



Shire of Lake Grace

20 December 2023

Ordinary Council Meeting

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Development of RV Park on Lot 117 of Reserve 19517

Applicant: Campervan & Motorhome Club of Australia Ltd
Proposal: Low cost RV Park
Shire Agenda Item: 14.4.6; 21 December 2022

Council considered an item at its December 2022 meeting with Shire staff presenting a report from the CMCA to establish a short term, self-contained RV Park in Lake Grace. The CMCA proposed that the Shire develop the site and then the CMCA would manage in a joint initiative under an MOU arrangement.

The CEO and MIS had previously been researching options and possibilities in relation to a suitable location to address a short fall in suitable tourism accommodation options within the townsite. The Council report presented noted that if the Shire was to develop the site adjacent to the hospital, then it dispensed with a significant amount of 'red tape' that would be encountered by a private developer of a similar project in relation to planning requirements. It was noted that power, water and sewerage are all in close proximity to the proposed location, and a rough estimate of \$100,000 to develop the site.

It was further proposed that the management of the site (once established) would be based on an onsite 'custodian' whose duties would include taking bookings, collecting payment, undertaking grounds maintenance and other normal caretaker duties. Based on the Shire of Boyup Brook MOU with the CMCA, the income from the park would be split 70/30% with the CMCA.

The report noted that the following benefits with the establishment of the low-cost RV park:

- Increased visitor spend in local shops
- Using the site as a base to visit other nearby attractions
- Reduction in illegal camping
- Increased visitor numbers to the area giving them a reason to stop.

Further, the report went on to state: *'there may be some flak from the established caravan parks as it may be seen as taking away business from them, however the types of people that use this sort of park do not usually stay in caravan parks preferring to bypass these to either move on to an RV park or alternatively park somewhere off road in the bush or on the side of the road'*.

This statement is somewhat disappointing for a number of reasons. Firstly, of course the 'established' caravan park would be impacted, as this proposed RV park is in direct competition with their business; then it states that the 'types' of people who use (presumably RV) parks do not stay in caravan parks, but bypass them to stay elsewhere.....where is the evidence of this? Did the authors of either report actually research this and can produce concrete evidence to support this? A quick survey of many caravan parks, will present evidence that contradicts this statement. Finally, did either the Shire officers or the CMCA approach the Lake Grace Caravan Park and discuss with the owners as to whether they either currently cater for RV campers or can make provision for them if they do not. Disappointingly, neither have done so, yet now a proposal has unanimous support of Council to be further developed that will significantly impact the established caravan park operations.

The report notes that the consultation that the report author undertook in preparing the report was with the MIS internally and the proponent, the CMCA, externally. No further consultation was undertaken for what is a significant undertaking that was being presented to Council for their endorsement, and proposing expenditure of ratepayer funds.

The resolution that was made at that meeting was as follows:

Resolution 13524

Moved: Cr Hunt

Seconded: Cr Kuchling

That Council

1. Considers the proposal from the CMCA for the development of a low-cost RV Park on Lot 117 of Reserve 19517 and;
2. Gives approval to administration to undertake further negotiations and planning with the CMCA and;
3. To present the results to Council once determined.

Carried: 7/0

Local government, the same as the State Government, is bound by the rules of competitive neutrality. In simple terms, this means that local government should not use its position to be able to establish and run a business in direct competition with an existing business. The statement that local government can reduce the amount of red tape in relation to planning matters was made, and used as the reason that the Shire would consider developing the site and then prepare an MOU for a joint management arrangement.

The example of Boyup Brook was given. The case in that community is very different as the CMCA have taken on the management and running of the *only* caravan park in the town. The CMCA/Shire are not in direct competition with another, established caravan park.

The Lake Grace Caravan Park was previously owned and operated by the Shire of Lake Grace. It was sold to a private buyer. Now the Shire are considering developing an RV Park that will take business away from the established caravan park. The established caravan park are ratepayers of the Shire, yet the Shire are considering using *ratepayer funds* to develop a low-cost RV park. This is not, and should not be, the role of local government.

To rebuke the reasons outlined above that establishing a low-cost RV Park will provide the following benefits:

Increased visitor spend – where is the evidence of this? As a general rule, RV travellers are self-contained, and therefore have much of what they need for their trip onboard. They may need to top up supplies, however would not likely do it in a town the size of Lake Grace, they are more likely to do it in larger centres, such as Esperance, Albany, Bunbury etc. They may buy a coffee or a sandwich, but this would not be considered a substantial increase in visitor spend.

Using the site as a base to visit nearby attractions: has the author of the report or Council agenda item researched this and can use this as a valid benefit? What would the local attractions be? Or are they more likely to stay the night, and then move on, towards their destination?

Reduction in illegal camping: This is somewhat debatable, as those that are going to ‘illegally’ camp, are still going to do as much. The charge that is being proposed for the low-cost RV park, is \$7 for 2 people. This is not considered cost prohibitive, especially when you consider the cost of the investment in the RV in the first place.

Increased visitor numbers to the area giving them a reason to stop: Why would more visitors to the area be cited as a reason to stop, and therefore a benefit to the Shire for a \$100,000 investment in the development of a low-

cost RV park? This beggars belief, and is somewhat dubious a real, tangible benefit that would be felt by the community, local businesses and the Shire, to consider such a significant investment of capital.

The provided project plan/report prepared by the CMCA noted that part of the development would be an area for 'happy hour' to be held, so that the campers can meet and greet and spend time. This is not actively encouraging 'local spend'. If the Park was going to benefit local businesses, and increase local spend, and this is the whole reason it is to be established within walking distance of shops, then why include an area in the park where the campers will take their already purchased drinks and nibbles, and meet and greet with other campers.

The very fact that the Shire has proposed using ratepayer funds to establish a business that will be in *direct competition* with an existing, well-established business, is exceptionally disappointing. Further, should the project proceed, and the low-cost RV park is indeed established, as it is on a Council managed reserve, then there will be no rates collected from the site, so all ongoing costs associated with the site, will be borne by Council – therefore, ratepayers. Costs such as increased rubbish removal and rubbish rates; water consumption and water rates: sewerage rates. Yet the income distribution is based on a 70/30% split.

Conservative estimates would say that this is not going to be a positive cash return on investment for Council. The use of ratepayer funds in such an irresponsible manner is somewhat disappointing.

It is also interesting to note, that at the June 2023 Council meeting, Council considered an agenda item in relation to the removal of a 'no camping' sign at the Lake King rest stop. It was resolved that the sign would remain, as a removal of it, would encourage overnight stays and this would impact on the local caravan park and would be an increased impost of cost on ratepayers. How is the proposal from the CMCA for the Shire to establish a low-cost RV Park in Lake Grace any different???

Whilst the resolution (that was unanimous) only states that it is supportive of the initiative and that it authorises the administration to further develop the project proposal, and then report the findings to Council once complete, it is still somewhat disappointing that in the ensuing 12 months, still no consultation has been had with the current owners and managers of the Lake Grace Caravan Park, who have a significant amount to lose if this proceeds.

With this in mind, Councillors are respectfully requested to reconsider their support for this project proposal. It will not bring the benefits to the community, town and local businesses that it is touted to. It will not address illegal camping issues (as those who will 'illegally' camp, will no doubt continue to do so). It is proposing the use of ratepayer funds to develop a Park in direct competition to an existing, well-established, well-respected local business – the Lake Grace Caravan Park. The ongoing cost to the Shire will doubtfully be covered by the small return on investment that will be received from the overnight stays of the RV campers.

It is not a sound business proposal, and has not undertaken consultation that it should have, some 18 months after the first CMCA visitors came to town to investigate and consider options, it has not provided evidenced support for its touted benefits and has not included any cost estimates as to how this project would be of financial benefit to Council. Instead, it is looking to Council to develop the Park, using its position and land tenure/management, and funds.

Councillors, as our towns local voice and elected representatives, this is a project proposal that should not be further developed as our business, the Lake Grace Caravan Park, will be significantly impacted if it proceeds.

Medlen Family
Lake Grace Caravan Park Owners

Shire of Lake Grace

Ordinary Council Meeting

MINUTES

22 November 2023

Meeting Commencing at 3:30 pm

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Acknowledgement of Country

I wish to acknowledge the traditional Custodians of the land on which we meet today, and pay my respects.

I extend that respect to Aboriginal and Torres Strait Islander peoples here today.



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SHIRE OF LAKE GRACE

Minutes of the Ordinary Council Meeting held at the Council Chambers, 1 Bishop Street, Lake Grace, WA on Wednesday 22 November 2023 commencing at 3:30pm.

1.0 DECLARATION OF OPENING ANNOUNCEMENT OF VISITORS

2.0 ACKNOWLEDGEMENT OF COUNTRY

I wish to acknowledge the traditional Custodians of the land on which we meet today, and pay my respects.

I extend that respect to Aboriginal and Torres Strait Islander peoples here today.

3.0 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

3.1 PRESENT

Cr LW Armstrong	Shire President
Cr SG Hunt	Deputy Shire President
Cr R Chappell	
Cr AJ Kuchling	
Cr DS Clarke	

3.2 APOLOGIES

Cr RA Lloyd
Cr BJ Hyde

3.3 IN ATTENDANCE

Mr. Alan George	Chief Executive Officer
Mr C Paget	Deputy Chief Executive Officer
MR K Wilson	A/Manager Corporate Services
Mr C Elefsen	Manager Infrastructure Services
Mrs A Adams	Executive Assistant

3.4 OBSERVERS / VISITORS

Nil

3.5 LEAVE OF ABSENCE PREVIOUSLY GRANTED

Nil

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5.0 PUBLIC QUESTION TIME

Nil

6.0 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

7.0 NOTATIONS OF INTEREST

7.1 DECLARATIONS OF FINANCIAL INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60A

Nil

7.2 DECLARATIONS OF FINANCIAL PROXIMITY INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60B

Nil

7.3 DECLARATIONS OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATIONS 1996 SECTION 34C

Cr Hunt declared interest affecting impartiality for Item 14.4.4 – Lake Grace Bowling Club Sponsorship Request as he is a member of the bowling club and organiser of the event.

Chief Executive Officer Alan George declared interest affecting impartiality for Item 14.4.4 – Lake Grace Bowling Club Sponsorship Request as he is a member of the bowling club.

8.0 APPLICATIONS FOR LEAVE OF ABSENCE

RECOMMENDATION / RESOLUTION

RESOLUTION **13772**

Moved **Cr Clarke**
Seconded **Cr Kuchling**

That pursuant to Section 2.25 of the Local Government Act 1995, Council approves Leave of Absence for Cr Chappell from 1 December 2023 to 29 February 2024.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Chappell, Cr Kuching, Cr Clarke**
Against: **Nil**

9.0 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

RECOMMENDATION / RESOLUTION

RESOLUTION **13773**

Moved **Cr Kuchling**
Seconded **Cr Hunt**

That the following announcement from Cr Armstrong be received and recorded in the Minutes:

On the 3 November 2023 the opening of the renovated and refurbished Newdegate Country Club was achieved, then on the 17 November Lake Grace Shire hosted the Central Country Zone meeting. Both of these events were well organised and were conducted without any known problems. It is therefore, us as a Council we recognise those staff members in Alex, Aimee, Freyja, Craig and a number of the external workforce that were involved in the setting up and organisational aspects of both functions, so a big thank you to all staff involved on a job well done.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Chappell, Cr Kuching, Cr Clarke**
Against: **Nil**

10.0 CONFIRMATION OF MINUTES

10.1 ORDINARY COUNCIL MEETING – WEDNESDAY 25 OCTOBER 2023

RECOMMENDATION / RESOLUTION

RESOLUTION **13774**

Moved: **Cr Hunt**
Seconded: **Cr Kuchling**

That the Minutes of the Ordinary Council Meeting held on Wednesday 25 October 2023 be confirmed as a true and accurate record of the meeting.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Chappell, Cr Kuching, Cr Clarke**
Against: **Nil**

10.2 SPECIAL COUNCIL MEETING

Nil

10.3 ANNUAL MEETING OF ELECTORS

Nil

11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12.0 URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY DECISION OF COUNCIL

Nil

13.0 REPORTS OF COMMITTEES

13.1 MINUTES OF SHIRE OF LAKE GRACE TOURISM ADVISORY COMMITTEE 22 JUNE 2023

RECOMMENDATION / RESOLUTION

RESOLUTION **13775**

Moved: **Cr Clarke**
Seconded: **Cr Kuchling**

That the Minutes of the Shire of Lake Grace Tourism Advisory Committee Meeting held on 22 June 2023 be received.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Chappell, Cr Kuching, Cr Clarke**
Against: **Nil**

13.2 MINUTES OF BUSH FIRE ADVISORY COMMITTEE 17 OCTOBER 2023

RECOMMENDATION / RESOLUTION

RESOLUTION **13776**

Moved: **Cr Chappell**
Seconded: **Cr Clarke**

That the Minutes of the Shire of Lake Grace Bush Fire Advisory Committee Meeting held on 17 October 2023 be received.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Chappell, Cr Kuching, Cr Clarke**
Against: **Nil**

13.3 MINUTES OF LOCAL EMERGENCY MANAGEMENT COMMITTEE 02 NOVEMBER 2023

RECOMMENDATION / RESOLUTION

RESOLUTION 13777

Moved: **Cr Clarke**
Seconded: **Cr Chappell**

That the Minutes of the Shire of Lake Grace Local Emergency Management Committee Meeting held on 2 November 2023 be received.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Chappell, Cr Kuching, Cr Clarke**
Against: **Nil**

14.0 REPORTS OF OFFICERS

14.1 INFRASTRUCTURE SERVICES

Nil

14.2 PLANNING

Nil

14.3 HEALTH AND BUILDING

Nil

14.4 ADMINISTRATION

14.4.1 SHARED COMMUNITY EMERGENCY SERVICES MANAGER POSITION – PRIORITISED FUNCTIONS

Applicant	Alan George – Chief Executive Officer
File No.	MOU / 010
Attachments	CESM Business Plan and Quarterly Reporting Template
Author	Alan George – Chief Executive Officer
Disclosure of Interest	Nil
Date of Report	7 November 2023
Senior Officer	Alan George – Chief Executive Officer

Summary

The purpose of this item is for Council to consider and endorse a prioritised list of duties and functions for the jointly shared Community Emergency Services Manager (CESM) position.

Background

Historically each CESM position created across Western Australia has been structured using a Business Planning template approach developed by DFES (refer to copy attached). This standard Business Plan includes key Strategic Intervention areas under Prevention, Preparedness, Response, Recovery and Special Projects. There also an array of Personal Development and Succession Planning undertakings highlighted. Although comprehensive, these tasks have not been prioritised nor consideration been given on the ability of the appointed CESM officer to deliver the same.

Comment

The respective CEO's for the Shire's of Lake Grace, Kent & Dumbleyung recently met, together with DFES Regional Superintendent, to consider and discuss opportunities for improved CESM performance and functions, particularly to review (& prioritise) the existing wide ranging (& unmanageable) Business Planning requirements of the role. The key outcomes of the discussions are summarised in the below advice. It was agreed that this advice be shared with the three respective Councils to seek feedback on whether there are any issues or constraints prohibiting these proposed changes.

Shire's of Lake Grace, Kent & Dumbleyung – Joint CESM Position – Prioritised Job Tasks & Performance Functions

Preparedness

1. Provide and deliver administrative support for joint 3-way LGA LEMC arrangements, including agenda preparation, coordinating member participation, recording Minutes and follow up on key actions resulting from each meeting (Note: proposal to conduct 3 meetings per annum, one in each LGA)
2. Coordinate and deliver annual desktop emergency management exercise covering the 3 joint LGA's

3. Coordinate and deliver annual volunteer and Shire staff fire awareness and response training for the 3 LGA's, including maintenance of training schedule (of completed training) and monitoring, follow up with volunteers and Shire staff not yet trained
4. Monitor and review PPE levels across all 3 LGA's to ensure all volunteer brigades have appropriate level of fire protection to meet WHS requirements (including funding requests to State Government, if required, for additional PPE)
5. Annual review and updating of each LGA operational and capex budgets, including timely preparation and submission of State funding requests seeking additional funding for specific emergency management and response requirements
6. Coordinate pre-fire season contact and joint planning with all 3 LGA Chief Bush Fire Control Officers and LGA CEO's (via face to face meeting, or as preferred)
7. Coordination of pre and post season BFAC meetings in each LGA

Response

1. Provide direct support role to all Chief Bush Fire Control Officers and Deputies across the 3 LGA's during each season, in particular responding to bush fire emergency events (Note: response doesn't mean attendance to fight an actual bush fire)

Mitigation

1. Review and ensure delivery of fire mitigation requirements as contained in each LGA Bush Fire Risk Management Plan (including submission of State funding requests for additional mitigation funding)

Reporting

1. CESM to provide quarterly progress reports to all 3 LGA CEO's (through host LGA employer) in relation to progress and performance with the above priorities

Additional Notes:-

- a. Each LGA to formally consider establishment of a joint regional LEMC and 3 meetings (one in each LGA) per annum.
Currently Kent is part of a joint Local Emergency Management Committee comprising of the Shires of Kent, Katanning and Woodanilling. As a result of this the CESM attends the LEMC meetings in Katanning on behalf of the Shire of Kent which in the opinion of our existing member shires is not totally desirable. It has been discussed amongst the 3 shire CEO's and the DFES District Superintendent and it was agreed to seek council input on combining the LEMCs from Kent, Lake Grace and Dumbleyung into a joint regional LEMC comprising of the 3 existing shires in the MOU and having 3 meetings a year with one in each location. The thought behind this is that it may generate more interest and provide better outcomes for all parties.
- b. CESM role to prioritise availability to all 3 LGA's during each bushfire season (i.e. avoid secondments, transfers, PD or acting roles at other locations)
- c. All external requests for CESM resource support to other locations must be formalised through the regional DFES Superintendent and go through host LGA employer for prior approval (noting approval may be withheld, particularly during bushfire seasons).

DFES District Superintendent has confirmed tentative agreement with these shortlisted job tasks and priorities which will be elevated within the final Business Planning doc to reflect the prioritised focus and importance of the same.

Legal Implications

Bush Fires Act 1954

Policy Implications

Nil

Consultation

DFES District Superintendent
Shire of Kent Chief Executive Officer
Shire of Dumbleyung Chief Executive Officer

Financial Implications

Nil, noting that the respective Shires of Dumbleyung, Lake Grace and Kent jointly contribute 40% (\$64K) of the total employment costs of the CESM position (\$160K pa), under an existing 3 year Memorandum of Understanding (MOU) with the State Government Department of Fire & Emergency Services (DFES), who contribute the remaining 60% (\$96K) of the total cost.

Strategic Implications

This item aligns with the Shire of Lake Grace Strategic Community Plan 2017-2027

Social Objective - A valued, healthy and inclusive community and life style		
Outcome	2.1	An engaged, supportive and inclusive community
Strategies	2.1.1	Community services and infrastructure meeting the needs of the district
Outcome	2.2	A healthy and safe community
Strategies	2.2.3	Support provision of emergency services and encourage community volunteers
Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values		
Outcome	4.1	A strategically focused, unified Council functioning efficiently
Strategies	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
Outcome	4.2	An efficient and effective organisation
Strategies	4.2.1	Maintain accountability and financial responsibility through effective planning
	4.2.2	Comply with statutory and legislative requirements

Voting Requirements

Simple Majority

RECOMMENDATION / RESOLUTION

RESOLUTION **13778**

Moved: **Cr Kuchling**

Seconded: **Cr Hunt**

That Council:

Endorses the prioritised list of jobs, tasks and functions for the jointly shared Community Services Manager (CESM) position for the respective Shires of Lake Grace, Kent and Dumbleyung.

CARRIED **4/1**

For: **Cr Armstrong, Cr Hunt, Cr Chappell, Cr Kuching**

Against: **Cr Clarke**

14.4.2 COMMUNITY EMERGENCY SERVICES MANAGER – CREDIT CARD

Applicant	Community Emergency Services Manager
File No.	MOU / 010
Attachments	MoU Cost Sharing Agreement
Author	Alan George – Chief Executive Officer
Disclosure of Interest	Nil
Date of Report	7 November 2023
Senior Officer	Alan George – Chief Executive Officer

Summary

For Council to approve the issue of a Shire of Lake Grace Credit Card to the Shire of Lake Grace Community Emergency Services Manager (CESM) for use only in relation to incident response, deployments and training. This request is made in accordance with the CESM employment contract, section 8.(2) and the DFES MOU page 10, bottom row, "Deployment costs" '100% covered by DFES', "Shire of Lake Grace to provide purchasing card".

Background

A new MOU was entered into between DFES and the three Shires of Lake Grace, Kent and Dumbleyung in July 2023. Included in the cost sharing arrangements was that the Shire of Lake Grace, being the host shire was to issue a credit card to the CESM to cover deployment costs for DFES incidents with DFES to cover the costs on presentation of an invoice from the Shire of Lake Grace.

It has also been noted that in the employment contract for the CESM at Clause 8.(2) that;

- (2) *The host Local Government shall provide You with a corporate fuel card and credit card and the other Local Governments shall each provide You with a credit card, You agree-*
- (a) *to use the fuel/credit card(s) only for the payment of reasonable expenses properly incurred in performing the Functions;*
 - (b) *to give the CEO or delegate, at least on a monthly basis, documentary evidence of any charged expenses; and*
 - (c) *to reimburse the Local Government for any charged expenses that were not properly incurred in performing the Functions.*

Comment

The Shire CESM has requested the issue of a credit card to cover deployment costs and other operational purposes.

As the provision of a credit card forms part of the contract of employment for the CESM, and also part of the MOU between the shires, the request from the CESM is not unwarranted. In his request the CESM that last year he was "... out of pocket on several occasions for expenses relating to incident response, deployments and training." Furthermore he states... "While these

expenses are claimable through the Shire, a provision exists for a card to be issued to avoid this situation.”

The other concern of the CESM “...is being able to get emergency repairs to my work vehicle, such as replacement tyres or parts when on the road, with these costs invoiced back to Kent as required.” The work vehicle is supplied by the Shire of Kent and the employment contract states that each of the Local Governments part of the MOU are to provide a credit card.

The request for the issue of a credit card forms part of the CESM employment contract and MOU with DFES and is therefore recommended.

Legal Implications

Nil

Policy Implications

Policy 3.5 Authorised Use of Credit Card/Fuel Cards

POLICY A Credit Card is to be issued to the Chief Executive Officer (CEO) and other Senior Staff if required only, and is to be used in accordance with the guidelines detailed below.

OBJECTIVES To reduce time spent on paper-based ordering and payment arrangements thus reducing administrative costs.

GUIDELINES Definitions

“Credit Card” is defined as a facility allowing the cardholder to pay for goods and services on credit and includes fuel cards.

“Business Expense” is defined as any expense necessary to the conduct of the business or for the benefit of the Shire of Lake Grace, is under the terms of the employee’s contract of employment with the Shire of Lake Grace or relevant Council policies.

“Credit Card Agreement” shall be signed by the Cardholder which sets out the responsibility and legal obligations when using the corporate credit card.

Consultation

CEOs Shire of Kent and Dumbleyung

Financial Implications

Deployment costs for DFES incidents are recoverable from DFES

Strategic Implications

This item aligns with the Shire of Lake Grace Strategic Community Plan 2017-2027

Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values		
Outcome	4.1	A strategically focused, unified Council functioning efficiently
Strategies	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
Outcome	4.2	An efficient and effective organisation
Strategies	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

Voting Requirements

Simple Majority

RECOMMENDATION / RESOLUTION

RESOLUTION **13779**

Moved: **Cr Chappell**
Seconded: **Cr Kuchling**

That Council:

Approves the issue of a Shire of Lake Grace Credit Card with a \$2,000 limit to the Shire of Lake Grace Community Emergency Services Manager (CESM) for use only in relation to incident response, deployments and training.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Chappell, Cr Kuchling, Cr Clarke**
Against: **Nil**

14.4.3 COMMUNITY FUNDING REQUEST - LIONS CLUB OF LAKE GRACE

Applicant	Lions Club of Lake Grace – Arthur Slarke
File No.	0043
Attachments	Letter of request
Author	Alan George – Chief Executive Officer
Disclosure of Interest	Nil
Date of Report	15 November 2023
Senior Officer	Alan George – Chief Executive Officer

Summary

The Lions Club of Lake Grace are seeking funding from the community grant funding of \$1,000 to purchase specific “Containers for Change” recycle bins to assist in keeping eligible containers from landfill.

Background

At the September council meeting funding was approved to the Newdegate Container Exchange to allow the purchase of specific container bins for placement around Newdegate. The Lions Club has seen this request and is seeking funding to purchase bins for placement around Lake Grace.

Comment

The Lions Club of Lake Grace currently have several containers place around town for the collection of eligible containers. These range from cut down IBCs to simple green bags. It believes that with the placement of the new bins that they will be able to collect more containers and thus reduce landfill.

Funds from the containers collected are generally placed back into the local community.

It is recommended that the Lions Club of Lake Grace request for funding of \$1,000 towards the purchase of bins be approved.

Legal Implications

Nil

Policy Implications

Council Policy 2.9 – Community Funding Requests

Community funding requests are available to community groups / not-for-profit organisations within the Shire of Lake Grace for activities which will benefit the community and demonstrate the principal interest of the Shire of Lake Grace.

Consultation

Nil

Financial Implications

The community grants budget allocation was increased for the 2023-24 year to allow consideration of funding requests such as this which are submitted to Council outside the previous normal annual cycles.

Strategic Implications

This item aligns with the 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
Strategies	1.2.2	Support local business and promote further investment in the district
Outcome	1.3	An attractive destination for visitors
Strategies	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 life style		
Outcome	2.1	An engaged, supportive and inclusive community
Strategies	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
Environment Objective - Protect and enhance our natural and built environment		
Outcome	3.2	A natural environment for the benefit and enjoyment of current and future generations
Strategies	3.2.3	Provide an effective waste management service
Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values		
Outcome	4.1	A strategically focused, unified Council functioning efficiently
Strategies	4.1.1	Provide informed leadership on behalf of the community
	4.1.2	Promote and advocate for the community and district

Voting Requirements

Simple majority

RECOMMENDATION / RESOLUTION

RESOLUTION **13780**

Moved: **Cr Chappell**
Seconded: **Cr Kuchling**

That Council approves the community funding request of \$1,000.00 to the Lions Club of Lake Grace for the purchase of container recycle bins

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Chappell, Cr Kuchling, Cr Clarke**
Against: **Nil**

14.4.4 SPONSORSHIP REQUEST – LAKE GRACE BOWLING CLUB

Applicant	Lake Grace Bowling Club
File No.	0043
Attachments	Funding request
Author	Alan George – Chief Executive Officer
Disclosure of Interest	Cr Steven Hunt and CEO Alan George are members of the bowling club.
Date of Report	15 November 2023
Senior Officer	Alan George – Chief Executive Officer

Summary

The Lake Grace Bowling Club is seeking sponsorship to assist in the staging of a 2 day bowls carnival to be held on 23rd and 24th January 2024

Background

The Lake Grace Bowling Club up until 5 years or so ago held an annual 2 day carnival called the Lake Grace Classic. This brought together 16 x 4 man teams from local clubs as well as teams from Perth and other districts. The flow on effect from this also supported local accommodation operators.

Comment

In the past this was a lucrative event which provided much needed funds to the club. In recent years the club has been struggling for funds and by re-commencing the event it will help re-invigorate the club.

It is unsure if the Shire sponsored this event in the past or if council would support this sponsorship request. There are 4 levels of sponsorship being offered ranging from \$1,000 down to \$100.

Legal Implications

Nil

Policy Implications

Policy 2.9 Community Funding Request

The policy states;

“Community Funding Request is available to community groups / not-for-profit organisations within the Shire of Lake Grace for activities which will benefit the community and demonstrate the principal interest of the Shire of Lake Grace”

OBJECTIVES *The Shire of Lake Grace Community Funding program provides financial support to community groups within the shire to:*

- *support community driven initiatives and activities that will enhance community engagement and development,*
- *build community resilience and wellbeing, and*
- *develop pride and leadership.*

Consultation

Nil

Financial Implications

Community funding requests closed about 6 months ago with the number and amounts much less than in recent years. As part of the budget deliberations additional funding was allocated to the Community Funding Request account for circumstances such as this.

Given the amount of funding still available in the Community requests account a donation of \$500.00 would not seem unreasonable.

Strategic Implications

This item aligns with the Shire of Lake Grace Strategic Community Plan 2017-2027

Social Objective - A valued, healthy and inclusive community and life style		
Outcome	2.1	An engaged, supportive and inclusive community
Strategies	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
Strategies	2.2.1	Maintain and enhance sport and recreation facilities

Voting Requirements

Simple majority

RECOMMENDATION / RESOLUTION

RESOLUTION **13781**

Moved: **Cr Kuchling**
Seconded: **Cr Clarke**

That Council:
Approves the request from the Lake Grace Bowling Club for sponsorship of the Lake Grace Classic two-day bowls carnival for the sum of \$500 to assist in the staging of the event.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Chappell, Cr Kuching, Cr Clarke**
Against: **Nil**

14.4.5 CHRISTMAS/NEW YEAR CLOSURE OF COUNCIL ADMINISTRATION

Applicant	Alan George – Chief Executive Officer
File No.	N/a
Attachments	Nil
Author	Alan George – Chief Executive Officer
Disclosure of Interest	Nil
Date of Report	16 November 2023
Senior Officer	Alan George – Chief Executive Officer

Summary

The Administration Centre will be closed for business from midday on Friday 22nd December and will re-open on the Tuesday 2 January 2024.

Background/Comment

As in previous years the administration office will be closed between Christmas and New Year. A skeleton crew will be available to maintain watering regimes and in case of emergencies.

Legal Implications

Nil

Policy Implications

Policy 1.14 Christmas/New Year Closure of Council Facilities

Consultation

Nil

Financial Implications

Nil

Strategic Implications

Shire of Lake Grace Strategic Community Plan 2017-2027

N/a

Voting Requirements

N/a

FOR INFORMATION PURPOSES ONLY

14.5 FINANCE

14.5.1 ACCOUNTS FOR PAYMENT – OCTOBER 2023

Applicant	Internal Report
File No	0277
Attachments	List of Accounts Payable
Author	Kevin Wilson – Acting Manager Corporate Services
Disclosure of Interest	Nil
Date of Report	9 November 2023
Senior Officer	Mr Alan George - Chief Executive Officer

Summary

For Council to ratify expenditures incurred for the month of October 2023.

Background

List of payments for the month of October through the Municipal and Trust accounts is attached.

Comment

In accordance with the requirements of the Local Government Act 1996, a list of creditors and Credit cards and Fuel Cards transactions 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 and Reg 13A

Policy Implications

Policy 3.6 - Authorised Use of Credit Card/Fuel Cards

Policy 3.7 - Purchasing Policy

Consultation

Nil

Financial Implications

The list of creditors paid for the month of October 2023 from the Municipal Account
Total \$1,587,682.52

Strategic Implications

This aligns with the Leadership Objective of the Shire of Lake Grace Strategic Community Plan 2017-2027

Leadership Objective		Strong governance and leadership, demonstrating fair and equitable community values
Outcome	4.2	An efficient and effective organisation
Strategy	4.2.1	Maintain accountability and financial responsibility through effective planning
	4.2.2	Comply with statutory and legislative requirements

Voting Requirements

Simple majority required.

RECOMMENDATION / RESOLUTION

RESOLUTION 13782

Moved: Cr Chappell
Seconded: Cr Kuchling

That Council ratify the list of payments totalling \$1,587,682.52 as presented for the month of October 2023 incorporating:

Payment Method	Cheque/EFT/DD Number	Amount
Electronic Funds Transfers	EFT25577 – EFT25705	\$1,503,321.32
Municipal Account Cheques	37096 - 37099	\$12,478.43
Direct Debits	DD10688.1– DD10711.11	\$60,088.04
Credit Cards	DD10713.1	\$5,141.65
Fuel Cards	EFT25595 & EFT25622	\$6,653.08
	TOTAL	\$1,587,682.52

CARRIED 5/0

For: Cr Armstrong, Cr Hunt, Cr Chappell, Cr Kuchling, Cr Clarke
Against: Nil

Shire of Lake Grace



CERTIFICATE OF EXPENDITURE October 2023

This Schedule of Accounts to be passed for payment, covering

Payment Method	Cheque/EFT/DD Number	Amount
Electronic Funds Transfers	EFT25577 – EFT25705	\$1,503,321.32
Municipal Account Cheques	37096 - 37099	\$12,478.43
Direct Debits	DD10688.1– DD10711.11	\$60,088.04
Credit Cards	DD10713.1	\$5,141.65
Fuel Cards	EFT25595 & EFT25622	\$6,653.08
	TOTAL	\$1,587,682.52

to the Municipal Account, totalling \$1,587,682.52 which were submitted to each member of the Council on 22 November 2023, 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.

Alan George
CHIEF EXECUTIVE OFFICER

14.5.2 FINANCIAL REPORTS – 31 OCTOBER 2023

Applicant	Internal Report
File No.	0275
Attachments	<ul style="list-style-type: none"> • Monthly Financial Reports • Bank Reconciliations – October 2023
Author	Mrs Victoria Fasano Senior Finance Officer - Investments & Reporting
Disclosure of Interest	Nil
Date of Report	31 October 2023
Senior Officer	Mr Alan George - Chief Executive Officer

Summary

Consideration of the Monthly Financial Reports for the period ending 31 October 2023 and Bank Reconciliations for the month ending 31 October 2023.

Background

The provisions of the Local Government Act 1995 and associated Regulations require a monthly financial report is presented at an Ordinary Council meeting within two (2) months of the period end date.

Comment

As at 31 October 2023, operating revenue is over the target by \$57,773 (0.91%), mainly due to unbudgeted Rates overpayment of over 100K and additional FAGS received, but not budgeted for. Profit on Asset disposal is lower due to increased cost of subdivision of industrial land sold. Interest revenue is lower than the budget. Reserve Term Deposit will mature in November 2023 and Interest will be received then. Fees and charges are below the budget due to early months in the financial year.

Operating expenditure is over YTD budget by \$982,885 (22.97%), mainly due to Depreciation being over the budgeted threshold due to increase in Roads assets valuation, performed at the last financial year end, but not budgeted for. Other expenditure is over the target due to overpaid rates returned to the customer of around \$100K. Materials and contracts are down because of delays in operating jobs. Employee costs are slightly under budget due to vacancies in works and services. Utility charges below the budget due to decrease in water and power supply.

The capital program is below the target by \$549,282 (41.10%). Bulk of "Local Roads & Community" and "Drought & Community" projects are not yet initiated/finalised, funds will be recognised later in financial year. Payments for property, plant and equipment are below target as well due to a large portion of Capital projects not being initiated as yet (68%) or in an early stage of completion. This leads to Capital grants income decrease being offset by the reduction in payments for property, plant and equipment.

Cash at bank is similar to the corresponding period last year, an investment agreement for 3 term deposits with Commonwealth Bank is in place (\$13,000,000), as well as Overnight Cash Deposit with WA Treasury Corporation for \$1,839,816.

Outstanding rates are tracking well and have recovered 85.9% to date.

General debtor is \$253,611 with no major outstanding debts to follow up.

The monthly financial reports include the accompanying Local Government special purpose financial statements for the Shire of Lake Grace, which comprises the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 31 October 2023. 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

Section 6.4 of the Local Governments Act 1995 provides for the preparation of financial reports.

In accordance with Regulation 34(5), a report on variances greater than the materiality threshold (\$5,000 or 10% whichever is greater) must be compiled and adopted by Council. As this report is composed at a program level, variance commentary considers the most significant items that comprise the variance.

Policy Implications

Nil

Consultation

Internal Mr Kevin Wilson – Manager Corporate 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
Strategies	4.2.1	Maintain accountability and financial responsibility through effective planning
	4.2.2	Comply with statutory and legislative requirements

Voting Requirements

Simple Majority

RECOMMENDATION / RESOLUTION

RESOLUTION 13783

Moved: Cr Kuchling
Seconded: Cr Clarke

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 31 October 2023 and
2. Municipal, Trust and Reserve Funds bank reconciliations for the period ended 31 October 2023.

CARRIED 5/0

For: Cr Armstrong, Cr Hunt, Cr Chappell, Cr Kuching, Cr Clarke
Against: Nil

14.6 COMMUNITY SERVICES

Nil

15.0 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

16.0 INFORMATION BULLETIN – NOVEMBER 2023

Applicant:	Internal Report
File No.	Nil
Attachments:	Information Bulletin Cover Page Only
Author:	Alex Adams Executive Assistant
Disclosure of Interest:	Nil
Date of Report:	17 November 2023
Senior Officer:	Mr Chris Paget - Deputy Chief Executive Officer

Summary

The purpose of the Information Bulletin is to keep Elected Members informed on matters of interest and importance to Council.

Background / Comment

The Information Bulletin Reports deal with monthly standing items and other information of a strategic nature relevant to Council. Copies of other relevant Councillor information are distributed via email.

The November 2023 Information Bulletin attachments include:

Reports:

- Infrastructure Service Report

External Organisations

- WALGA Regional Road Group Report November 2023
- Eastern Wheatbelt Biosecurity Group AGM Minutes and Annual Report 16 October 2023

Circulars, Media Releases, Newsletters, Letters

- As circulated via email

Legal Implications

Nil

Policy Implications

Nil

Consultation

Nil

Financial Implications

Nil

Strategic Implications

This aligns with the Leadership Objective of the Shire of Lake Grace Strategic Community Plan 2017 – 2027

Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values		
Outcome	4.1	A strategically focused, unified Council functioning efficiently
Strategy	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
Outcome	4.2	An efficient and effective organisation
Strategy	4.2.1	Maintain accountability and financial responsibility through effective planning
	4.2.2	Comply with statutory and legislative requirements

Voting Requirements

Simple majority required.

RECOMMENDATION / RESOLUTION

RESOLUTION **13784**

Moved: **Cr Chappell**

Seconded: **Cr Clarke**

That Council accepts the Information Bulletin Report for November 2023.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Chappell, Cr Kuching, Cr Clarke**

Against: **Nil**

17.0 CONFIDENTIAL ITEMS AS PER LOCAL GOVERNMENT ACT S5.23 (2)

RECOMMENDATION / RESOLUTION

RESOLUTION **13785**

Moved: **Cr Kuchling**
Seconded: **Cr Clarke**

That Council meet behind closed doors to consider the confidential item(s) in accordance with Section 3.7 of the Shire of Lake Grace Standing Orders Local Law 2015 at 3.56pm.

Item 17.1.1 - 2024 Australia Day Community Citizen of the Year Awards.

These items and any attachments are confidential in accordance with Section 4.23(2)(a) of the Local Government Act 1995.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Chappell, Cr Kuching, Cr Clarke**
Against: **Nil**

RECOMMENDATION / RESOLUTION

RESOLUTION **13788**

Moved: **Cr Kuchling**
Seconded: **Cr Hunt**

That Council accepts the recommendation contained within item 17.1.1 - 2024 Australia Day Community Citizen of the Year Awards.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Chappell, Cr Kuching, Cr Clarke**
Against: **Nil**

RECOMMENDATION / RESOLUTION

RESOLUTION **13789**

Moved: **Cr Kuchling**
Seconded: **Cr Hunt**

That Council move out from behind closed doors to proceed with the meeting at 4.17pm.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Chappell, Cr Kuching, Cr Clarke**
Against: **Nil**

18.0 DATE OF NEXT MEETING – 20 DECEMBER 2023

The next Ordinary Council Meeting is scheduled to take place on Wednesday 20 December 2023 commencing at 3:00pm at the Council Chambers, 1 Bishop Street, Lake Grace.

19.0 CLOSURE

There being no further business, the Shire President closed the meeting at 4.20 pm.

20.0 CERTIFICATION

I, Leonard William Armstrong, certify that the minutes of the Meeting held on Wednesday 22 November 2023 as shown were confirmed as a true record of the meeting.

Signature

Date

Shire of Lake Grace

Newdegate Swimming Pool Management Committee



NOTICE PAPER

To the Committee

In accordance with the provisions of Section 5.5 of the Local Government Act 1995, you are hereby notified that a Meeting of the Newdegate Swimming Pool Committee has been convened:

Date: Thursday 23rd November, 2023

At: Newdegate Community Resource Centre,
Mitchell St, Newdegate

Commencing: 9.30 am

To discuss the items of business in the agenda as set out on the following pages.

A handwritten signature in black ink, appearing to read "Alan George".

Alan George
Chief Executive Officer

date - month - year
Date

Shire of Lake Grace

Newdegate Swimming Pool Management Committee

Minutes

Thursday 23rd November, 2023

Meeting Commencing at 9:30 am



Disclaimer

No responsibility whatsoever is implied or accepted by the Shire of Lake Grace for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Shire of Lake Grace disclaims any liability for any loss whatsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's and or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for license, any statement or limitation or approval made by a member or officer of the Shire of Lake Grace during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Lake Grace. The Shire of Lake Grace warns that anyone who has an application lodged with the Shire of Lake Grace must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application and any conditions attaching to the decision made by the Shire of Lake Grace in respect of the application.

Acknowledgement of Country to be read by the Chairperson

I begin today by acknowledging the Ballardong people, Traditional Custodians of the land on which we meet today, and pay my respects to their Elders past, present and emerging.

I extend that respect to Aboriginal and Torres Strait Islander peoples here today.

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SHIRE OF LAKE GRACE

Agenda of the Newdegate Swimming Pool Management Committee Meeting to be held at the Newdegate Community Library, Mitchell Street, Newdegate on Thursday 23rd November, 2023

1.0 DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS

The Chairperson (Len Armstrong) opened the meeting at 9:30am.

2.0 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Present:

Judy Garlick	Principal - DoE Representative
Jasmine Offer	DoE Representative
Rochell Walker	DoE Representative
Cr Len Armstrong	Shire Councillor Representative
Cr Roz Lloyd	Shire Councillor Representative
CEO Alan George	Shire Representative

In attendance: as above

Apologies: Nil

Observers/Visitors: Nil

Check the legalities as to whether the following points 3-5 may be omitted from the Agenda

3.0 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

4.0 NOTATIONS OF INTEREST

Nil

4.1 DECLARATIONS OF FINANCIAL INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60A

Nil

4.2 DECLARATIONS OF PROXIMITY INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60B

Nil

4.3 DECLARATIONS OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATIONS 1996 SECTION 34C

Nil

5.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6.0 CONFIRMATION OF MINUTES

6.1 NEWDEGATE SWIMMING POOL MANAGEMENT COMMITTEE MEETING 10th April, 2019

Recommendation/Resolution

Moved: Roz Lloyd

Seconded: Rochell Walker

That the minutes of the Newdegate Swimming Pool Management Committee Meeting on 10th April, 2019 be confirmed as a true and accurate record.

CARRIED 6/0

7.0 MEMBERS REPORTS

7.1 NEWDEGATE SWIMMING POOL REPORT

Principal's Report:

The pool at Newdegate has continued to be a fantastic community asset. Newdegate and Lake King Primary Schools are holding InTerm swimming lessons there during the last two weeks of November. Vacation Swimming lessons commence on Saturday 16th – Friday 22nd December, 2023. Interschool Swimming Carnival between Lake King, Pingrup and Newdegate Primary Schools will be held in February or March 2024.

