taking place) IF DIFFERENT TO POSTAL ADDRESS										
Venue name:					Varley Sporting Precinct					
Email:			holtrocktennis@gmail.com			Phone number:		0427085178		
Address:					Carstairs Rd					
Suburb:			Varley		State:		WA		Postcode: 6355	
1C: Primary Contact (Primary contact person for the project and NCR Application)										
Name:					Graeme Atkins					
Is this person the Project Manager?					<input checked="" type="checkbox"/> YES		<input type="checkbox"/> NO			
Email:			gulson@bigpond.com			Phone Number:		0427752040		
1D: Secondary Contact (Secondary contact person for the project and NCR Application)										
Name:					Clare Hyde					
Is this person the Project Manager?					<input type="checkbox"/> YES		<input checked="" type="checkbox"/> NO			
Email:			holtrocktennis@gmail.com			Phone Number:		0427085178		
SECTION 2: VENUE AND FACILITY DETAILS (NOT APPLICABLE FOR BOOK A COURT - PLEASE GO TO SECTION 3)										
2A: MyTennis Facility Information (NOT APPLICABLE FOR SCHOOLS - PLEASE GO TO QUESTION 2B)										
Is the Facility Information* on MyTennis current (ie. up to date)? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO										
*Number of courts, surface type, contact details and committee member information										
Will the Facility Information* on MyTennis need to be updated after project completion? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO										
*Number of courts, surface type, contact details and committee member information										
2B. Proposed Facilities (Post Project Completion)										
Number of new courts:	Insert number	Surface type: (select)	<input type="checkbox"/> Cushioned Acrylic	<input type="checkbox"/> Non-Cushioned Acrylic	<input type="checkbox"/> Natural Grass	<input type="checkbox"/> Clay				
			<input type="checkbox"/> Synthetic Grass	<input type="checkbox"/> Synthetic Clay	<input type="checkbox"/> Other	please specify				
Number of resurfaced courts:	6	Surface type: (select)	<input type="checkbox"/> Cushioned Acrylic	<input type="checkbox"/> Non-Cushioned Acrylic	<input type="checkbox"/> Natural Grass	<input type="checkbox"/> Clay				
			<input checked="" type="checkbox"/> Synthetic Grass	<input type="checkbox"/> Synthetic Clay	<input type="checkbox"/> Other	please specify				
Number of redeveloped courts:	Insert number	Surface type: (select)	<input type="checkbox"/> Cushioned Acrylic	<input type="checkbox"/> Non-Cushioned Acrylic	<input type="checkbox"/> Natural Grass	<input type="checkbox"/> Clay				
			<input type="checkbox"/> Synthetic Grass	<input type="checkbox"/> Synthetic Clay	<input type="checkbox"/> Other	please specify				
ANZ Tennis Hot Shots courts:	Insert number	Surface type: (select)	<input type="checkbox"/> Cushioned Acrylic	<input type="checkbox"/> Non-Cushioned Acrylic	<input type="checkbox"/> Natural Grass	<input type="checkbox"/> Clay				
			<input type="checkbox"/> Synthetic Grass	<input type="checkbox"/> Synthetic Clay	<input type="checkbox"/> Other	please specify				
ANZ Tennis Hot Shots type: (select)	<input type="checkbox"/> Purpose built <input type="checkbox"/> Blended lines <input type="checkbox"/> Line markings only (e.g Hot Shots lines marked on multi-sport play area or asphalt/concrete play area)									
Court Lighting:	New Lighting*: Number of courts with new lighting to be installed			Insert number	Lighting Type: (New)	<input type="checkbox"/> LED <input type="checkbox"/> Metal Halide <input type="checkbox"/> Other				
	Upgraded Lighting*: Number of courts with lighting to be upgraded			Insert number	Lighting Type: (Upgraded)	<input type="checkbox"/> LED <input type="checkbox"/> Metal Halide <input type="checkbox"/> Other				
Fencing:	New:	<input type="checkbox"/> Yes <input type="checkbox"/> No		Replacement:	<input type="checkbox"/> Yes <input type="checkbox"/> No					
Additional Comments: (Optional)	Insert text									

National Court Rebate APPLICATION FORM

SECTION 3. PROJECT DETAILS

3A. PROJECT DESCRIPTION

Please provide a detailed* project description below:

Include specific information as applicable to the project (ie. court surface type, number of courts, inclusion of earth works/base works, specific clubhouse works/inclusions, external/court surrounds works) and any relevant project management details.