Still pursuing the Final endorsed copy of the Licence from the Department of Education.

Director of Education – Wheatbelt, Doug Cook, endorsed the licence agreement for the Newdegate Swimming Pool on July 27th 2023. Information was sent to Lana Russell (Asset and Planning) on 27th July 2023.

A copy of the licence was again requested from Lana Russell by email 16th November 2023. No response as yet.

Andrew Dooley (finance) still working on the repainting of the surfaces of both the Toddler Pool and the Main Pool to happen in the 2024 Off-season.

Email, 27th July 2023 including the Environmental Health Officer's request to resurface both the 25m pool and the Toddlers' Pool during the 2024 off-season to comply with appropriate Act and Regulations sent to Andrew Dooley (Finance) who replied he was awaiting requests from Lana Russell (Property and Leasing – Assets and Planning).

Lana Russell responded 27th July 2023 the information had been forwarded to Capital Works and Maintenance team.

John Heerey (Pure Water Pools) carried out the annual service on the pump room equipment on 26th October. Bridget Michell (caretaker) was in attendance.

Bridget Michell started the series of Inductions on Saturday 11th November, and has offered more over the next couple of weeks.

Pool was declared officially open on Saturday 11th November, 2023.

Caretaker's Report: Nil

8.0 MATTERS FOR CONSIDERATION

Toddler Pool Cover has deteriorated and torn. Bridget has removed this off the frame for safety reasons. Replacement required. Request for the Shire of Lake Grace to fund half the cost? Quote from McMullen Blinds (Esperance) \$4147 including travel and installation by 2 workmen.
Action - Shade cover \$2490 quote from McMullen's
Quote from Sandam's Corrigin (Adam and Sandra) to be sought. (Judy)
Aimee Egan-Reid (Shire of Lake Grace) to be contacted re grant possibilities.

Information sent out re the Pool Fees needs to be confirmed with the Caretaker before being published. This saves her receiving many, sometimes unpleasant, phone calls. Caretaker was emailed the information at the same time as others.
Discussion - Minimum age for Newdegate is 18 years. Fees for the year would be better rounded to dollar figures. Prices hadn't changed for two years. Gate has the wrong prices –
Action - Allan to organise new signage for 24/25

Remove the Artificial Turf around the Toddler Pool and replace with lawn. The turf under the shades goes mouldy over the winter period and takes a great deal of effort to clean prior to opening.
Discussion - Previously lawn was very hard to keep nice there due to chemical, usage, thatch and sand into pool etc. Better to replace with new 'cool' artificial turf. Artificial turf is the most cost effective over the years. Best to wait until resurfacing done so not to impact new artificial turf.
Action – Allan to ask Craig for a price on replacing the artificial turf near the toddler pool and in front of the change rooms.

Cut down the palm trees at the front of the Changerooms. These are constantly dropping berries and fronds and blossom into the pool which then blocks the Creepy Crawly.
Action – Allan to ask Dave's Tree Removals for a quote on removing the two palms outside the toilet block – already their roots are causing damage to the turf and the paving and will continue to cause damage while not providing much shade.

9.0 OTHER BUSINESS

Discussion of resurfacing needed – Deterioration of surface affects the quality of the water, adds to the cost of chemicals and time for cleaning. Water could be held in tanks if chemical reduced just before as chlorine gasses off quickly.
Contractors who worked on Lake Grace pool did a good job – sand blasting and several coats of paint more than first considered necessary.

Discussion of need for First Aid and inductions– benefit to the wider community of having more First Aid trained people. What are the risks of people in charge of pool keys not having good swimming skills?

Need to check the insurance requirements, who originally set the rules?

Action – Read Jerramungup’s pool information.

Pool covers were paid for by Lake King and Newdegate and are not being used effectively – need to be put on to keep water warm and debris out of the water and reduce chemical cost– Kondinin currently water is 28 due to use of covers.

Queries from Lake King as to why the pool covers are not used regularly, as they paid half.

Storage of the covers near the Toddler Pool is not helpful to any pool users – parents need to be able to watch the little ones and have an area of shade. Covers to be kept out of there?

Need to be rolled out from the Toddler pool end as there are no blocks there.

Review the Pool Operational Manual

There were robust discussions in 2010/11 re keeping the pool open. Need to regularly upgrade as replacement is too expensive. What can we do to boost the numbers? Need to keep the maximum numbers using the pool.

10.0 DATE OF THE NEXT MEETING

The next Newdegate Swimming Pool Management Committee Meeting is scheduled to take place on 7th March 2024 at the Newdegate Community Library, Mitchell Street, Newdegate commencing at 9:00 am.

11.0 CLOSURE

There being no further business, the Chairperson closed the meeting at 10:23am.

Shire of Lake Grace

Newdegate Library Resource and
Community Resource Centre
Management Committee

Minutes

Thursday 23rd November, 2023

Meeting Commencing at 10.30 am



Disclaimer

No responsibility whatsoever is implied or accepted by the Shire of Lake Grace for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Shire of Lake Grace disclaims any liability for any loss whatsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's and or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for license, any statement or limitation or approval made by a member or officer of the Shire of Lake Grace during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Lake Grace. The Shire of Lake Grace warns that anyone who has an application lodged with the Shire of Lake Grace must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application and any conditions attaching to the decision made by the Shire of Lake Grace in respect of the application.

Acknowledgement of Country to be read by the Chairperson

I begin today by acknowledging the Ballardong people, Traditional Custodians of the land on which we meet today, and pay my respects to their Elders past, present and emerging.

I extend that respect to Aboriginal and Torres Strait Islander peoples here today.

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SHIRE OF LAKE GRACE

Minutes of the Newdegate Community Library and Community Resource Centre Management Committee Meeting held at the Newdegate Community Library, Mitchell St, Newdegate on 23 November 2023.

1.0 DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS

The Chairperson opened the Meeting at 10:28 am.

2.0 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Present:

Judy Garlick	Principal - DoE Representative
Naomi Barrett-Lennard	Librarian - DoE Representative
Stephanie Clarke-Lloyd	Chairperson - CRC Representative
Claire Ness	Librarian - CRC Representative
Cr Roz Lloyd	Shire Councillor Representative
CEO Alan George	Shire Representative
Nicole Kennedy	Community Representative

Apologies: Nil

Observers/Visitors: Nil

3.0 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

4.0 NOTATIONS OF INTEREST

Nil

4.1 DECLARATIONS OF FINANCIAL INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60A

Nil

4.2 DECLARATIONS OF PROXIMITY INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60B

Nil

4.3 DECLARATIONS OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATIONS 1996 SECTION 34C

Nil

5.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6.0 CONFIRMATION OF MINUTES

6.1 NEWDEGATE COMMUNITY LIBRARY & COMMUNITY RESOURCE CENTRE MANAGEMENT COMMITTEE MEETING – 10th April, 2019

Recommendation

Moved: Roz Lloyd
Seconded: Nicole Kennedy

That the minutes of the Newdegate Community Library & Community Resource Centre Management Committee Meeting held on Wednesday 10th April, 2019 be confirmed as a true and accurate record.

CARRIED 7 / 0

7.0 MEMBERS REPORTS

7.1 NEWDEGATE LIBRARY REPORT

Librarian Report

7.2 NEWDEGATE COMMUNITY RESOURCE CENTRE REPORT

Weekly Reports to Committee from Co-ordinator and Trainee (see attached)
Chairperson Report – 2 new Committee members
Change from MYOB to Xero
Outsource finances for 12 months
Change banks
Co-ordinator very good with grants – lots of different workshops
Trainee finishes at end of November – will continue with some work at the CRC and the Daycare

7.3 NEWDEGATE PRIMARY SCHOOL REPORT

Principal Report:
The School continues to have opportunities to work with the Library and the CRC through our Assemblies, School Development Days – providing PL for other schools, Incursions such as the NAIDOC Cultural Awareness for staff & community, Circus Challenge, P & C Meetings, School Council Meetings and the 'Beyond the Generations' Seniors Luncheon.

8.0 MATTERS FOR CONSIDERATION

Furniture replacement – is all from 1998 – Librarian bench and tables and chairs to be considered for replacement (new Community Development Officer available at the Shire of Lake Grace who will support Newdegate in grant application – Allan George).

Original furniture – 80% DoE and 20% CRC

Movable furniture replacement listed as 20% DoE and 80% CRC, fixed furniture replacement listed as 20% DoE, 10% Shire of Lake Grace and 70% CRCentre

9.0 OTHER BUSINESS

Nil

10.0 DATE OF THE NEXT MEETING

10.1 NEWDEGATE LIBRARY RESOURCE AND COMMUNITY RESOURCE CENTRE MANAGEMENT COMMITTEE MEETING

The next Newdegate Library Resource and Community Resource Centre Management Committee Meeting is scheduled to take place on 7th March 2024, commencing at 9:30am at the Newdegate Community Resource Centre, Mitchell St, Newdegate.

11.0 CLOSURE

There being no further business, the Chairperson closed the meeting at 10:55am.

Newdegate Library & CRC Management Committee Meeting 23.11.23

Attachments

Newdegate Library Report 2023

- Liberty library software working well (new internet service helps !)
- Reduced Shire postage due to changes to the LISWA Interlibrary loans.
- We have continued to help readers with Libby / overdrive for E resources
- Recently been offered donation from Esperance Library 25 books.
- Shire funded new releases have been very popular .
- We have passed on better beginnings resources to Newdegate Primary School
- Jade is now competent in all areas of the library.
- Lucy has been in contact with Janet Deegan regarding Library grant for printer
- The Library area continues to be used by the community for a variety of meetings/ bookclubs/ crc workshops / courses and used by Newdegate Primary School.
- Would be nice to upgrade front desk (1998) and /or Library furniture / comfy chairs

Claire Ness

Newdegate Library Statistics

Issued
and
Renewals

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2005	12	45	37	21	46	33	4	16	6	15	15	14
2006	21	21	27	7	21	22	14	34	27	6	20	15
2007	17	16	24	3	24	32	15	39	25	19	19	4
2008	9	30	15	14	33	14	6	16	9	20	17	8
2009	2	23	20	15	25	28	12	15	10	17	15	8
2010	3	13	16	14	13	23	28	26	27	26	35	27
2011	5	37	52	27	77	54	22	42	35	76	72	38
2012	10	69	33	27	50	20	49	18	26	54	59	31
2013	8	34	30	20	30	21	36	28	18	27	36	29
2014	39	50	35	33	53	36	61	29	24	61	32	47
2015	23	50	52	58	62	53	42	59	45	38	88	38
2016	17	77	29	45	42	15	53	39	43	43	65	42
2017	26	55	40	43	29	29	40	13	29	39	29	28
2018	9	37	15	30	19	36	33	18	51	30	66	48
2019	31	26	54	34	33	39	29	34	7	43	35	33
2020	6	33	42	2	12	23	27	24	39	54	21	16
2021	17	36	51	53	22	32	25	31	38	33	20	27
2022	5	23	27	8	31	13	19	32	8	42	8	17
2023	13	9	14	10	26	29	9	28	21	37		

Mr Chris Meneghello
Program Manager
Western Power
GPO Box L92
PERTH WA 6842

RE: PROOF OF DEMAND AND SUPPORT FOR DARK SKY AND WILDLIFE FRIENDLIER LED STREETLIGHT LUMINAIRE

The Shire of Lake Grace supports the development of a dark sky and wildlife friendlier LED streetlight luminaire to be accessible as an option for WA power corporations and local governments to install where appropriate. We confirm our demand for such an LED streetlight luminaire for installation within our jurisdiction.

We acknowledge that we will be given the opportunity to provide feedback on the final luminaire product design(s), specifications and costs, which will ensure compatibility with existing fittings, infrastructure, and tariffs and adherence to Australian Standards. Any variance will be clearly communicated.

We confirm the Shire of Lake Grace's intent to choose such a developed dark sky and wildlife friendlier LED streetlight luminaire that meets these criteria.

Yours sincerely,

CHIEF EXECUTIVE OFFICER

Cc: Tristan Simpson, Department of Biodiversity and Conservation Management,
tristan.simpson@dbca.wa.gov.au

Carol Redford, Astrotourism WA, carol@astrotourismwa.com.au



Marine Turtles Western Australia

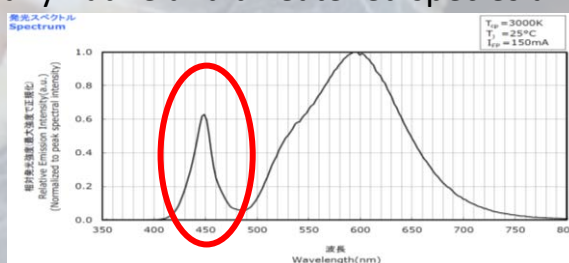
North West Shelf Flatback Turtle
Conservation Program

Seeking Formal Support of Local Governments

For the development of a dark sky and wildlife friendlier LED streetlight luminaire for Local Governments to be able to choose as an installation option from Western Australian power companies where appropriate.

Background:

- Western Power is responsible for the procurement and purchasing of streetlights for the State, including those for Horizon Power.
- In some Western Australian communities, Western Power and Horizon Power are installing 3000K or 4000K LED streetlights.
- These LED streetlights have environmental benefits, including a reduced carbon footprint from lower energy usage and lower maintenance needs.
- However, improvements can be made to the lighting design to reduce the impacts to the nighttime environment and wildlife. Below is the spectral power distribution curve on a current 3000K streetlight showing a blue light spike that is detrimental to many native and threatened species and the dark night sky.*



- DBCA and Astrotourism WA will propose to Western Power that an additional dark sky and wildlife friendlier LED streetlight luminaire option be added to the existing catalogue for selection to install by Local Governments.

Comments:

- Western Power has confirmed its provisional support for this initiative pending demonstrated and formal confirmation from a representative proportion of Western Australia's Local Governments.

* Department of Climate Change, Energy, the Environment and Water, 2023, National Light Pollution Guidelines for Wildlife, Commonwealth of Australia, accessed 10 August 2023

(<https://www.dcceew.gov.au/sites/default/files/documents/national-light-pollution-guidelines-wildlife.pdf>)



Marine Turtles Western Australia

North West Shelf Flatback Turtle
Conservation Program

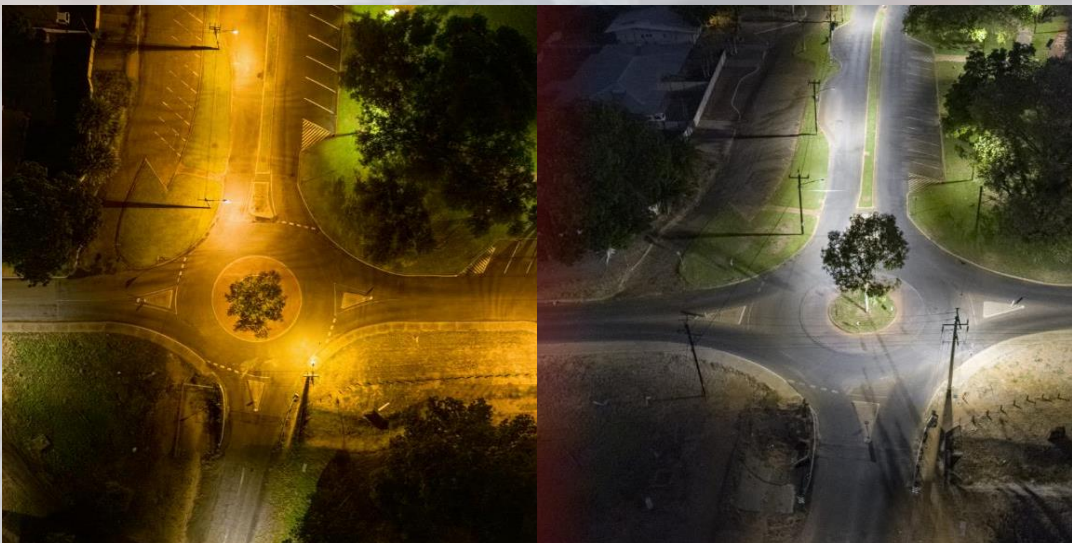
- Upon enough support being obtained, DBCA and Astrotourism WA will collaborate with Western Power to procure a qualified lighting designer to progress. Once developed, the final luminaire product design(s), specifications and costs will be shared with Local Governments who have registered their formal support for feedback prior to progressing any further with Western Power.

Financial Implications:

Nil. DBCA has completed preliminary discussions with lighting designers and has identified that this initiative is feasible with negligible additional cost and tariffs. The cost of the design of a new dark sky and wildlife friendlier streetlight will be covered by DBCA.

Request:

This initiative can be supported by providing a letter indicating confirmation your demand for such an LED streetlight luminaire for installation within your jurisdiction. A template letter of support is provided.



For further information:

Tristan Simpson, DBCA – tristan.simpson@dbca.wa.gov.au or (08) 9219 9754
Carol Redford, Astrotourism WA – carol@astrotourismwa.com.au or 0427 554 035

Installation of a Disabled parking space and accessibility ramp at Lake Grace district Highschool
Attachment 1 – Image of Location of Disabled parking space & proposed ramp

Design of proposed disabled parking space



Front-view perspective of where the current disabled parking bay is



Installation of a Disabled parking space and accessibility ramp at Lake Grace district Highschool
Attachment 1 – Image of Location of Disabled parking space & proposed ramp

Signage for the current disabled parking bay





13 October 2023

Alan George
Shire of Lake Grace
Email: ceo@lakegrace.wa.gov.au

Dear Alan,

DEVELOPMENT APPLICATION - LOT 85 ON DEPOSITED PLAN 33429, LAKE VARLEY
ADDITION TO GRAIN HANDLING AND STORAGE FACILITY

CBH is seeking development approval from the Shire of Lake Grace for an open storage bulkhead addition to its existing grain handling and storage facility at Lot 85 on Deposited Plan 33429, Lake Grace.

The subject application is proposed in accordance with Clause 68 of Schedule 2 (Deemed Provisions) of the Planning and Development (Local Planning Schemes) Regulations 2015 and the provisions of the Shire of Lake Grace Local Planning Scheme No. 4.

On 27th July 2022, the Shire of Lake Grace approved a request by CBH for a temporary works exemption for one open storage bulkhead and associated vehicular access and drainage works at its Lake Varley facility. This temporary works exemption expires on 02th December 2023 being 12 months after construction of the bulkhead was completed.

Due to the back-to-back record harvests over the last two years, CBH has a large amount of carryover grain left across the network that we continue to hold whilst we plan to store this year's forecasted above average harvest. The continued use of this bulkhead is integral to CBH's operations and long-term strategic plan. As such this development application seeks permanent approval for these works.

The three main items of consideration for an application of this type are traffic generation, stormwater management and noise and dust management.

Noise & Dust Management

CBH shall ensure that noise from the specification and installation of any mechanical equipment as well as traffic and construction noise does not exceed assigned levels prescribed in the *Environmental Protection (Noise) Regulations 1997*, when it is received at a neighbouring property. CBH undertakes frequent noise and dust monitoring across its sites when required to ensure that dust and noise levels are measured and are mitigated whenever there is an exceedance.

Stormwater Management

Runoff from the bulkhead (TBH05) is collected via open drain along the perimeter of the storage bulkhead and is discharged to existing basins 01 and 02. TBH05 restricts the outflow from culvert 01 which is mitigated by diverting the flow to basin 03. Each basin capacity exceeds the minimum storage volume requirements for a 20% AEP event. No stormwater management issues at this location are known to have occurred from the stormwater infrastructure associated with TBH05 which have been in use for approximately ten months. As such no changes are proposed to the current system in place constructed as part of this application. A drainage report has been included as an attachment to this submission in support of the application.

Traffic Management

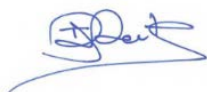
The distribution of in-loading CBH traffic remains unchanged as the receipt task is driven by local production regardless of the outcome of the development. If local production exceeds the capacity of the Lake Varley receipt site CBH must out-turn grain simultaneously (harvest essential moves) to continue to offer a service to growers, and by doing so, increase the traffic on the surrounding road network during the peak harvest period. The proposal to retain the emergency storage will enable CBH to reduce the volume of Harvest Essential Moves (HEMs) with the intention of reducing trucks on road during the harvest, and instead holding the grain on site to out-turn over the remaining months of the year when the road network is less busy and at sufficient capacity to accommodate these moves.

The TIS, included as an attachment to this development application, concluded that there are no particular site-specific issues on the surrounding road network and that retention of the emergency bulkhead will result in approximately 10 fewer HEMs per day during the busy harvest period against a situation where the additional storage capacity from TBH05 is decommissioned. The comparison between record harvest peak truck movements with or without retention of the additional storage capacity is illustrated in Table 4 of the TIS. The TIS notes that these in-loading movements would be required under either scenario meaning additional onsite storage should not be misconstrued as additional deliveries to a CBH facility.

The proposed extension of the open storage bulkhead is aligned with the planning framework and is not considered to result in any new amenity impacts to the surrounding area. CBH respectfully requests the Application for Development Approval is considered by the Shire of Lake Grace expeditiously given the straightforward nature of the application, it has already been constructed with no known amenity impacts and its general compliance with the Shire's planning framework.

Should you have any question in relation to the details provided in this submission, please contact Timothy Roberts on 9216 6061 or timothy.roberts@cbh.com.au

Yours Sincerely,



Timothy Roberts
Lead | Planning & Approvals

Shire of Lake Grace

PO Box 50 Lake Grace WA 6353 • Phone 9890 2500 • Fax 9890 2599 • Email: shire@lakegrace.wa.gov.au



Please address all correspondence to the Chief Executive Officer

Your Ref:

Our Ref: 0365 / OL13335

Enquiries: Alan George

Mr. Timothy Roberts
Specialist – Regulatory Approvals Adviser
Government & Industry Relations
CBH Group
Leve 6/240 St Georges Terrace
PERTH WA 6000

Via Email: timothy.roberts@cbh.com.au

Dear Tim

LOT 85 ON PLAN 33429 HYDEN – LAKE KING ROAD, VARLEY TEMPORARY ADDITIONS TO AN EXISTING GRAIN HANDLING & STORAGE FACILITY

At the Ordinary Council Meeting of 27 July 2022, Council resolved under Resolution No. 13603. the following:

RESOLUTION 13604

Moved: Cr Hyde
Seconded: Cr Lloyd

That Council support and approve Co-Operative Bulk Handling Limited's request to waive the requirement for an immediate development approval for the temporary construction and use of emergency grain storage infrastructure on portion of Lot 85 on DP 33429 Hyden-Lake King Road, Varley for a twelve (12) month period from the date of Council's decision subject to the following conditions:

1. CBH is to provide written notification to the local government of the date of the commencement of the temporary works and use;
2. All stormwater drainage from the proposed new infrastructure must be contained and disposed of on-site;
3. All infrastructure the subject of this temporary approval shall cease to be used at the end of the temporary approval term, shall be removed from the land in its entirety within 28 days of expiry of the approval term including reinstatement of the land to its pre-development condition insofar as possible; and
4. Should CBH decide that they would like to retain the temporary infrastructure on a permanent basis, a development application shall be prepared and submitted to the Shire, including a traffic impact assessment and stormwater drainage management plan, requesting Council's formal development approval with the infrastructure unable to be used beyond the temporary approval term until and unless Council approves the development application.

CARRIED: 7/0

We trust that you will find the above in order but if you have any further queries regarding the matter, please do not hesitate to contact me on 9890-2500 or ceo@lakegrace.wa.gov.au.

Yours sincerely,



Alan George
CHIEF EXECUTIVE OFFICER

28 July 2022

SHIRE OF LAKE GRACE LOCAL PLANNING SCHEME NO.4



FORM 1 - APPLICATION FOR DEVELOPMENT APPROVAL

Owner Details

Name/s:

Co-operative Bulk Handling Ltd

ABN (if applicable): 29 256 604 947

Postal Address: Level 6 No. 240 St Georges Terrace, Perth, WA Postcode: 6000

Work Phone:

Fax:

E-mail:

Home Phone:

timothy.roberts@cbh.com.au

Mobile Phone: 08 9216 6061

Contact Person for Correspondence: Timothy Roberts

Signature:

Date: 30/10/2023

Signature:

Date:

NOTES:

- i) Use and attach a separate copy of this page where there are more than two (2) landowners.
- ii) The signature/s of all registered owner(s) as listed on the land's Certificate of Title is required. This application cannot 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). Land owned by an incorporated body (i.e. a company) must be signed by:
 - 1 director of the company, accompanied by the company seal; or
 - 2 directors of the company; or
 - 1 director and 1 secretary of the company; or
 - 1 director if a sole proprietorship company.
 Print the full names and positions of company signatories underneath the signatures.
- iii) A copy of the Certificate of Title for all land the subject of this application must be provided and can be purchased through Landgate directly if required.
- iv) Development Applications relating to Unallocated Crown Land, Unmanaged Crown Reserves, land under management order to the Shire of Lake Grace where the development is not consistent with the reserve's purpose, or is used for commercial purposes, or land which is subject to a lease issued under the Land Administration Act 1997 need to be referred to the Lands Division of the Department of Planning, Lands and Heritage for consideration and signing.

Applicant Details (if different from owner)

Name/s:

Co-operative Bulk Handling Ltd

Address:

Level 6 No. 240 St Georges Terrace, Perth, WA Postcode: 6000

Work Phone: 08 9216 6061 Home Phone: Mobile Phone:	Fax:	E-mail: timothy.roberts@cbh.com.au
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Contact Person for Correspondence: Timothy Roberts

Signature: 

Date: 30 October 2023

NOTES:

- i) Failure to provide a suitably completed development application form, a copy of the relevant Certificate/s of Title, sufficient plans and other supporting information and/or the correct application fee may result in the application being returned or placed on hold.
- ii) The application fee payable will be confirmed by the local government following receipt of the application. Processing of the application will not commence until the fee is paid in full.
- iii) As per Schedule 2 clause 64 of the Planning and Development (Local Planning Schemes) Regulations 2015, the information and plans provided with this application may be made available by the local government for public viewing in connection with the application.
- iv) If public advertising of the application is required by the local government an additional fee in accordance with the local government's adopted schedule of fees and charges will be payable by the applicant. Further processing of the application following completion of public advertising will not proceed until the additional fee is paid in full.
- v) The original of this application and supporting information and plans will be retained by the local government for its records and will not be returned to the applicant/landowner following final determination.

Property Details

NOTE: The details provided must match those shown on the relevant Certificate/s of Title.

Lot No: 85	House/Street No:	Location No:
Survey Diagram or Plan No: 33429	Certificate of Title Volume No: 2531	Certificate of Title Folio No: 507

Title encumbrances (e.g. easements, restrictive covenants etc. as listed on the Second Schedule of the relevant Certificate/s of Title):

1. G746348. Memorial. Soil & Land Conservation Act 1945. as to portion only. Registered 24/3/1998
2. L215416. Caveat by Co-operative Bulk Handling Ltd as to portion only lodged 29/1/2010

Street name:	Suburb:
	Varley

Nearest street intersection:

Hyden - Lake King Road

Proposed Development:

- Nature of development: Works (New construction works with no change of land use)
 Use (Change of use of land with no construction works)
 Works and Use

NOTE: If the proposal involves advertising signage the Additional Information for Development Approval for Advertisements form (i.e. a Form 2) must be completed and submitted with this application.

Is an exemption from development claimed for part of the development? Yes No

If yes, is the exemption for: Works
 Use

Description of proposed works and/or land use:

- 1 x 1.8m high x 35m wide x 210m long x 27,510 tonnes capacity storage bulkhead; and
- associated drainage improvement works and new internal roads.

Description of exemption claimed (if relevant):

NA

Nature of any existing buildings and/or land use:

Grain Handling & Storage

Approximate cost of proposed development (excluding GST):

\$500,000

OFFICE USE ONLY

Date application received:

Received by:

Application reference number:

Application fee payable: \$

Date of receipt of application fee from applicant:

Receipt number for application fee:

WESTERN



AUSTRALIA

TITLE NUMBER

Volume Folio

2531 507

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.

BGRoberts
REGISTRAR OF TITLES



LAND DESCRIPTION:

LOT 85 ON DEPOSITED PLAN 33429

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

FIREPEAK HOLDINGS PTY LTD OF RMB 253, LAKE KING VARLEY ROAD, LAKE CAMM VIA NEWDEGATE
(AF I334804) REGISTERED 20/12/2002

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

- 1. G746348 MEMORIAL. SOIL AND LAND CONSERVATION ACT 1945. AS TO PORTION ONLY. REGISTERED 24/3/1998.
- 2. L215416 CAVEAT BY CO-OPERATIVE BULK HANDLING LTD AS TO PORTION ONLY LODGED 29/1/2010.

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. 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: DP33429
 PREVIOUS TITLE: 1756-969
 PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.
 LOCAL GOVERNMENT AUTHORITY: SHIRE OF LAKE GRACE

NOTE 1: J123308 DEPOSITED PLAN NO 43644 LODGED.

Subject to dealing

INSTRUCTIONS

1. If insufficient space in any section, Additional Sheet, Form B1, should be used with appropriate headings. The boxed sections should only contain the words "see page ..."
2. Additional Sheets shall be numbered consecutively and bound to this document by staples along the left margin prior to execution by the parties.
3. No alteration should be made by erasure. The words rejected should be scored through and those substituted typed or written above them, the alteration being initialled by the persons signing this document and their witnesses.

NOTES

1. **DESCRIPTION OF LAND**
Lot and Diagram/Plan/Strata/Survey-Strata plan number or Location name and number to be stated.
Extent - Whole, part or balance of the land comprised in the Certificate of Title to be stated.
The Volume and Folio or Crown Lease number, to be stated. If this document relates to only part of the land comprised in the Certificate of Title further narrative or graphic description may be necessary.
2. **CAVEATOR**
State full name of the Caveator.
3. State the address, or a number for a facsimile machine in Australia for service of notice on the Caveator.
4. **REGISTERED PROPRIETOR**
State full name and address of the Registered Proprietor/ Registered Proprietors as shown on Certificate of Title or Crown Lease and any address/addresses to which future notices can be sent.
5. Specify the Estate or Interest claimed
6. Specify the grounds on which claim is made.
7. State whether "Absolutely" or "Unless such Instrument be expressed to be subject to the Caveator's claim", or "until after notice of any intended registration or registered dealing to the Caveator at the address for service of notice".
8. **CAVEATOR'S OR AGENTS EXECUTION**
A separate attestation is required for every person signing this document. Each signature should be separately witnessed by an Adult Person. The address and occupation of the witness must be stated.

OFFICE USE ONLY

L215416 C

29 Jan 2010 10:40:25 Perth



REG \$ 110.00

CAVEAT

LODGED BY Ronson Mackinlay Conveyancers

ADDRESS PO BOX 886
CANNING BRIDGE WA 6153

PHONE No. 08 6314 5400

FAX No 08 6314 5499

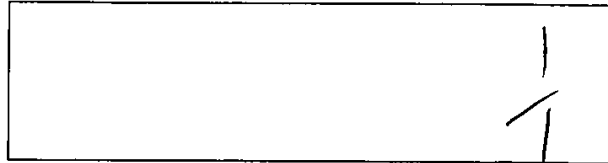
REFERENCE No. HE/ml/18668

ISSUING BOX No. 188B

PREPARED BY Ronson Mackinlay Conveyancers

ADDRESS PO BOX 886
CANNING BRIDGE WA 6153
PHONE No. 08 6314 5400 FAX No. 08 6314 5499

INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER THAN LODGING PARTY.



TITLES, LEASES, DECLARATIONS ETC. LODGED HERewith


1. <u>Contract</u>	Received Items
2. <u>Sketch</u>	Nos. <u>2</u>
3. _____	
4. _____	
5. _____	
6. _____	Receiving Clerk <u>[Signature]</u>

Lodged pursuant to the provisions of the TRANSFER OF LAND ACT 1893 as amended on the day and time shown above and particulars entered in the Register.

EXAMINED Contract # 829344

NOTICES TO BE SENT: ①



FORM APPROVED
NO. B2894WESTERN AUSTRALIA
TRANSFER OF LAND ACT 1893 AS AMENDEDAGREEMENT DATED 10/10/2003.
STAMPED \$24,704
SIGNED **CAVEAT**

DESCRIPTION OF LAND (Note 1)

AS TO PORTION ONLY OF
LOT 85 ON DEPOSITED PLAN 33429
AS MARKED "A" ON THE SKETCH ATTACHED

EXTENT

PART

VOLUME

2531

FOLIO

507

CAVEATOR (Note 2)

CO-OPERATIVE BULK HANDLING LIMITED (ABN 29 256 604 947)

ADDRESS OR FACSIMILE MACHINE NUMBER FOR SERVICE OF NOTICE ON CAVEATOR (Note 3)

C/- MACKINLAYS SOLICITORS LEVEL 5 KIRIN CENTRE 15 OGILVIE ROAD, MT PLEASANT FACSIMILE NO:
6314 5455

REGISTERED PROPRIETOR (Note 4)

FIREPEAK HOLDINGS PTY LTD (A.C.N. 051 594 159) OF RMB 253, LAKE KING VARLEY ROAD, LAKE CAMM
VIA NEWDEGATE

ESTATE OR INTEREST BEING CLAIMED (Note 5)

AS PURCHASER OF THE FEE SIMPLE.

The CAVEATOR claims an estate or interest as specified herein of the estate or interest of the abovenamed REGISTERED PROPRIETOR in the
land above described BY VIRTUE OF (Note 6)A CONTRACT FOR THE SALE OF LAND REQUIRING SUBDIVISION DATED THE 10th OCTOBER 2003 AND
STAMPED THE 4th FEBRUARY 2004 EXECUTED BY THE CAVEATOR AS PURCHASER AND THE
REGISTERED PROPRIETOR AS VENDOR FOR THAT PORTION OF THE LAND MARKED "A" ON THE
SKETCH ATTACHED.

And FORBIDS the registration of any Instrument affecting the estate or interest (Note 7)

ABSOLUTELY.

Dated this

28th

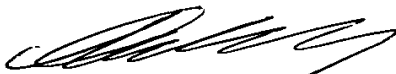
day of

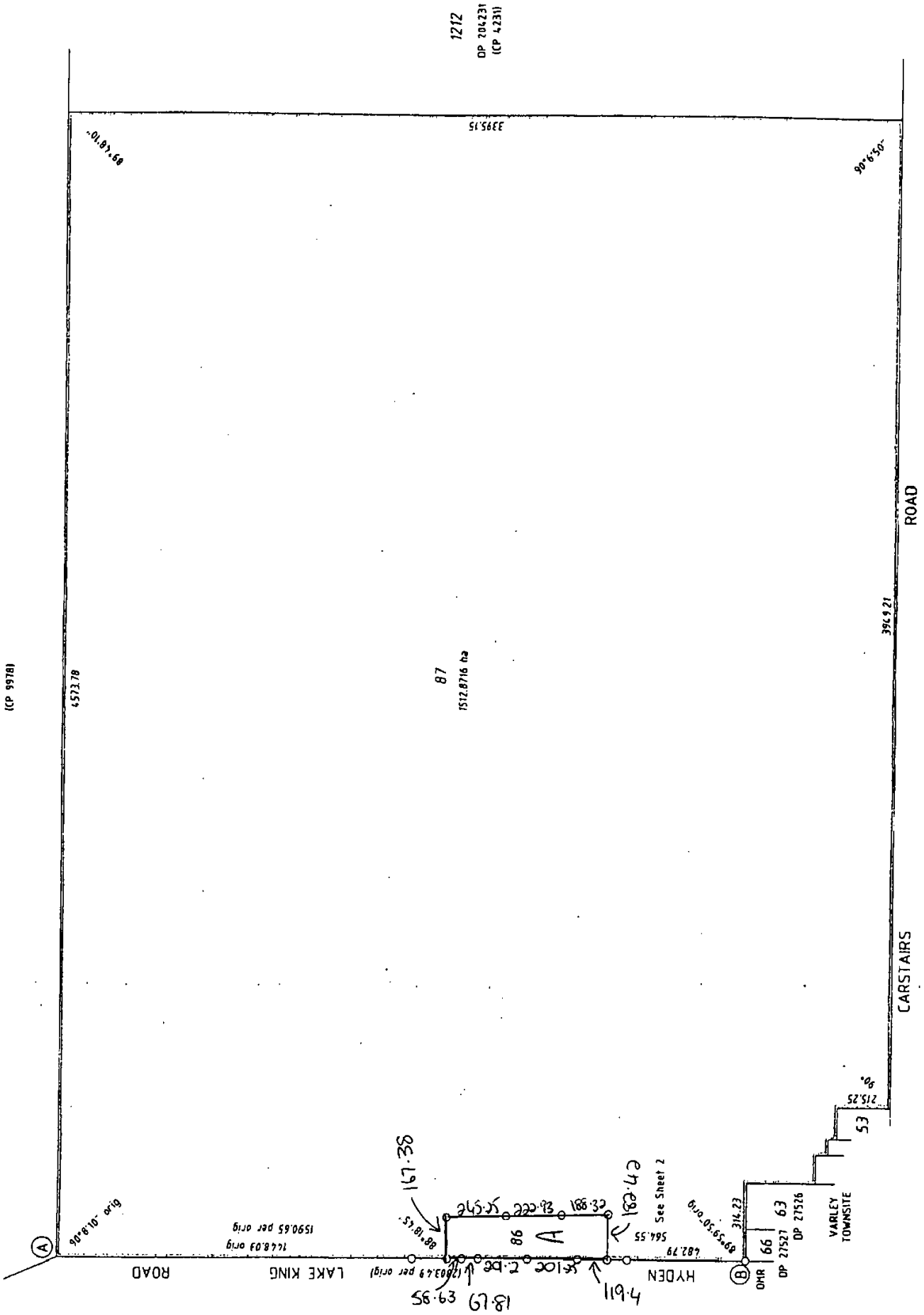
January

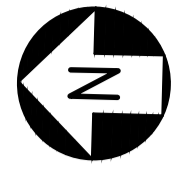
Year 2010

CAVEATOR OR AGENT SIGN HERE (Note 8)

Signed

ALISTAIR ROBERT MACKINLAY
SOLICITOR FOR THE CAVEATORIn the
presence ofMA Taylor
Michelle Helen Taylor
Level 5, Kirin Centre
15 Ogilvie Rd
Mt Pleasant
Clerk





STORAGE CAPACITIES

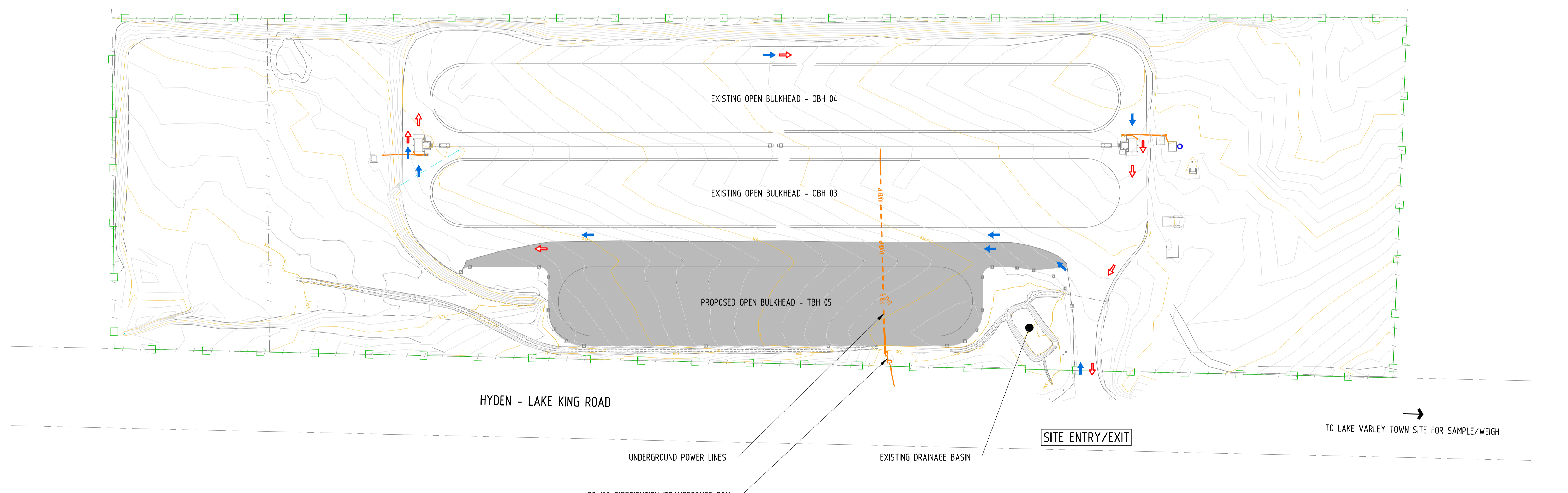
EXISTING STORAGE (NORTH SITE)		
INT. STEEL FRAMED OPEN BULKHEAD	(03)	40,000 t
LOW STEEL FRAMED OPEN BULKHEAD	(04)	35,000 t
		TOTAL EXISTING STORAGE 75,000 t
PROPOSED STORAGE		
1.8m INT. STEEL FRAMED OPEN BULKHEAD	(TBH 05)	27,510 t
		TOTAL PROPOSED STORAGE 27,510 t
TOTAL SITE STORAGE		102,510 t

HATCHING LEGEND

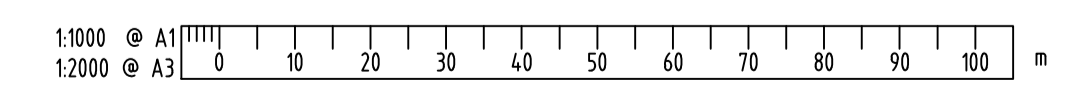
	AREA OF NEW WORKS	12,350 m ²
--	-------------------	-----------------------

DRAWING LEGEND

- TRAFFIC MOVEMENTS - TRUCKS FULL
- TRAFFIC MOVEMENTS - TRUCKS EMPTY
- CADASTRAL BOUNDARY
- EPA INDUSTRIAL/SENSITIVE LAND USE SEPARATION DISTANCE - 500m RADIUS
- CBH SITE BOUNDARY
- CBH RAIL LEASE BOUNDARY
- OHP
- UGP
- C
- UGW
- RAIL LINE
- PROPOSED OPEN DRAINS



PRELIMINARY ISSUE
DO NOT USE FOR CONSTRUCTION
 DATE 15.09.23



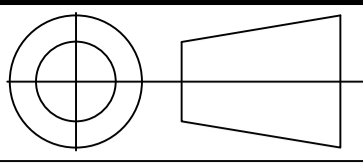
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 DO NOT SCALE FROM THIS DRAWING



CBH GROUP
 LEVEL 6
 240 ST GEORGE'S TERRACE
 PERTH W.A. 6000
 PH (08) 9237 9600
 FAX (08) 9322 3942

SCALE	1:1000	DRAWN	J. Butlingham	15.09.23
SHEET	A1	CHECKED		
PROJECT		DESIGNED		
CONTRACT No.		DESIGN APPR		
		PROJECT APPR		
REV	DATE	REVISION DESCRIPTION	BY	CHK'D
A	15.09.23	ISSUED AS CHECK PRINT AND FOR REVIEW	JB	

TITLE	LAKE VARLEY (NORTH) PRE FEASIBILITY STUDY EMERGENCY STORAGE APPROVAL CONCEPTUAL LAYOUT No. 1
DRG No.	608-ENG-CI-DCO-0003
SHEET	1 OF 1
REV.	A



INSTALLATION NOTES:

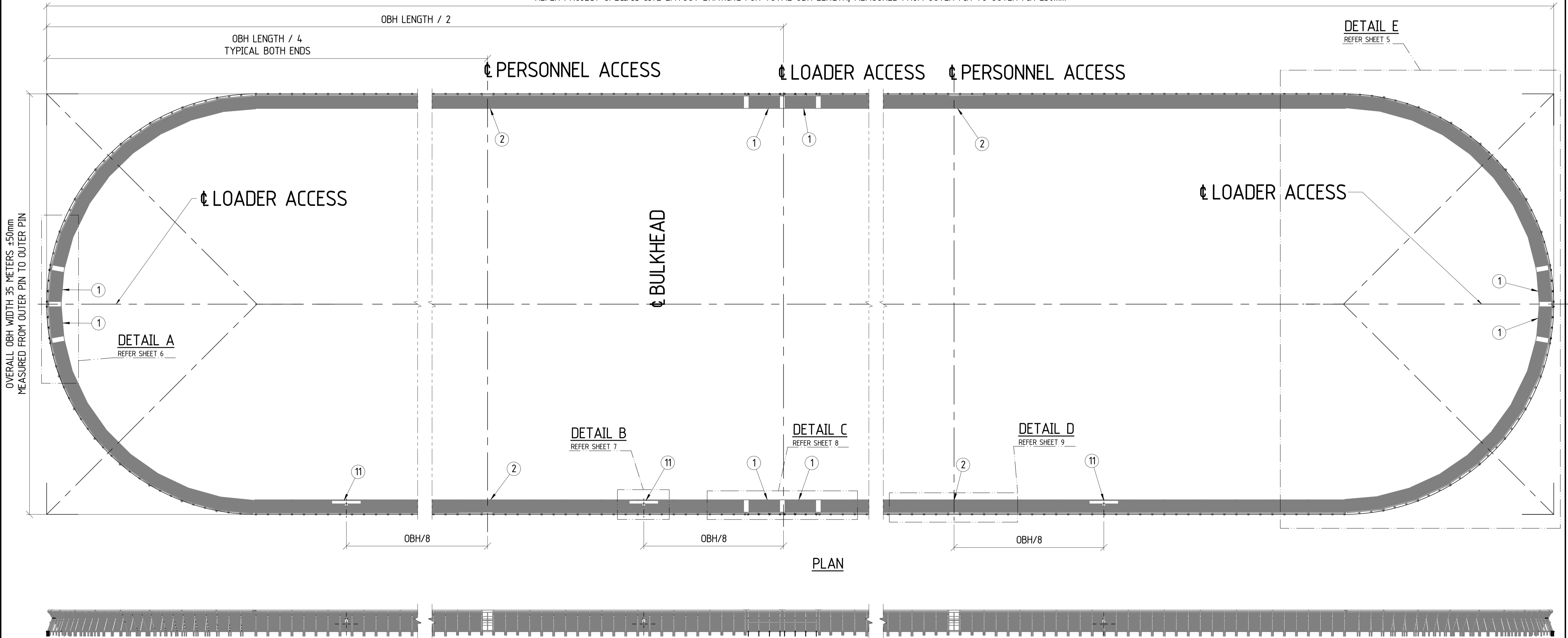
- OBH LENGTH AND WIDTH DIMENSIONS ARE SPECIFIED FROM REAR PIN TO THE OPPOSITE REAR PIN. REFER PROJECT SPECIFIC SITE LAYOUT DRAWING FOR DIMENSIONS.
- TOLERANCE FOR OVERALL OBH WIDTH AND LENGTH ARE +/- 50MM. TOLERANCE FOR FRAME SPACING +/- 10mm.
- NOTE DIFFERENT ANCHORING DETAILS FOR DOOR/GATES AND FRAMES EITHER SIDE OF BULKHEAD OPENINGS. REFER ANCHORING DETAILS ON SHEETS 2 AND 3.
- NOTE ADDITIONAL Z-CAPPING, WOOD AND CLADDING TRIMMING REQUIRED AT GATE JOINS. REFER SHEETS 6 AND 8 FOR DETAILS.
- TYPICAL CLADDING OVERLAP IS 200mm, CENTERED OVER THE CENTERLINE OF THE STRUT, FOR ALL JOINS EXCEPT AT GATE AND DOOR JOINS. REFER SHEETS 6 - 9.
- ALL Z-CAPPING MUST BE ALIGNED AS ACCURATELY AS POSSIBLE. ANY MISALIGNMENT IN Z-CAPPING WILL TEAR THE OBH TARP. REFER NOTES ON SHEETS 6, 8 AND 9 FOR TOLERANCES.
- FOUR PERSONNEL ACCESS DOORS TO BE INSTALLED AS SHOWN. TWO INSTALLED EACH SIDE AT MIDPOINTS BETWEEN END OF OBH AND CENTRE BULKHEAD OPENING.
- THREE FUMIGATION T-PIECES TO BE INSTALLED ON SAME SIDE AS ELECTRICAL CONNECTION. REFER SHEETS 1 AND 7 FOR INSTALLATION DETAILS. REFER CBH DRAWING S119-ENG-ME-DER-0001 FOR VENDOR DRAWING OF T-PIECE.
- DRAWING DEPICTS TYPICAL OBH SIZE OF 35M WIDE BY 300M LONG AND ASSOCIATED STANDARDISED REQUIRED QUANTITIES OF FUMIGATION TEES, PERSONAL ACCESS DOORS AND FRONT END LOADER ACCESS GATES. SITE SPECIFIC OBH REQUIREMENTS SHALL BE CONFIRMED WITH THE NOMINATED CBH REPRESENTATIVE PRIOR TO CONSTRUCTION.
- BULKHEAD CONTENTS ARE INTENDED TO BE FUMIGATED IN A SEALED ENVIRONMENT BY USE OF WALL CANVICON AND OVER STACK TARPS - THE CONTRACTOR SHALL MINIMISE ANY MEANS WHICH COULD DETRIMENTALLY AFFECT THE SEALING CAPABILITY, SUCH AS SHARP EDGES THAT COULD CUT TARP.

PARTS LIST (PER UNIT)

ITEM No	DESCRIPTION	WIDTH	LENGTH	QTY	CBH OR SUPPLIER PART No	PROCESS	SAP Code	MASS Kg	TO DETAIL
1	FRONT END LOADER ACCESS GATE			REFER NOTE	S119-ENG-ST-ASY-0034	FIELD FIT	N/A	184.4	Yes
2	PERSONNEL ACCESS DOOR			REFER NOTE	S119-ENG-ST-ASY-0017	FITTING	N/A	17.1	Yes
3	STRAIGHT PIN STRUT ASSEMBLY			REFER NOTE	S119-ENG-ST-ASY-0004	FITTING	N/A	36.4	Yes
4	SPIRAL PIN STRUT ASSEMBLY			REFER NOTE	S119-ENG-ST-ASY-0005	FITTING	N/A	36.2	Yes
5	CUSTOM ORB ZINC ALUME 0.42mm BMT 550 MPa MIN. (YIELD)	762	3200	REFER NOTE	S119-ENG-ST-PRT-0010	FITTING	DREQ	1.3	No
6	DIA 20 STRAIGHT PIN ANCHOR		420	REFER NOTE	S-014-A0000	FIELD KIT	DREQ	1.1	Yes
7	SPIRAL PIN ANCHOR		300	REFER NOTE	S119-ENG-ST-DER-0052	FITTING	DREQ	0.8	Yes
8	Z CAPPING 1.6PL PGI	300	3000	REFER NOTE	S119-ENG-ST-PRT-0011	FAB SHEET	108015	11.4	Yes
9	TIMBER SAWN KARRI STRUC3 75mmx50mmx3m	75	3000	REFER NOTE	S119-ENG-ST-PRT-0014	FITTING	108594	6.2	No
10	TARP CLAMP 6PL	130	257	REFER NOTE	S119-ENG-ST-PRT-0012	FAB PROFILE	107901	1.6	Yes
11	FUMIGATION TEE PIECE			REFER NOTE	S119-ENG-ME-DER-0001	FITTING	N/A		Yes
12	RUBBER STRIP 450mm WIDE, 8mm THICK	450	2050	REFER NOTE	S119-ENG-ST-PRT-0048	FIELD KIT	DREQ	6.9	No
13	M10 x 120 GALV BOLT GR8.8 (50mm THREAD Min.)			REFER NOTE		FIELD KIT	DREQ	0.1	No
14	M10 GALV. NUT			REFER NOTE		FIELD KIT	DREQ	0.0	No
15	M10 GALV FW			REFER NOTE		FIELD KIT	DREQ	0.0	No
16	METAL TEK SCREW, HEX HEAD, 14g-20x22mm, CLASS 4, WITH SEAL			REFER NOTE		FIELD KIT	DREQ	0.0	No
17	METAL TEK SCREW, HEX HEAD, 14g-20x45mm, CLASS 4, WITH SEAL			REFER NOTE		FIELD KIT	DREQ		No
18	NOVALAST LTM 151			REFER NOTE		FIELD KIT	DREQ		No
19	BOSTIK SEAL AND FLEX 1			REFER NOTE		FIELD KIT	DREQ		No

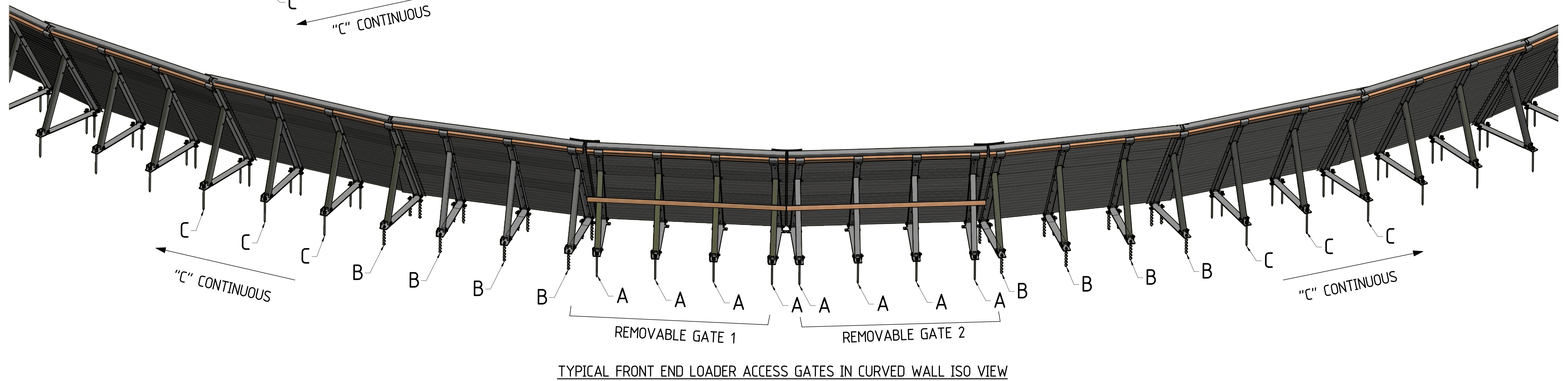
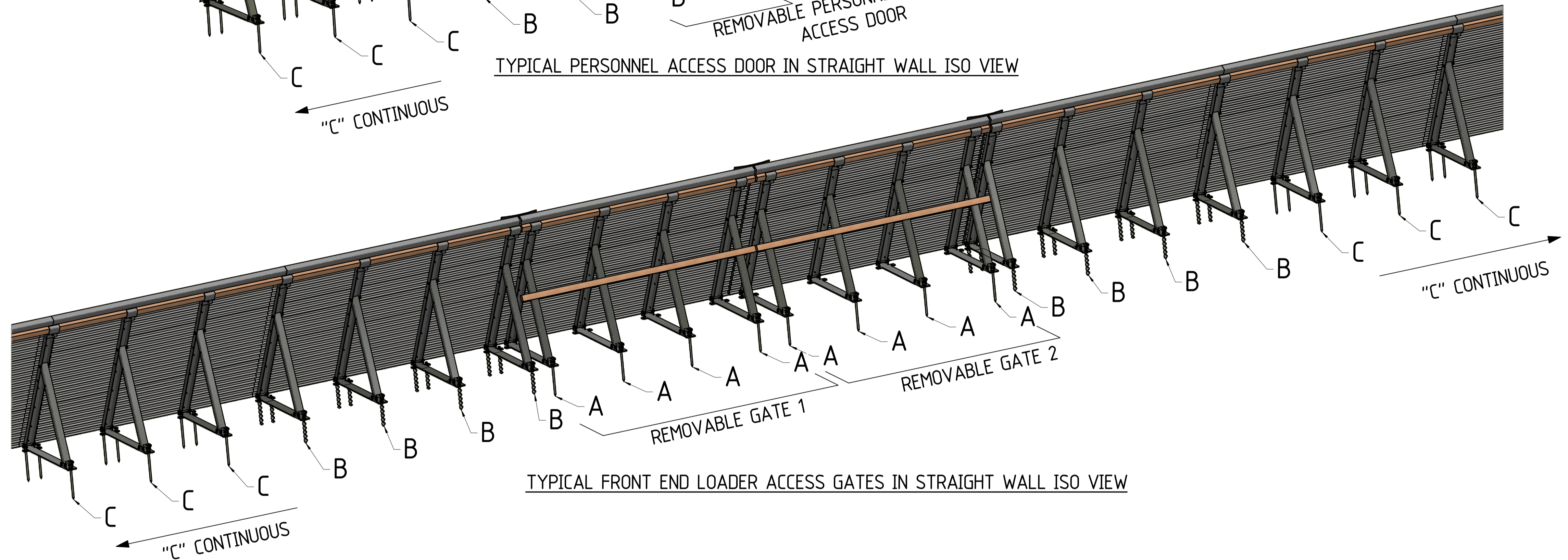
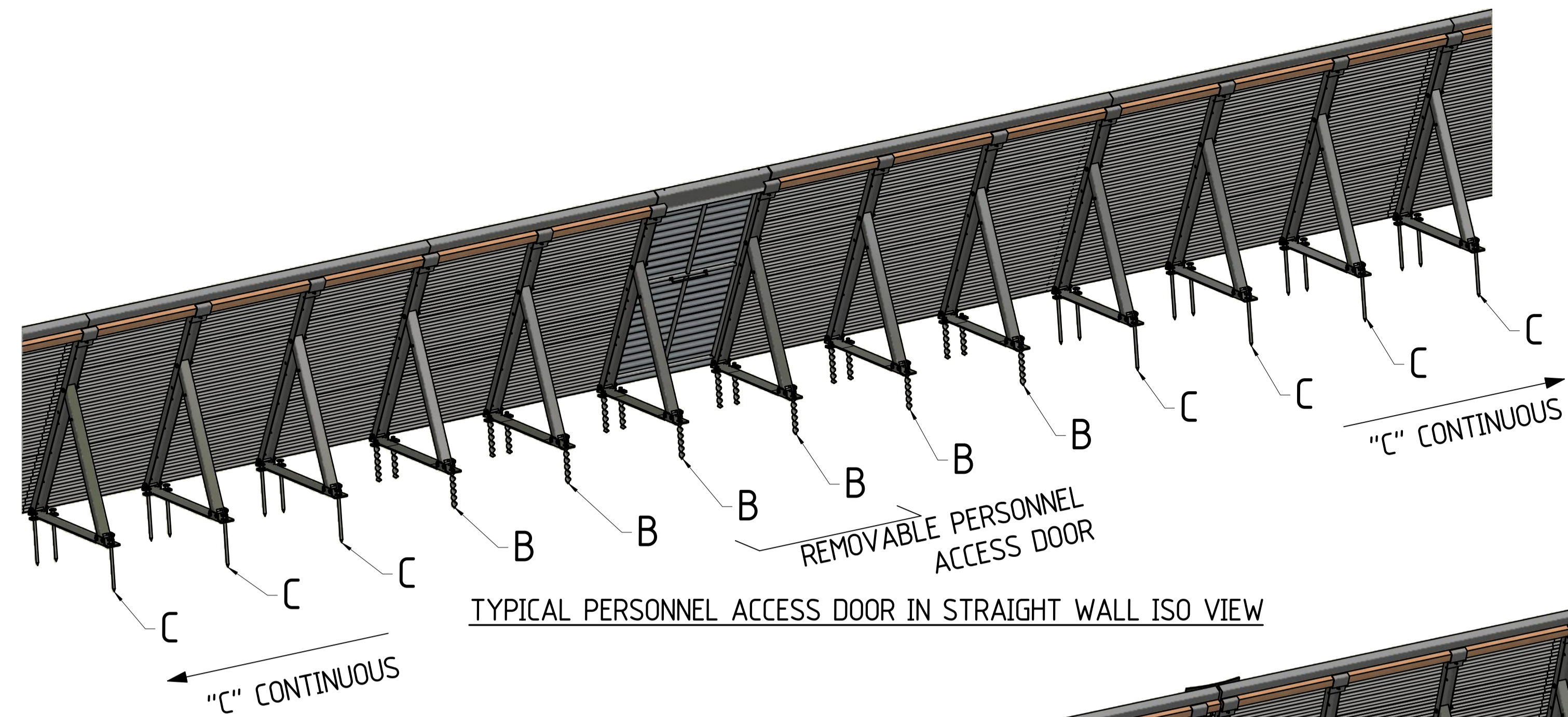
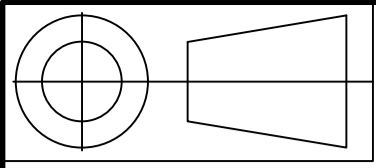
**** QTY NOTE: TO CALCULATE EXACT ORDER QUANTITIES, REFER TO THE 'CBH OBH PROCUREMENT CALCULATOR'-S119-ENG-ST-CAL-0001**

REFER PROJECT SPECIFIC SITE LAYOUT DRAWING FOR TOTAL OBH LENGTH, MEASURED FROM OUTER PIN TO OUTER PIN ±50mm



S119-ENG-ST-DGA-0003

COPYRIGHT THIS DRAWING AND THE CONTENTS DEPICTED OR WRITTEN THEREON, WHETHER IN WHOLE OR IN PART, IS THE EXCLUSIVE INTELLECTUAL PROPERTY OF CBH GROUP AND SHOULD NOT BE USED FOR ANY PURPOSE WITHOUT THE EXPRESS WRITTEN APPROVAL OF CBH GROUP.		CBH GROUP HEAD OFFICE LEVEL 6, 240 ST GEORGES TERRACE, PERTH W.A 6000 PH (08) 9237 9600 FAX (08) 9322 3942										DRAWN SCR 10/06/2020 CHECKED LS 10/06/2020 ENGINEER BC 11/06/2020		DRAWING TITLE 1.8m OPEN BULK HEAD GENERAL ARRANGEMENT OVERALL LAYOUT		SITE VARIOUS PROJECT STANDARD DRAWING No S119-ENG-ST-DGA-0003		SHEET 1 OF 9 REV. 0		SIZE A1
		DO NOT SCALE FROM THIS DRAWING		REF DRG No.	REFERENCE DRAWING TITLE	REV	DATE	REVISIONS	BY	CHK	APP	REV	DATE	REVISIONS	BY	CHK	APP	APPROVED NH 11/06/2020		



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APPROVAL OF CBH GROUP.



CBH GROUP HEAD OFFICE
LEVEL 6, 240 ST GEORGES TERRACE,
PERTH W.A 6000
PH (08) 9237 9600 FAX (08) 9322 3942

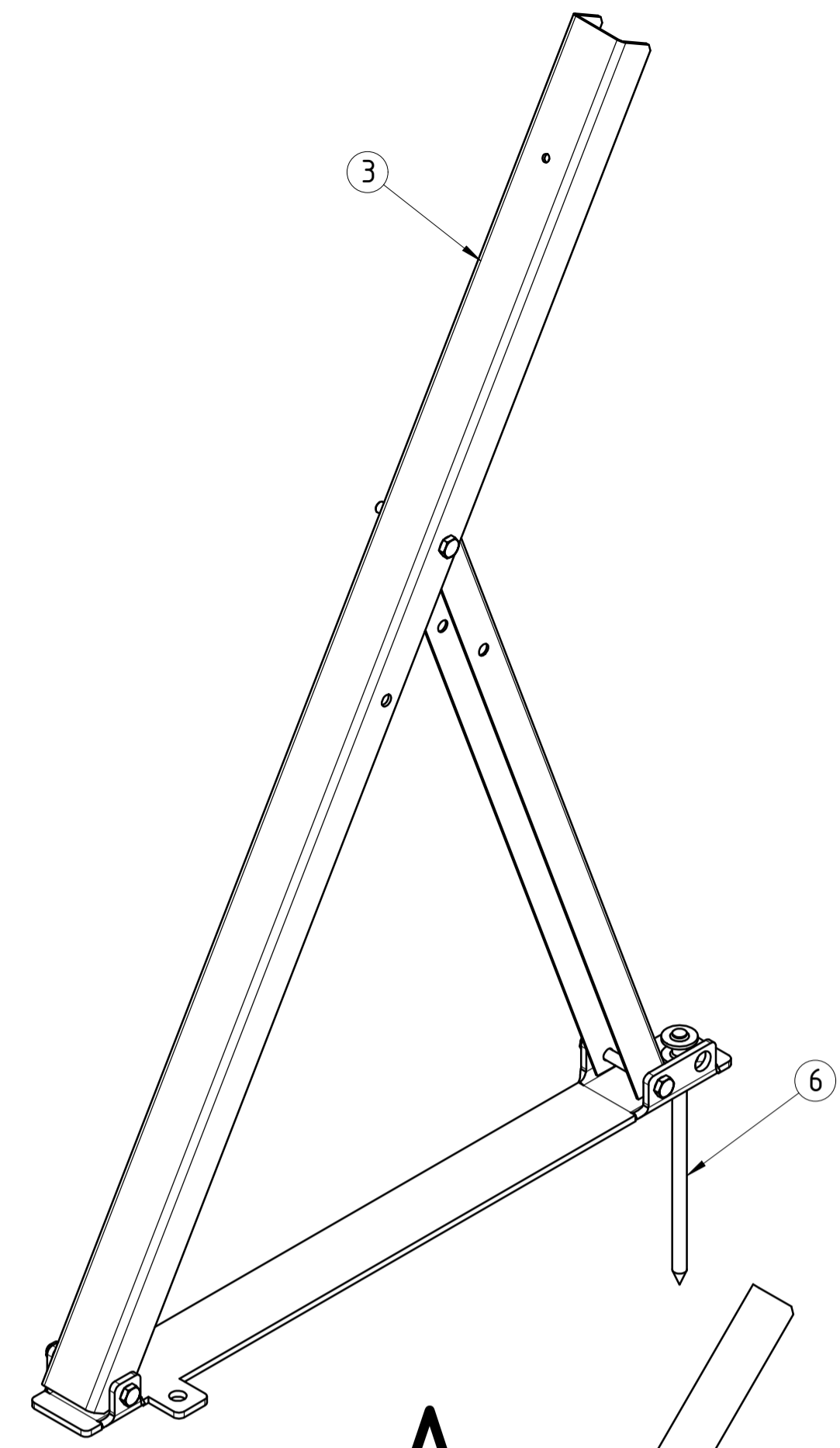
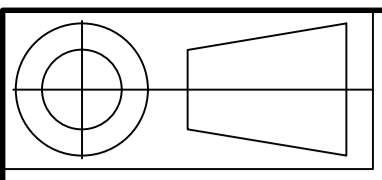
DO NOT SCALE FROM THIS DRAWING

REF DRG No.	REFERENCE DRAWING TITLE	REV	DATE	REVISIONS	BY	CHK	APP	REV	DATE	REVISIONS	BY	CHK	APP

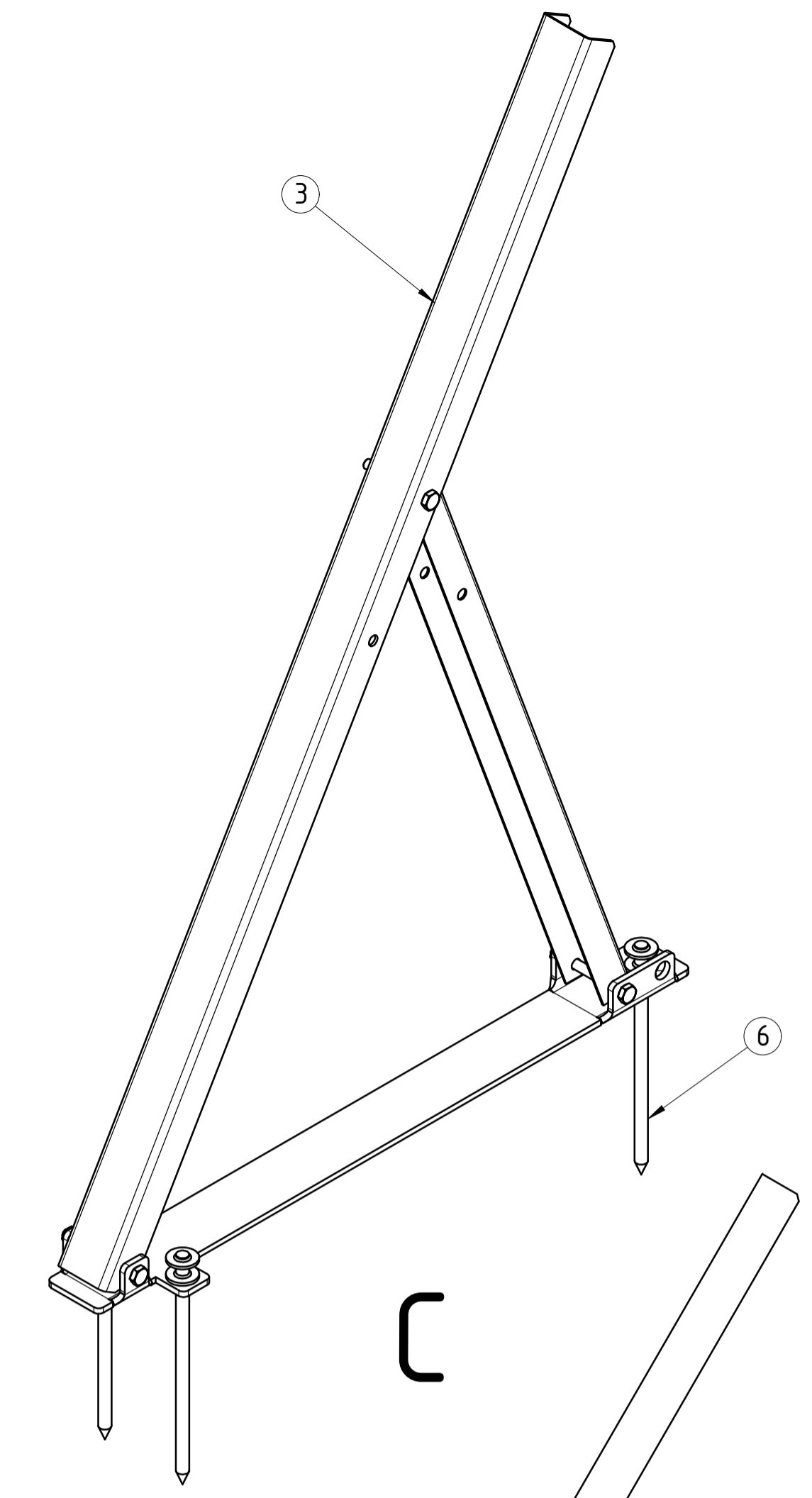
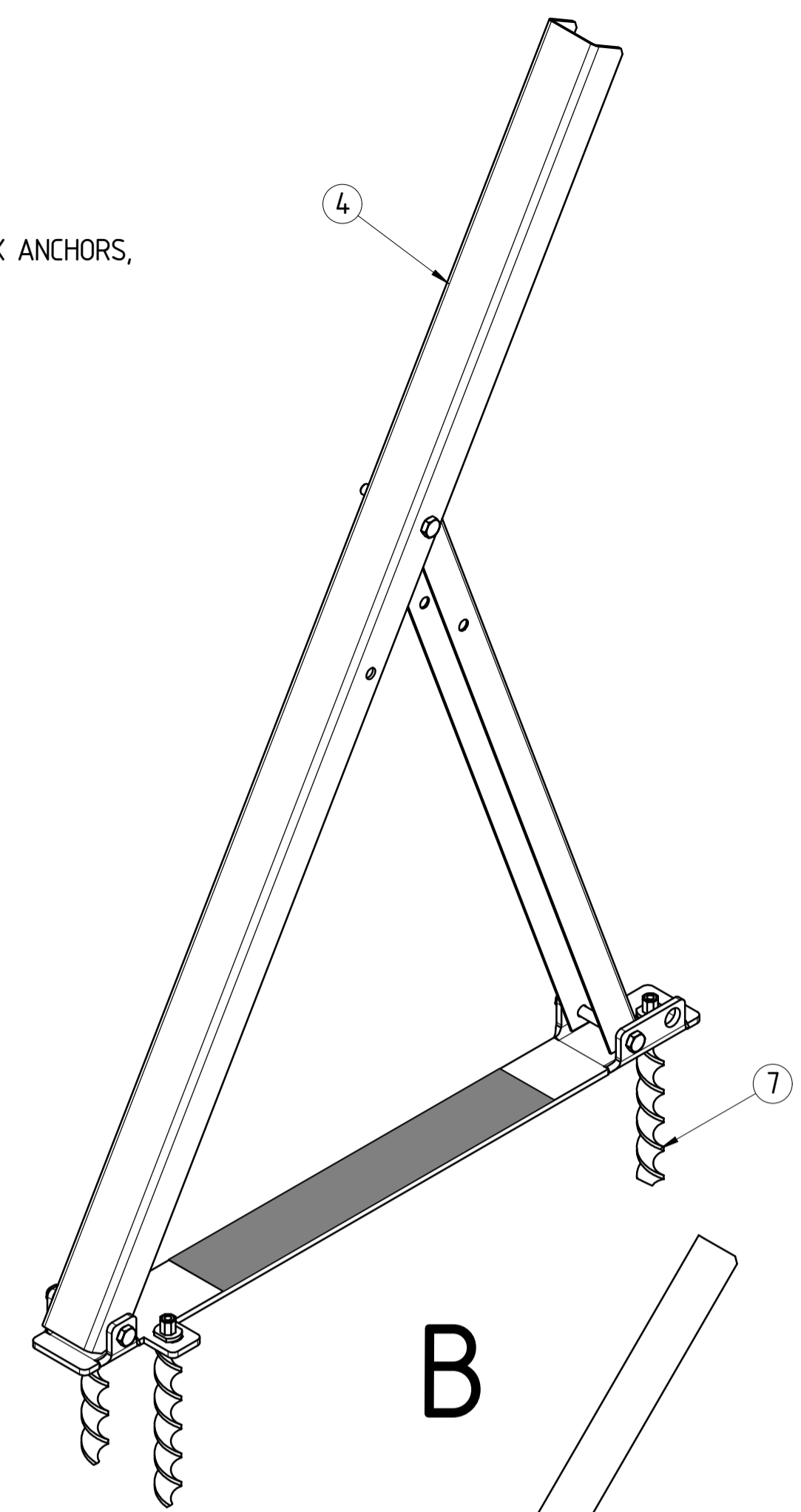
DRAWN	SCR 10/06/2020
CHECKED	LS 10/06/2020
ENGINEER	BC 11/06/2020
APPROVED	NH 11/06/2020

DRAWING TITLE
1.8m OPEN BULK HEAD
GENERAL ARRANGEMENT
ANCHORINGS LAYOUT

SITE	VARIOUS	SIZE	A1
PROJECT	STANDARD		
DRAWING No	S119-ENG-ST-DGA-0003	SHEET	2 OF 9
REV.	0		



NOTES:
 REMOVAL TOOL REQUIRED FOR SPIRAFIX ANCHORS,
 M22 SPANNER/SOCKET,
 HANDLE LENGTH TO SUIT CONDITIONS.



A

B

C

ARRANGEMENT 'A' NOTES:

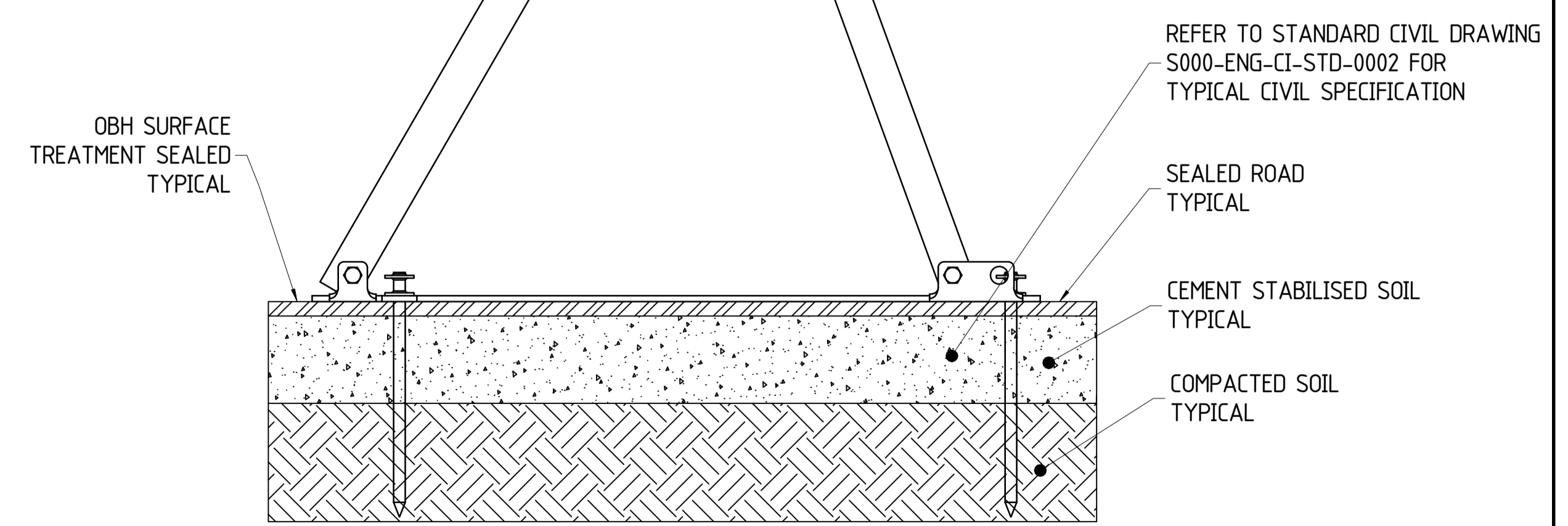
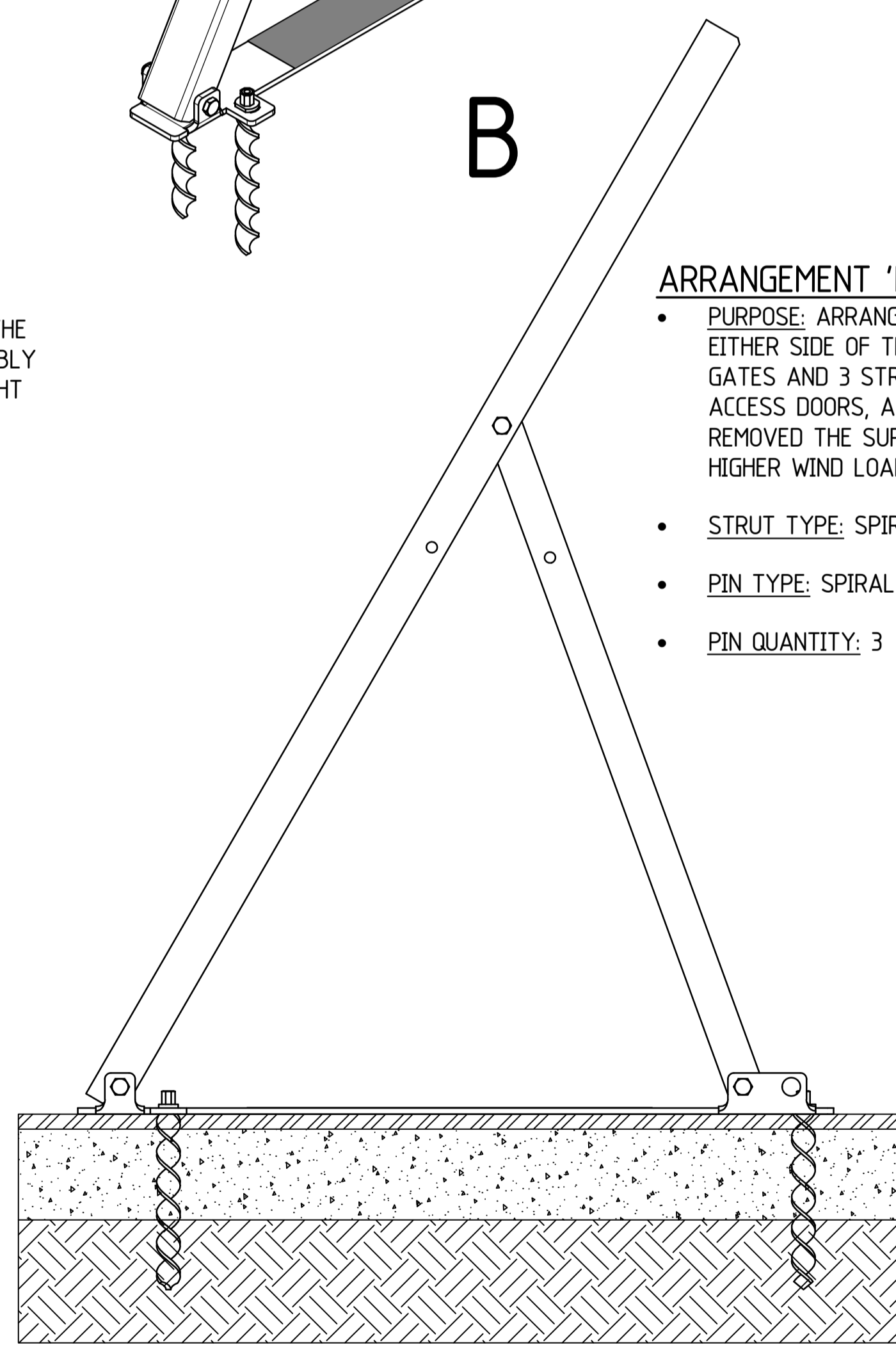
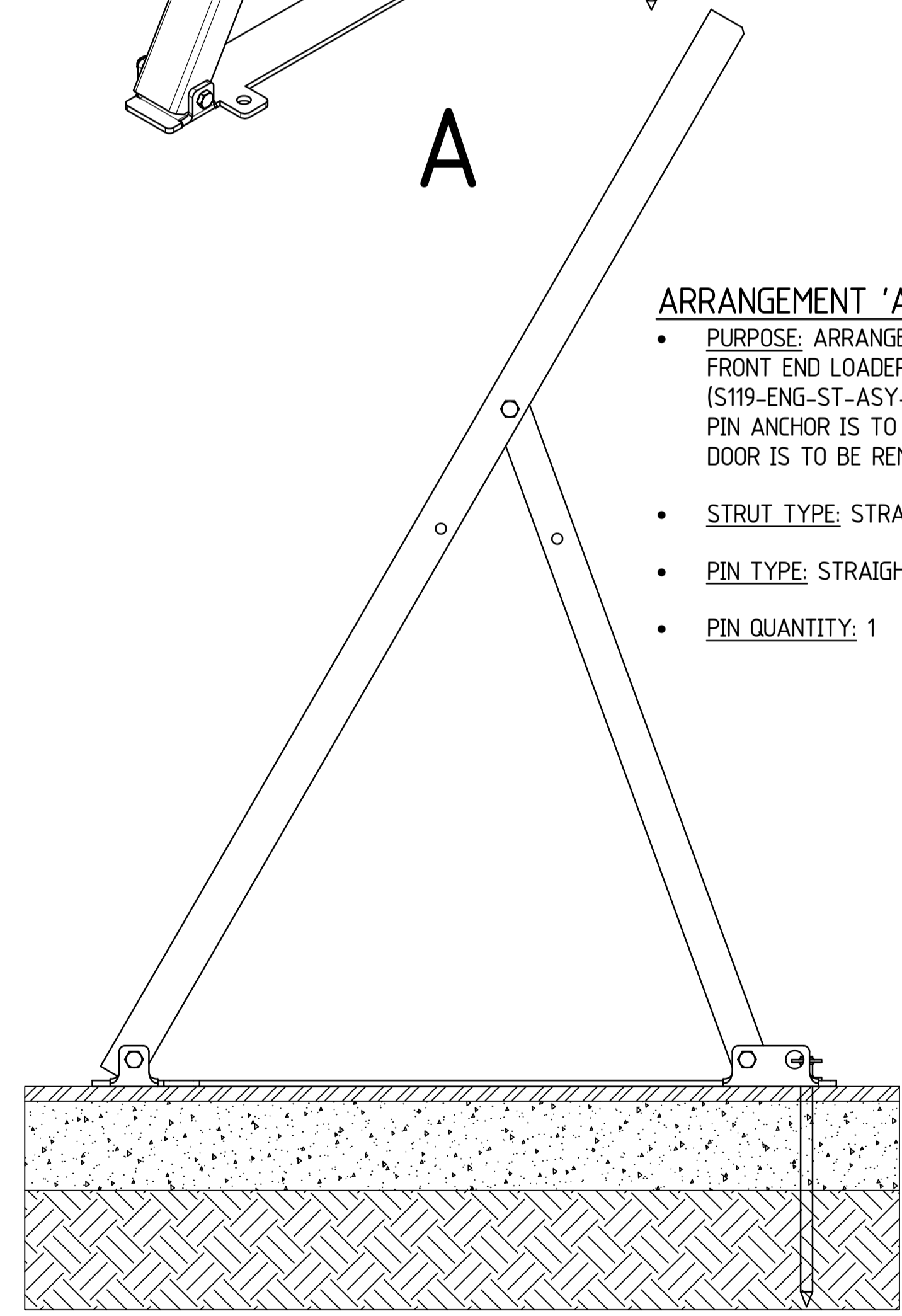
- **PURPOSE:** ARRANGEMENT 'A' IS USED IN THE FRONT END LOADER ACCESS GATE ASSEMBLY (S119-ENG-ST-ASY-0034). ONLY 1 STRAIGHT PIN ANCHOR IS TO BE INSTALLED AS THE DOOR IS TO BE REMOVABLE.
- **STRUT TYPE:** STRAIGHT PIN STRUT
- **PIN TYPE:** STRAIGHT PIN ANCHOR
- **PIN QUANTITY:** 1

ARRANGEMENT 'B' NOTES:

- **PURPOSE:** ARRANGEMENT 'B' IS USED 4 STRUTS EITHER SIDE OF THE FRONT END LOADER ACCESS GATES AND 3 STRUTS EITHER SIDE OF PERSONNEL ACCESS DOORS, AS WHEN THE GATES/DOORS ARE REMOVED THE SURROUNDING STRUTS EXPERIENCE HIGHER WIND LOADS.
- **STRUT TYPE:** SPIRAL PIN STRUT
- **PIN TYPE:** SPIRAL PIN ANCHOR
- **PIN QUANTITY:** 3

ARRANGEMENT 'C' NOTES:

- **PURPOSE:** ARRANGEMENT 'C' IS USED IN ALL LOCATIONS, OTHER THAN WHERE ARRANGEMENT 'A' AND 'B' ARE USED
- **STRUT TYPE:** STRAIGHT PIN STRUT
- **PIN TYPE:** STRAIGHT PIN ANCHOR
- **PIN QUANTITY:** 3

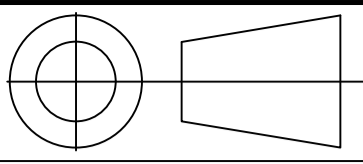


A

B

C

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		DO NOT SCALE FROM THIS DRAWING		REF DRG No.	REFERENCE DRAWING TITLE	REV	DATE	REVISIONS	BY	CHK	APP	REV	DATE	REVISIONS	BY	CHK	APP	APPROVED	NH 11/06/2020	DRAWING No S119-ENG-ST-DGA-0003



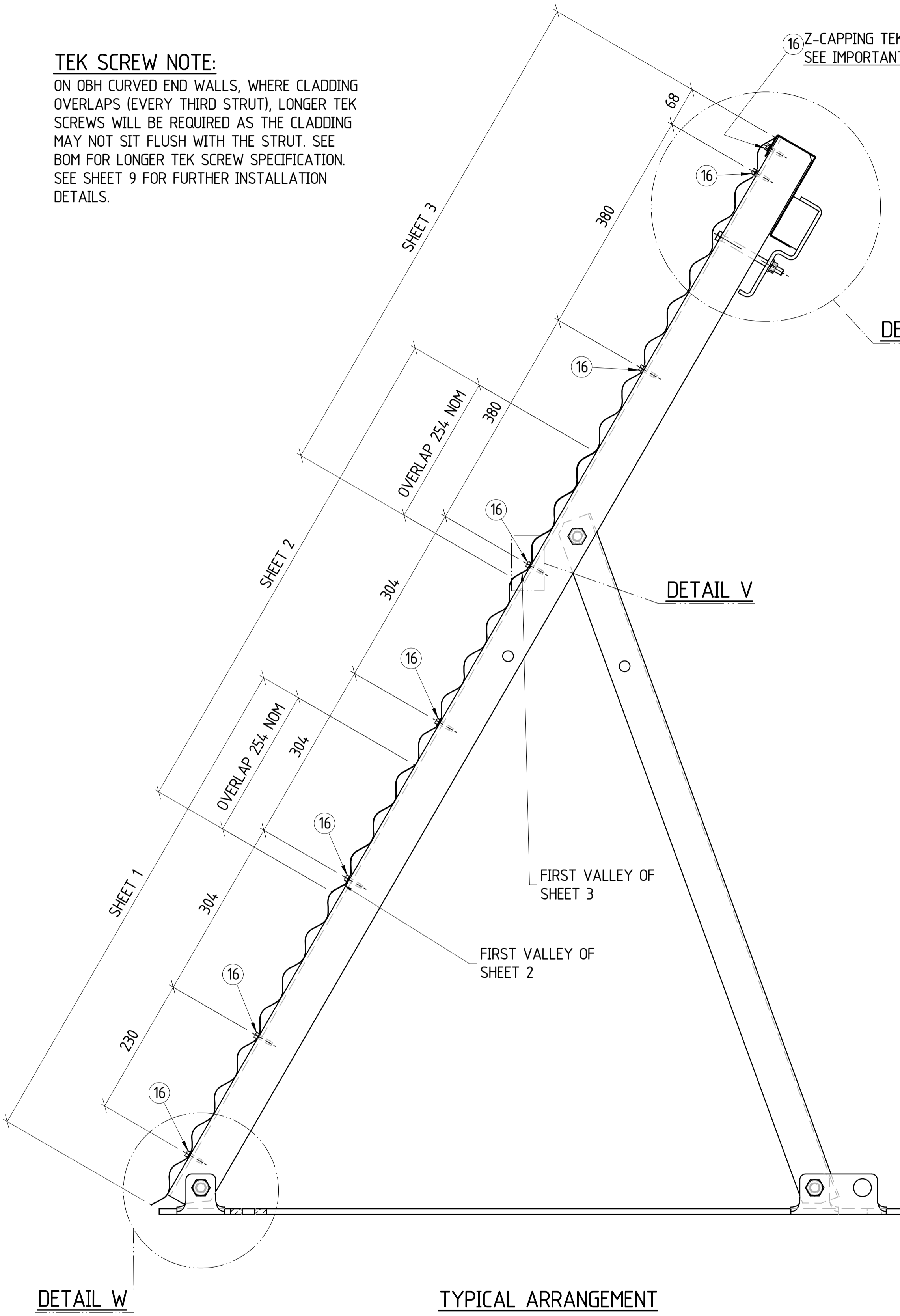
TEK SCREW NOTE:

ON OBH CURVED END WALLS, WHERE CLADDING OVERLAPS (EVERY THIRD STRUT), LONGER TEK SCREWS WILL BE REQUIRED AS THE CLADDING MAY NOT SIT FLUSH WITH THE STRUT. SEE BOM FOR LONGER TEK SCREW SPECIFICATION. SEE SHEET 9 FOR FURTHER INSTALLATION DETAILS.