Product
Synthetic grass – Premium
Omniscourt® Pro Cool Plus – 16mm pile height (twist pile to 12mm)

Project works
6 courts
• Grind where fibreglass is lifting
• Patch base
• Supply and install OmniCourt® Pro Cool Plus
• Supply and install silica sand infill

Project management
Graeme Atkins - Club President

Estimated project commencement:

01/06/2019

Estimated project completion:

15/06/2019

SECTION 4. PROJECT FINANCE & BUDGET

4A. Funding Model

NB: The Total Project Cost and Funding Model Total must align (ie. total amounts need to match) and be GST exclusive

Total project cost:
GST Exclusive

\$ 152800

Funding model:
Indicate the GST Exclusive amount only.
Do not include any in-kind contributions.

Funding Source		Funding Value (GST Exclusive)	Confirmed	Comment (Optional)
Applicant		\$ 17520	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Insert comment
Local government		\$ 40000	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Shire of Lake Grace &
State government		\$	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert comment
Federal government		\$	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert comment
Other (1)	Varley	\$ 80000	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Insert comment
Other (2)	Insert text	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert comment
Rebate Requested		\$ 15280	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Insert comment
Total (GST Exclusive)		\$ 152800	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Insert comment

In-kind contributions: (Optional)
Include details for any in-kind contributions.
Do not include these in the above funding model.

In-kind contributions equal \$6800 and cover accommodation and meals for contractors, provision of bobcat and carting of sand.

National Court Rebate APPLICATION FORM

4B. Project Cost Breakdown (GST Exclusive)		
Court Works	Total Cost (GST Exclusive)	Comments (Optional)
Cushioned Acrylic	\$ Insert Cost	Insert Comments
Non-Cushioned Acrylic	\$ Insert Cost	Insert Comments
Natural Grass	\$ Insert Cost	Insert Comments
Clay	\$ Insert Cost	Insert Comments
Synthetic Grass	\$ 152800	Includes site preparation of fibreglass
Synthetic Clay	\$ Insert Cost	Insert Comments
Other (1)	Insert text \$ Insert Cost	Insert Comments
Other (2)	Insert text \$ Insert Cost	Insert Comments
Base works NB: Including site clearing, preparation, drainage	\$ Insert Cost	Insert Comments
SUB TOTAL (Court Works)	\$ 152800	Insert Comments
Other expenses	Total Cost (GST Exclusive)	Comments (Optional)
Lighting	\$ Insert Cost	Insert Comments
Fencing	\$ Insert Cost	Insert Comments
Book A Court installation	\$ Insert Cost	Insert Comments
Ancillaries & equipment	\$ Insert Cost	Insert Comments
Clubhouse/Pavilion	\$ Insert Cost	Insert Comments
Project Management & consultancy	\$ Insert Cost	Insert Comments
Project contingency	\$ Insert Cost	Insert Comments
Other (1)	Insert text \$ Insert Cost	Insert Comments
Other (2)	Insert text \$ Insert Cost	Insert Comments
SUB-TOTAL (Other Expenses)	\$ Insert Cost	Insert Comments
TOTAL PROJECT COST (GST Exclusive)	\$ 152800	Insert Comments

SECTION 5. OUTCOMES & KEY PERFORMANCE INDICATORS (KPIs) (NOT APPLICABLE FOR BOOK A COURT OR SCHOOL APPLICANTS)

5A. Outline how the project (post-completion) will activate the following key areas and list the measurable KPIs/Targets for each key area:				
Membership	KPI/Target	85	Anticipated Financial Return (\$):	\$660
Coaching Participants	KPI/Target	20	Anticipated Financial Return (\$):	\$600
Competitions & Tournaments	KPI/Target	5	Anticipated Financial Return (\$):	
Casual Players	KPI/Target	10	Anticipated Financial Return (\$):	\$500
Multi-Use of Facilities	KPI/Target	Insert text	Anticipated Financial Return (\$):	Insert \$

SECTION 6. ACCOUNTABILITY

6A. PROJECT MANAGEMENT:

Outline what project management control is in place: Graeme Atkins is the project supervisor, and has met with

6B. MAINTENANCE

Outline how the venue/facility will be maintained and who is responsible for undertaking maintenance requirements: The facility will be maintained by the Holt Rock Tennis Club on an annual basis, including dressing of sand and ensuring that any requirements from the product warranty is addressed

6C. MANAGEMENT/OPERATION AGREEMENTS (IF APPLICABLE)

Provide details of any formal agreement for managing the planned operations of the venue/facility: The Holt Rock Tennis Club has a management agreement with the Shire of Lake Grace that defines the venue for Recreation

National Court Rebate APPLICATION FORM

SECTION 7: BUSINESS MANAGEMENT & SUSTAINABILITY (NOT APPLICABLE FOR SCHOOLS)

7A: FINANCIAL PERFORMANCE (PROFIT/LOSS) IN PREVIOUS FINANCIAL YEARS (NOT APPLICABLE FOR SCHOOLS)

2016/17 Financial Year:	\$ <input checked="" type="checkbox"/> Profit <input type="checkbox"/> Loss	2017/18 Financial Year:	\$ <input checked="" type="checkbox"/> Profit <input type="checkbox"/> Loss
Comments:	Holt Rock Tennis Club is a very small rural club which works on simply maintaining a small profit in order to maintain the club facilities.		

7B: SINKING FUND & FACILITY PLANNING (NOT APPLICABLE FOR SCHOOLS)

Outline the proposed/ongoing annual future contribution to a sinking/capital works fund for future facility planning (ie. funding for future facility replacement and/or development costs):

Holt Rock Tennis Club is a very small rural club which works on simply maintaining a small profit in order to maintain and very occasionally upgrade the club facilities.

QUESTION 8. COMMUNITY BENEFIT & ACCESSIBILITY

8A. STAKEHOLDER ENGAGEMENT (NOT APPLICABLE FOR BOOK A COURT)

Outline details of current and/or potential community engagement opportunities with external stakeholders:

Local Government (Council)	The Shire of Lake Grace & The Shire of Kulin currently support the Varley Sports Precinct as a multi-purpose venue for both Tennis &	Comments	Insert Comments
Community Groups List the name of all relevant users (Eg: Venue/Function Room Hire)	Holt Rock Tennis Club Varley Bowls Club Varley Playgroup Holt Rock Agronomy Group	Comments	Groups use the building for functions as well as sporting activities.
Other List the name of all relevant users (Eg: Neighbouring Schools, Neighbouring Clubs/Venues)	N/A	Comments	Insert Comments

8B: ATTRACTION & RETENTION (NOT APPLICABLE FOR SCHOOLS)

How will the project help to attract more people to visit and/or use the facilities:

The re-surfacing of the tennis courts will allow people to return to playing or play tennis longer as the synthetic surface reduces the risk of injury and stress to ankles, knees, hips and the lower back. The synthetic turf will also enable the club to continue playing tennis in

Outline how your project will impact upon player retention and satisfaction in the following key areas:

Current Playing Members:	Some players in our very small community are aging and the installation of synthetic turf is
Coaching Participants:	Other Tennis Courts in the region (Hyden Tennis Club) are synthetic turf and the coaching
Competition Participants:	Participants in Competition are generally our normal club members and the retention of them as
Program Participants: (Eg: Cardio Tennis, Fast4s, ANZ Hot Shots)	Hot Shots is very strong in our club, with 39 participants and the upgrading of our courts will enable us to retain them and improve their tennis.
Casual Players: (Eg: Non-member court bookings)	New and improved facilities are always more attractive, so the improvement of our facilities will naturally provide attraction for new members and non members

8C: MULTI-SPORT FACILITIES (IF APPLICABLE) (NOT APPLICABLE FOR BOOK A COURT)

Are there multi-sport facilities available for at the venue? ☒ YES ☐ NO

If this facility does cater for multiple sports/activities please provide details: Provide specific details of any other sports courts, sporting fields, activity or recreational space available (Eg: Basketball/Netball, etc)

Bowling Club

Current Usage: Prior to project completion	15	Proposed Usage: Post-project completion	20
-----------------------------------------------	----	--------------------------------------------	----

National Court Rebate APPLICATION FORM

COMPLETE THE RELEVANT APPLICATION CHECKLIST ONLY

General Applicants: Complete either the Standard Checklist (1) or Book A Court Checklist (2) as relevant