IMPORTANT NOTE:

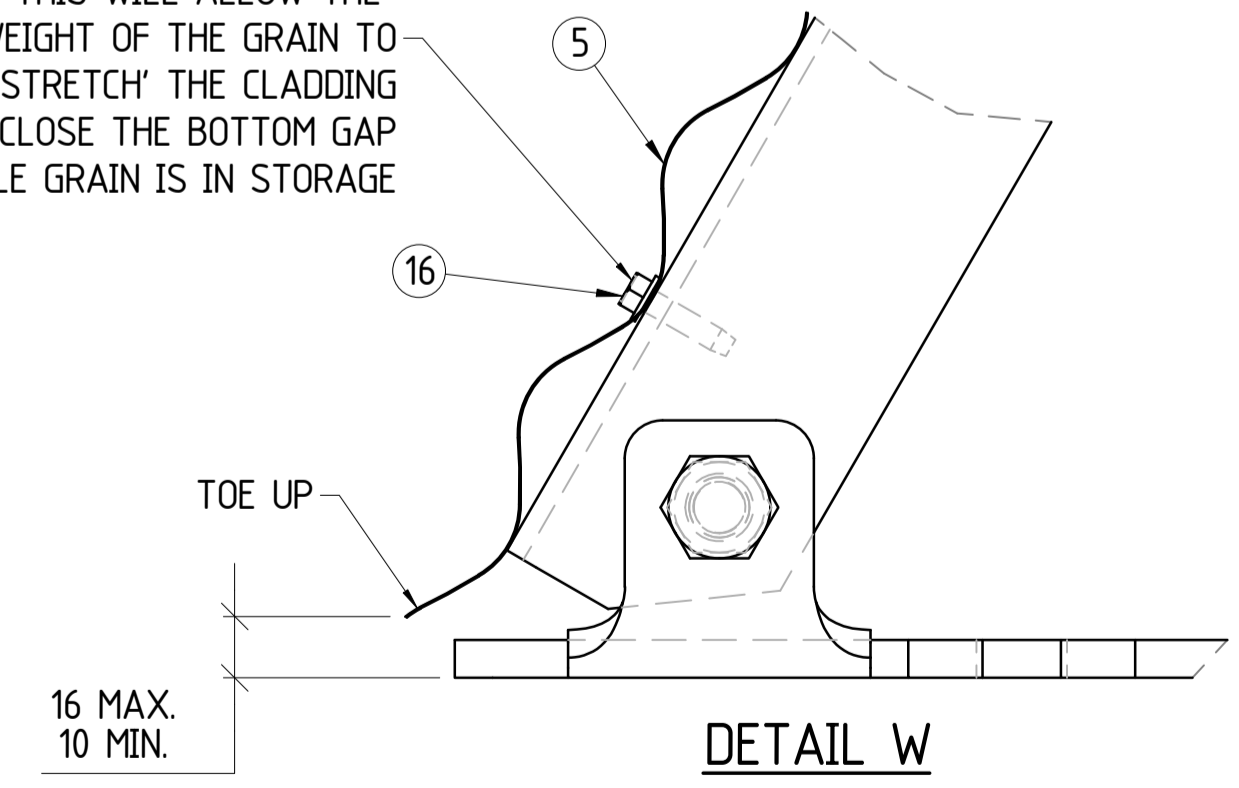
TYPICAL ALL JOINTS, EXCEPT DOOR/GATE JOINTS:

- 'Z' CAPPING SHALL BUTT JOIN TO THE CENTRE LINE OF THE STRUT.
- ALL Z CAPPING MUST BE ALIGNED AS ACCURATELY AS POSSIBLE. ANY MIS-ALIGNMENT IN THE 'Z' CAPPING WILL CREATE SHARP EDGES, WHICH MAY DAMAGE THE OBH TARP. MAXIMUM 'Z' CAPPING MISALIGNMENT TO BE 2mm IN ALL DIRECTIONS.
- WHERE 'Z' CAPPING BUTT JOINS OVER A STRUT, FIX 'Z' CAP WITH 2 x TEK SCREWS, ONE IN EACH 'Z' CAP (SHOWN BELOW)
- WHERE 'Z' CAPPING PASSES OVER A STRUT, FIX 'Z' CAP WITH 1 x TEK SCREW, INLINE WITH THE CENTRE OF THE STRUT.

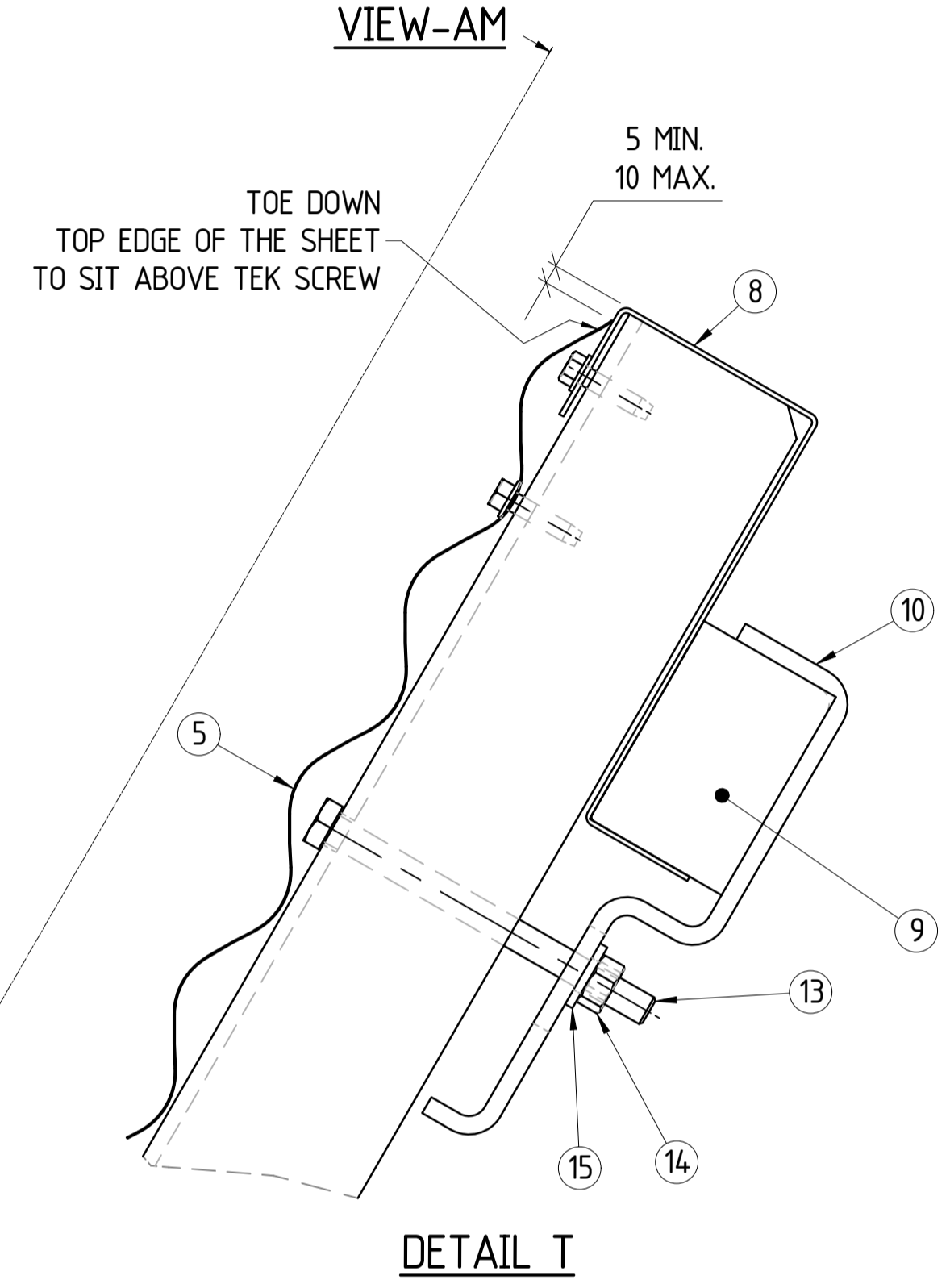


TYPICAL ARRANGEMENT

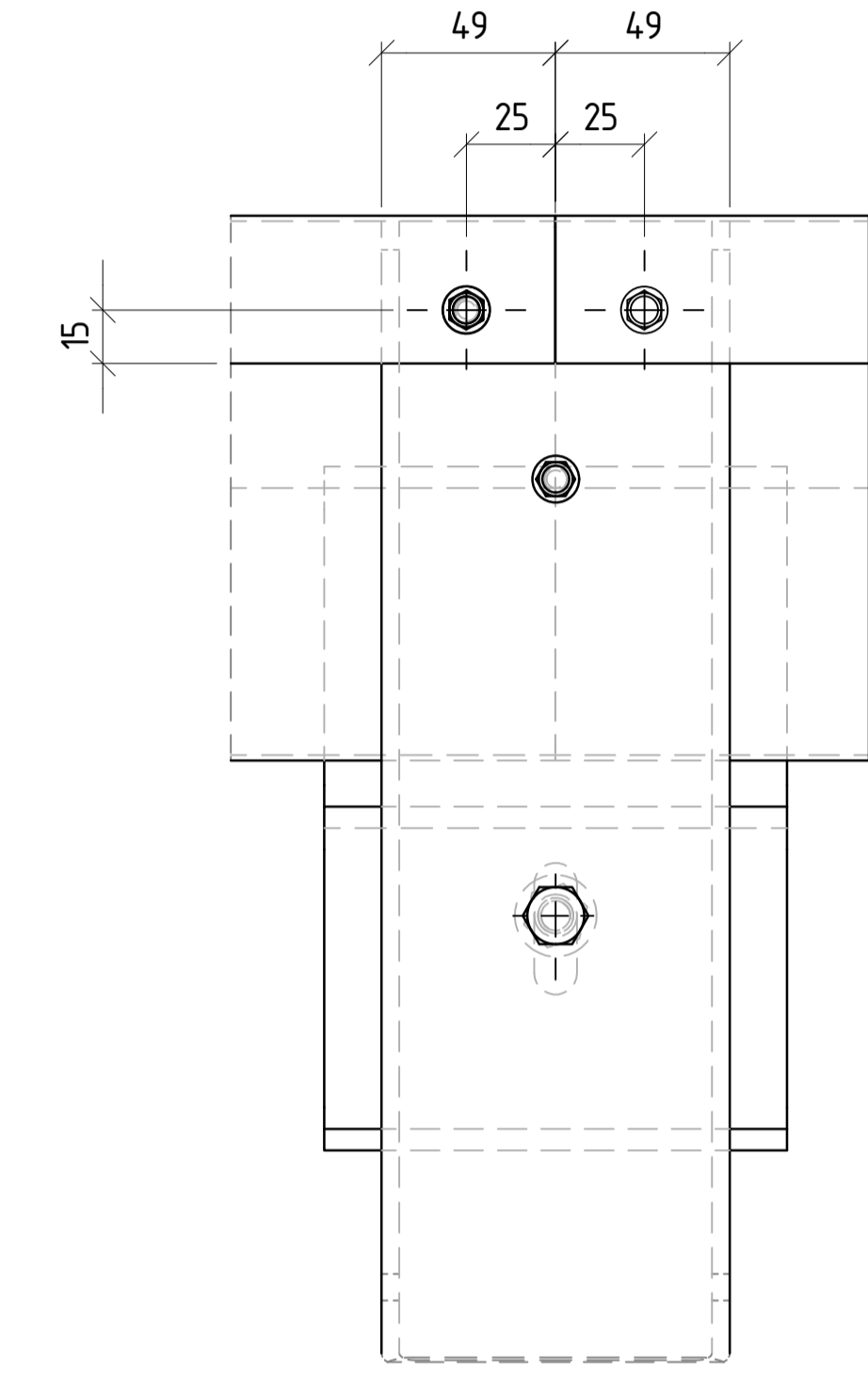
PLACE THE BOTTOM TEK SCREW IN THE SECOND CORRUGATION AS THIS WILL ALLOW THE WEIGHT OF THE GRAIN TO 'STRETCH' THE CLADDING AND CLOSE THE BOTTOM GAP WHILE GRAIN IS IN STORAGE



DETAIL W



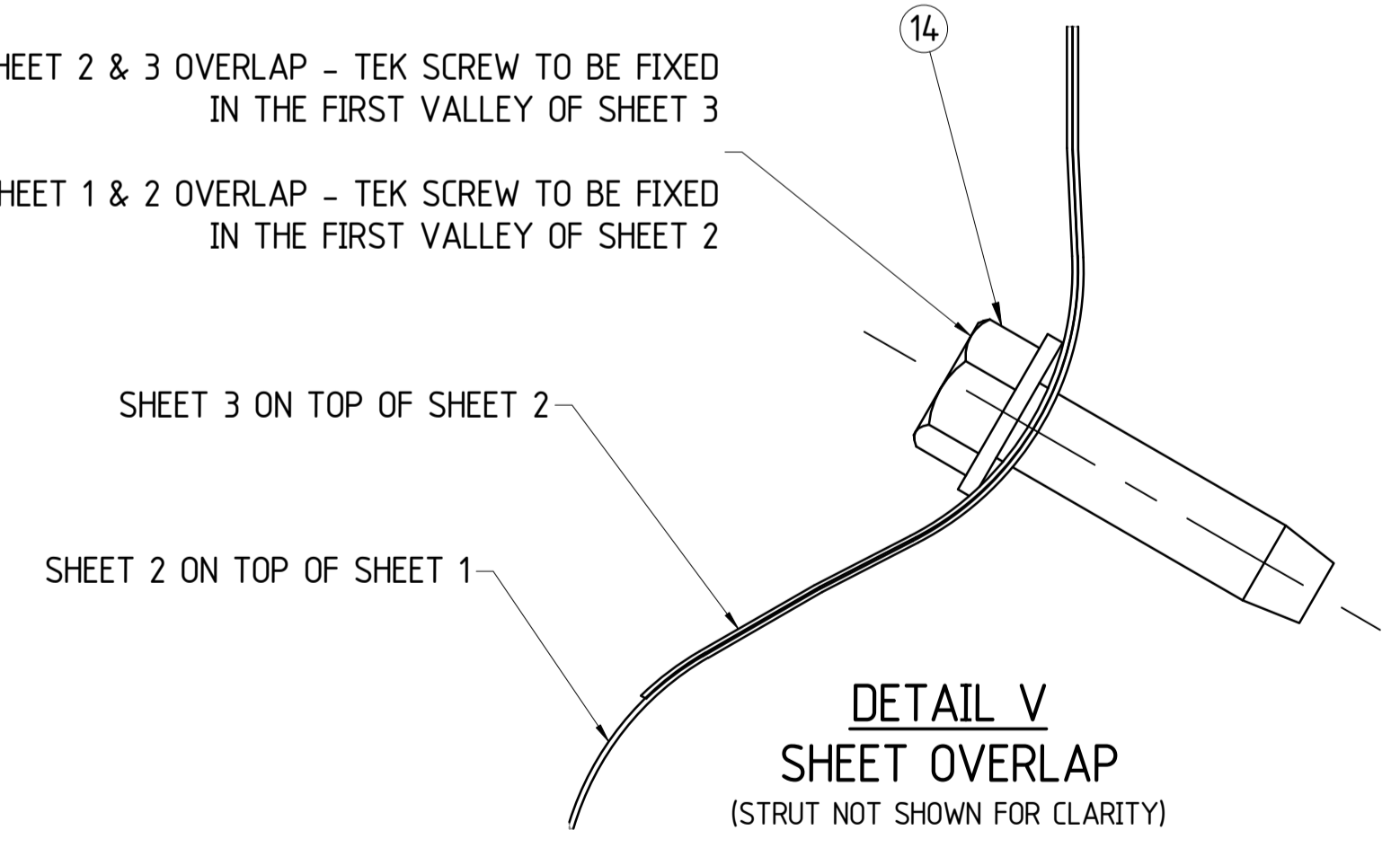
DETAIL T



VIEW-AM

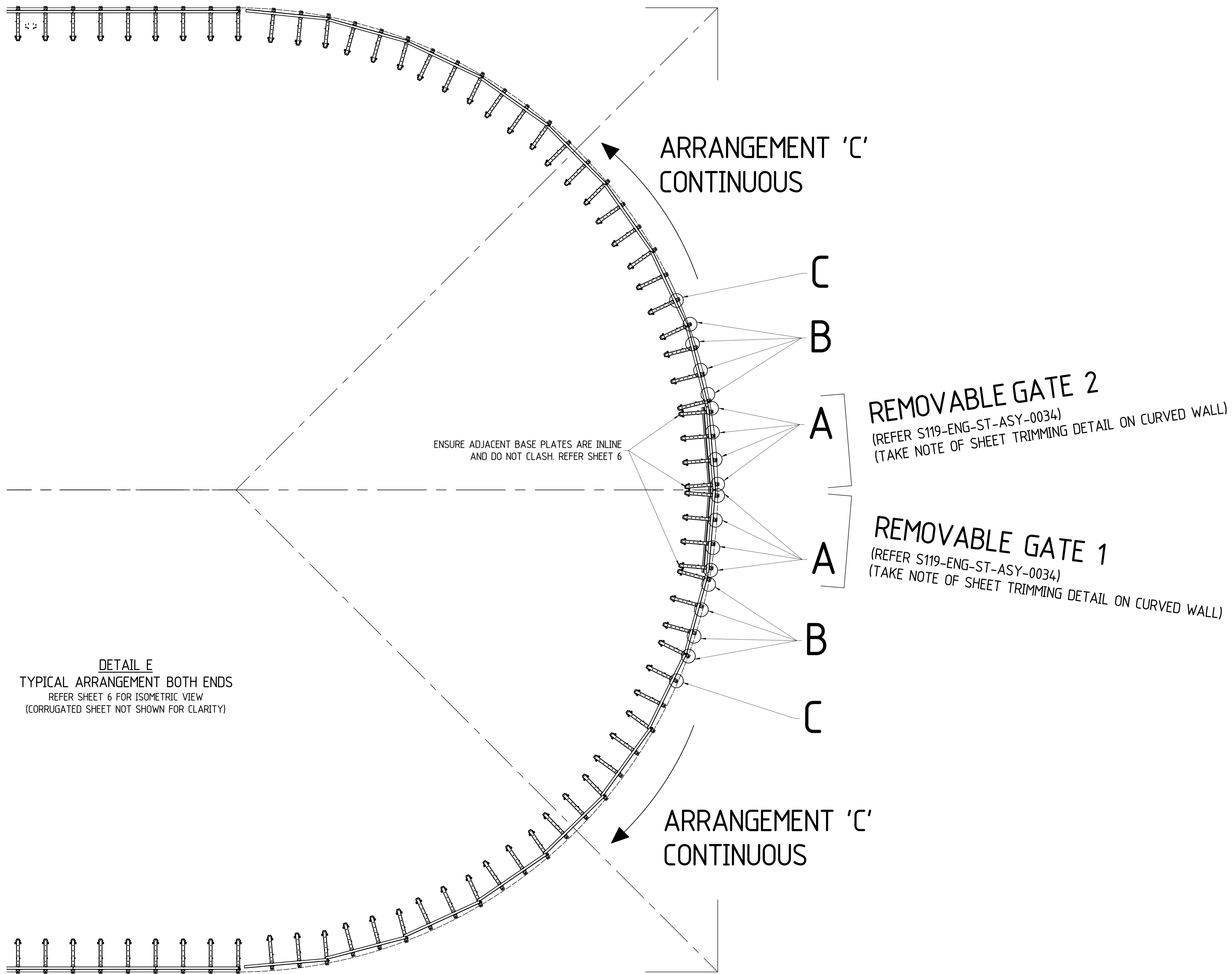
(CLADDING NOT SHOWN FOR CLARITY)

- SHEET 2 & 3 OVERLAP - TEK SCREW TO BE FIXED IN THE FIRST VALLEY OF SHEET 3
- SHEET 1 & 2 OVERLAP - TEK SCREW TO BE FIXED IN THE FIRST VALLEY OF SHEET 2



DETAIL V SHEET OVERLAP (STRUT NOT SHOWN FOR CLARITY)

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		DO NOT SCALE FROM THIS DRAWING		REF ORG No.		REFERENCE DRAWING TITLE		REV DATE		REVISIONS		BY CHK APP		REV DATE		REVISIONS		BY CHK APP		APPROVED NH 11/06/2020		DRAWING No S119-ENG-ST-DGA-0003		SHEET 4 OF 9



DETAIL E
 TYPICAL ARRANGEMENT BOTH ENDS
 REFER SHEET 6 FOR ISOMETRIC VIEW
 (CORRUGATED SHEET NOT SHOWN FOR CLARITY)

ENSURE ADJACENT BASE PLATES ARE INLINE
 AND DO NOT CLASH. REFER SHEET 6

REMOVABLE GATE 2
 (REFER S119-ENG-ST-ASY-0034)
 (TAKE NOTE OF SHEET TRIMMING DETAIL ON CURVED WALL)

REMOVABLE GATE 1
 (REFER S119-ENG-ST-ASY-0034)
 (TAKE NOTE OF SHEET TRIMMING DETAIL ON CURVED WALL)

ARRANGEMENT 'C'
 CONTINUOUS

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CBH GROUP HEAD OFFICE
 LEVEL 6, 240 ST GEORGES TERRACE,
 PERTH W.A 6000
 PH (08) 9237 9600 FAX (08) 9322 3942

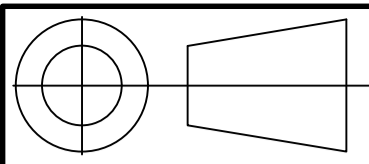
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REF DRG No.	REFERENCE DRAWING TITLE	REV	DATE	REVISIONS	BY	CHK	APP	REV	DATE	REVISIONS	BY	CHK	APP	APPROVED

DRAWN	SCR	10/06/2020
CHECKED	LS	10/06/2020
ENGINEER	BC	11/06/2020
APPROVED	NH	11/06/2020

DRAWING TITLE
**1.8m OPEN BULK HEAD
 GENERAL ARRANGEMENT
 TYPICAL CURVED END WALL LAYOUT**

SITE	VARIOUS	SIZE	A1
PROJECT	STANDARD	DRAWING No	S119-ENG-ST-DGA-0003
SHEET	5 OF 9	REV.	0

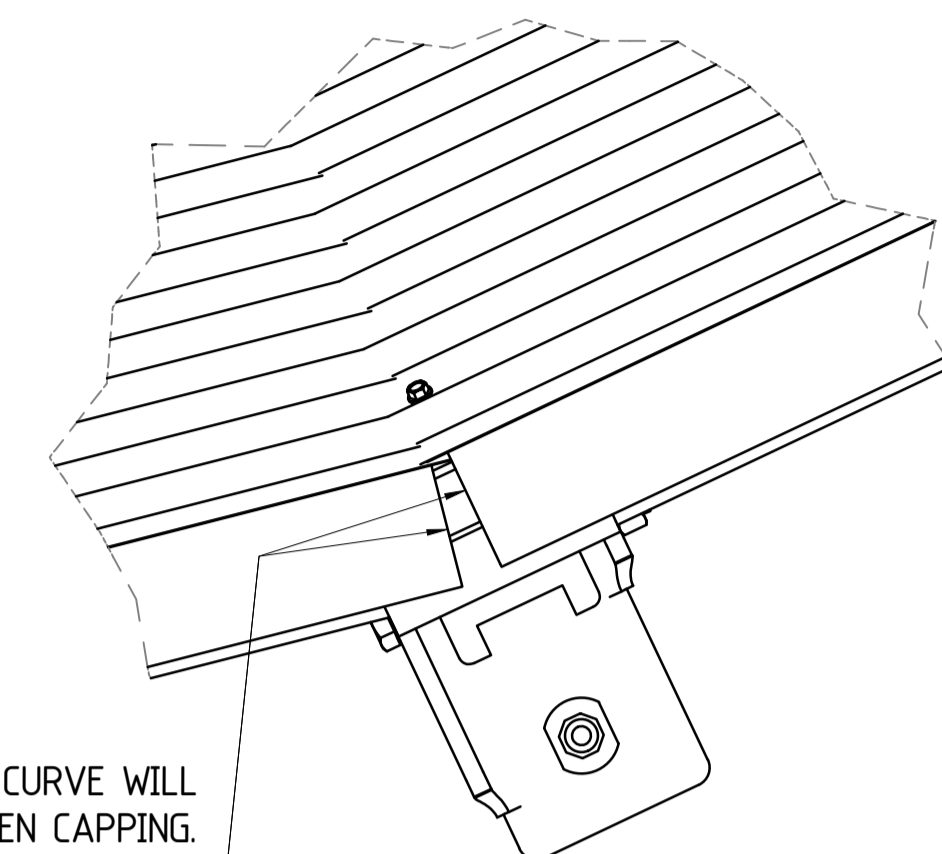
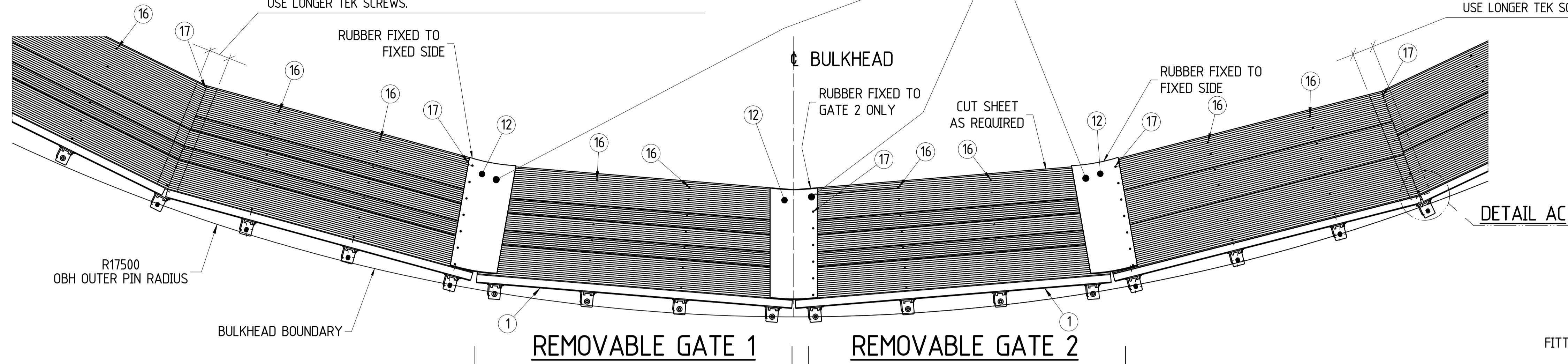


- 200 CLADDING OVERLAP, CENTERED OVER THE CENTRELINE OF THE STRUT
- TYPICAL ALL CLADDING, EXCEPT OBH GATE/DOOR JOINS
- ON CURVED ENDS, WHERE CLADDING OVERLAPS, USE LONGER TEK SCREWS.

TYPICAL RUBBER FIXINGS, BOTH ENDS

- ATTACH CONVEYOR BELT OVER JOINTS (SEE BOM FOR BELT DETAILS)
- FIX RUBBER USING 45MM LONG TEK SCREWS, USING 7 TEK SCREWS PER RUBBER STRIP

- 200 CLADDING OVERLAP, CENTERED OVER THE CENTRELINE OF THE STRUT
- TYPICAL ALL CLADDING, EXCEPT OBH GATE/DOOR JOINS
- ON CURVED ENDS, WHERE CLADDING OVERLAPS, USE LONGER TEK SCREWS.



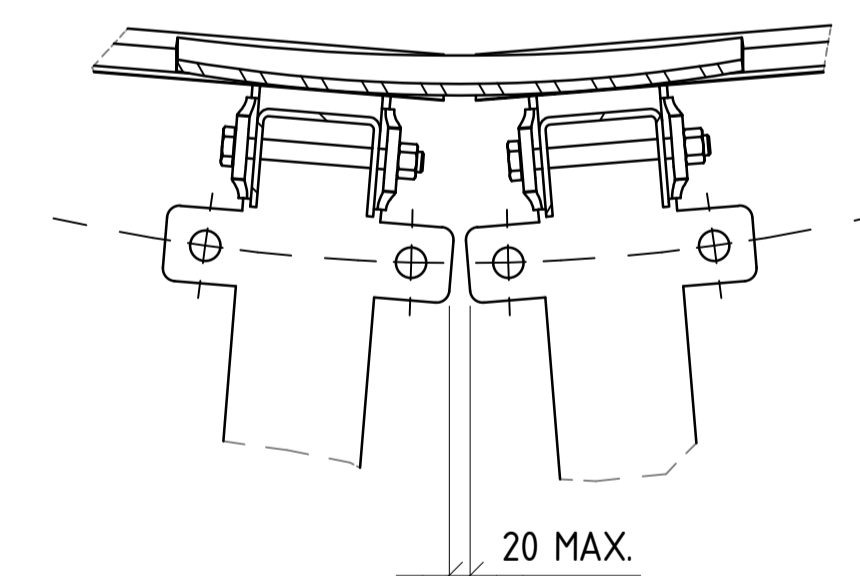
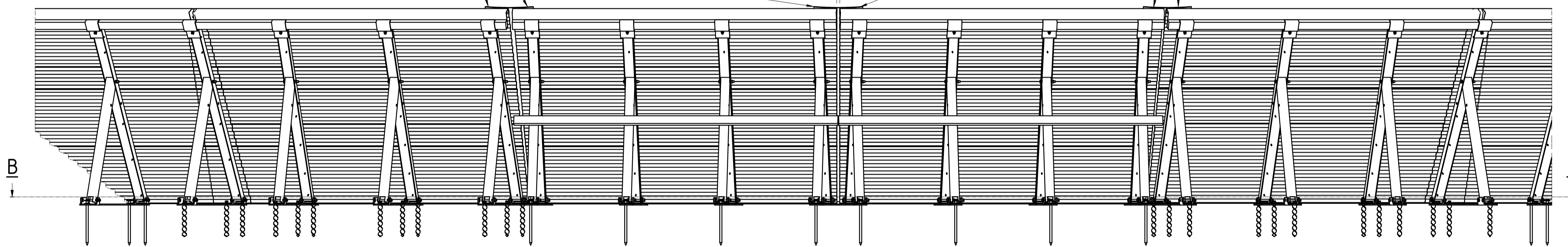
FITTING THE Z-CAPPING TO A CURVE WILL CREATE A GAP BETWEEN CAPPING. MINIMISE GAP AS MUCH AS POSSIBLE TO AVOID THE SHARP EDGES RIPPING THE OBH TARP. VERTICAL AND HORIZONTAL MISALIGNMENT SHOULD BE A MAXIMUM OF 2MM.

CLADDING, Z-CAPPING AND WOOD, ALL TRIMMED TO SUIT ON BOTH SIDES TO CREATE A BUTT JOIN BETWEEN THE FIXED WALL AND THE REMOVABLE GATE. REFER S119-ENG-ST-ASY-0003 FOR CLADDING TRIMMING DETAIL. MAX ALLOWABLE GAP BETWEEN BUTT JOINTS IS 20mm - TYPICAL ALL GATES

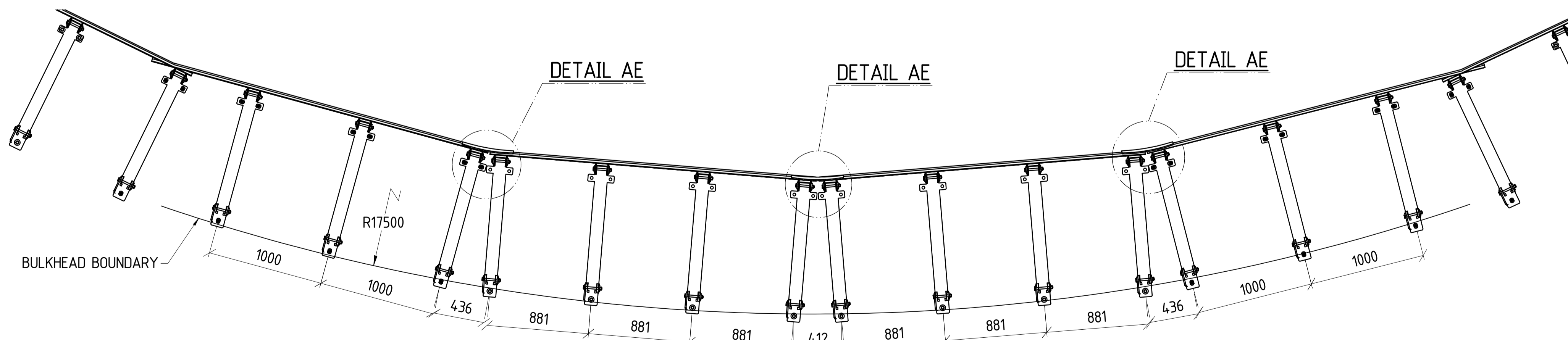
DETAIL A
FRONT END LOADER ACCESS GATES IN CURVED WALL
TYPICAL BOTH ENDS

CLADDING, Z-CAPPING AND WOOD, ALL TRIMMED TO SUIT ON BOTH SIDES TO CREATE A BUTT JOIN BETWEEN THE FIXED WALL AND THE REMOVABLE GATE. REFER S119-ENG-ST-ASY-0003 FOR CLADDING TRIMMING DETAIL. MAX ALLOWABLE GAP BETWEEN BUTT JOINTS IS 20mm - TYPICAL ALL GATES

20 MAX. GAP
TYPICAL ALL ACCESS WAYS



DETAIL AE
TYPICAL STRUT FOOT ALIGNMENT AT GATE JOINS
(PINS NOT SHOWN FOR CLARITY)



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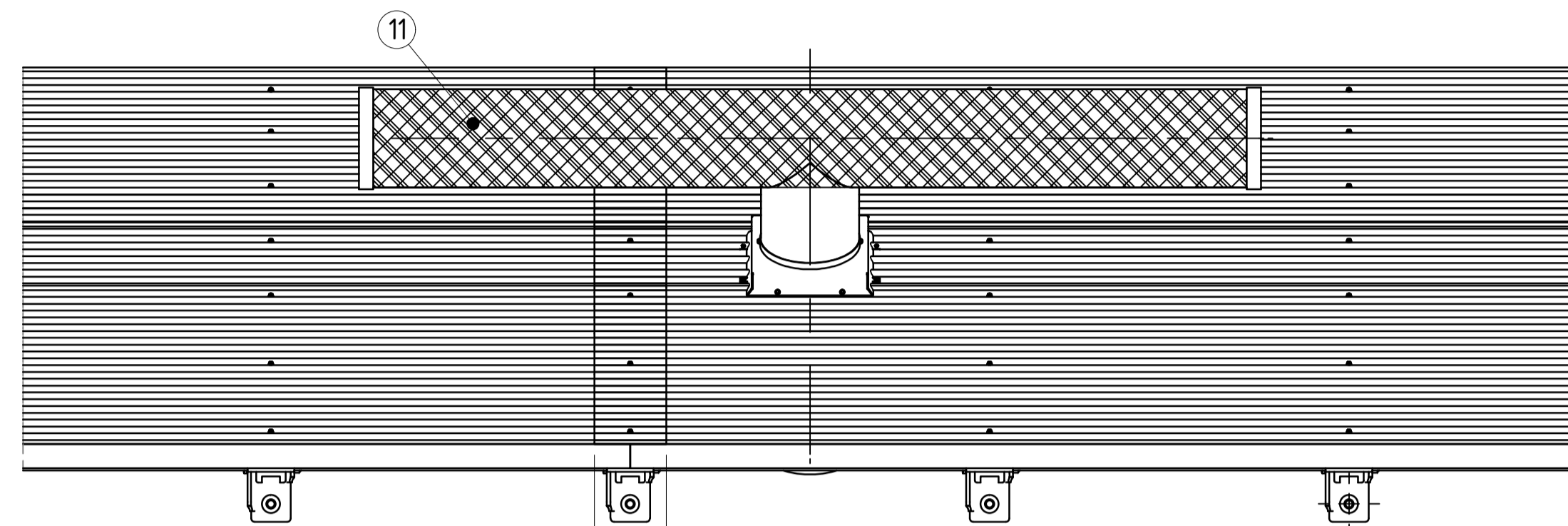
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APPROVED: NH 11/06/2020