School Applicants: Complete the School Application Checklist

SECTION 9: MANDATORY SUPPORTING DOCUMENTS		
GENERAL APPLICATION CHECKLIST (Clubs, Venues, Associations, Local Government)		
Supporting Documents	1. Standard Checklist	2. Book A Court Checklist
Operational Health Check (OHC) Copy of the Summary Report for the relevant club/venue as evidence of completion of the current OHC	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Stakeholder Support Letter from Land Owner confirming project support Not Applicable for LGA (ie. Council) Applicants or Applicants who own the freehold to the project site	<input type="checkbox"/>	<input type="checkbox"/>
Security of tenure Copy of current lease/licence/occupancy agreement Applicants who own the freehold to the site must provide sufficient evidence (Eg: Copy of Title Deed, Rates Notice) Not Applicable for LGA/Council Applicants	<input type="checkbox"/>	<input type="checkbox"/>
Quotes/Tax Invoices Suitable evidence of Total Project Cost (NB: This should align with the costs outlined in Section 4B)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bank Statement To support Applicant funding contribution as per Section 4A Not Applicable for LGA/Council Applicants	<input type="checkbox"/>	Not Applicable
Confirmed Partnership Funding Evidence of confirmed/secured funding sources as outlined in Section 4A (Eg: Grant/Rewards Letter)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Business Plan / OHC Action Plan Current Business Plan or completed OHC Action Plan of the club/venue where the project is taking place	<input type="checkbox"/>	<input type="checkbox"/>
Project Plan Applicant may use template provided with the Application	<input type="checkbox"/>	<input type="checkbox"/>
Maintenance Plan Applicant may use template provided with the Application	<input type="checkbox"/>	Not Applicable
Optional Documentation		
Concept Plans / Drawings / Design Specifications	Optional	Optional
Specialists Reports	Optional	Optional
Strategic Planning	Optional	Optional
SCHOOL APPLICATION CHECKLIST (School Applicants Only)		
Schools Tennis Program Engagement Evidence of participation in Tennis Australia's Play Program, Partner Program and/or Teacher Ambassador Program		<input type="checkbox"/>
Project Support – School Principal Letter of support from the School Principal to confirm the school's participation (as applicable) in school-based tennis curriculum, interschool sports, Hot Shots and/or tennis coaching programs		<input type="checkbox"/>
Stakeholder Support – Tennis Australia Coach Member and/or Member Association Affiliated Tennis Club Letter of support to confirm the school's link with a qualified Tennis Australia Coach Member and/or a Tennis Australia Member Association (Eg: Tennis Victoria) affiliated tennis club/venue		<input type="checkbox"/>
Project Plan Applicant may use template provided with application	Not applicable for Hot Shots line-marking projects	<input type="checkbox"/>
Maintenance Plan Applicant may use template provided with application	Not applicable for Hot Shots line-marking projects	<input type="checkbox"/>

VARLEY TENNIS COURT RESURFACING BUDGET 2019

Project Items	Anticipated Grant	Secured Funding			Anticipated Funding	In-Kind Donations	Total
	National Court Rebate	Shire of Lake Grace	Shire of Kulin	Holt Rock Tennis Club	Varley Progress Association	Varley Community	
	\$ 15,280	\$ 27,500	\$ 12,500	\$ 25,000	\$ 20,000	\$6,800.00	
VARLEY TENNIS COURT RESURFACING							
West Coast Synthetic Surfaces quote	\$ 15,280.00	\$ 27,500.00	\$ 12,500.00	\$ 17,520.00	\$ 80,000.00		\$ 152,800.00
Provide bobcat or container forklift to unload container**						\$500	\$ 500.00
Collect and deliver bulk sand required from Jandakot to site and truck to be left at site with sand**						\$2,000	\$ 2,000.00
Club to provide self contained accommodation (house) and meals for up to 4 men**						\$4,300	\$ 4,300.00
							\$ -
Total cost including in-Kind	0	0	0	0	0	\$6,800	\$ 152,800.00



9 August 2018

Holt Rock Tennis Club
Attention: Graeme Atkins

Dear Graeme

Quotation No 19032: Holt Rock Tennis Club

Thank you for the opportunity to provide a quotation for re-surfacing of Holt Rock Tennis Club.

Brief business history

West Coast Synthetic Surfaces (WCSS) specialises in acrylic surfacing of hard courts, gel and synthetic turf surfacing of tennis, netball, multisport and basketball courts, bowls, cricket wickets and recreation areas. We have extensive experience in design, installation, maintenance and construction, which includes earthworks, fencing, court equipment and lighting.

For over 18 years, we have been servicing local governments, schools, sports associations and clubs, childcare centres and private homes. All our products used are 100% Australian made and supported with warranties with the assurance that installation is completed by highly qualified installers. We are also proud members of the Sports & Play Industry Association.

Qualitative criteria

We have extensive experience in completing similar projects of supplying goods and services. Omnicourt® is our proposed product options and are manufactured in Melbourne, Victoria, proudly Australian made.

Resources

WCSS own all our own plant and equipment for performing the resurfacing works.

Methodology and price

Refer to the following pages.

We trust this quotation meets your requirements and please contact me on 0419 944 341 if you require any further information.

Kind regards,

A handwritten signature in blue ink, appearing to read "Mark Tucker".

Mark Tucker
Managing Director

About WCSS

West Coast Synthetic Surfaces (WCSS) is a leader in the sporting surfaces industry, recognised for its innovation and industry-leading designs within Western Australia.

Since it was founded in 1999, it has built itself to be a highly regarded Perth based company that specialises in the installation and resurfacing of all synthetic grass, hard acrylic and gel sporting surfaces.

WCSS has been creating projects for a variety of sports including netball, tennis, basketball, cricket, bowls, multipurpose courts and installation of sports equipment all to the highest quality of workmanship.

As a proud West Australian Company, WCSS values its relationship with clients by working together using the latest technology and sporting trends which helps build strong culture within sporting communities.

The current owner of the company Mark Tucker has close to 18 years of experience in this industry, achieving an excellent reputation amongst clients ranging from schools, sporting and recreational bodies and local government organisations to corporations and private homes.

Mark will personally oversee all work to ensure quality and outcomes are of the highest standard. He is extremely proud of his experienced staff who work as a cohesive team to meet client and project requirements.

Recent projects

Cottesloe Tennis Club
Alexander Park Tennis Club
East Fremantle Lawn Tennis Club
Langford Sporting Complex
Geraldton Netball Centre
West Leeming Primary School
Shenton College
Bindoon Recreation Centre
Minegnew Primary School
Shire of Northampton - Kalbarri
WA State Netball Centre
Hammond Park Catholic Primary
Gooseberry Primary School
Middleswan Primary School
Kingsley Primary School

Northshore Cricket Club
Riverton Primary School
Middle Primary School
Kewdale Primary School
Alkimos School
Joseph Bank College
Gooseberry Primary School
Landsdale Primary School
Byford Primary School
Cecil Andrews
Armadale Senior High school
Piara Waters
Baldivis Primary School
Harrisdale Primary School
Greenwood Senior High School

Warwick Open Space
Darling Range Sports college
Kalamunda Districts Netball Association
Australind Tennis Club
Rockingham Netball Courts
Lancelin Primary School
Augusta and Districts Club
Dunsborough & Districts Country Club
Donnybrook Tennis Club
Coolbellup Community School
Bennett Springs
Hensman Park Tennis Club
Shire of Ashburton - Tom Price
Hopetoun
Walkaway Primary School

Working with exclusive brands

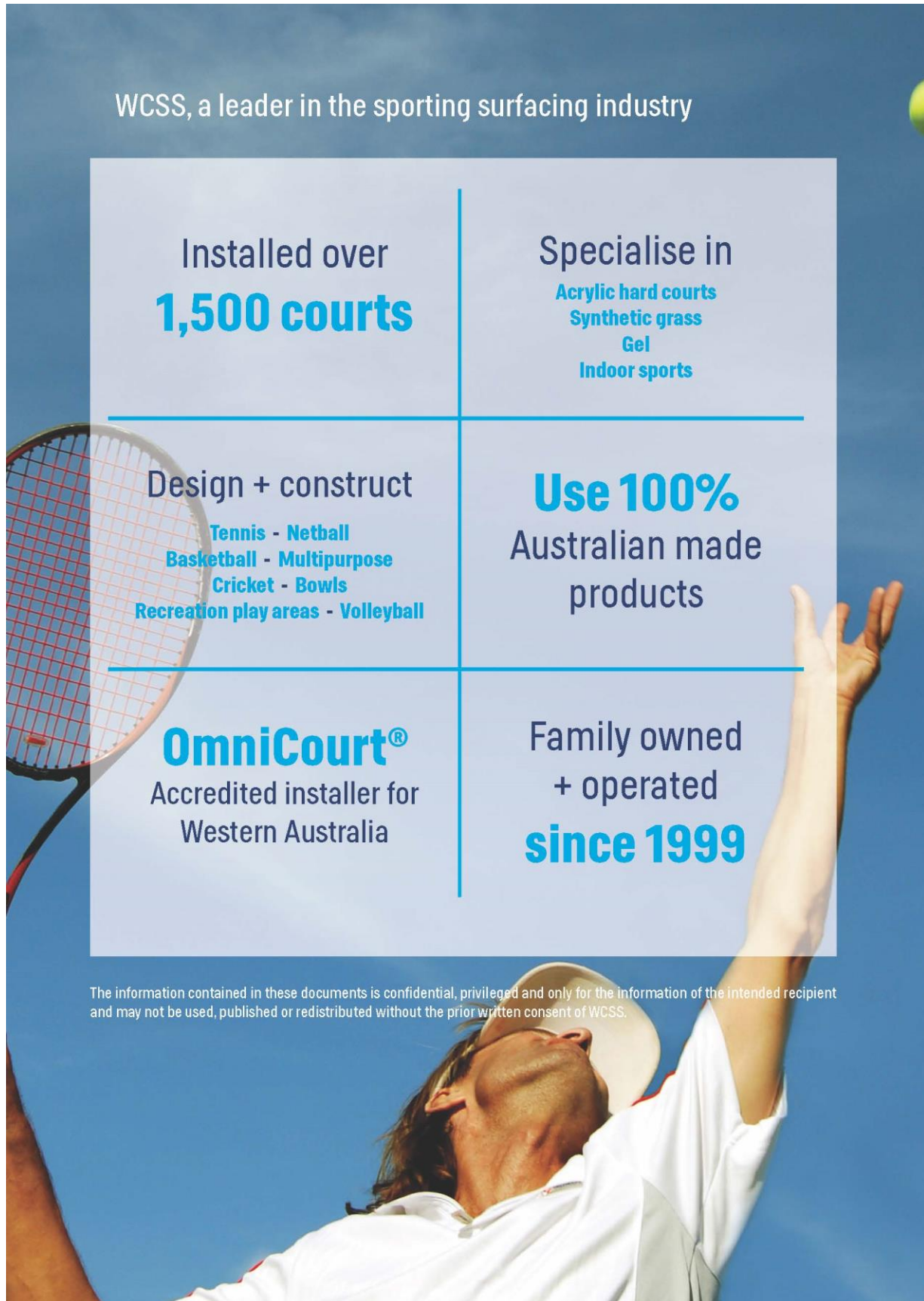


Member



SA12 Service Alliance Member

Building management for regional WA Schools
(Number: 146084)