DRAWING TITLE
1.8m OPEN BULK HEAD
GENERAL ARRANGEMENT
CURVED OBH OPENING DETAIL

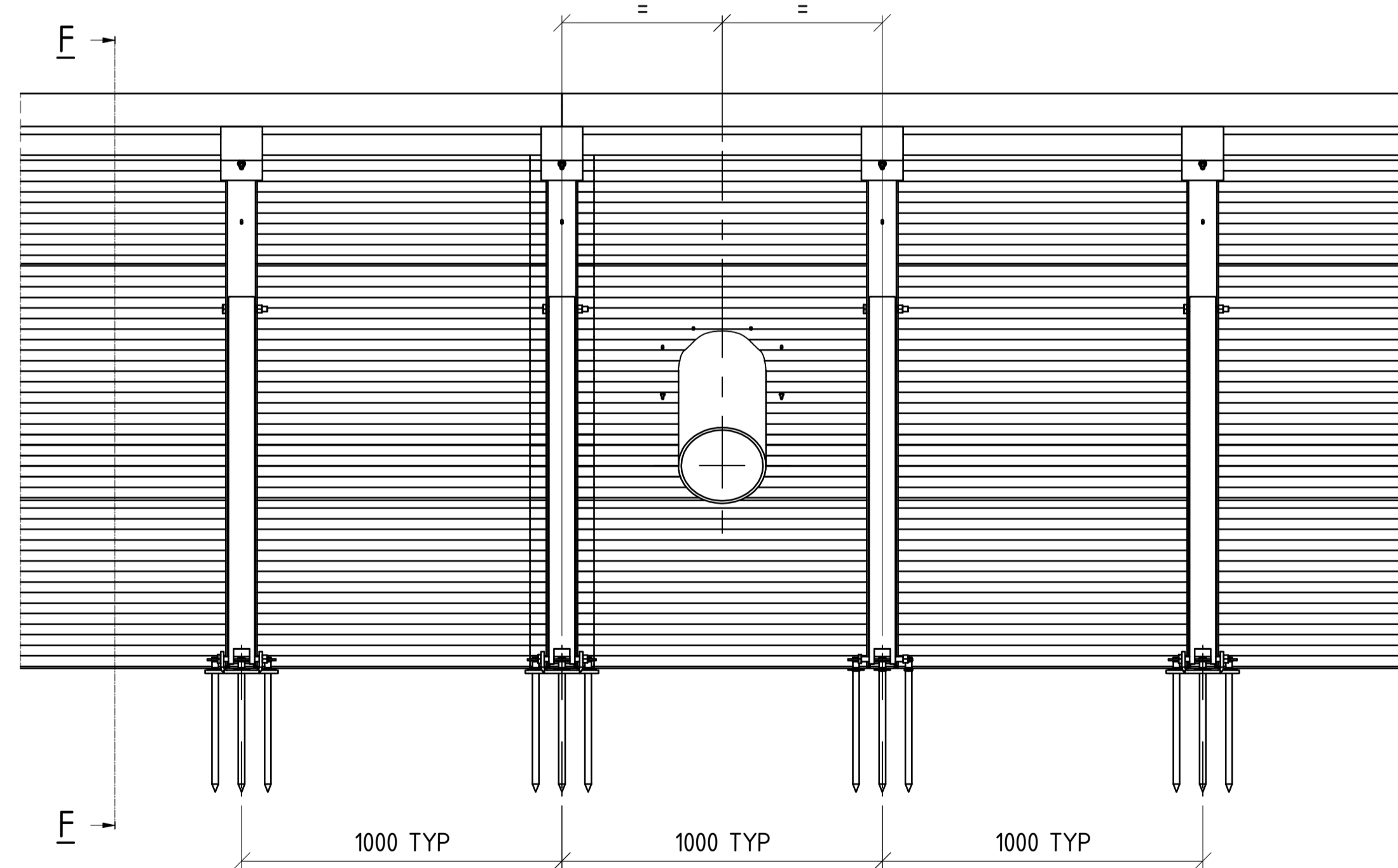
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DRAWING No
S119-ENG-ST-DGA-0003
SHEET
6 OF 9
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SIZE
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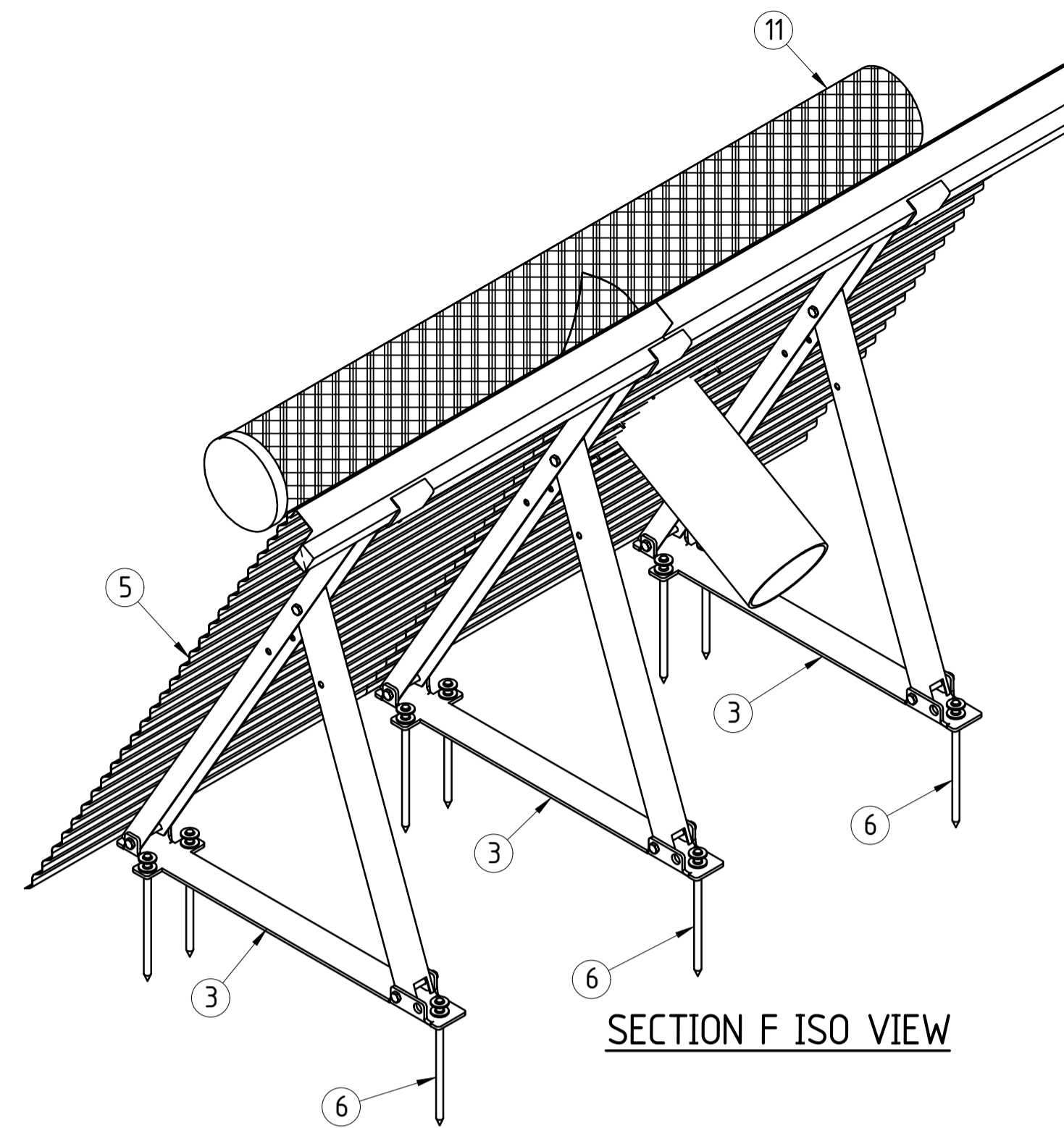


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TYPICAL ALL CLADDING, EXCEPT OBH GATE/DOOR JOINS

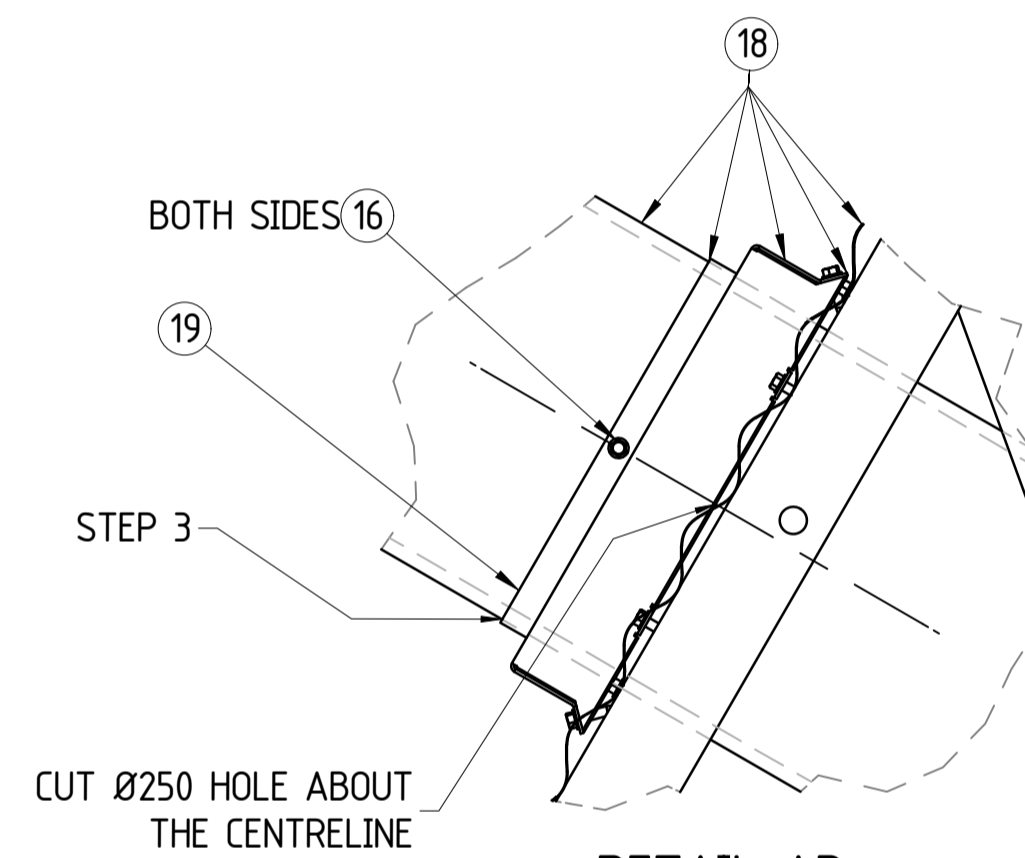
DETAIL B
'T' PIECE INSTALLATION DETAIL



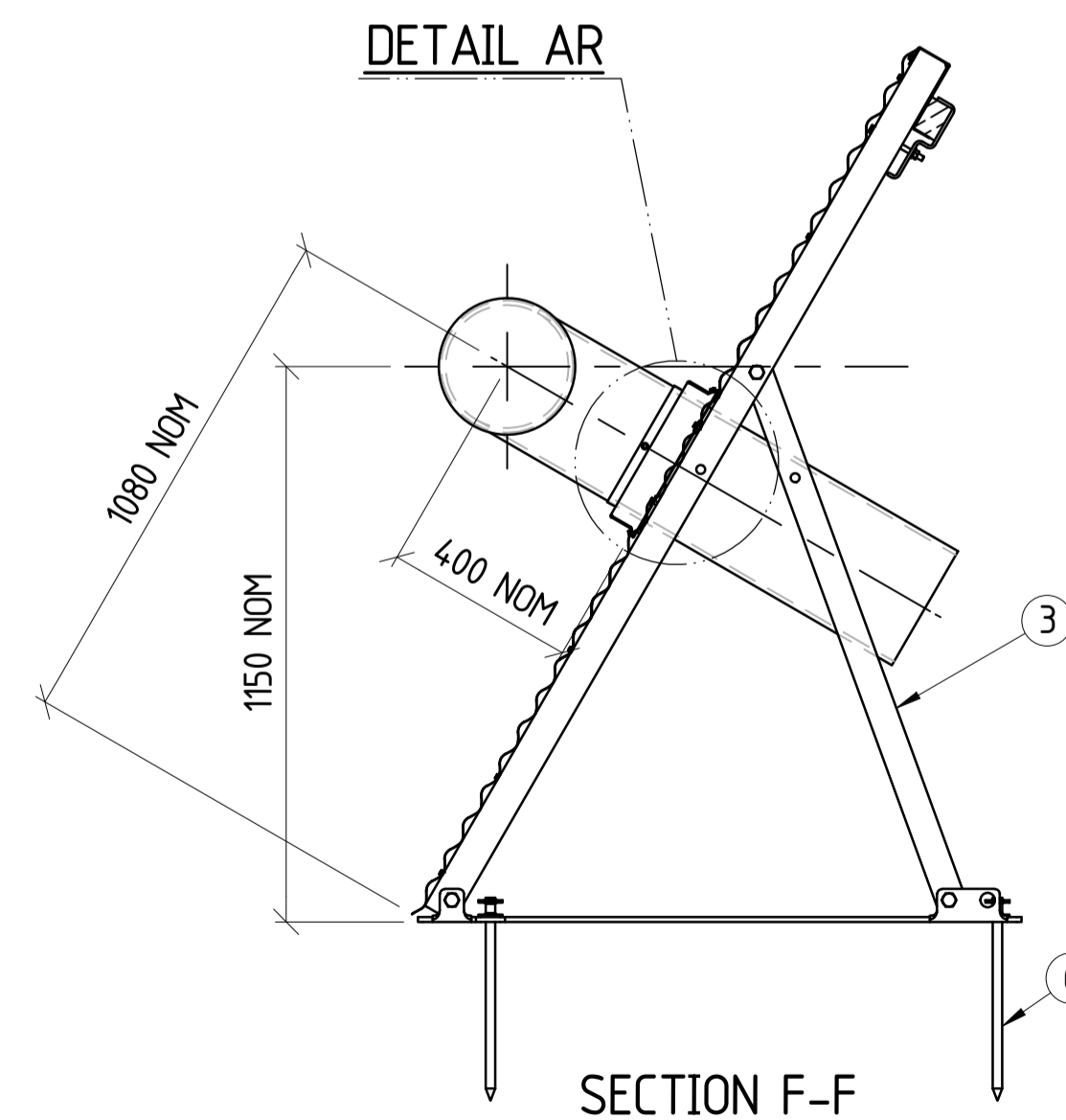
ELEVATION



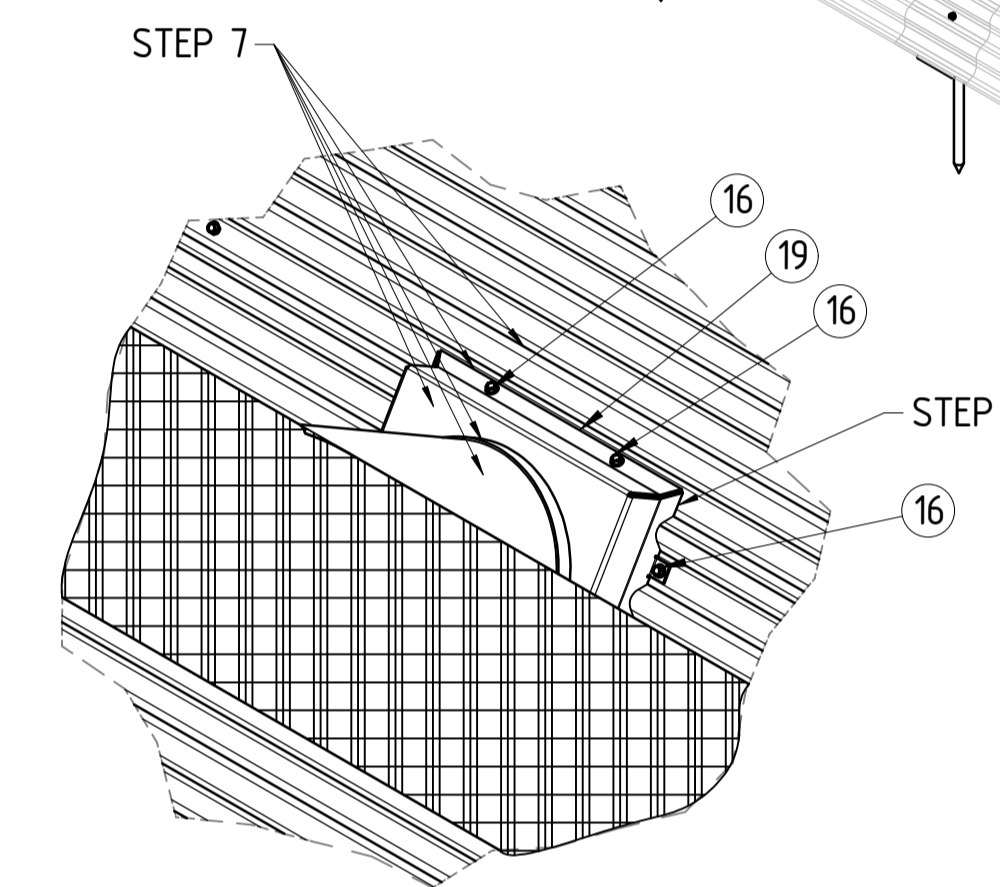
SECTION F ISO VIEW



DETAIL AR



SECTION F-F



DETAIL AP

BACKGROUND:

- THE 'T' PIECE IS USED TO PUMP HAZARDOUS FUMIGANT INTO THE STORAGE AFTER IT IS FULLY SEALED. CARE MUST BE TAKEN WHEN INSTALLING THE 'T' PIECE AND APPLYING THE SEALANTS TO ENSURE THE SEAL IS APPLIED TO A HIGH QUALITY.

USE THE FOLLOWING QUANTITY'S PER 1 'T'PIECE

- 1 X 600ML SAUSAGE OF BOSTIK SEAL AND FLEX 1
- 1L OF NOVALAST LTM 151

PROCEDURE:

- STEP 1: PREPARE AND CLEAN SURFACES WHERE SEALANTS ARE TO BE APPLIED AS PER MANUFACTURERS SPECIFICATIONS.
- STEP 2: INITIAL COLLAR INSTALL; APPLY A THICK (5-10MM) BEAD OF 'BOSTIK SEAL N FLEX 1' TO ALL EDGES OF THE T-PIECE MOUNTING COLLAR WHICH WILL CONTACT THE CORRUGATED CLADDING. TEK SCREW T-PIECE MOUNT (WITH BOSTIK SEALANT APPLIED) TO THE CLADDING USING 8 TEK SCREWS, EVENLY SPACED AROUND THE T-PIECE MOUNTING COLLAR.
- STEP 3: INSERT T-PIECE INTO THE T-PIECE MOUNTING COLLAR. SECURE THE T-PIECE AT THE LOCATION SHOWN, USING 2 X TEK SCREWS, THROUGH THE MOUNTING COLLAR RING. APPLY A THICK (5-10MM) BEAD OF 'BOSTIK SEAL N FLEX 1' AROUND THE JOIN AND AROUND ANY GAPS, INCLUDING AROUND THE TEK SCREWS. ALSO APPLY A THICK BEAD TO FILL THE GAP BETWEEN THE CLADDING AND THE T-PIECE, ON THE OUTSIDE OF THE BULKHEAD.
- STEP 4: LET SEALANT DRY AS PER MANUFACTURER'S DIRECTIONS.
- STEP 5: APPLY A SECOND THICK (5-10MM) BEAD OF 'BOSTIK SEAL N FLEX 1' AROUND ALL JOINS BETWEEN THE T-PIECE MOUNTING COLLAR, THE T-PIECE AND THE CLADDING.
- STEP 6: LET SEALANT DRY AS PER MANUFACTURER'S DIRECTIONS.
- STEP 7: PAINT THE ENTIRE T-PIECE MOUNTING COLLAR AND 150MM OF CLADDING AROUND THE COLLAR. ALSO PAINT 150MM OF THE T-PIECE, PAST THE COLLAR RING JOIN. PAINT WITH 'NOVALAST 151 LTM'
- STEP 8: LET SEALANT DRY AS PER MANUFACTURER'S DIRECTIONS.

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ENGINEER BC 11/06/2020

DRAWING TITLE
1.8m OPEN BULK HEAD
GENERAL ARRANGEMENT
'T' PIECE DETAIL

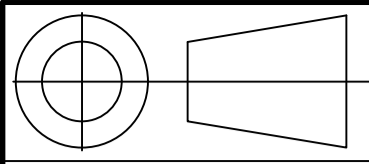
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SHEET
7 OF 9

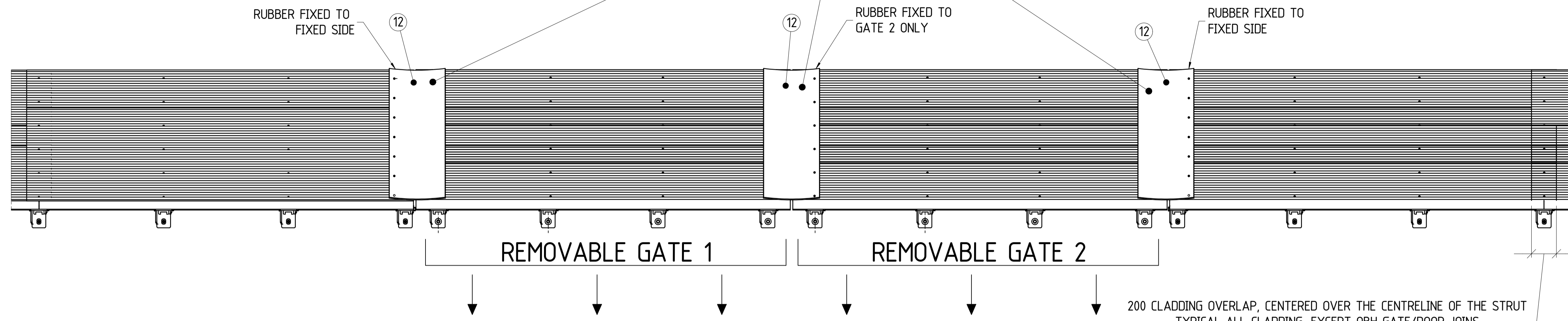
SIZE
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TYPICAL RUBBER FIXINGS, BOTH ENDS

- ATTACH CONVEYOR BELT OVER JOINTS (SEE BOM FOR BELT DETAILS)
- FIX RUBBER USING 45MM LONG TEK SCREWS, USING 7 TEK SCREWS PER RUBBER STRIP

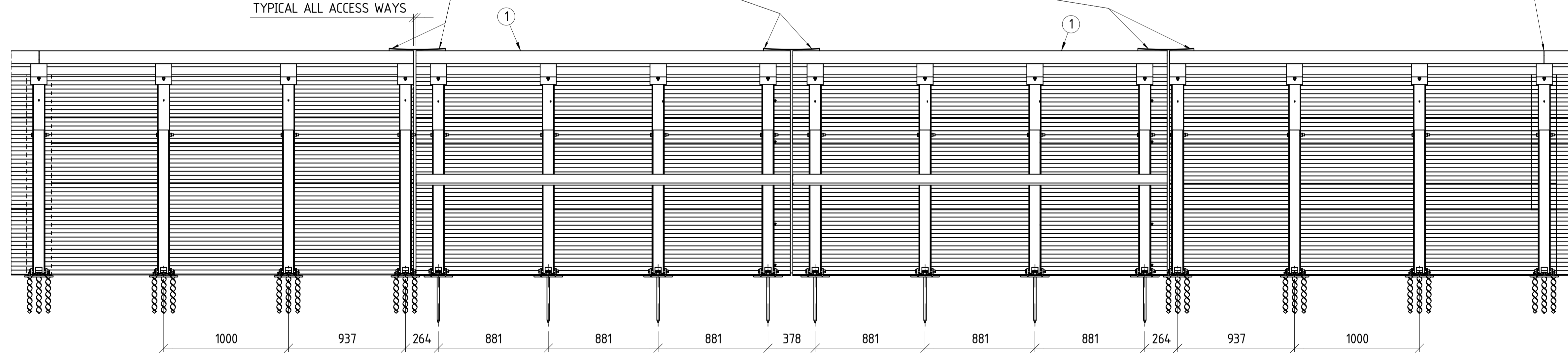


**DETAIL C
FRONT END LOADER ACCESS GATES IN STRAIGHT WALL
TYPICAL BOTH SIDES**

CLADDING, Z-CAPPING AND WOOD, ALL TRIMMED TO SUIT ON BOTH SIDES TO CREATE A BUTT JOIN BETWEEN THE FIXED WALL AND THE REMOVABLE GATE. REFER S119-END-ST-ASY-0003 FOR CLADDING TRIMMING DETAIL. MAX ALLOWABLE GAP BETWEEN BUTT JOINTS IS 20MM - TYPICAL ALL GATES

Z-CAPPING MUST BE NEATLY BUTT JOINED AND ALIGNED IN ALL DIRECTIONS TO ENSURE THAT THERE ARE NO SHARP EDGES WHICH COULD PUNCTURE THE OBH TARP. MAX MISALIGNMENT OF 2MM IN ALL DIRECTIONS. TYPICAL ALL JOINTS EXCEPT AT OBH DOOR/GATE JOINTS.

20 MAX. GAP
TYPICAL ALL ACCESS WAYS



ELEVATION

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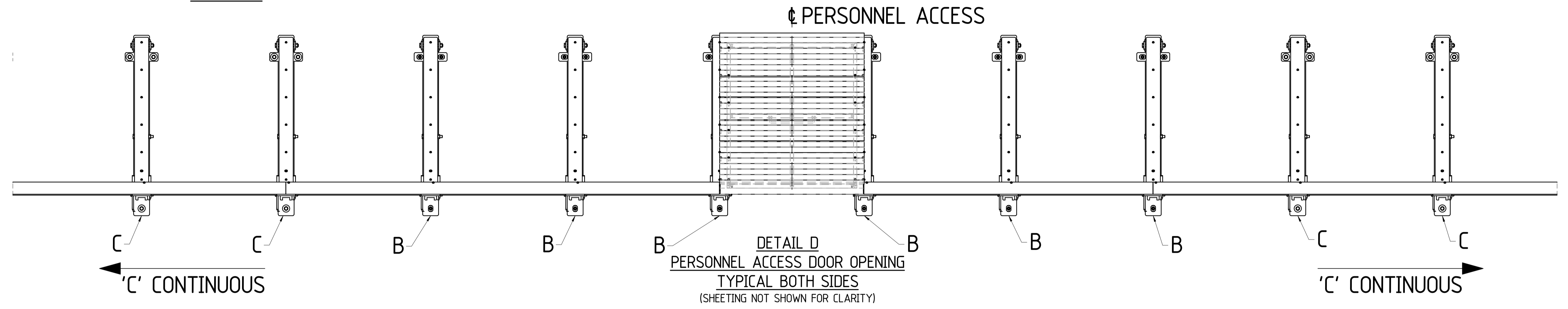
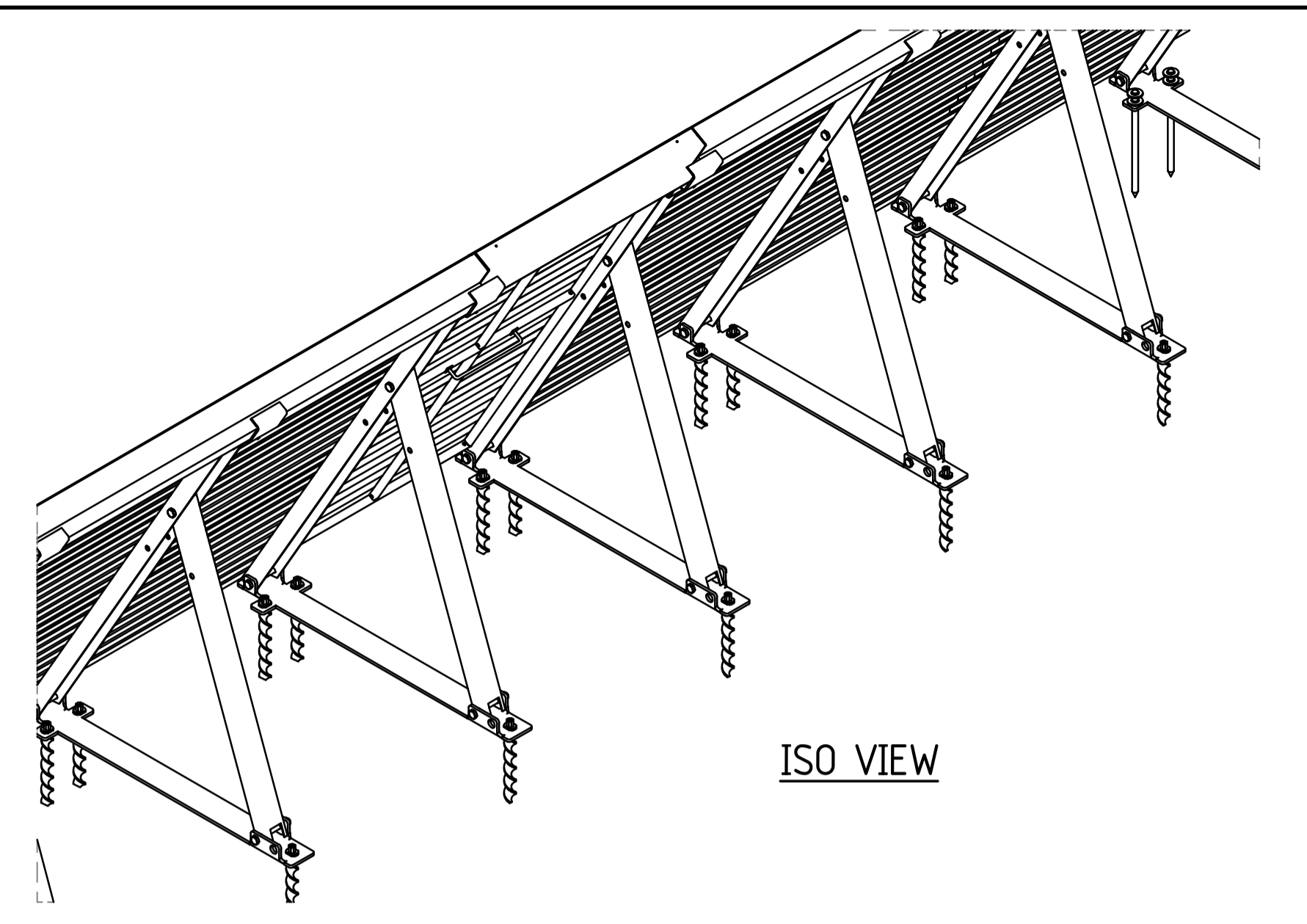
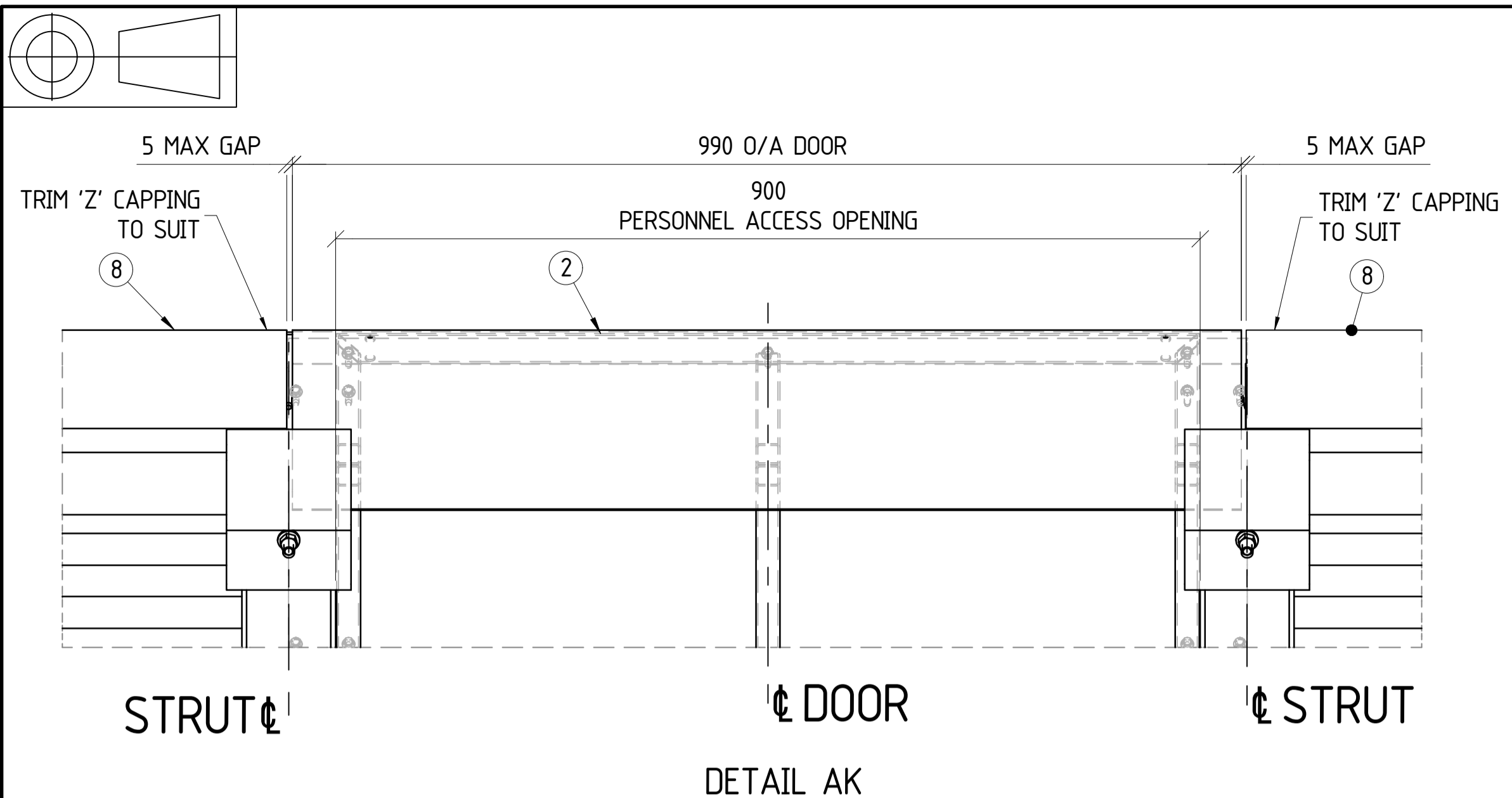
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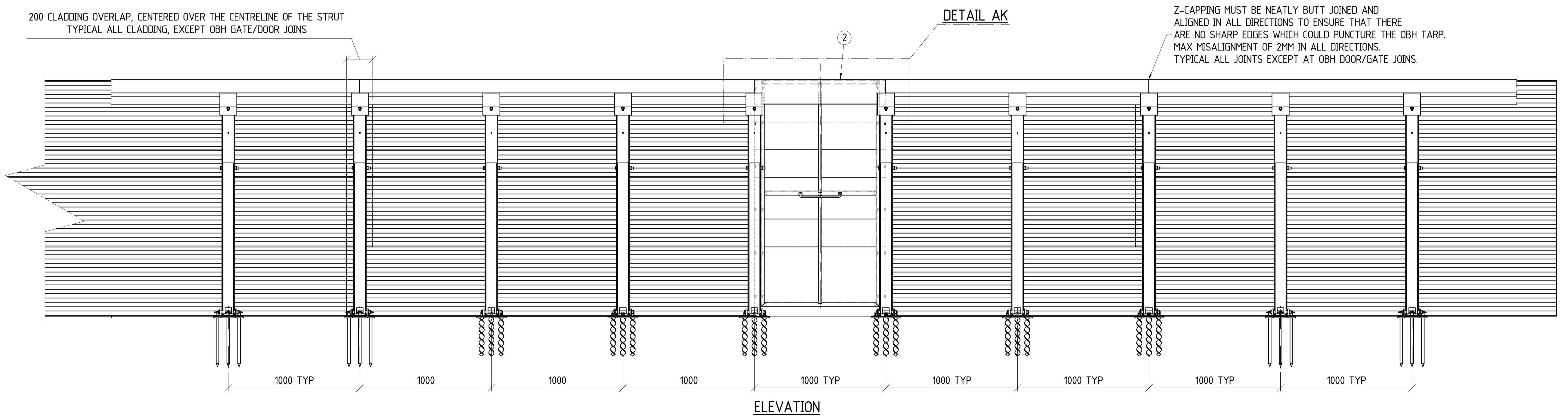
DRAWING TITLE
**1.8m OPEN BULK HEAD
GENERAL ARRANGEMENT
STRAIGHT OBH OPENING DETAIL**

SITE	VARIOUS	SIZE	A1
PROJECT	STANDARD		
DRAWING No	S119-ENG-ST-DGA-0003	SHEET	8 OF 9
REV.			0

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TYPICAL ALL CLADDING, EXCEPT OBH GATE/DOOR JOINS



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MEMORANDUM

Project:	Lake Varley Emergency OBH (R-0433/Esperance)			Project No:	RP21142.001	
To:	Copy:	Name:	Organisation:	email:		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	MICHAEL MUNDAY	CBH Group	Michael.Munday@cbh.com.au		
<input type="checkbox"/>	<input type="checkbox"/>					
	<input type="checkbox"/>					
From:	BG&E Resources		Date:	29 September 2022	Total Pages:	10
Subject:	Lake Varley OBH Drainage Design Memo					

If you do not receive all pages, or some are unclear, please advise immediately

1 BACKGROUND

To cater for the increase harvest demand, CBH are proposing to expand their grain storage by constructing additional open bulkheads (OBH) at their Lake Varley facility, referred to herein as “the site”.

The site is located approximately 400 km to the south-east of Perth, in the Wheatbelt region of Western Australia. The existing site currently has two permanent open bulkheads.

The proposed emergency storage will be in an open field to the west of existing bulkheads and is envisaged to include the following.

- One new temporary OBH (05) contributing an additional 27,510t t of storage
- Access roads and associated earthworks/civil works for RAV07 truck configurations
- Stormwater infrastructure (i.e., open drains and basins)

The objective of this memo is to provide details on the stormwater management strategy and drainage design for the site.

2 STORMWATER MANAGEMENT STRATEGY

The stormwater management strategy is to cater for all surface runoff within the site, managing it to minimise flooding and damage to critical infrastructure. It will be based on the following philosophy:

- Surface water runoff for the 20% AEP (5-year ARI) event to be directed to an open drainage system.
- Surface water to be retained on-site up to the 20% AEP event with a controlled outflow limited to the 20% AEP pre-development flow rates.
- Culverts and open drains associated with existing permanent structures to be designed for the 5% AEP (20-year ARI).
- Compliance with the CBH Emergency Build Specification, Design Specification for Civil Earthworks, Roads, and Drainage (TS10A) and Australian Rainfall & Runoff (ARR).
- Pre-development and post development hydrology analysis using the Rational Method and kinematic wave equation to estimate the time of concentration (Tc).

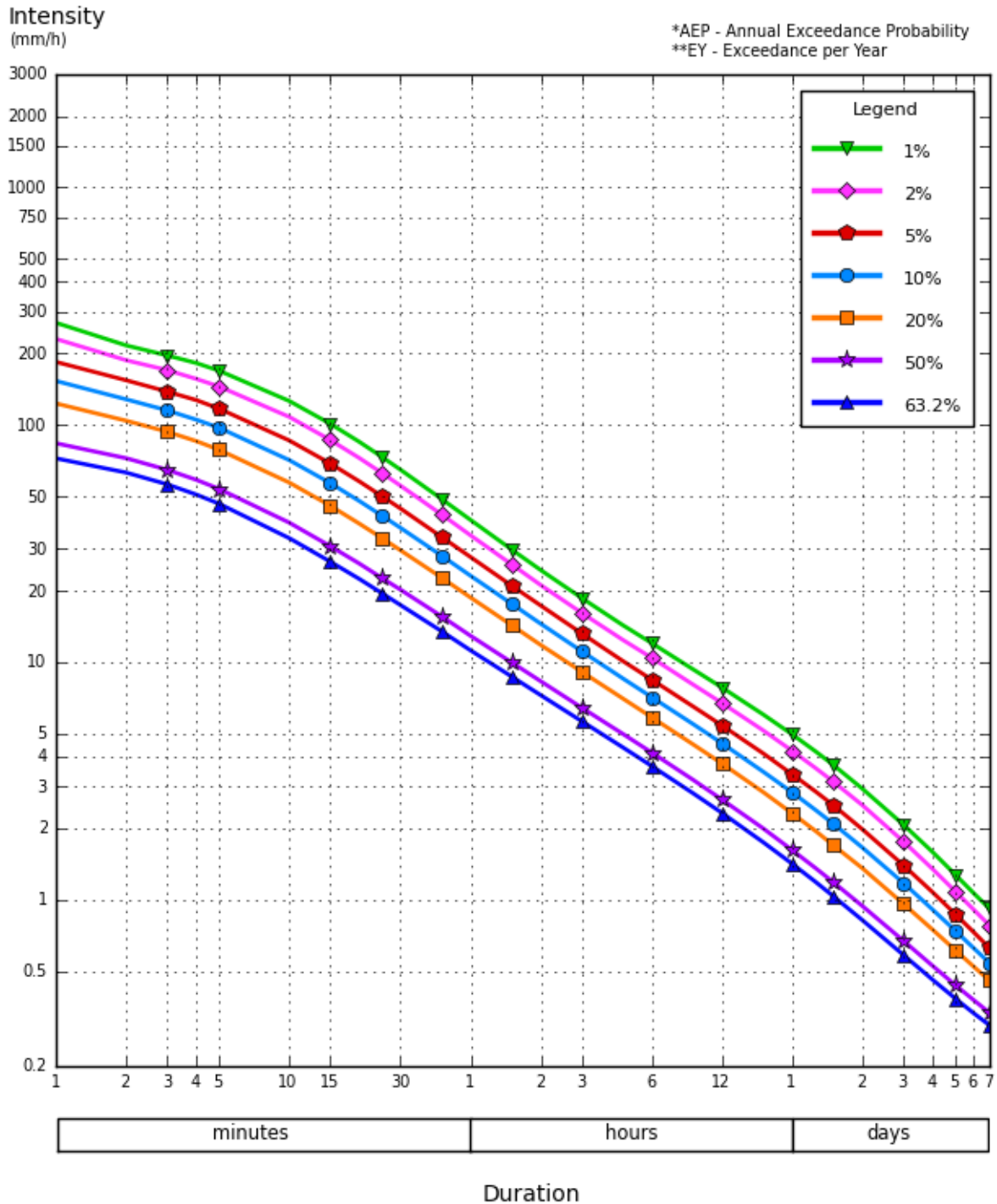
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GPO Box 2776, Cloisters Square, Perth WA 6850
P / +61 8 6364 3300 E / info@bge-resources.com
Bge-resources.com—

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ABN / 94 628 465 056

- Use of Intensity-Duration-Frequency (IDF) charts from Bureau of Meteorology for the location 32.7875, 119.5125E for stormwater design analysis (see Figure 1).

Figure 1 – Rainfall Intensity Chart



3 DESIGN PARAMETERS

Analysis of the stormwater and drainage was governed by the parameters and assumptions detailed in Table 1.

Table 1 - Stormwater Management Design Parameters

Parameter	Value
General parameters	
Runoff Coefficients, C_s	Vegetated Ground: 0.18 ($F_V = 0.95$) Paved Areas: 0.84 ($F_V = 0.95$)
Location	32.7875, 119.5125E
Design Life	2 years
Detention basin parameters	
Design ARI for On-site Detention	20% AEP
Design ARI for Pre-Development Outflow	20% AEP
Maximum depth of water	0.9 m
Freeboard to Infrastructure	0.3 m (min)
Freeboard to top of subgrade	0.15m (min)
Typical Side Slopes	1V:3H
Stormwater drain parameters	
Design ARI for Conveyance	20% AEP
Side Slopes	1V:3H
Maximum drain base width	1 m
Minimum Drain Depth	490 mm
Minimum Grade for Open Drains	0.3%
Manning's Co-efficient (earth channels), n	0.022
Manning's Co-efficient (pavement), n	0.014

4 EXISTING SURFACE HYDROLOGY

The study area slopes at an average grade of 1.2% north. Ruoff from the existing development currently pools at a low point to the north of the site as shown in Figure 2. For the pre-development analysis, the study area is divided into 2 catchments as shown in Figure 2 and detailed in Table 2.