WCSS, a leader in the sporting surfacing industry

Installed over 1,500 courts	Specialise in Acrylic hard courts Synthetic grass Gel Indoor sports
Design + construct Tennis - Netball Basketball - Multipurpose Cricket - Bowls Recreation play areas - Volleyball	Use 100% Australian made products
OmniCourt® Accredited installer for Western Australia	Family owned + operated since 1999

The information contained in these documents is confidential, privileged and only for the information of the intended recipient and may not be used, published or redistributed without the prior written consent of WCSS.

Experience

WCSS has extensive experience with the same scope of works using synthetic grass on a variety of projects across Perth and Western Australia. See below recent examples.

**Shire of York - Tennis Club**

Resurfacing of eight synthetic tennis courts using Omnicourt® Pro Cool Plus

**Shire of Dongara**

Full construction of three synthetic tennis courts using Omnicourt® Pro Cool Plus

**Augusta Tennis Club**

Resurfacing of two synthetic tennis courts using Omnicourt® Pro Cool Plus

**Dunsborough and Districts Country Club**

Resurfaced four tennis courts with Laykold® Acrylic and two courts synthetic

**East Fremantle Cricket Club**

Resurfaced three practice net

**Kingsley Primary School**

Resurfaced play area within school

Methodology and price – Synthetic grass courts

Scope of works*

- * Pricing includes travel, transport and meals. Synthetic turf will be delivered to site in 40ft container.

Synthetic grass – Premium Omnicourt® Pro Cool Plus – 16mm pile height (twist pile to 12mm) <ul style="list-style-type: none"> • Grind where fibreglass is lifting • Patch base • Supply and install OmniCourt® Pro Cool Plus • Supply and install silica sand infill 	\$146,000 + GST
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Saving options**

** Pricing can be deducted from the above price by providing the following three options:

<ul style="list-style-type: none"> • Provide bobcat or container forklift to unload container** 	\$500 + GST
<ul style="list-style-type: none"> • Collect and deliver bulk sand required from Jandakot to site and truck to be left at site with sand** 	\$2,000 + GST
<ul style="list-style-type: none"> • Club to provide self contained accommodation (house) for up to 4 men** 	\$2,500 + GST
<ul style="list-style-type: none"> • Club to provide self contained accommodation (house) and meals for up to 4 men** 	\$4,300 + GST

Notes

- Unrestricted water and power access required within 30 metres of courts
- Works are to be carried out in dry weather conditions
- Clear access to be provided for delivery of materials and equipment
- All pricing is based on WCSS completing all works on project, from start to completion
- WCSS own all plant and equipment necessary to complete job at highest standard
- Project has a pro-rata 8 year manufacturer warranty and a 12 month WCSS workmanship warranty
- Puff balls to be cut out, removed and patched by club prior to WCSS arriving to site

Item 14.6.1

Attachment 2

Pro **COOLplus**[®]

www.advpolytech.com.au

03 87928000

Finished Product Details

Product Code	3550
Usage	Tennis
Height	16 mm
Colour	Green/ Blue/ Terracotta
Denier	5,400
Weight	1,985 g/m ²

Supply

Available Width	3.71 m
Standard Roll Length	As required for kit courts
Approx. Shipping Weight	7.36 kg/lm
Line Systems	Tufted as required

Infill Material

Stabilising Infill	Fine grained silica sand
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Product Warranty

Warranty	Seven year limited warranty as per manufacturer's standard warranty terms
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Configuration

Pile Height	16 mm
Machine Gauge	4.76 mm
Yarn Weight	1,200 g/m ²
Stitch Pattern	Straight
Stitch Rate	23 per 100 mm
Perforated	No

Yarn Properties

Construction	IR-Reflective coolplus texturized monofilament
Linear Density	600 Tex / 5,400 Den
Environment	Environmentally friendly yarns which are heavy metal free
UV Stability	The yarn is protected against UV degradation to the highest level as specified in the yarn manufacturer's warranty terms and conditions

Primary Backing

Construction	Double / Polypropylene / Fleece
Colour	Black

Secondary Coating

Compound Base	Hybrid Emulsion
Tuft Anchorage	40 Newtons (minimum)
Antioxidising Agent	Present

Manufactured in Australia.