Figure 2 – Pre-development Catchment Plan

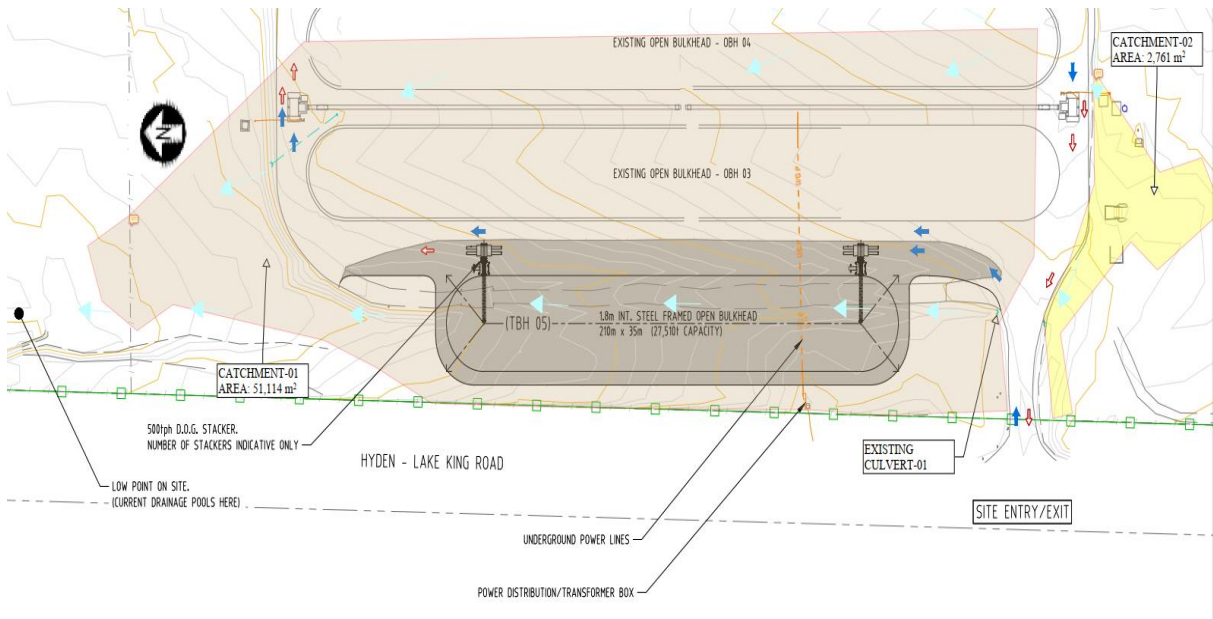


Table 2 – Pre-development Catchment Details

Catchments	Pervious area (m ²)	Impervious area (m ²)	Total (m ²)	Coefficient of runoff C ₅	Peak discharge rate (m ³ /s)
01	28,454	22,660	51,114	0.476	0.086
02	2,761	0	2,761	0.187	0.0035

5 POST-DEVELOPMENT HYDROLOGY

For the post development analysis, the study area associated with the proposed OBH is divided into 3 catchments as shown in Figure 3 and detailed in Table 3.

Runoff from the proposed OBH expansion is collected via open drain along the perimeter of the OBH and is discharged to proposed basins 01 and 02 (as shown in Figure 3 and detailed in Section 5.1). The proposed emergency OBH will restrict the outflow from existing culvert 01. To mitigate this, flow towards the culvert is diverted to proposed basin-03 which has a spillway discharging to the roadside open drain. Details on the basin are provided in Section 5.1.

Table 3 - Catchment Details

Catchments	Pervious area (m ²)	Impervious area (m ²)	Total (m ²)	Coefficient of runoff C ₅	Details
01	976	46,286	47,262	0.826	Catchment discharging to existing basin-01
02	2,337	1,515	3,852	0.443	Catchment discharging to proposed basin-02

Catchments	Pervious area (m ²)	Impervious area (m ²)	Total (m ²)	Coefficient of runoff C5	Details
03	2,761	3,381	6,142	0.546	Catchment discharging to proposed basin-03

5.1 Basins

The required storage volume for each basin are provided in Table 4 and the methodology used to size the basins are detailed in Sections 5.1.1, 5.1.2 and 5.1.3.

Table 4 – Storage Requirement

Basin	Storage Volume required (m ³)	Storage Volume provided (m ³)	Design outflow (m ³ /s)
01	425	568	0.086
02	38.5	176	0.001
03	52	568	0.006

5.1.1 Proposed Basin-01

Proposed basin-01 attenuates runoff from catchment-01 to the estimated pre-development flow rate equivalent to the catchment-01. It is designed to cater for a 20% AEP event with a high-level spill way discharging to an existing low point. The sump and spillway arrangement will require regular maintenance and dewatering to ensure correct operation.

5.1.2 Proposed Basin-02

Introduction of a new emergency OBH will restrict the outflow from existing culvert-01. Due to the presence of an underground power line below the proposed OBH and given the existing topography, it is difficult to divert the discharge from culvert-01 along the perimeter of the OBH via an open drain. Without this, water will pond within catchment-02, and there is a risk that the proposed OBH will be damaged as a result. It is therefore proposed to construct a basin (proposed basin-02) to reduce this risk. This basin is designed to cater for a 20% AEP event and designed assuming an outflow of 1 l/s to account for minor infiltration and evaporation. It should be noted that geotechnical information is not available for the site, and it is recommended this be undertaken to confirm the se design assumptions.

The survey along the interface of the site with Hyden-Lake King Road is limited so the feasibility of constructing the spillway from basin-02 from the overflow point to the existing roadside open drain along the Hyden-Lake King Road will need to be confirmed during construction. From the existing and design contours, the lowest level along the boundary is RL 303.25 and the lowest level of the pavement in the vicinity of basin-02 is RL 303.00. It is therefore important to have a good construction methodology for the grading of the open drains to maintain the 150mm freeboard to the proposed pavement (RL 329.85). If it is not possible to obtain adequate grade during construction, CBH should monitor water levels during operation and pump rising water to ensure sufficient storage for future rain events.

5.1.3 Proposed Basin-03

Basin-03 attenuates runoff from catchment-03 and is sized to cater for a 20% AEP event. The runoff from a portion of the existing OBH which previously flowed towards existing culvert C-01 is now diverted to basin-03 to reduce ponding within catchment-02. Refer to Figure 3 for more details. Basin-03 is designed with a high-level spillway discharging to roadside drainage along Hyden-Lake King Road, limiting the discharge to the estimated pre-development flow for catchment -02, maintaining the existing hydrologic regime within the roadside open drain. The survey along the interface with Hyden -Lake King Road is limited so the feasibility of constructing the spillway discharge will need to be confirmed during construction. The sump and spillway arrangement will require regular maintenance and dewatering to ensure correct operation.

5.2 Open Drain

Open drains are proposed along the perimeter of proposed OBH as shown in Figure 3. Open drains are sized to convey a 20% AEP storm event with details provided in Table 5.

Table 5 – Proposed Open Drain Details

Drain profile	Drain-01
Depth	0.6 m
Freeboard	0.3 m
Effective depth	0.3 m
Side Slope	1 in 3
Longitudinal grade	0.3%
Base width	0 m
Drain capacity	0.48 m ³ /s
Maximum inflow	0.21 m ³ /s

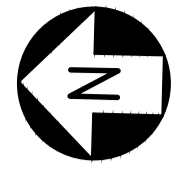
6 CONCLUSION

The stormwater drainage system has been designed in accordance with the requirements of CBH Emergency Build Specification, Design Specification for Civil Earthworks, Roads and Drainage (TS10A), Australian Rainfall & Runoff (ARR).

Basins are designed to cater for 20% AEP event. Detailed design has provided a storage volume of 568m³, 176m³ and 568m³ for basin-01, 02 and 03 respectively, which is more than required storage volume of 425m³, 38.5m³ and 52m³

The proposed open drains are sized to cater for a 20% AEP event.

FIGURE 3 – POST DEVELOPMENT CATCHMENT PLAN

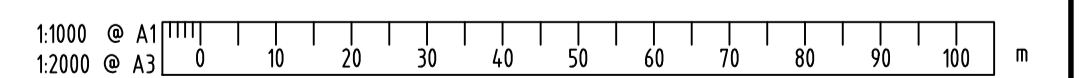
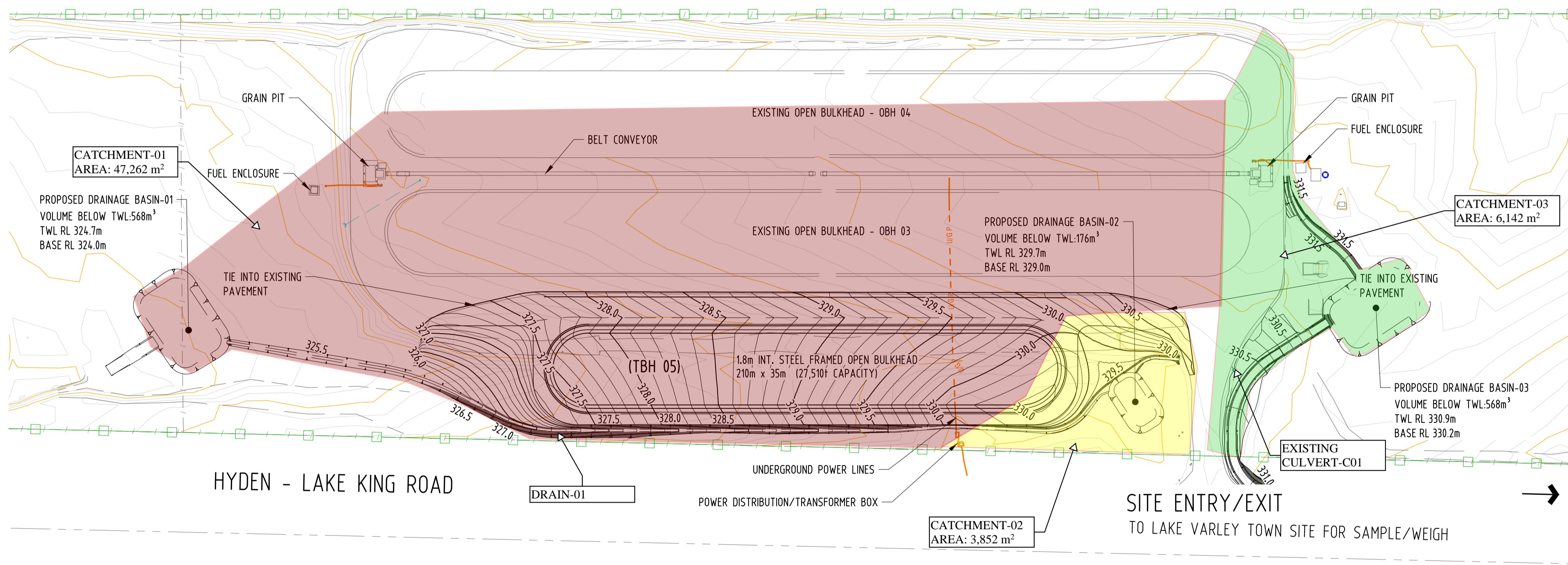


DRAWING LEGEND

- CADASTRAL BOUNDARIES
- CBH BOUNDARY
- CBH RAIL LEASE BOUNDARY
- PROPOSED CBH BOUNDARY
- U/G P UNDERGROUND POWER LINES
- U/G W UNDERGROUND WATER PIPES
- C UNDERGROUND COMMS CABLES
- PAVEMENT OR CHANNEL DRAINAGE
- PROPOSED STORMWATER FLOWPATH
- EXISTING STORMWATER FLOWPATH
- 312 EXISTING SURFACE CONTOUR (0.2m INTERVAL)
- 315.00 FINISHED SURFACE CONTOUR (0.1m INTERVAL)
- PROPOSED GUIDE POSTS
- EXISTING CULVERTS
- PROPOSED CULVERTS

CIVIL NOTES

1. ALL DIMENSIONS ARE IN METRES UNLESS NOTED OTHERWISE.
2. ALL TREES AND EXISTING SERVICES TO BE PROTECTED AT ALL TIMES.
3. SITE TO BE STRIPPED 0.1m AND STOCKPILED.
4. FINAL EARTHWORKS LEVEL SHOWN, CONTRACTOR SHALL CONSTRUCT BULK EARTHWORKS/BOXING TO 300mm BELOW FINISHED SURFACE WHERE BASECOURSE CEMENT STABILISATION ALONG DOG ROAD UNLESS INSTRUCTED OTHERWISE. CONTRACTOR SHALL ENSURE THAT SUBGRADE DOES NOT POND AND GRADES SURFACE WATER AWAY.
5. ALL EARTHWORKS AND PAVEMENTS TO BE COMPLETED IN ACCORDANCE WITH CBH EMERGENCY OPEN BULKHEAD DESIGN SPECIFICATIONS AND GUIDELINES
6. EMERGENCY STORAGE PAVEMENTS MUST NOT BE TRAFFICKED DURING AND FOLLOWING WET WEATHER UNTIL THE PAVEMENT AND SUBGRADE HAS DRIED SUFFICIENTLY TO SUPPORT REQUIRED LOADS.
7. REGULAR MAINTENANCE OF UNSEALED PAVEMENTS IS REQUIRED TO MAINTAIN A TRAFFICABLE SURFACE AND REDUCE WATER SCOUR. MAINTENANCE IS EXPECTED TO COMPRISE OF REGULAR GRADING TO MAINTAIN SURFACE SHAPE. POTHoles AND RUTS SHOULD BE BOXED OUT TO A MINIMUM 100mm DEPTH WITH VERTICAL SIDES AND REPLACED WITH FRESH COMPACTED PAVEMENT MATERIAL (CEMENT STABILISED ON DOG ROADS)
8. FOR SITE STORMWATER MANAGEMENT AND DETAILS REFER TO STORMWATER REPORT 608-R-0430-1-CI-RPT-001.
9. ALL OPEN DRAINS TO BE GRADED MINIMUM 1 IN 300.
10. REFER TO CBH EMERGENCY STORAGE SPECIFICATION FOR ADDITIONAL CLARITY ON CONSTRUCTION METHODS AND KNOWN RISKS.
11. SUMP AND SPILLWAY ARRANGEMENT WILL REQUIRE REGULAR DEWATERING OF THE EXISTING EXPANDED AND PROPOSED BASIN TO ENSURE CORRECT OPERATION.
12. ALL OPEN DRAINS, BASIN AND CULVERTS TO BE MAINTAINED TO ENSURE STORMWATER CONVEYANCE.



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Traffic Impact Statement

Project: Lake Varley Emergency Storage
Transport Impact Statement

Client: CBH

Author: L. De Leon

Date: 24th August 2023

Doc No: 2306011-TIS-007

Revision: B

CONSULTING CIVIL AND TRAFFIC ENGINEERS
1 ST. FLOOR, 908 ALBANY HIGHWAY, EAST VICTORIA PARK WA 6101.
PHONE|+61 8 9355 1300
FACSIMILE| +61 8 9355 1922
EMAIL| admin@shawmac.com.au



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Revision	Prepared By	Reviewed By	Approved By	Date
A	L. De Leon	J. Bridge	J. Bridge	28/07/23
B	L. De Leon	J. Bridge	J. Bridge	24/08/23

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1. Introduction

1.1. Background

CBH are proposing to retain the existing temporary emergency storage bulkhead TBH 05 (27,510t) built at their Lake Varley grain receival site in FY23 to assist with receiving future above average harvest.

The existing grain facility in Lake Varley comprise of two sites and both are located on the east side of Hyden Lake King Road. The Sample and weighing site is located at the north-east section of Hyden Lake King Road and Carstairs Road intersection. OBH 03, 04 and the existing 27,510t TBH 05 is located approximately 800m north of the sample and weighing site.

The existing site is located within Lake Varley and the local government is Shire of Lake Grace.

General site extent and an aerial view of the existing CBH Lake Varley site is shown in **Figure 1** and **Figure 2**.

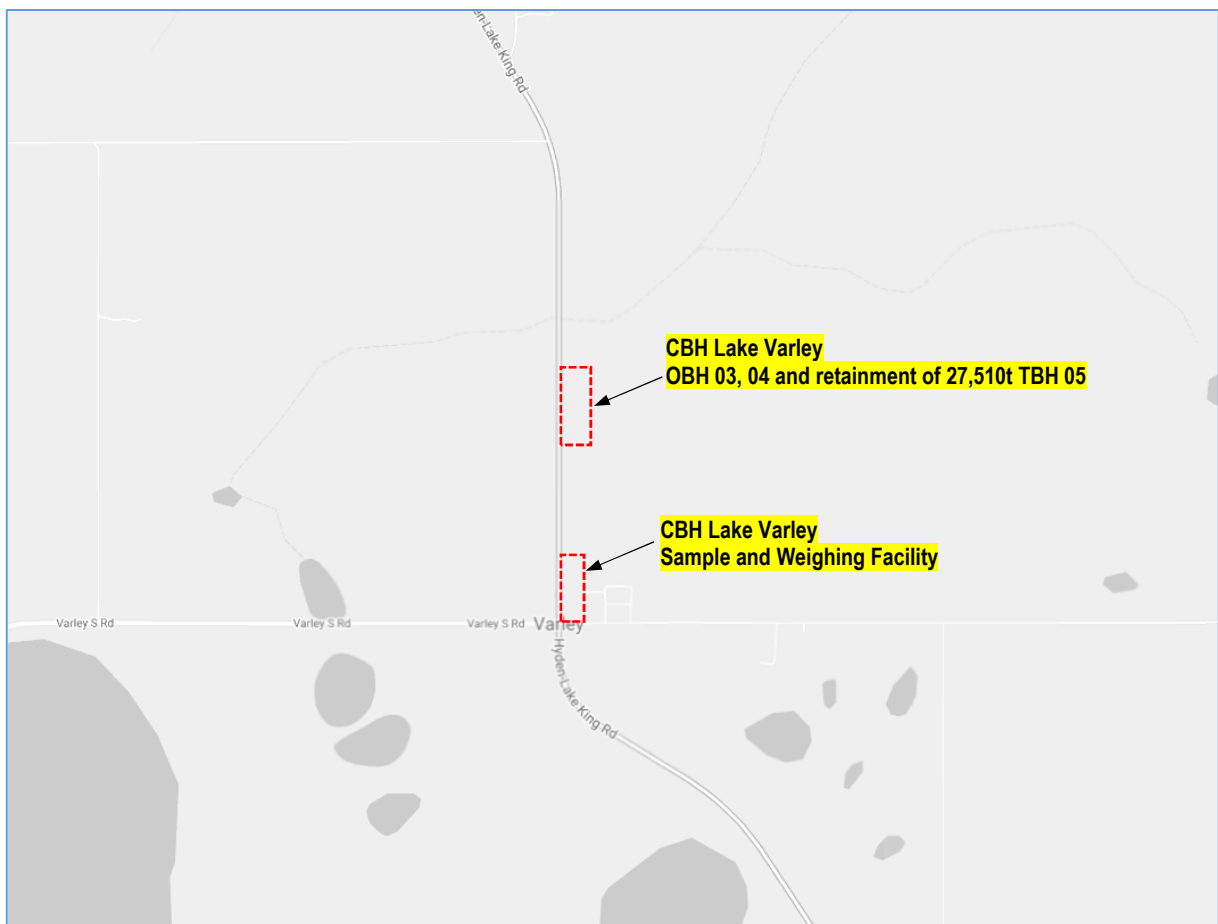


Figure 1: CBH Lake Varley Location

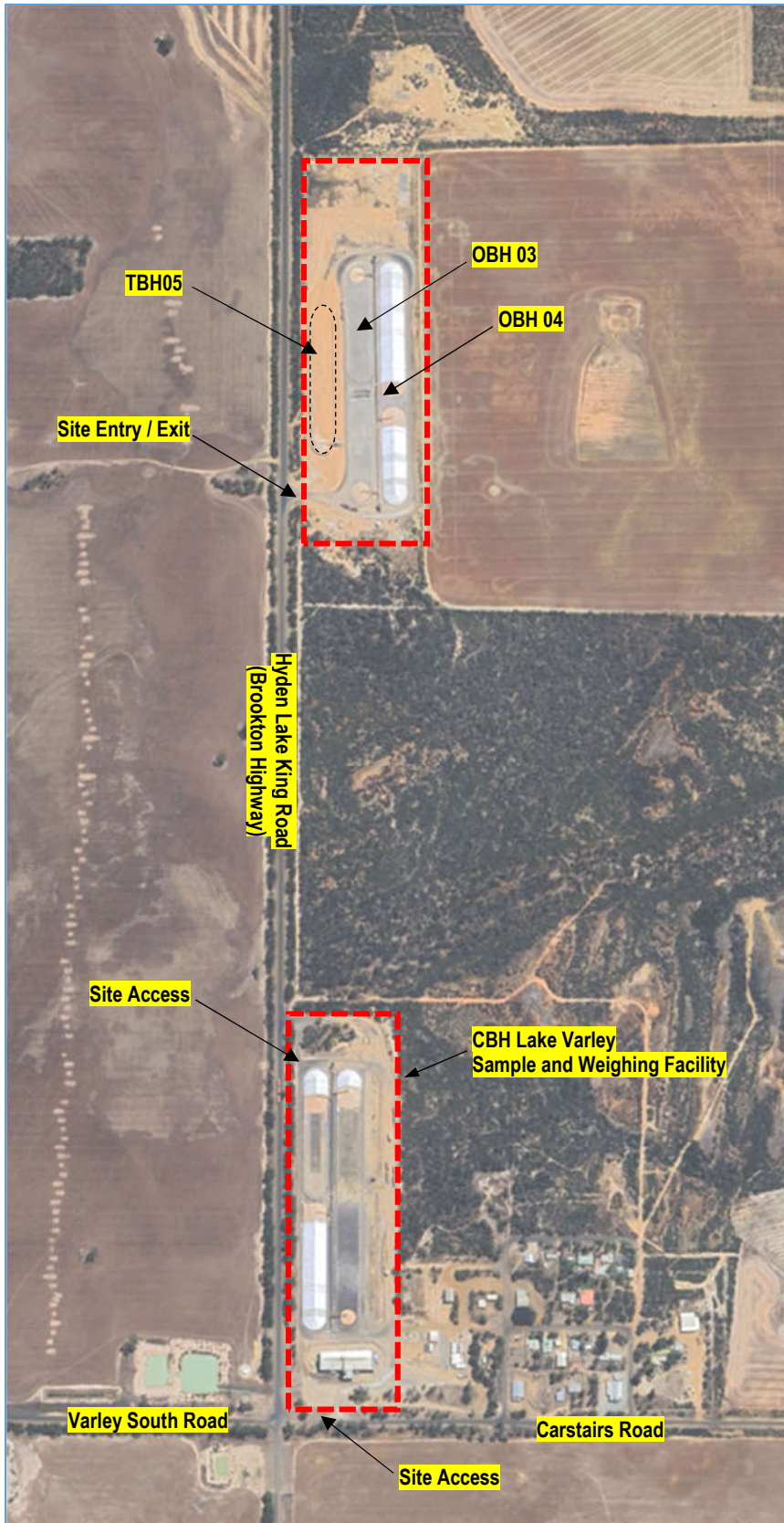


Figure 2: CBH Lake Varley Aerial View



1.2. Purpose

Shawmac has been commissioned by CBH to prepare a Traffic Impact Statement (TIS) in support of their proposal to retain the emergency TBH (05) 27,510t storage on site. The scope of the TIS is generally in accordance with WAPC's Transport impact Assessment Guidelines, and specifically includes:

- Review of background information including:
 - Road Hierarchy.
 - Speed limit.
 - RAV networks.
 - Existing road widths.
 - Crash data and,
 - Other specific site issues.
- Documenting the Existing Situation (existing traffic generation and predicted generation without emergency construction).
- Documenting the predicted traffic generation and distribution to adjacent road network
- Assessing the suitability of adjacent road network to accommodate additional trucks.
- Conducting relevant sight distance assessment(s) for the pertinent intersection(s) involved in the operation.

2. Existing Situation

2.1. Road Network

The layout and hierarchy of the existing local road network according to the Main Roads WA Road Information Mapping System is shown in **Figure 3**.

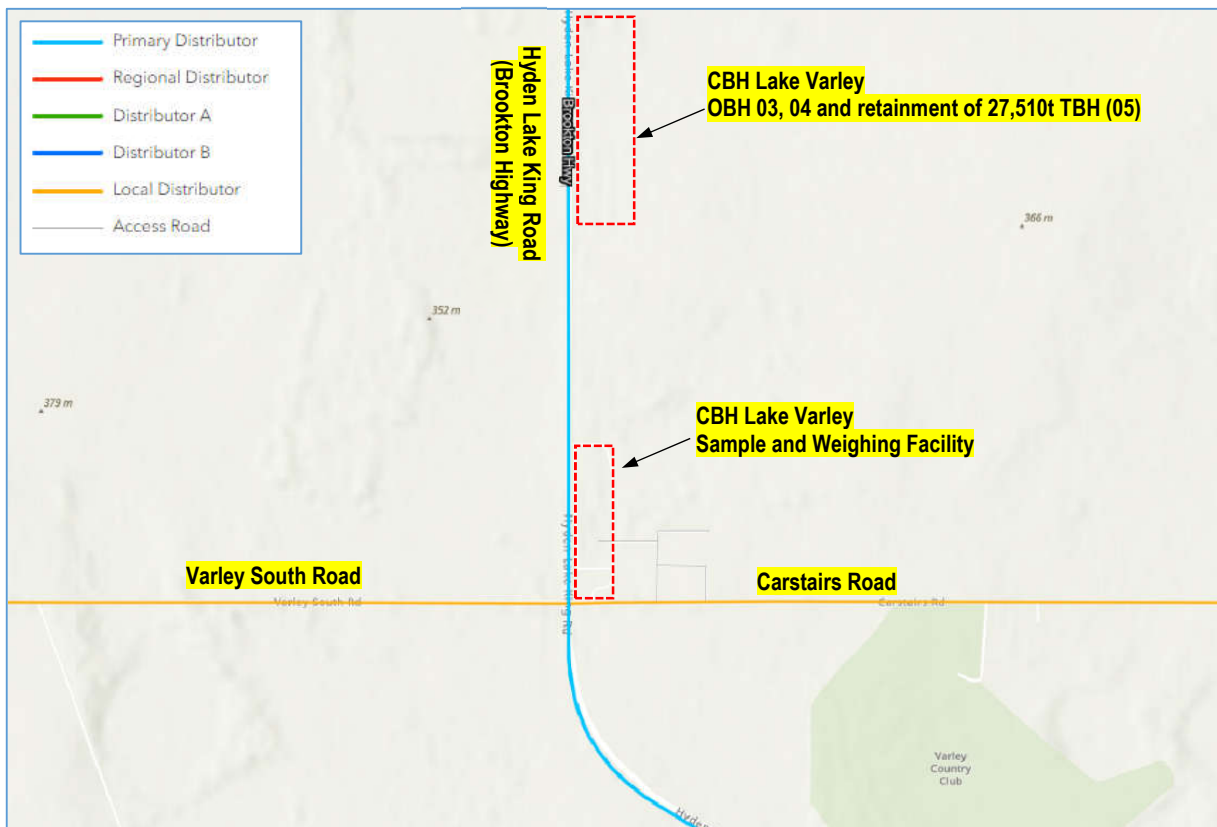


Figure 3: Road Hierarchy (2023)

As shown, Hyden Lake King Road (Brookton Highway) is classified as a Primary Distributor and is also categorised as a State Road, therefore it is under the jurisdiction of Mains Road Western Australia (MRWA).

Varley South Road and Carstairs Road is classified as a Local Distributor and is under the care and control of the Shire of Lake Grace.

2.2. Speed Limit

The speed limit of the adjacent road network and is shown **Figure 4**.

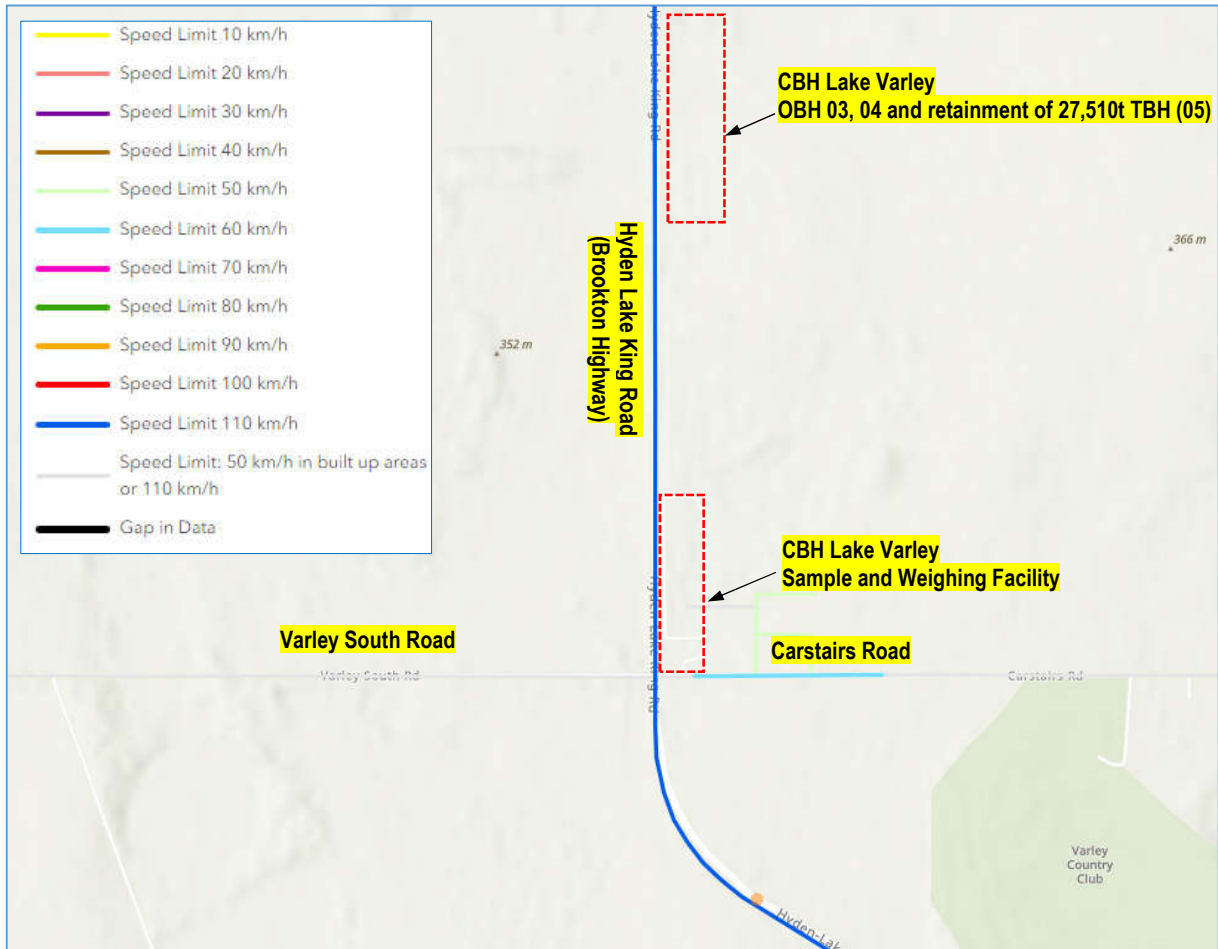


Figure 4: Speed Limit Zoning

As shown, Hyden Lake King Road operates at a 110km/h speed limit.

A portion of Carstairs Road is operating at a 60km/h speed limit fronting the existing sampling and weighing site on Carstairs Road.

Varley South Road and the remaining Carstairs Road outside of the 60km/hr zone is operating at 110km/h as it is located outside of built-up areas.

2.3. Carriageway Width and Cross Section

The configuration of the existing road network is summarised in **Table 1**.

Table 1: Existing Road Configuration

Road and Location	Road Type	Cross Section	Sealed Pavement Width (Approx.)*
Hyden Lake King Road	Primary Distributor	Two lane, single carriageway 12m formation	7.5m
Varley South Road	Local Distributor	Two lane, single carriageway 10m formation	6.5m
Carstairs Road	Local Distributor	Two lane, single carriageway 10m formation	6.5m

*Existing widths have been measured from Google Earth.

2.4. Traffic Volumes

The existing traffic vehicle data has been sourced from Main Roads WA Traffic Map as shown in **Figure 5**. The daily / peak hour volumes are summarised in **Table 2** and **Table 3**.

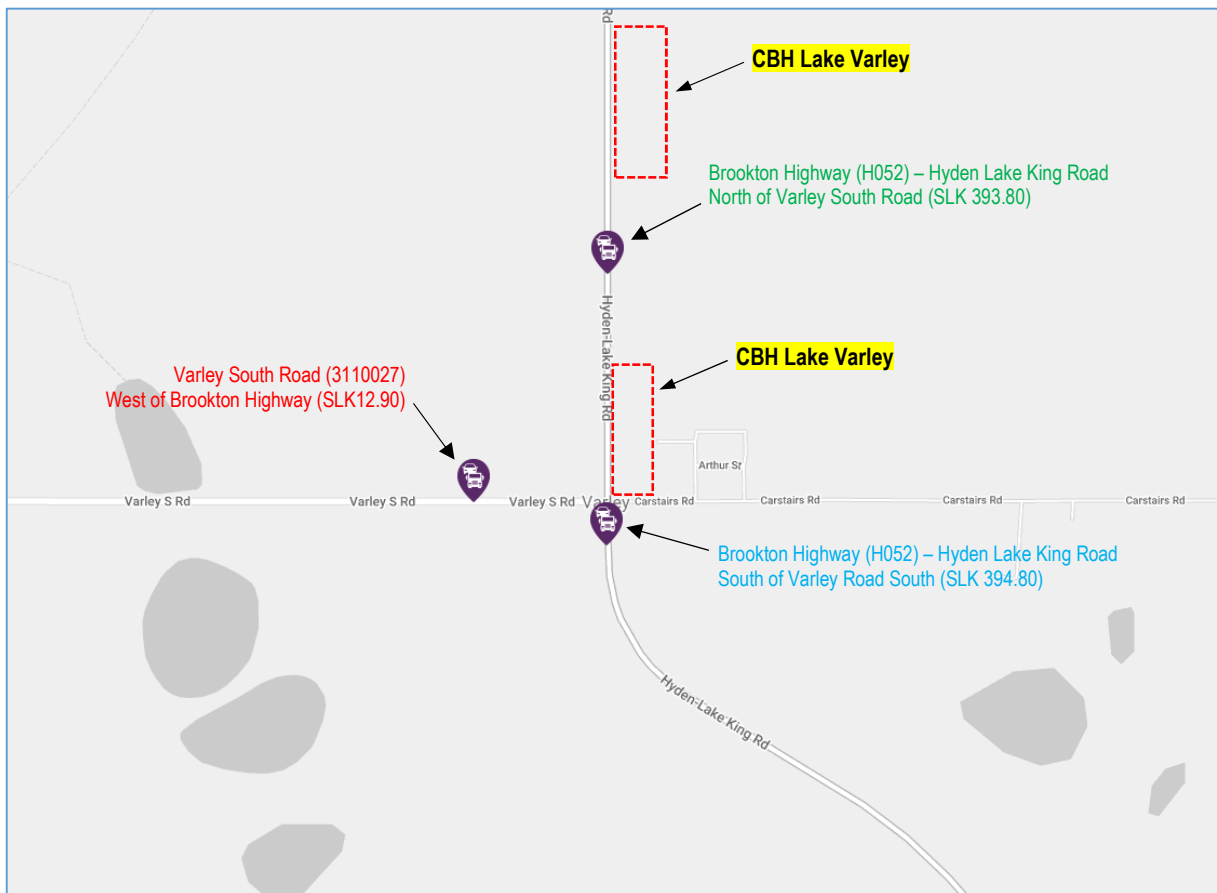


Figure 5: Existing Traffic data (sourced from MRWA WA Traffic Map)



Table 2: Daily Traffic Volumes

Road / Direction	Location	Daily	% HV	Data Source
Brookton Highway – Northbound	North of Varley South Road (SLK 393.80)	134	40.7%	MRWA (2022/23)
Brookton Highway – Southbound	North of Varley South Road (SLK 393.80)	100	27.0%	MRWA (2022/23)
Brookton Highway – Northbound	South of Varley South Road (SLK 394.80)	122	32.8%	MRWA (2022/23)
Brookton Highway – Southbound	South of Varley South Road (SLK 394.80)	130	36.1%	MRWA (2022/23)
Varley South Road – Eastbound	West of Brookton Highway (SLK 12.90)	7	28.6%	MRWA (2022/23)
Varley South Road – Westbound	West of Brookton Highway (SLK 12.90)	8	37.5%	MRWA (2022/23)

Table 3: Peak Hour Traffic Volumes

Road / Direction	Location	Peak Hour AM/PM	Data Source
Brookton Highway – Northbound	North of Varley South Road (SLK 393.80)	18 / 17	MRWA (2022/23)
Brookton Highway – Southbound	North of Varley South Road (SLK 393.80)	13 / 11	MRWA (2022/23)
Brookton Highway – Northbound	South of Varley South Road (SLK 394.80)	15 / 15	MRWA (2022/23)
Brookton Highway – Southbound	South of Varley South Road (SLK 394.80)	15 / 14	MRWA (2022/23)
Varley South Road – Eastbound	West of Brookton Highway (SLK 12.90)	3 / 1	MRWA (2022/23)
Varley South Road – Westbound	West of Brookton Highway (SLK 12.90)	2 / 1	MRWA (2022/23)

2.5. RAV Status

The Tandem and Tri Drive network according to MRWA's Heavy Vehicle Services (HVS) network mapping tool is shown in **Figure 6** and **Figure 7**, respectively.

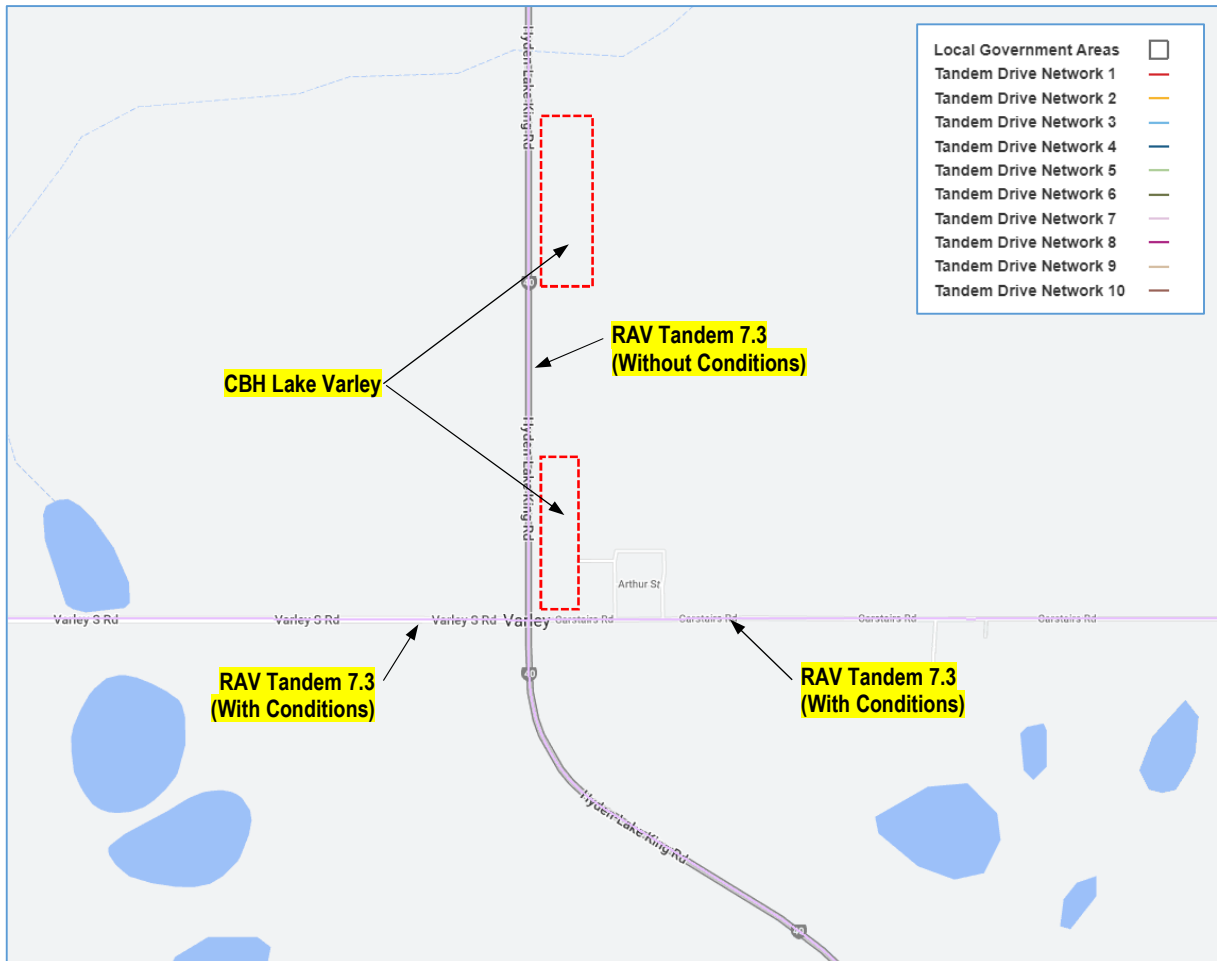


Figure 6: Tandem Drive RAV Network

As per MRWA's HRV Network Mapping Tool the Tandem Drive RAV network shows the following:

- Varley South Road and Carstairs Road is categorised on the Tandem Drive 7.3 network with the following conditions:
 - All operators must carry written support from the road manager acknowledging the operators' use of the road.
 - No operation on unsealed road segment when visibly wet, without road owners' approval.
- Hyden Lake King Road is categorised on the Tandem Drive 7.3 network without conditions.

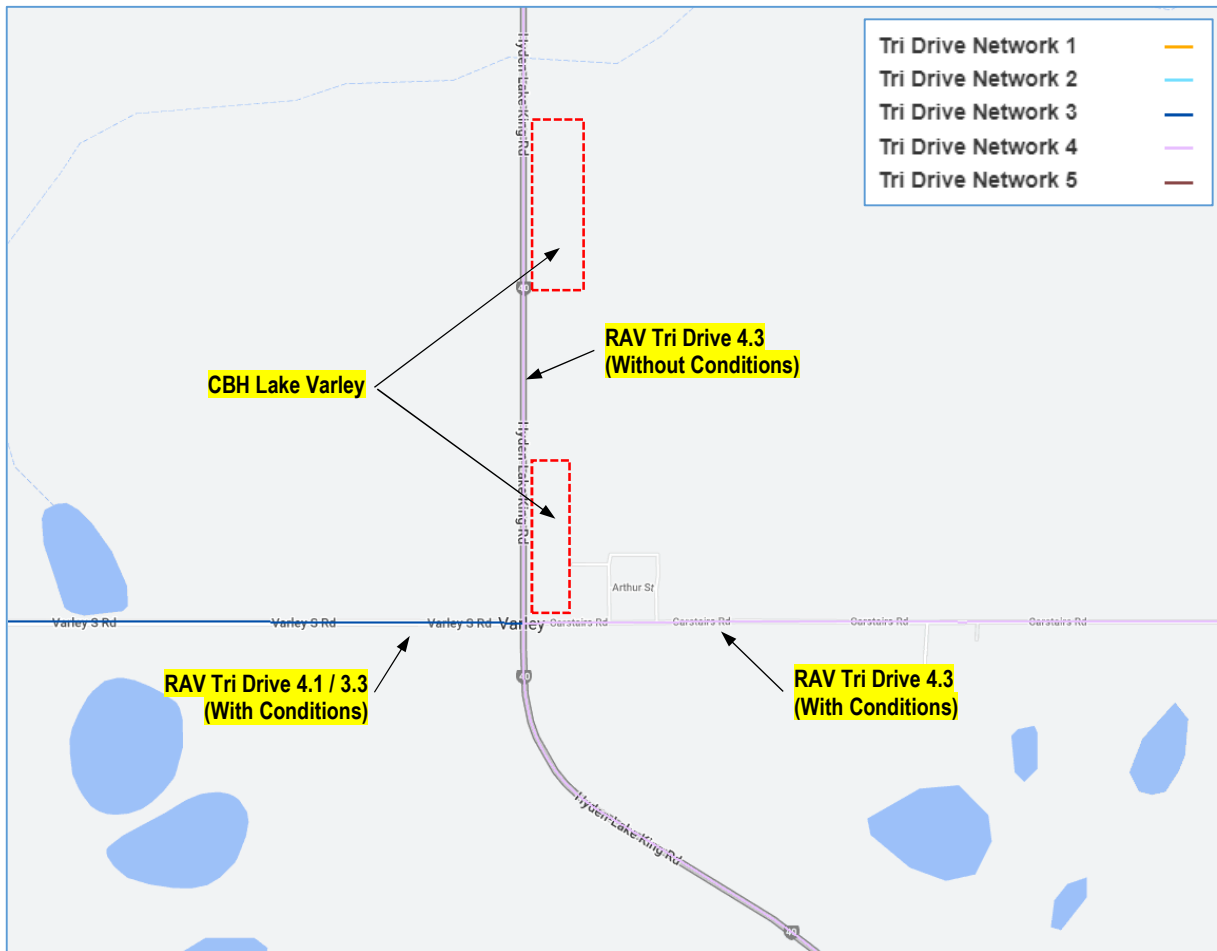


Figure 7: Tri Drive RAV Network

As per MRWA's HRV Network Mapping Tool the Tri-Drive RAV network shows the following:

- Varley South Road is categorised on the Tri Drive 4.1 / 3.3 and Carstairs Road Tri Drive 4.3 network with the following conditions:
 - All operators must carry written support from the road manager acknowledging the operators' use of the road.
 - No operation on unsealed road segment when visibly wet, without road owners' approval.
- Hyden Lake King Road is categorised on the Tri Drive 4.3 network without conditions.

2.6. Crash History

Crash data of the surrounding road network was sourced from MRWA Crash Analysis Reporting System (CARS) for the 5-year period ending 31/12/2022 is shown in **Figure 8**. 2023 crash data is not yet available.

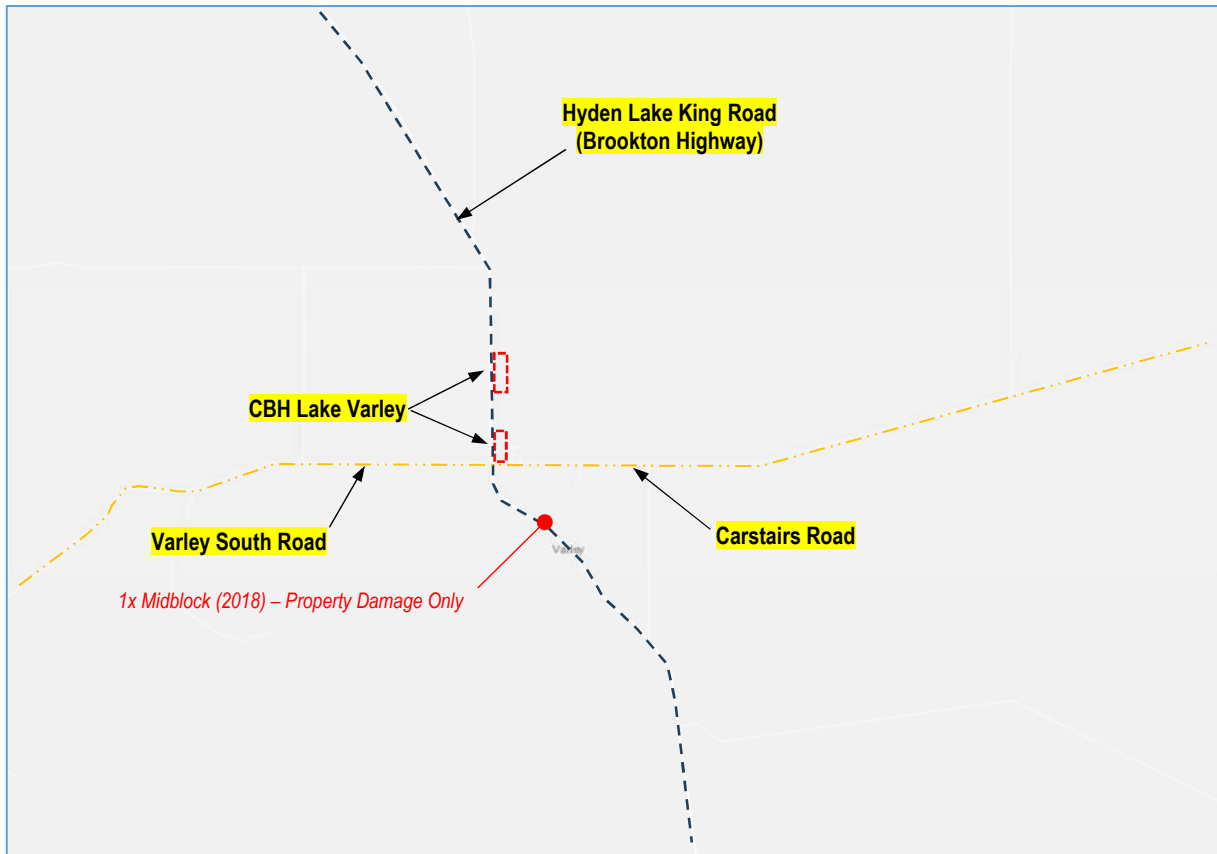


Figure 8: Crash History January 2018 to December 2022

2.7. Changes to Surrounding Transport Networks

There are no known changes to the adjacent network that have the potential to affect the assessment.



3. Transport Logistics

3.1. Current Traffic data

CBH have provided the following traffic data associated with the current state of the Lake Varley grain receival site.

- Peak season receivals (from local growers) – 216,813t.
- Average carryover (grain remaining from previous harvest) – 12,332t.
- Total site task – 229,145t.
- Available capacity including emergency storage – 208,860t.
- Available capacity without emergency storage – 181,350t.
- Average truck payload – 62t.

3.2. Proposed Development

CBH are proposing to retain the existing TBH 05 27,510t storage built in FY23 to maintain the current capacity of 208,860t.

If local production exceeds the capacity of the Lake Varley receival site, CBH must out-turn grain simultaneously (Harvest Essential Moves) to continue to offer a service to growers, and by doing so, increase the traffic on surrounding roads during the peak harvest period. The proposal to retain the emergency storage will enable CBH to reduce the volume of Harvest Essential Moves (HEMs) with the intention of reducing trucks on road during the harvest.

The proposed storage retention enables more grain to be held on-site during harvest, reducing the requirement for road HEMs and resulting in fewer trucks on road during the harvest period (Peak traffic period) to ensure the site can remain open.

The distribution of CBH grower traffic (in-loading) remains unchanged as the receival task is driven by local production regardless of the outcome of the development.

Table 4 provides a comparison between the record harvest peak truck movements which would be require with and without the retention of the emergency storage as provided by CBH. As shown, if the emergency storage is decommissioned, then additional 10 truck movements per day would be required during the harvest period.

Table 4: Retaining the Development

Item	Decommission TBH ⁽²⁾	Retain TBH ⁽²⁾
Record Site Task ¹	229,145t	229,145t
Available Site Capacity	181,350t	208,860t
Harvest Essential Moves (HEMs) - Road	47,795t	20,285t
Road HEMs per Harvest	797	338
Road HEMs per Day	18	8

¹ For the purposes of this assessment the record site task (most recent peak season) has been adopted and therefore should not be interpreted as the average.

² Figures may not sum due to rounding.

As shown, an additional 459 truck movements would be required during the harvest period if the emergency storage is decommissioned.

3.3. Proposed Haulage Vehicle

It is proposed to use RAV 7 trucks up to 36.5m long for haulage of grains. Refer **Figure 9** for typical configurations of the RAV 7 vehicles.

In addition, CBH also noted that while this site is rated for RAV7, smaller RAV vehicles are also used.

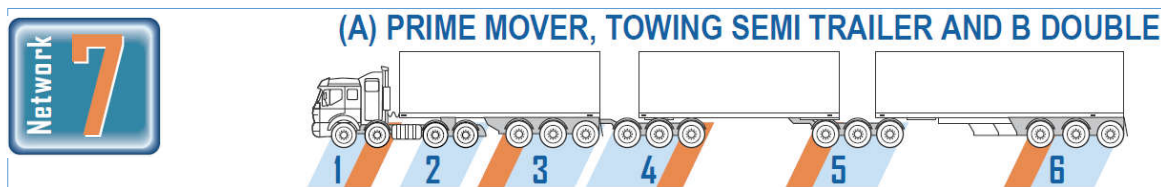


Figure 9: Typical Tandem Drive RAV 7 Trucks

3.4. Receival Period and Operating Hours

CBH have indicated that on average the harvest receival period will last approximate three months generally October through to December. During this period, it is known that delivery patterns peak for around 45 days with 80% of the crops delivered in this time. Generally, receival sites will operate 7 days a week for 12 hours a day during the harvest.

3.5. Haulage Route and Truck Movements

CBH has provided a breakdown of the anticipated traffic directional split as shown in **Figure 10**.



Figure 10: CBH Directional Split



As noted in **Section 3.4**, the grain is not received consistently throughout the harvest period and data from CBH suggest that generally 80% of grain is received with 45 days.

For the purposes of assessing the peak period impacts, the following assumptions have been made:

- 80% of total grains tonnes are received within and evenly distributed over 45 days (between October and December)
- Truck deliveries occur over a 12-hour period, and 10% of all daily volumes are received within a peak hour.
- All HEM's occur during the 45-day peak period.

Based on the peak season receivals of 216,813t, the site will generate:

- 3,497 Truck movements during Harvest
- 2,798 truck movements during the 45-day peak.
- 62 movements per day during the 45-day peak:
 - 40 truck movements from the North
 - 10 truck movements from the South
 - 7 truck movements from the East
 - 5 truck movements from the West
- 6 movements during a peak hour of the 45-day peak:
 - 3 truck movements from the North
 - 1 truck movements from the South
 - 1 truck movements from the East
 - 1 truck movements from the West

The distribution of CBH traffic before and after retaining the emergency TBHs as shown in **Figure 11** and **Figure 12**. Note that only one-way movements are shown.

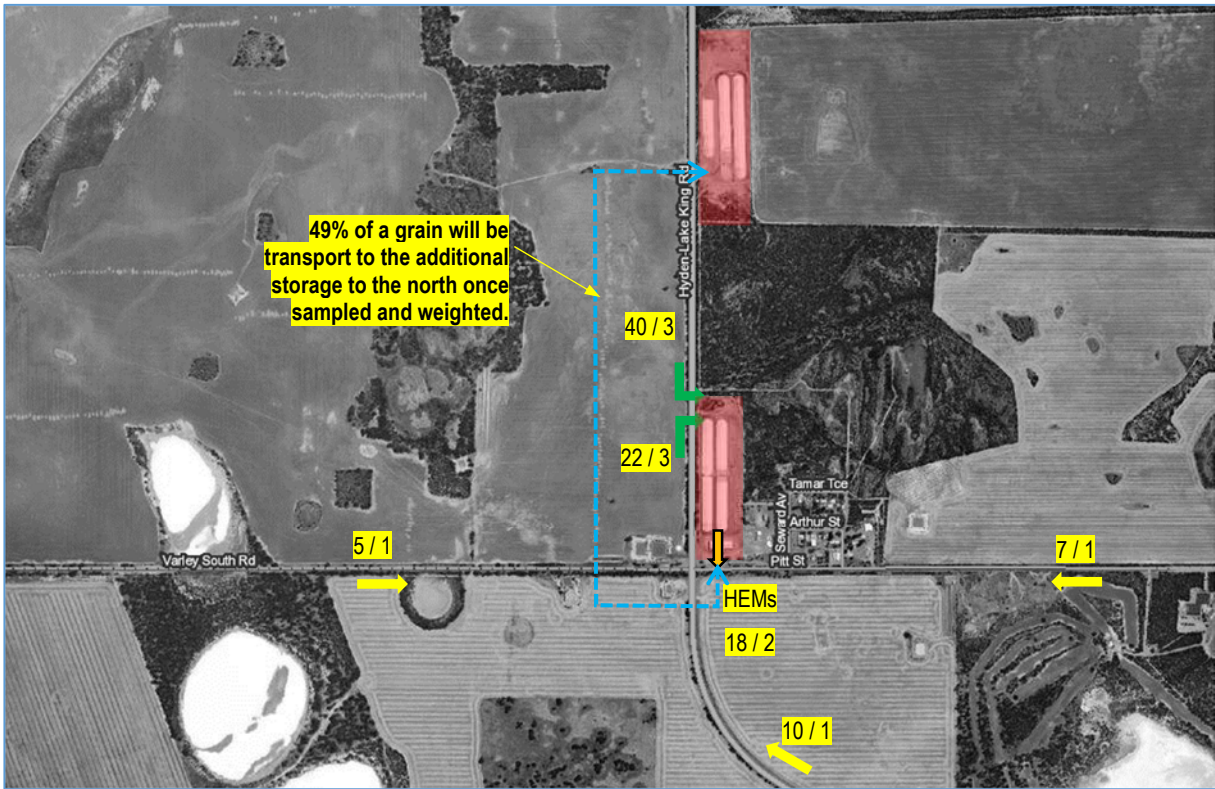


Figure 11: Traffic Distribution - Decommission TBH (Daily Volume/Peak Hour Volume)

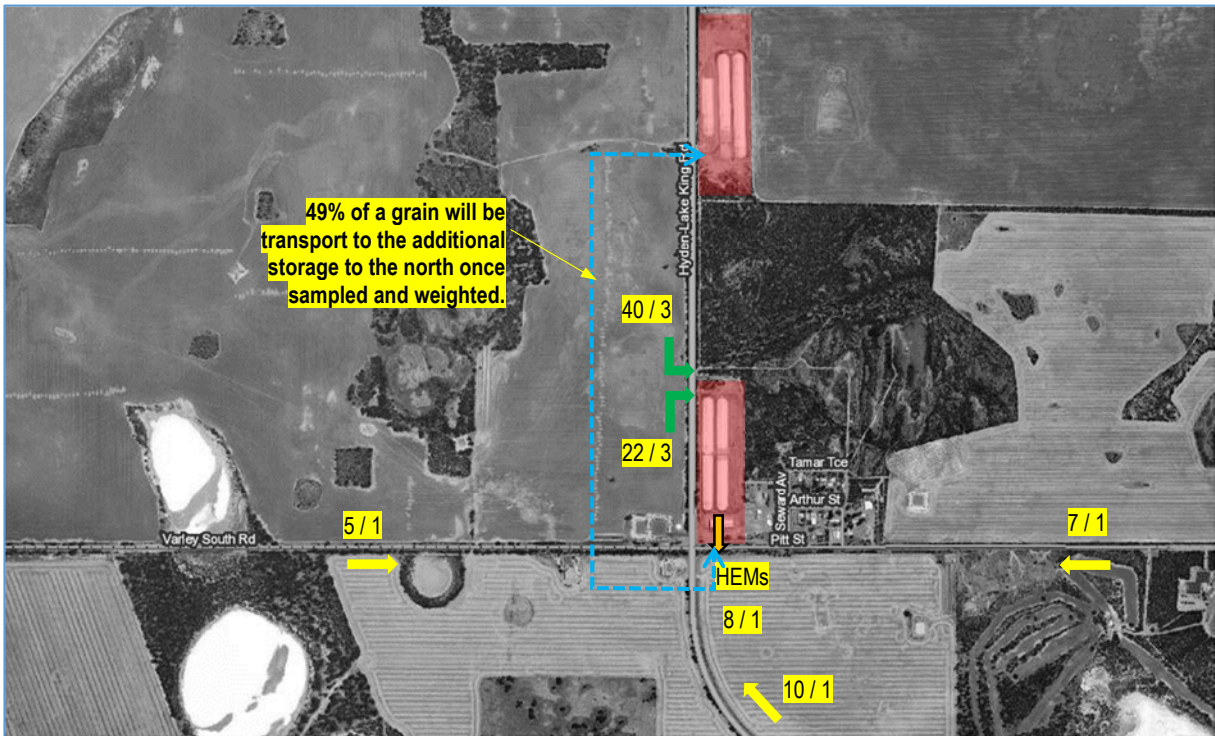


Figure 12: Traffic Distribution – Retain TBH (Daily Volume/Peak Hour Volume)

As shown, the retainment of the existing emergency OBH will remove 10 HEMS per day during the peak harvest period.

4. Traffic Assessment

4.1. Assessment Years

The development is assessed based on 2023 network condition.

4.2. Impact on Roads

4.2.1. Traffic Volumes

According to the WAPC *Transport Impact Assessment Guidelines*, an increase less than 10 peak hour vehicles is considered to have a low impact and is generally deemed acceptable without requiring detailed capacity analysis. The proposal results in a reduction in peak hour movements and so detailed capacity analysis is not required.

4.2.2. Road Minimum Widths

The sealed widths of the surrounding roads were checked against the Rural Road Minimum Width in accordance with Appendix A of the MRWA RAV assessment guideline. The comparison is shown below in **Table 5**.

Table 5: Rural Road Minimum Width

Road	Location	AADT		Speed (RAV)	RAV Status	Existing/ Required Minimum Seal (m)	Existing/ Required Carriageway width (m)
		Existing* (No CBH)	With Emergency OBH				
Hyden Lake King Road	Northbound	134	174	110	RAV 7	7.5 / 6.0	11 / 8.0
	Southbound	100	110	110		7.5 / 6.0	11 / 8.0
Varley South Road	Eastbound	7	14	110	RAV 7 (conditions)	6.5 / 3.5	10 / 8.0
	Westbound	8	15	110		6.5 / 3.5	10 / 8.0
Carstairs Road	Eastbound	<150 [^]	<150 [^]	60	RAV 7 (conditions)	6.5 / 3.4	10 / 7.7
	Westbound	<150 [^]	<150 [^]	60		6.5 / 3.4	10 / 7.7

*Conservatively, it is assumed that the existing traffic volumes do not take into account any CBH vehicles.

[^] No Recorded Carstairs Road daily volumes, it is assumed that only CBH traffic will be on Carstairs Road and low volumes for non CBH traffic.

As per the above, the existing road sealed and carriageway widths comply with the minimum requirements.

4.3. Road Safety

The crash history of the adjacent road network (as previously outlined in **Section 2.6**) does not suggest any particular safety issues on the existing road network. As the proposal results in a reduction in traffic movements, then this would have a positive effect on road safety.



4.4. Site Access Locations

Data provided by CBH has confirmed that the access to the sampling and weighing site will remain on Hyden Lake King Road and will exit on Carstairs Road.

If the grains at the sampling and weighing site is full, trucks will need to exit on to Carstairs Road and head approximately 1.5km north towards where the emergency storage TBH 05, OBH 03 and 04 is located.

4.5. Northern Lake Varley CBH TBH 05 Site Access / Hyden Lake King Road

4.5.1. Safe Intersection Sight Distance

Hyden Lake King Road is under the jurisdiction of MRWA and therefore sight distance requirements should satisfy Austroads Safe Intersection Sight Distance (SISD) or the Stopping Sight Distance (SSD) as an absolute minimum in accordance with Austroads Guide to Road Design Part 4A.

SISD is the minimum distance which should be provided on the major road at any intersection. SISD provides sufficient distance for a driver of a vehicle on the major road to observe a vehicle on a minor road approach moving into a collision situation (e.g., in the worst case, stalling across the traffic lanes) and to decelerate to a stop before reaching the collision point.

The SISD is assessed based on the following parameters:

- An observation time of 3 seconds as per Austroads Part 3.
- A reaction time of 2.5 seconds.
- Deceleration coefficients for the purpose of SISD calculations are 0.36 for light vehicles and 0.28 for heavy vehicles (Road Train Type 1 / RAV 7 equivalent).
- Driver eye height is 2.4m for trucks and 1.1m for cars.
- Object height of 1.25m; and
- Sight distance offset 3-5m from edge of proposed holding line.

The measurement of the available SISD is shown in **Figure 13** and calculated in **Table 6**. The line-of-sight photos at the site exit are shown in **Figure 14** and **Figure 15**.

Table 6: SISD Calculation – Hyden Lake King Road / Northern CBH Lake Varley Access

Location	Vehicle Type	Design Speed (km/h) (NB / SB)	Coefficient of Deceleration	Decision Time (s)	Longitudinal Grade (NB / SB)^	Required SISD for NB / SB Traffic (m)	Available SISD (m)	
							NB	SB
CBH TBH 05 Site Access / Hyden Lake King Road	Trucks	100 / 100	0.28	3.0+2.5	0% / 0%	293 / 293	300	+300
	Cars	110 / 110	0.36	3.0+2.5	0% / 0%	300 / 300	300	+300

^The longitudinal grade is based on google street view as no survey is available. It is assumed that the existing grade is relatively flat.

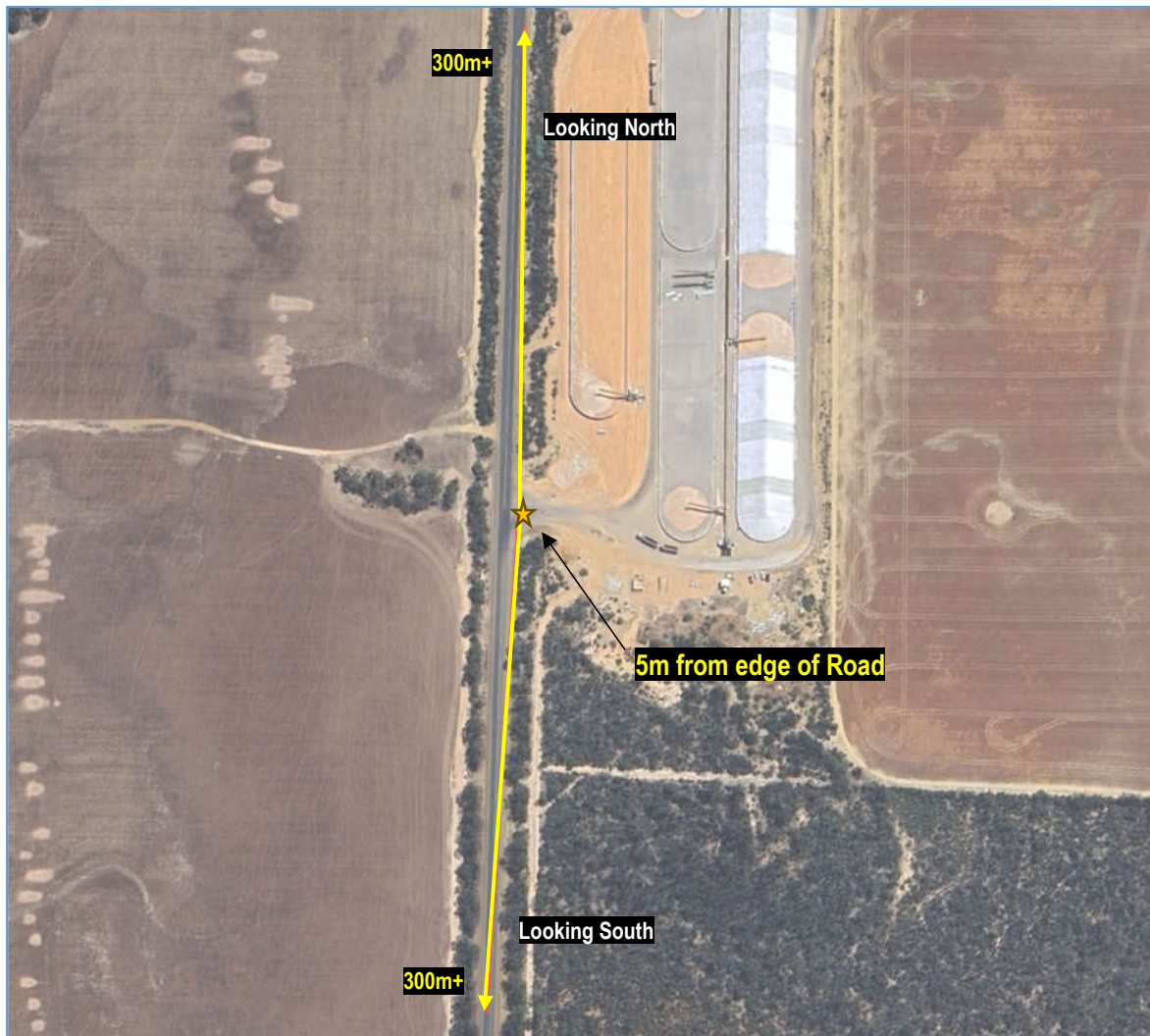


Figure 13: Sight Distance Check - Northern CBH Lake Varley Access / Hyden Lake King Road



Figure 14: Northern CBH Lake Varley Access / Hyden Lake King Road - Looking North



Figure 15: Northern CBH Lake Varley Access / Hyden Lake King Road - Looking South

As shown, the available sight distance at the Northern Lake Varley CBH Site access / Hyden Lake King Road is clear in all direction and the SISD is sufficient to achieve the minimum requirements for 110km/h in accordance with the Austroads Guide to Road Design Part 4A.

4.6. Southern CBH Lake Varley Site Exit / Carstairs Road

4.6.1. Safe Intersection Sight Distance

Based on the data provided by CBH, vehicles exiting the sampling and weighing site will be on Carstairs Road. Carstairs Road is not under the jurisdiction of MRWA and therefore may not need to satisfy the SISD. However, as the trucks are required to exiting towards Hyden Lake King Road, which is a MRWA controlled Road, it is acceptable to considered that this intersection to be based on SISD as well.

Consistent with the parameters mentioned in **Section 4.5.1**, the available SISD is shown in **Figure 16** and calculated in **Table 7**.

Table 7: SISD Calculation – Carstairs Road / Southern CBH Lake Varley Exit

Location	Vehicle Type	Design Speed (km/h) (EB / WB)	Coefficient of Deceleration	Decision Time (s)	Longitudinal Grade (EB / WB)^	Required SISD for EB / WB Traffic (m)	Available SISD (m)	
							EB	WB
CBH Site Access / Carstairs Road	Trucks	100 / 100	0.28	3.0+2.5	0% / 0%	293 / 293	+300	+300
	Cars	110 / 110	0.36	3.0+2.5	0% / 0%	300 / 300	+300	+300

^The longitudinal grade is based on google street view as no survey is available. It is assumed that the existing grade is relatively flat.

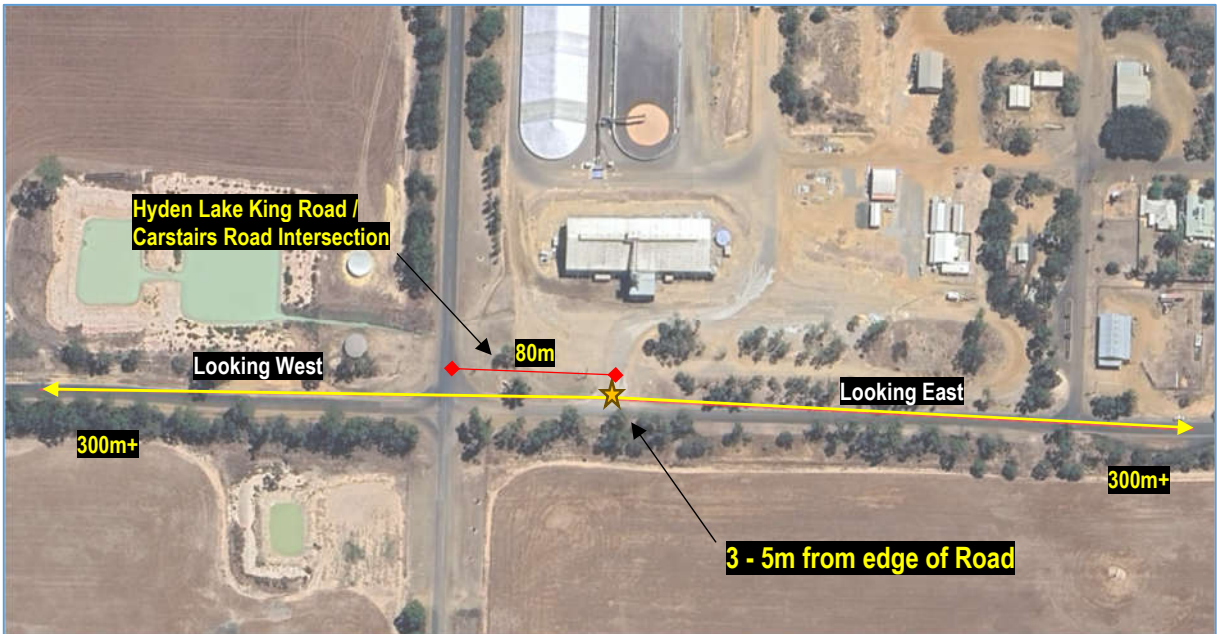


Figure 16: Sight Distance Check - Southern CBH Lake Varley Site Exit / Carstairs Road

The line-of-sight photos at the site exit are shown in **Figure 17** and **Figure 18**.



Figure 17: Southern CBH Lake Varley Site Exit / Carstairs Road - Looking West



Figure 18: Southern CBH Lake Varley Site Exit / Carstairs Road - Looking East

As shown, the available sight distance at the Southern Lake Varley CBH site exit / Carstairs Road is clear in all direction.

As shown, the SISD is sufficient to achieve the minimum requirements for 110km/h speed limit in accordance with the Austroads Guide to Road Design Part 4A.

It is noted that approximately 80m to the west is the intersection of Hyden Lake King Road / Carstairs Road where vehicles speed will significantly reduce when entering and exiting Carstairs Road. In addition, vehicles would also be travelling slower to the east of the CBH exit due to the 60km/hr speed zone that commences approximately 50m to the east of the CBH exit. Therefore, although the exit has been assessed assuming a 110km/hr speed limit, the vehicles travelling along Carstairs Road are expected to be travelling at significantly lower speeds which further reduces the minimum sight distance requirements.

4.7. Hyden Lake King Road / Varley South Road / Carstairs Road Intersection

4.7.1. Safe Intersection Sight Distance

The Hyden Lake King Road / Varley South Road / Carstairs Road intersection has been assessed for sight distance as the intersection is integral to either the movements between the north and south site as well as HEM movements and initial sight receivals.

Consistent with the parameters mentioned in **Section 4.5.1**, Hyden Lake King Road is also under the jurisdiction of MRWA and therefore sight distance requirements should satisfy Austroads Safe Intersection Sight Distance

(SISD) or the Stopping Sight Distance (SSD) as an absolute minimum.

The available SISD is shown in **Figure 19** and calculated in **Table 8**.

Table 8: SISD Calculation – Hyden Lake King Road / Varley South Road / Carstairs Road Intersection

Location	Vehicle Type	Design Speed (km/h) (NB / SB)	Coefficient of Deceleration	Decision Time (s)	Longitudinal Grade (NB / SB)^A	Required SISD for NB / SB Traffic (m)	Available SISD (m)	
							NB	WB
Hyden Lake King Road / Varley South Road / Carstairs Road	Trucks	100 / 100	0.28	3.0+2.5	0% / 0%	293 / 293	+300	+300
	Cars	110 / 110	0.36	3.0+2.5	0% / 0%	300 / 300	+300	+300

^AThe longitudinal grade is based on google street view as no survey is available. It is assumed that the existing grade is relatively flat.



Figure 19: Sight Distance Check – Hyden Lake King Road / Varley South Road / Carstairs Road Intersection

The line-of-sight photos at the site exit are shown in **Figure 20** and **Figure 21**.



Figure 20: Hyden Lake King Road / Varley South Road / Carstairs Road Intersection – Looking North



Figure 21: Hyden Lake King Road / Varley South Road / Carstairs Road Intersection – Looking South

As shown, the available sight distance at the Hyden Lake King Road / Varley South Road / Carstairs Road Intersection is clear in all directions and the SISD is sufficient to achieve the minimum requirements for 110km/h in all directions.



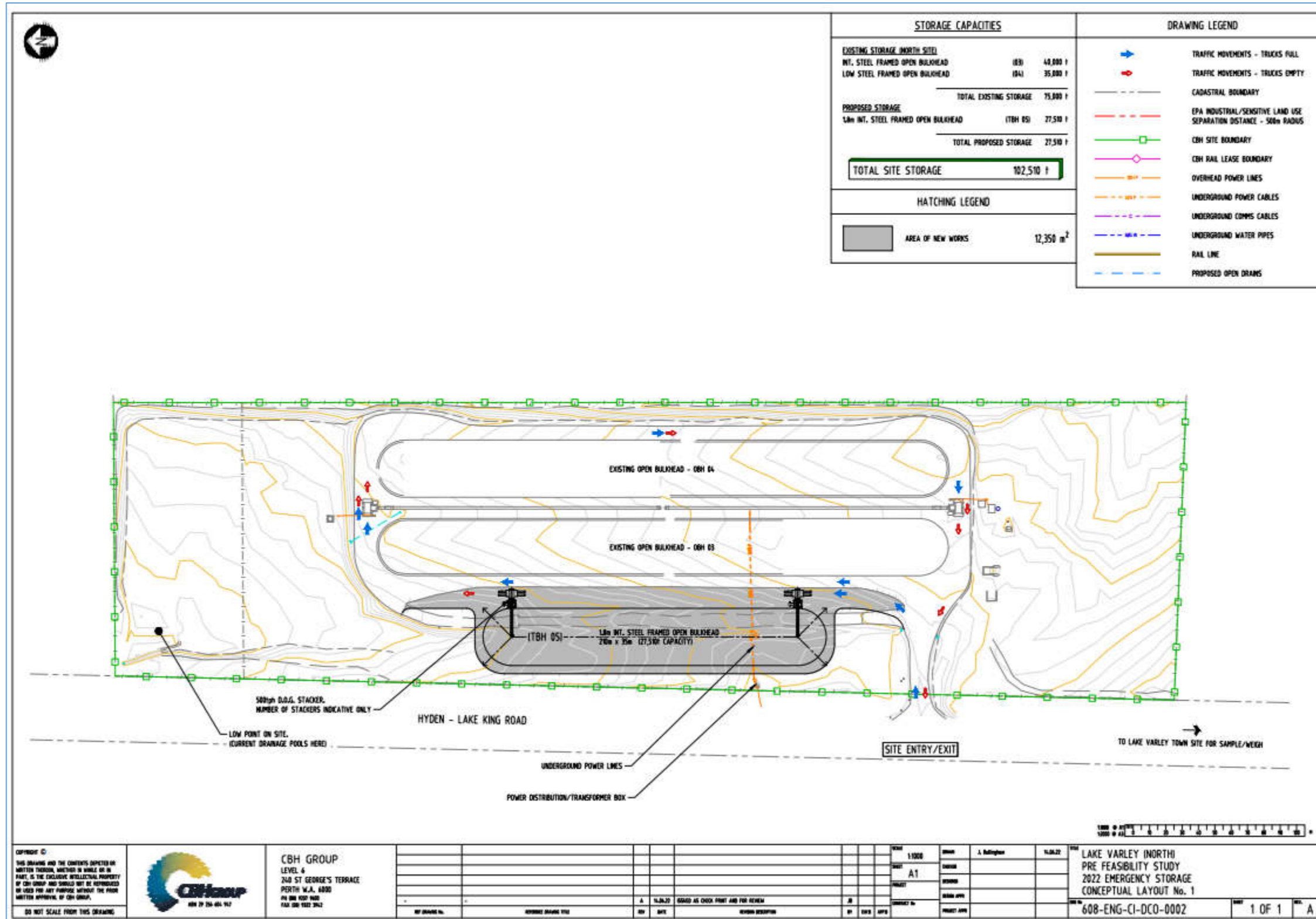
5. Conclusions

This Transport Impact Statement prepared for the proposed retention of the emergency TBH expansion at Lake Varley has concluded the following:

- The existing arrangement results in large demand for grain storage at the site and the retention of this bulkhead allows CBH to improve operations, handling and storing of grains. Retaining the existing emergency open bulkheads that was built for the previous harvest will accommodate the storage demand to ensure the site remains open for local growers and reduces the need for out-loading truck movements (Harvest Essential Moves) during the busy harvest periods.
- The retention of the emergency bulkhead will result in approximately 459 fewer truck movements (10 trucks a day) on the surrounding road network during the harvest period (compared with a situation where the emergency bulkhead is not retained).
- There are no particular site-specific issues on the surrounding road network that would be materially worsened by the retention of the emergency storage.
- The existing sealed and carriageway widths of the surrounding road are above the minimum road width for their relative RAV categories.
- There is sufficient SISD on the Northern CBH Access/Exit / Hyden Lake King Road intersection in all directions,
- There is sufficient SISD on the Southern CBH Exit / Carstairs Road intersection in all directions,
- There is sufficient SISD on the Hyden Lake King Road / Varley South Road / Carstairs Road intersection in all directions.



Appendix A – Site Plan Proposed Emergency Bulkhead Extension



Your Ref :
Enquiries : Alexandar Stoichev (Ph 6551 9530)

Co-Operative Bulk Handling Ltd
GPO Box L886
PERTH WA 6842

Approval Subject To Condition(s) Freehold (Green Title) Subdivision

Application No : 144645

Planning and Development Act 2005

Applicant	: Co-Operative Bulk Handling Ltd GPO Box L886 PERTH WA 6842
Owner	: Firepeak Holdings Pty Ltd RMB 253 Lake Varley Road VARLEY WA 6355
Application Receipt	: 27 July 2011

Lot Number	: 85
Diagram / Plan	: DP 33429
Location	: -
C/T Volume/Folio	: 2531/507
Street Address	: Tamar Terrace, Varley
Local Government	: Shire of Lake Grace

The Western Australian Planning Commission has considered the application referred to and is prepared to endorse a deposited plan in accordance with the plan date-stamped 27 July 2011 once the condition(s) set out have been fulfilled.

This decision is valid for three years from the date of this advice, which includes the lodgement of the deposited plan within this period.

The deposited plan for this approval and all required written advice confirming that the requirement(s) outlined in the condition(s) have been fulfilled must be submitted by 17 October 2014 or this approval no longer will remain valid.

Reconsideration - 28 days

Under section 151(1) of the *Planning and Development Act 2005*, the applicant/owner may, within 28 days from the date of this decision, make a written request to the WAPC to reconsider any condition(s) imposed in its decision. One of the matters to which the WAPC will have regard in reconsideration of its decision is whether there is compelling evidence by way of additional information or justification from the applicant/owner to warrant a reconsideration of the decision. A request for reconsideration is to be submitted to the WAPC on a Form 3A with appropriate fees. An application for reconsideration may be submitted to the WAPC prior to submission of an application for review. Form 3A and a schedule of fees are available on the WAPC website: <http://www.wapc.wa.gov.au>

Right to apply for a review - 28 days

Should the applicant/owner be aggrieved by this decision, there is a right to apply for a review under Part 14 of the *Planning and Development Act 2005*. The application for review must be submitted in accordance with part 2 of the *State Administrative Tribunal Rules 2004* and should be lodged within 28 days of the date of this decision to: the State Administrative Tribunal, 12 St Georges Terrace, Perth, WA 6000. It is recommended that you contact the tribunal for further details: telephone 9219 3111 or go to its website: <http://www.sat.justice.wa.gov.au>

Deposited plan

The deposited plan is to be submitted to the Western Australian Land Information Authority (Landgate) for certification. Once certified, Landgate will forward it to the WAPC. In addition, the applicant/owner is responsible for submission of a Form 1C with appropriate fees to the WAPC requesting endorsement of the deposited plan. A copy of the deposited plan with confirmation of submission to Landgate is to be submitted with all required written advice confirming compliance with any condition(s) from the nominated agency/authority or local government. Form 1C and a schedule of fees are available on the WAPC website: <http://www.wapc.wa.gov.au>

Condition(s)

The WAPC is prepared to endorse a deposited plan in accordance with the plan submitted once the condition(s) set out have been fulfilled.

The condition(s) of this approval are to be fulfilled to the satisfaction of the WAPC.

The condition(s) must be fulfilled before submission of a copy of the deposited plan for endorsement.

The agency/authority or local government noted in brackets at the end of the condition(s) identify the body responsible for providing written advice confirming that the WAPC's requirement(s) outlined in the condition(s) have been fulfilled. The written advice of the agency/authority or local government is to be obtained by the applicant/owner. When the written advice of each identified agency/authority or local government has been obtained, it should be submitted to the WAPC with a Form 1C and appropriate fees and a copy of the deposited plan.

If there is no agency/authority or local government noted in brackets at the end of the condition(s), a written request for confirmation that the requirement(s) outlined in the condition(s) have been fulfilled should be submitted to the WAPC, prior to lodgement of the deposited plan for endorsement.

Prior to the commencement of any site works or the implementation of any condition(s) in any other way, the applicant/owner is to liaise with the nominated agency/authority or local government on the requirement(s) it considers necessary to fulfil the condition(s).

The applicant/owner is to make reasonable enquiry to the nominated agency/authority or local government to obtain confirmation that the requirement(s) of the condition(s) have been fulfilled. This may include the provision of supplementary information. In the event that the nominated agency/authority or local government will not provide its written confirmation following reasonable enquiry, the applicant/owner then may approach the WAPC for confirmation that the condition(s) have been fulfilled.

In approaching the WAPC, the applicant/owner is to provide all necessary information, including proof of reasonable enquiry to the nominated agency/authority or local government.