As with any manufactured products, specifications may vary within industry tolerances. Jan 2015



Terms and conditions

Payment schedule

- On approval of quote, 20% deposit is required to commence the project
- Final payment is due 30 days from date of invoice
- Late payments may incur fees and charges
- All goods and services supplied remain the property of WCSS until full payment is received.

Clarifications and exclusions

- No allowance has been made for the reduction of low spots in the court, which is 3mm or more under a 3m straight edge when measured in any direction that shall cause any water ponding. This quotation is based on the courts complying with industry standards
- No allowance for use of a crane, forklift or any other equipment hire required due to lack of clear access or obstructions
- This quotation is based on clear access to site, power and water at all times throughout the installation of the sports surface.

Warranty

- 12 month WCSS workmanship warranty
- Pro-rata 8 year manufacturer warranty.

Health and safety

- MSDS's are available upon request.

Work schedule

WCSS will work closely with the client to achieve all outcomes necessary to deliver the project to suit the necessary schedule.

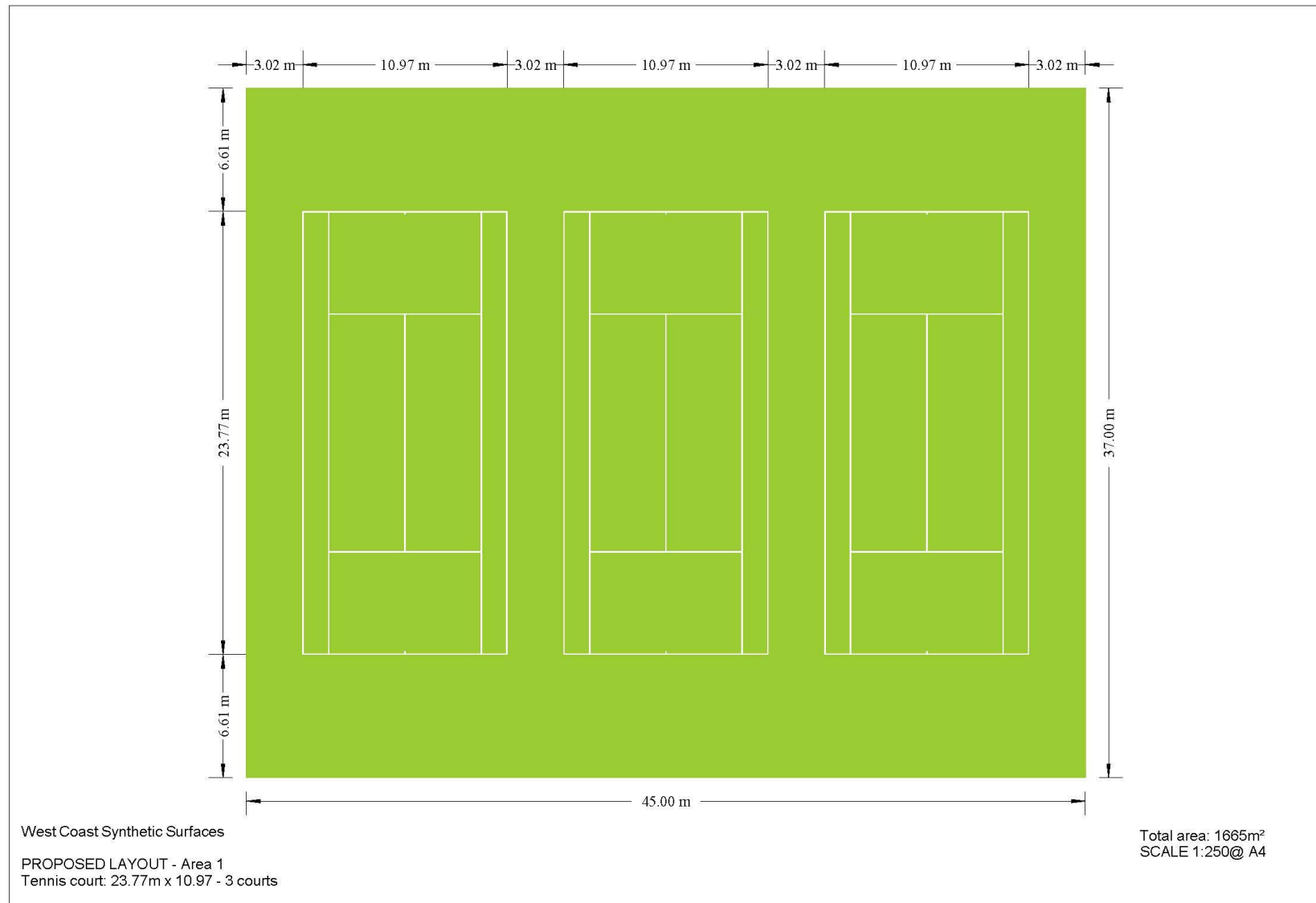
Acceptance of quote

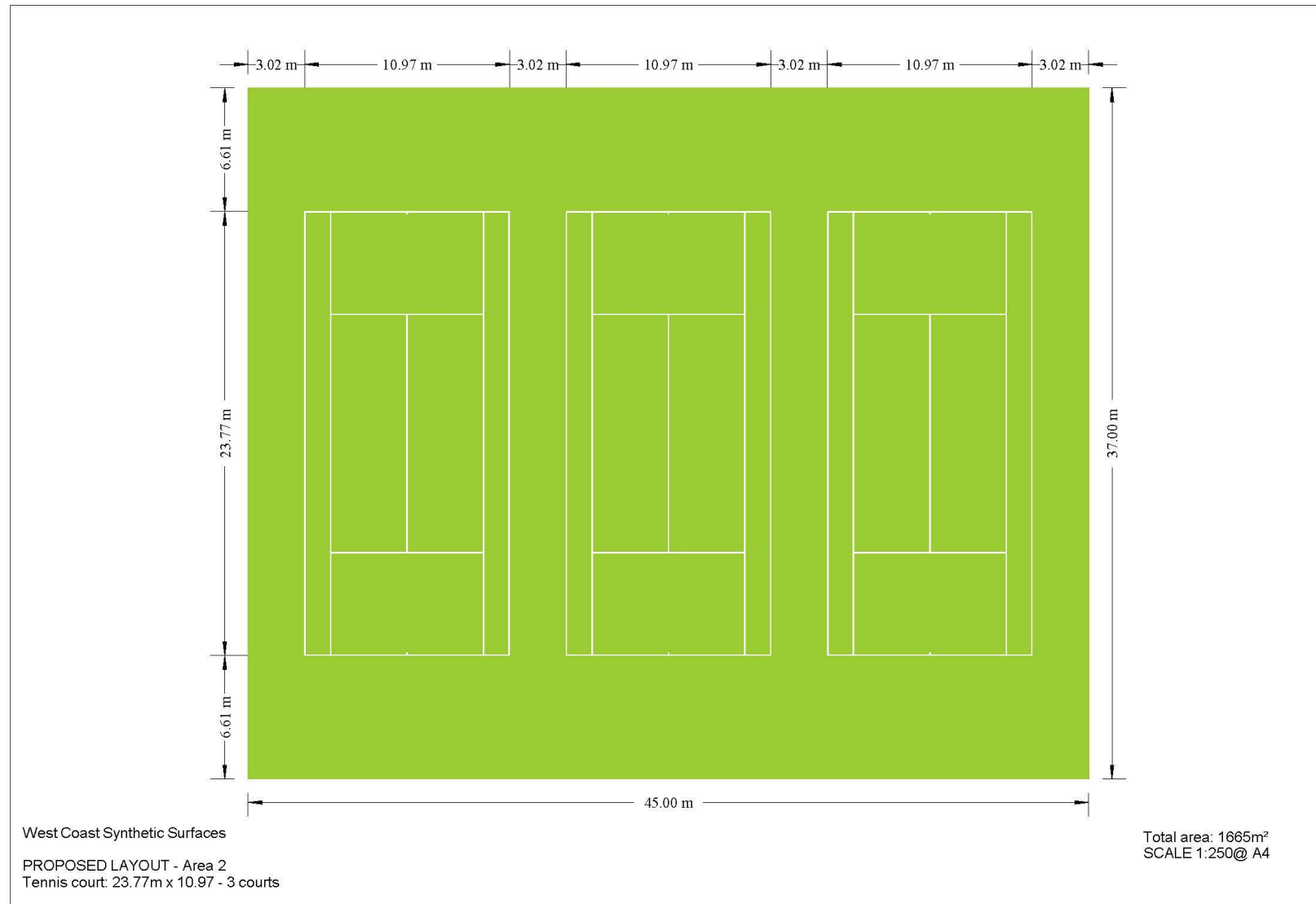
To accept this quotation, please return a signed and dated copy of this letter via email to **westcoastss@bigpond.com**

I have read and understood the terms and conditions from West Coast Synthetic Surfaces and accept the quotation.

Signed: _____ Date: _____

Print name: _____







SAFETY MANAGEMENT PLAN

West Coast Synthetic Surfaces

Installed over
1,500 courts

Specialise in

Acrylic hard courts
Synthetic grass
Gel
Indoor sports

Design + construct

Tennis - Netball
Basketball - Multipurpose
Cricket - Bowls

Use 100%
Australian made
products

Laykold®

Accredited installer for
Western Australia

Family owned
+ operated

since 1999



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