That the Western Australian Planning Commission resolves to:

approve the application for subdivision of Lot 85 Tamar Terrace Varley subject to the following condition(s) and advice:

CONDITION(S)

1. The land being filled and/or drained. (Local Government)
2. Any drainage easements as may be required by the Local Government being granted free of cost to that authority. (Local Government)
3. Arrangements being made to the satisfaction of the Western Australian Planning Commission and to the specification of Western Power for the provision of an underground electricity supply service to the lot(s) shown on the approved plan of subdivision. (Western Power)
4. The transfer of land as a Crown Reserve, free of cost to Western Power for the provision of electricity supply infrastructure. (Western Power)
5. A detailed plan demonstrating the location and capacity of fire emergency infrastructure is to be prepared and implemented to the specifications of the Water Corporation and the Fire and Emergency Services Authority. (Water Corporation)

ADVICE

1. With regard to Condition 1, the Shire of Lake Grace advises the subdivider to ensure ongoing facilitation of the current water flow out of the northwest corner of the CBH facility along the Hyden-Varley Road to culvert. The water flow to continue through road culvert, across paddock to the Varley North Community Dam.
2. Main Roads WA advise no additional stormwater runoff is to be permitted to enter the road reserve of the Hyden Lake King Road from the future development of the proposed Lots 86 & 87 and any additional crossovers between the proposed Lot 86 and Hyden Lake King Road are subject to application to MRWA for approval.
3. Any additional crossovers between the proposed Lot 86 and Brookton Highway are subject to application to MRWA for approval. Contact MRWA on 9881 0566 for further information.
4. The Department of Water has advised drainage systems shall be designed and constructed consistent with the Stormwater Management Manual for Western Australia. Contact the Department of Water on 9690 2600 for further information.
5. With regard to Condition 3, Western Power provides only one point of electricity supply per freehold (green title) lot and requires that any existing overhead consumer service is required to be converted to underground.
6. If an existing aerial electricity cable servicing the land the subject of this approval crosses over a proposed lot boundary as denoted on the approved plan of subdivision, satisfactory arrangements will need to be made for the removal and relocation of that cable.
7. With regard to Condition 4, the specific location and area of land required is to be to the satisfaction of the WAPC on the advice of the local government and Western Power.
8. The Shire of Lake Grace advise that the use and enjoyment of proposed lot 87 may be affected by the adjoining Cooperative Bulk Handling grain handling and storage facility and it has therefore advised that a dwelling not be constructed within 500 metres of the boundary of the adjoining lot.



Neil Thomson
Acting Secretary
Western Australian Planning Commission
17 October 2011

Ordinary Council Meeting
21 December 2022

Attachment - Item 14.4.6 - Lake Grace CMCA
Proposal Reserve

PROPOSAL

DEVELOPMENT OF A CMCA LOW-COST RV PARK

CROWN RESERVE 19517

LOT 117 P155111

LAKE GRACE WA

Prepared by:
Campervan & Motorhome Club of Australia Ltd
December 2022

freedom
of
choice

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1. EXECUTIVE SUMMARY

This proposal identifies a possible site for a self-contained RV park in Lake Grace WA. The site is Crown Reserve 19517, currently under the management of the Shire of Lake Grace. Initial feedback from Exurban Rural and Regional Planning suggests that the site is appropriately zoned for this use.

CMCA has developed 13 similar RV parks across most states of Australia, operating under leases, licences, management agreements or full ownership. When dealing with Crown reserves, the process can be more complicated for a third-party developer because they often require the following:

- Ministerial consent for a lease to be granted by council;
- Development consent from council; and
- A license to operate under the Caravan Park and Camping Grounds Act 1997

An option worth exploring and one that is recommended through this proposal is for the Shire to develop the site for an RV Park (based on an agreed site plan) and offer the operation of the park under a management agreement to a third party such as CMCA.

The benefits of this approach are:

- Reduce the legislative and planning requirements to establish the park (and therefore the establishment time and cost)
- The assets remain with the Shire and the ratepayers
- Management of the RV park is at arms-length to the shire, limiting council staff time and cost involved in the operation and management of the park
- Regular reporting back to council from the park operators, including bookings, stay length, money spent in Lake Grace, rating of the camping ground and feedback for improvements
- Substantial ongoing income from the operation of the park without ongoing cost to council (other than capital improvements)
- Positive economic impact to the town and surrounding region with a formal RV park in the town, encouraging extended length of stay and therefore increased economic activity as a result

CMCA can assist with the preparation of regulatory documents such as Bush Fire Reports and Emergency Management Procedures to satisfy legislative requirements. CMCA has developed site specific Emergency Management Procedures for each of its operational RV parks.

CMCA offers its extensive experience in managing and operating this type of visitor accommodation, its national network of members, national promotion of the RV park and region through many different CMCA national marketing platforms and an understanding of the consumer market that would benefit from this project.

2. CONTEXT

Lake Grace is strategically located on the Dumbleyung-Lake Grace Road (Stubbs St) approximately 320km from Perth. Travellers utilise this route when travelling between Bunbury and Esperance. There is a significant number of potential guests using this highway, and presently there is limited accommodation within Lake Grace, and no low-cost RV accommodation for self-contained RVs. This park would support the CMCA Flax Mill Caravan Park at Boyup Brook which CMCA took over management of in August 2022, with both parks enhancing each other's potential bookings and patronage through cross promotion.

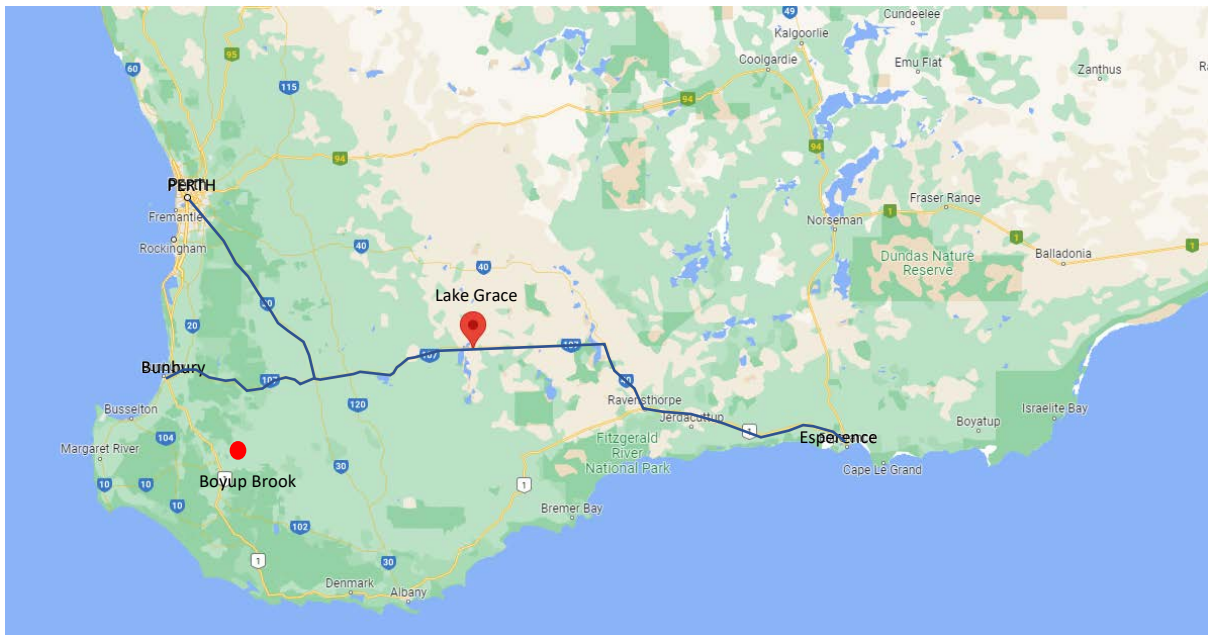


Figure 1: Location of Lake Grace

Shire of Lake Grace has identified a need for this style of accommodation within its Local Government Area and CMCA is experienced in the development and management of these parks.

Following an extensive site inspection by CMCA and council staff in June 2022, it was confirmed that there are limited sites that would suit the specific requirements of CMCA for the development of such an RV park. Council supports the development of the land situated on Slarke Street Lake Grace and CMCA considers the site appropriate for this use once developed.



Figure 2: Proposed lot on Slarke St Lake Grace

3. Site Characteristics

The proposed site, with an area of approximately 1.0 hectares, is a Crown reserve managed by Shire of Lake Grace. It is vacant and includes remnants of two large inground water tanks that have been filled.

The existing scattered trees could be retained as shade trees and further tree plantings would be considered to improve the site amenity for the proposed purpose. Some weeds and small shrubs would need to be removed, as would rubbish that has accumulated on site from other activities nearby.

The land to the south of the water tanks is sloping towards the lake and is considered too steep to facilitate the parking of RVs on this land. For this reason, camping sites are shown to the north of this area.

3.1 Zoning

Crown Reserve 19517 has a suitable reserve classification in Local Planning Scheme No.4 to accommodate the proposed development (i.e. rezoning will not be required).

The land has been designated for use for 'recreation' purposes under the *Land Administration Act 1997* with a management order issued in favour of the Shire to develop and use it for this purpose.



Figure 3: Proposed site boundaries

The site would have boundary fencing to demarcate the RV park from other activities if required and to prevent unauthorised access to the RV park. This would be a rural style fence rather than a security fence. Existing boundary fencing will be utilised where available and suitable.

3.2 Park Development

An RV park catering to fully self-contained RVs would typically include the following:

- Informal sites for RVs to camp (no hard stand areas for camping, open natural areas with minimal or no site identification)
- Wastewater dump point connected to gravity sewer main
- Potable water points around park for filling of onboard tanks (not for permanent connections to RVs) with supply from the Lake Grace reticulated system
- Park Custodian site (concrete pad and hard stand area, water connection, 15Amp power outlets, sullage connection if possible)
- Barbecue shelter (partly open-sided car port on slab, Class 10a building)
- Storage garden shed
- Hard waste management – usually general waste and recycling using council bin collection service where available, otherwise contracted skip bin service where this is not available
- Park signage as required including directional signs, park name sign, rules sign

3.3 Service Connection

Sewer

The preference is to connect the sewer to the nearby reticulated gravity sewer system rather than install a septic system for the park dump point. A gravity sewer connection of approximately 50m would be required (Figure 4). The connection point will be determined by the depth of the sewer main and fall required.

Water

It is understood that a reticulated town water service is located adjacent to the site which could be accessed for use in the park. Water is provided to the Park Custodian site as a permanent connection to the custodian RV. Potable water points are provided around the RV park for park guest to refill their onboard fresh water tanks. Water would also be provided to the 'happy hour' shelter and irrigation would be required to establish trees and some grassed areas within the park.

The water service can be connected to a new water meter from the main, or an inline meter from an existing internal water supply point, if metering is required.

Electricity

Power connection could be gained from nearby supply lines and a separate meter and board could be installed if required to monitor the RV park usage. The connection is to supply the Park Custodian site and this does not use more than a single residential house. The electricity mains connection point is unknown at the time of writing this proposal.

Note:

If CMCA was the developer of the site, as a not-for-profit member club, we would seek some reduction in headworks and concessions with connection charges to make this project feasible.

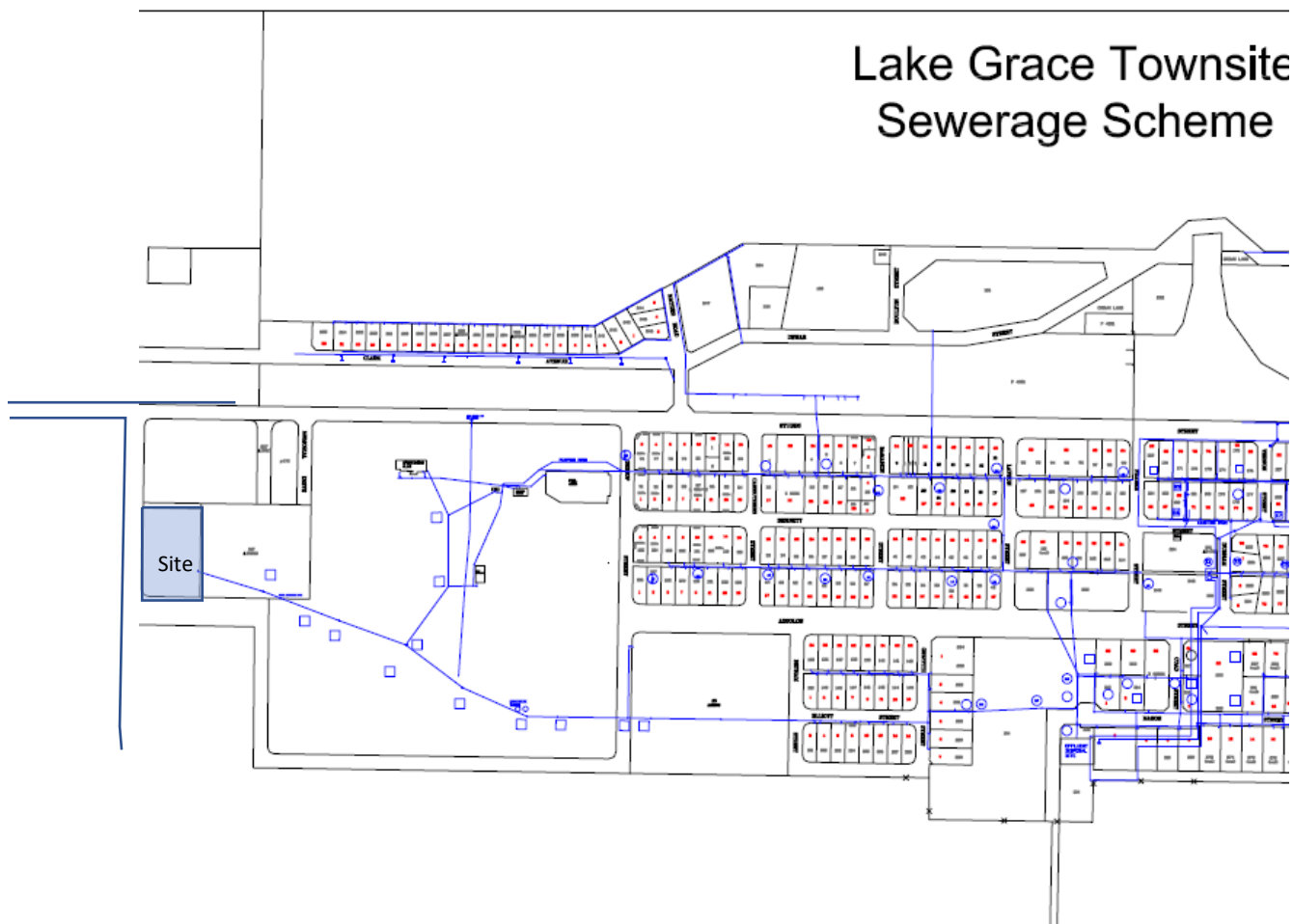


Figure 4: Proposed sewer connection

Vehicular access to the site is assumed from Slarke Street. This is a formed gravel road that connects to Stubb Street. The traffic volumes will not be significant for the intersection at Stubb Street as this site is already within the 80km/hr speed limit area and adjacent to the 60km/hr limit. Sight lines are sufficient at this intersection to allow traffic to enter and exit Slarke St safely.

3.3 Planning Regulation Issues

Information supplied by Exurban Rural and Regional Planning to Shire of Lake Grace:

“If the Shire were to undertake the development of the RV park/camping area on the property itself, it does not need approval to do so under the *Planning and Development Act 2005* as it is classified as a *public work*. Under section 6 of the Act public works by government authorities are exempt from the need for development approval.

When planning for and developing the land the Shire must however have due regard for the various development standards and requirements of Local Planning Scheme No.4. Given the land has been designated as being bushfire prone, a bushfire attack level (BAL) assessment, bushfire management plan and bushfire emergency evacuation plan may be required to be submitted.

If the Shire is not going to develop the land itself, then it will need to consider asking the Minister for Lands to grant powers to lease the land. Assuming the Minister agrees to that, the Shire could enter

into a formal lease agreement with a third party to afford them rights to develop and use the land for the intended purpose. All costs associated with preparing the lease and obtaining the Minister's approval to the lease, including registration with Landgate, will need to be met by the third party. The cost is likely to be in the order of approximately \$4,000 to 5,000 excluding GST.

Please note the lessee is still obliged to seek and obtain Council's development approval for the project under Local Planning Scheme No.4 as well as a license under the *Caravan Park and Camping Grounds Act 1997* and associated regulations (note the Shire is also exempt from these licensing requirements and would not need a license if it develops the land itself). Any development application submitted by the lessee would need to contain all the information normally required as per the Shire's development application checklist as well as a bushfire attack level (BAL) assessment, bushfire management plan and bushfire emergency evacuation plan."

It is important to understand that if council is not the developer of this RV park, the time and cost to a third party to achieve the same outcome will be considerably more.

4. Operational matters

CMCA RV parks provide a point of difference within the commercial travel accommodation market. The parks support those travelling in self-contained RVs. For this reason, there are no amenities or laundry facilities provided, all these must be provided by the guest within their own vehicles. If amenities were required to be installed within the park, the construction, maintenance and cleaning of such would be the responsibility of the Shire of Lake Grace.

CMCA provides a Park Custodian who lives on site within their own RV. The Park Custodians are trained CMCA volunteers responsible for the following:

- Checking in guests or taking bookings at the gate
- Ensuring compliance with the CMCA Self-Contained Vehicle Policy and assisting guests to meet these requirements to enable them to stay
- Siting RVs within the park
- Coordinating happy hour activities
- Enforcing the park rules
- Park maintenance and grounds management or overseeing contractors undertaking this work
- Emergency Management Procedure implementation
- Providing feedback to CMCA on issues or park improvement suggestions

CMCA only allows short term stays (up to 14 nights) at its parks and experience suggests that the average will be closer to 2-3 nights with few guests taking advantage of the full stay limits available.

5. Economic Benefit

There is significant economic benefit associated with the provision of low-cost camping facilities. CMCA has undertaken surveying of its RV Park guests for the past 5 years. From these surveys it is possible to gain some insight into the spending habits of those travellers seeking low-cost self-contained accommodation.

The amount of economic activity derived from park guests relies on several factors:

- The size of the host town and services available for the traveller
- The size of the RV Park (number of sites)
- Proximity of the park to the local retail centre (easy walking distance to shops encourages retail spend)
- Other tourist activities within or around the host town
- The facilities provided within the RV Park

Experience confirms the above factors have a significant impact on the economic activity of RV Park guests. Smaller towns (under 1,000 people) tend to have shorter stay length of guests and lower spend per night. It could be expected that the nightly spend per RV for an RV park located at Lake Grace would be around \$50.00-\$80.00 per night. The average stay length would also be below 2 nights per booking. If 1,000 nights are booked across the year, it could be expected that the economic impact would be approximately \$100,000 per year.

CMCA surveys suggest that those using these low-cost parks tend not to stay in commercial caravan parks or they plan to stay in low-cost parks elsewhere if something is not provided in a town. This is supported by the fact that only around 25% of all those park guests surveyed to date said that they would have stayed in a town if it did not have the low-cost park. This means about 75% of traffic is not stopping when this style of accommodation is not available.

Tourist activity from the RV Park would support local businesses across the year and follow travel patterns rather than school holidays or events calendars.

6. Site Layout

Figure 5 below shows an aerial shot of the site looking from the southern boundary. The two large inground water tanks are clearly visible with their concrete rings and ground cover. The scattered trees would be retained for shade and the existing access off Slarke Street would also be utilised. The ground slopes to the south from the tanks, so this area may not be accessible to most RVs.

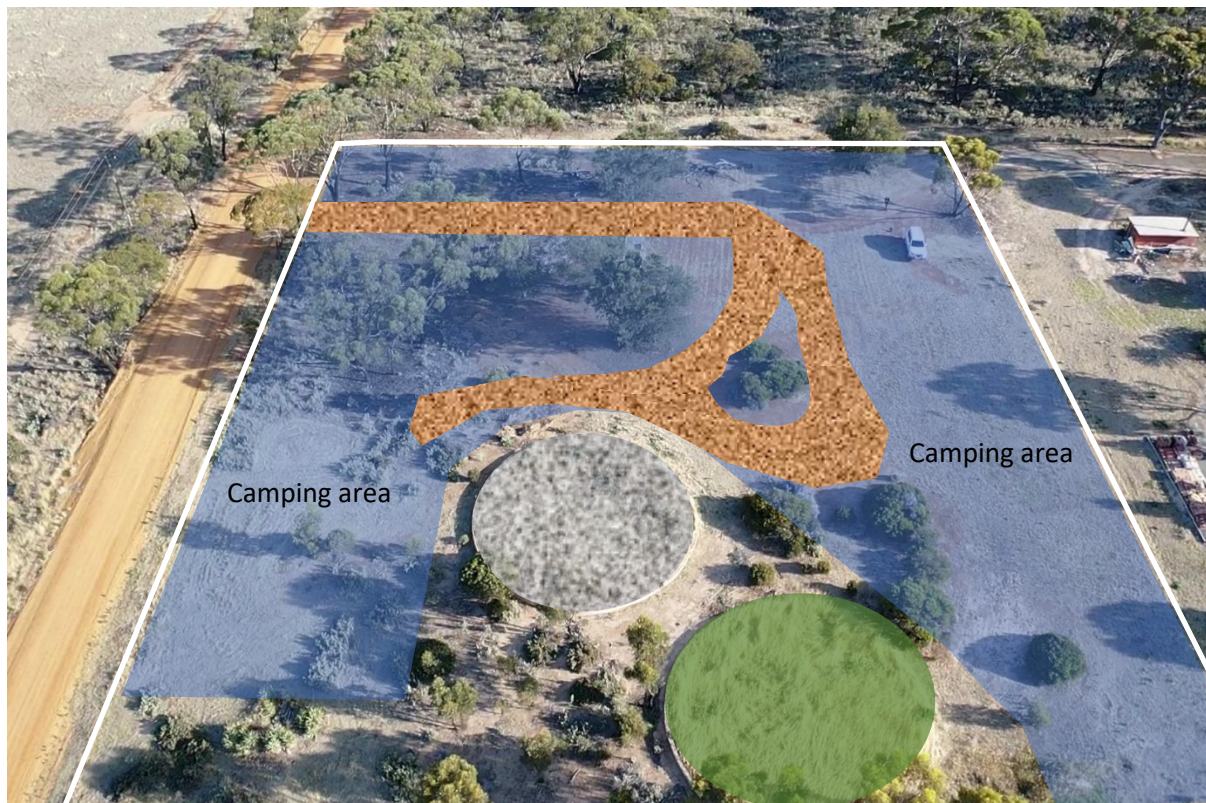


Figure 5: Possible site layout of RV Park

A more detailed site plan would need to be developed once the exact locations of all services are known, providing connection points and then preferred asset locations. The Park Custodian site is generally close to the entrance to facilitate and monitor access and egress from the park, check-in guests and manage the park gates.

The site layout shown in Figure 6 below reflects a typical RV Park setup based on assumptions relating to access, sewer connection, water connection and power connection points. If these differ from the assumed connection points, the site layout will change accordingly.

The dump point would be located as close as possible to the sewer main connection point whilst still providing ease of access for RVs and hopefully a gravity connection to the Park Custodian site. The Park Custodian site will have power supply, water connection and a sullage connection.

The water tanks could be used for features within the park, with the most northerly tank possibly incorporating the park “happy hour” shelter and campfire. The second tank could include a community garden style area for vegetables and flowers/natives.

Landscaping with trees would provide some shelter from neighbouring activities, provide some screening from Slarke Street, and provide shade from the afternoon sun.

The northerly water tank could house the happy hour shelter and communal fire pit. Gravel infill would reduce the need for grounds maintenance around this area and provide a safe environment for the camp fire pit.



Figure 6: Possible site plan

OCM 20 December 2023 Attachment to Item 14.4.2

PUBLIC CONSULTATION

SURVEY FOR PROPOSED SHORT-STAY SELF- CONTAINED RV PARK

The Shire of Lake Grace is considering the setting up of a short-stay RV park in conjunction with the Caravan & Motorhome Club of Australia Limited (CMCA). The park will be located on Slarke St on Reserve 19517, to the west of the AIM hospital, and is vested to the Shire for "Recreation purposes." CMCA will provide an on-site park custodian to manage the day to day management of the park by such things as collecting fees, allocating of sites and minor gardening and cleaning. The park will consist of unpowered caravan sites with limited water available and a dump point. It will be for fully self-contained caravans and motor homes only. The only facilities provided would be an undercover area containing a BBQ and some seating for the patrons. In addition, the custodian will be provided with a concrete pad for their caravan, power and water connections and a garden shed to house cleaning materials and some gardening equipment.

Campers would be limited in the time that they could stay whether it be 48 or 72 hours. The intention is to provide an alternative to those self-contained travelers who would otherwise camp in unauthorised areas such as gravel pits and bush clearings rather than stay in a caravan park and give them the incentive to stay in town and spend their money locally.

This not intended to be a "Free" camp. There will be a small fee being payable to cover the park custodians power and water and park cleaning. This fee will be on a share basis with the CMCA.

It would be appreciated if you could complete the following survey and return it to the Shire administration in person, via email or drop it in at the Lake Grace Visitors Centre on Stubbs St.

1. Would you support the Shire of Lake Grace setting up a short-stay self-contained RV park in Lake Grace?

	Yes	No	Unsure
Are you a Business?			
Community Member			
Comment:			

2. Do you believe that Lake Grace or your business would benefit from the introduction of a low cost short-stay self-contained RV park?

	Yes	No	Unsure
Are you a Business?			
Community Member			
Comment:			

3. Are you satisfied with the proposed location of the short-stay self-contained RV park?

	Yes	No	Unsure
Are you a Business?			
Community Member			
Comment:			

4. Do you have any further comments?

Comment:



Lake Grace Reconnect
C/O Post Office
Lake Grace, WA, 6353
Lakegrace.reconnect@gmail.com

8th August 2023

Lake Grace Shire Counsellors
1 Bishop Street
Lake Grace, WA, 6353

Subject: Request for waiver of Hall Hire Fees for Ladies Long Table Lunch.

Dear Counsellors,

I hope this letter finds you well. I am writing to request your kind consideration for the waiver of the hire fees of \$300.50 for the Ladies Long Table Lunch on the 9th of March 2023 at Lake Grace Town Hall.

The purpose of this event is to promote mental health awareness and connection in our small rural community; specifically bringing attention to the impact this critical issue has on women in our community. We wish to provide resources and support for those in need all while having an enjoyable time and some delicious food from local caterers.

We believe that the waiver of hall hire fees would significantly contribute to the success of the event and allow us to allocate these funds to important event components such as guest speakers, catering, décor and keeping ticket prices down.

Thank you for taking the time to consider our request. We look forward to hearing from you and if you require any additional information or have any questions, please feel free to contact Laura on 0448 935 110 or lakegrace.reconnect@gmail.com.

Regards,

Laura Ballard
Lake Grace Reconnect

ANNUAL REPORT

2022 - 2023



SHIRE OF LAKE GRACE

Website: www.lakegrace.wa.gov.au

Email: shire@lakegrace.wa.gov.au

Phone: 08 9890 2500

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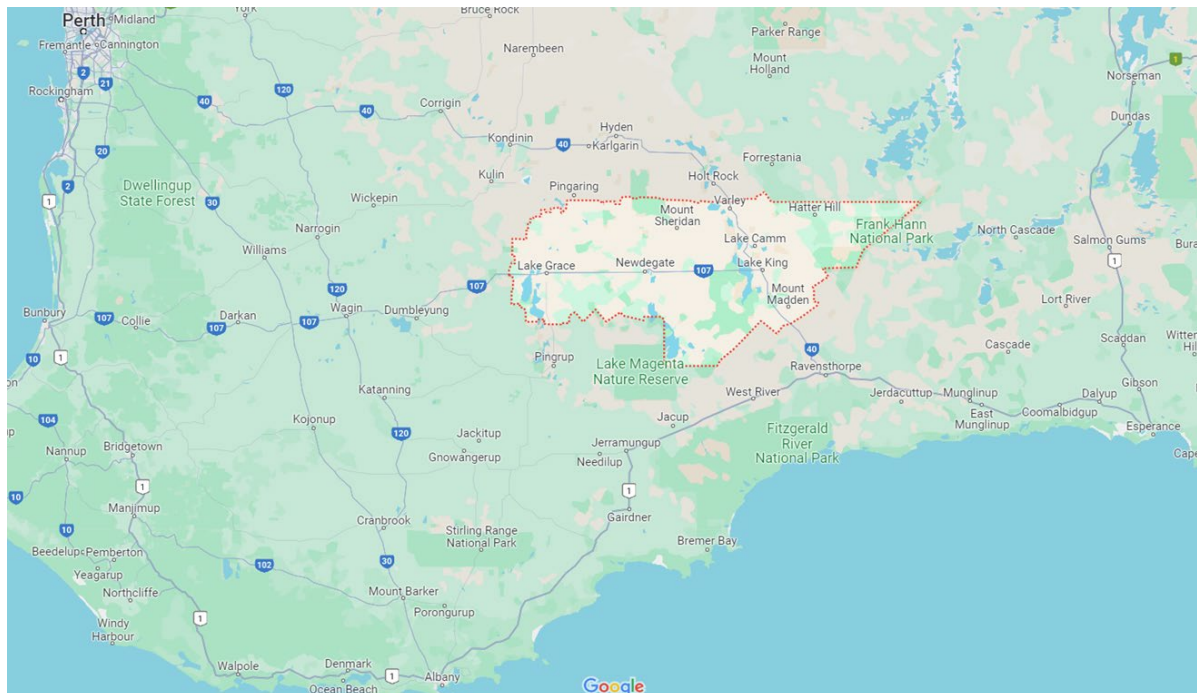
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INTRODUCTION



The Shire of Lake Grace is situated in the South-East of Western Australia and is one of the largest agricultural Shires in the State. It incorporates the communities of Lake Grace, Newdegate, Lake King, Varley and part of Pingaring and has 1,265 people inhabiting its 11,890km² area. The administration office is located in the town of Lake Grace.

Distance from Perth (kms)	345
Distance from Bunbury (kms)	297
Distance from Esperance (kms)	379
Area in km ²	11 890
Length of sealed roads (kms)	286
Length of unsealed roads (kms)	2 140
Population (2021 census)	1 265
Number of electors	908
Number of dwellings (2021 census)	743
Levied rates 2022/23	\$ 4 993 932
Total revenue for 2022/23	\$11 546 990
Number of Shire employees	44



PRESIDENT REPORT

It is with pleasure that I present to you the Shire of Lake Grace 2022/2023 Annual Report.

This year has been, from a Shire perspective, one of completing outstanding projects that had been impacted by the previous two years of covid-19 consequences brought about by the lack of materials, trades people and workforce personnel. The Newdegate Country Club renovations and refurbishment was one such infrastructure project that had taken a substantial period of time to be completed, and is now back in use by the community. The Aylmore road construction at the intersection of Edwards road was another project that was impacted by works personnel not being available; a substantial road works endeavor to bituminize the road through the salt lake environment which has now been completed.

Most Shire public buildings, halls, libraries, housing etc. have had major maintenance upgrades and all buildings requiring painting have had this work carried out. However, as always, building maintenance and road works are areas of operations which are ongoing year in and year out and this year has been no different from previous years with scheduled and emergency tasking taking place within the confines of budgetary consideration.

I would like to take this opportunity as the President to congratulate the hardworking staff, be it either internal administration or external personnel, on the way you fulfil your obligations to ensure that the Shire of Lake Grace is a great place to live, work and play and it is recognised that these outcomes at times did not come without challenges. So on behalf of all councillors and the ratepayers of Lake Grace, a big thank you.





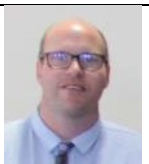

The year 2022 also saw two major events unfold in the Newdegate community, these being the 100 year celebrations for the townsite of Newdegate and also recognition for the 50 years of the Newdegate Field Days operations. Well done on both these outstanding achievements and congratulations on the committees of both organisations for the recognition celebrations.

As per the last few years, there is still a shortage of gravel supply for maintenance of our road systems (2,140kms of gravel roads within the Shire) due to restrictions and environmental regulations. But thanks to staff and the farmers who offered, assisted, and indicated that gravel supplies from their properties could be utilised by the Shire to continue with road maintenance, re-sheeting programmes. Your assistance is greatly appreciated.

Finally, as always, a big thank you to my fellow councilors for your dedication and sound input over the year in your service to your communities.

LEN ARMSTRONG
SHIRE PRESIDENT

COUNCILLORS & EXECUTIVE TEAM

COUNCILLORS TERMS OF OFFICE AND CONTACT DETAILS		EXECUTIVE TEAM	
	Cr Len Armstrong End of term 2023 cramstrong@lakegrace.wa.gov.au 0429 843 785		Chief Executive Officer Alan George
	Cr Ross Chappell End of term 2025 crchappell@lakegrace.wa.gov.au 0428 654 058		Deputy Chief Executive Officer Chris Paget
	Cr Debrah Clarke End of term 2023 crclarke@lakegrace.wa.gov.au 0428 654 041		Manager Corporate Services - Tegan Hall (A/Manager Corporate Services – Kevin Wilson)
	Cr Stephen Hunt End of term 2025 crhunt@lakegrace.wa.gov.au 0427 651 585		Manager Infrastructure Services Craig Elefsen
	Cr Ben Hyde End of term 2025 crhyde@lakegrace.wa.gov.au 0428 752 042		
	Cr Anton Kuchling End of term 2025 crkuchling@lakegrace.wa.gov.au 0427 206 030		
	Cr Roz Lloyd End of term 2023 crlloyd@lakegrace.wa.gov.au 0428 711 534		
	Cr Jeff McKenzie End of term 2023 crmckenzie@lakegrace.wa.gov.au 0458 693 014		

Please note there was an election held on 25 October 2023. Under the Local Government Reforms introduced in May 2023 the number of elected members for Shire of Lake Grace dropped to seven (7).

COMMITTEES OF COUNCIL

Audit Committee	Cr L Armstrong Cr Hunt Cr D Clarke
Bush Fire Advisory Committee	Cr R Chappell Cr A Kuchling
Local Emergency Management Committee	Cr L Armstrong Cr R Chappell
Lake Grace Library Resource and Community Resource Centre Management Committee	Cr D Clarke
Newdegate Library Resource and Community Resource Centre Management Committee	Cr R Lloyd
Newdegate Swimming Pool Management Committee	Cr L Armstrong Cr R Lloyd
Shire of Lake Grace Tourism Advisory Committee	Cr D Clarke
Shire of Lake Grace Planning and Asset Management Group	Cr L Armstrong Cr R Chappell Cr B Hyde Cr A Kuchling

COUNCILLOR REMUNERATION 22/23

As per Local Government Act 1995 s5.96a and Local Government (Administration) Regulations 1996 . R29C(f) - Councillors remuneration for the year ending includes meeting fees, Presidential and Deputy Allowance, Travel Allowance and Information Technology (IT) Allowance.

Councillor	President	Deputy President	Meeting Fees	Travel	IT Allowance	Other
Len Armstrong	\$20 565	Nil	\$8 200	\$7 163.58	\$3 500	\$0
Ross Chappell	Nil	\$5 142	\$4 100	\$1 222.91	\$3 500	\$0
Debrah Clarke	Nil	Nil	\$4 100	\$0	\$3 500	\$0
Stephen Hunt	Nil	Nil	\$4 100	\$2 109.62	\$3 500	\$5
Ben Hyde	Nil	Nil	\$4 100	\$2 478.12	\$3 500	\$0
Anton Kuchling	Nil	Nil	\$4 100	\$611.46	\$3 500	\$0
Roz Lloyd	Nil	Nil	\$4 100	\$1 094.49	\$3 500	\$0
Jeff McKenzie	Nil	Nil	\$4 100	\$0	\$3 500	\$0

CEO REPORT

Once again the Shire of Lake Grace has experienced a very busy and action-packed year with many projects completed as well as many more planned or underway. These coupled with ongoing road maintenance and upgrades have kept the staff and contractors busy.

Some of the projects completed during the year included, but were not limited to;

- Completion of the Newdegate Country Club renovations and refurbishment with major funding coming from the Newdegate Field Days Committee Inc, Newdegate Cropping Group, Shire of Lake Grace and federal funding from the Drought Communities Program and the Local Roads and Community Infrastructure Program.
- New lighting and upgrades at Newdegate and Lake Grace hockey fields and Lake Grace football oval
- Sealing of sports ground carparks at Lake Grace and Newdegate
- Playing surface improvements at sports ovals in Lake King, Newdegate and Lake Grace.

Without funding from the federal government's rounds of the Local Roads and Community Funding Program many of these would not have been possible to complete.

The town of Newdegate was the centre of attention in September 2022 with two big celebrations – the 50th anniversary of the Newdegate Field Days and the 100th year Centenary Celebrations. The organization of these events was a credit to the community.

Water supplies throughout the shire also remained a priority which saw several water tanks purchased to enhance supplies as well as a new dam sunk at the Lake King Airstrip. Investigations are ongoing regarding further water deficiency mitigation measures.

There have been several wireless communications towers erected between Lake Grace and east Newdegate by Crisp Wireless and Field Solutions Group to enhance internet connectivity for ratepayers in the shire.

Several functions were held throughout the year for our senior citizens and the youth of the shire, most of which were organised by Cheryl Chappell who retired at the end of the year after just over 11 years on the job.

There was a big movement in the supply of residential land in Lake Grace with all vacant blocks in the Quondong Court subdivision being sold. We have sought grant funding for headworks to develop further residential land on the east end of town. We have sought the expertise of Development WA to investigate the development and release of some light industrial lots in Dewar St Lake Grace. Negotiations are underway with WA Country Health Service to develop some housing for the hospital nursing staff.

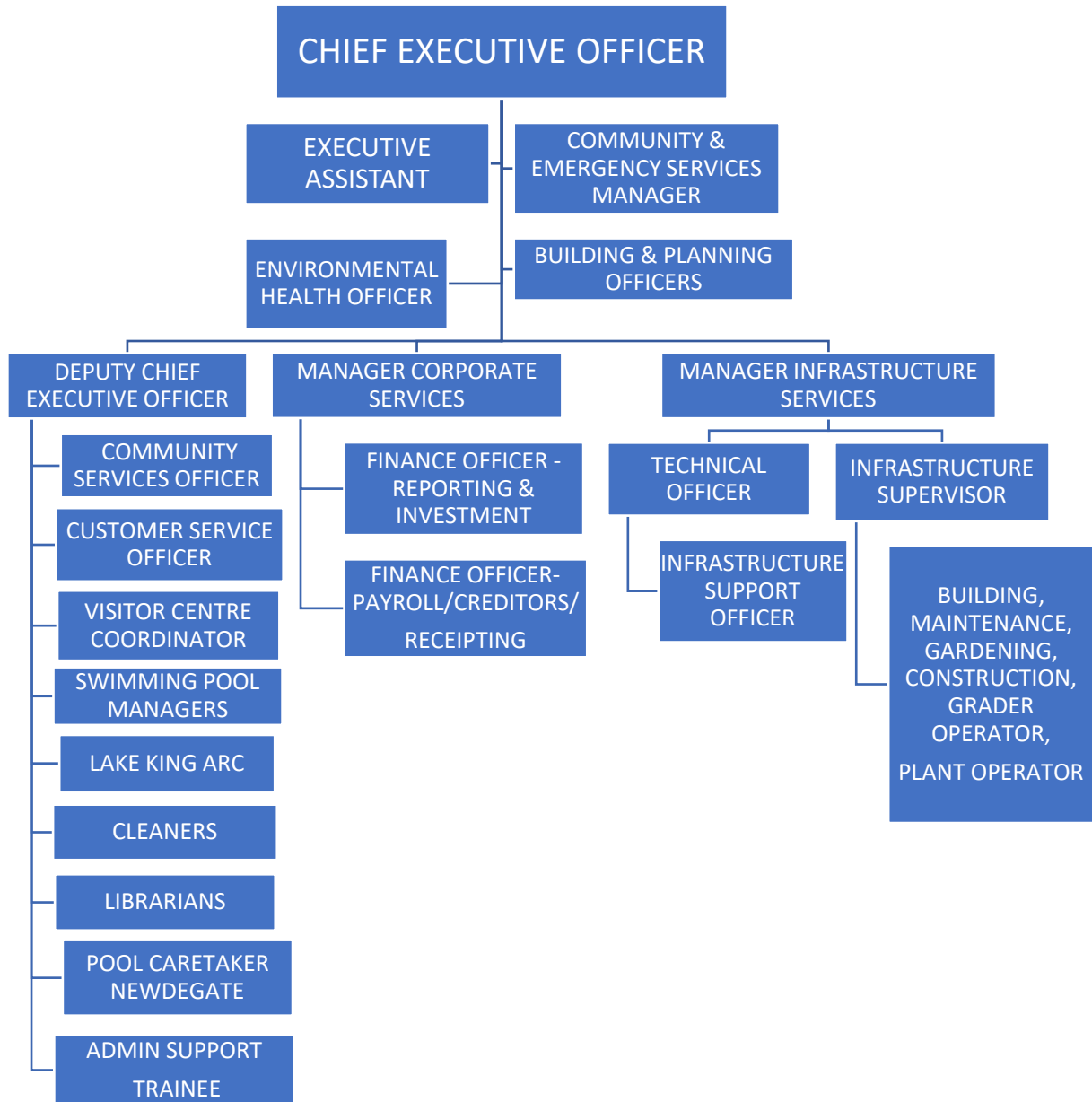
We have again received an excellent Audit report and many thanks goes to all the staff involved.

The administration staff of the shire continued to remain fairly stable over the past 12 months with only a few changes in the outside staff due mainly to personal reasons. All staff have a positive attitude and remain dedicated to servicing the needs of the shire and its residents.

The Council continues to work together for the benefit of the entire shire and their support and foresight has been of great assistance.

ALAN GEORGE - CHIEF EXECUTIVE OFFICER

ORGANISATION CHART



CORPORATE SERVICES REPORT

The 2022/23 Annual Financial Statements were audited by contract auditors through the Office of Auditor General and the statements received a clear audit opinion which provides Council and the Shire community that the Shire has sound financial internal controls and financial management processes.

The 2022/2023 budget was prepared with a three (3%) increase to Gross Rental Value (GRV) rates, the Unimproved Valuation (UV) rate was not increased by rate in the dollar as per previous practice as the Shire had received notification from Landgate that the property values on unimproved rated properties had increased by an average of 19.96% across the board. Instead the rate in the dollar has been reduced to allow for an overall increase of 10% so as to reduce the impact of the increase in valuations.

There was no new borrowings for the 2022/23 budget.

The 2022/2023 Budget provided, as normal, funds to meet the on-going operations of the Shire which includes shire building and facilities, parks and gardens, and recreational facilities maintained to acceptable standards, maintaining and upgrading the Shire's extensive road system which totals to some 2,500 kilometres.

Infrastructure – Roads, Footpaths, Drainage and Airstrip upgrades

An amount of \$3,668,548 was set aside for road renewal and upgrades to cover works on:

- Kathleen Road, Mallee Hill Road, Old Ravensthorpe and North Lake- Karlgarin Road,
- Taylor Road, Fitzgerald Road, Newdegate – Pingrup Road, Aylmore Road;
- Witham Road resheet, Holt Rock and Waddell Road reseals;
- and some works on the Speed calming devices in Lake Grace and Backslopes and Shoulder renewal.

The following allocations totalling \$397,225 were also provided for, new footpaths in Newdegate, urban stormwater, Dykes Road drainage, Fuel storage upgrade at Lake Grace depot and Lake Grace Airstrip.

Infrastructure - Parks Gardens and Recreation Facilities

Many of the projects initiated in 2021/22 being funded by Commonwealth programs, Drought Communities and Local Roads and Community Infrastructure were carried over into the 2022/23 budget due to shortage of contractors and resources to enable the projects to be either started or completed, some of these projects were:

- Lake Grace Sportsman Club Roof Replacement,
- Newdegate Hockey Shed replacement,
- Newdegate Country Club,
- Lighting for Lake Grace, Newdegate Hockey and Lake Grace Football Fields,
- Community All Ages Playground in Lake Grace,
- Unisex Toilets at all sporting precincts,
- Newdegate Jumping pillow and land,
- Community Walk Trails

An amount of \$1,075,000 was allocated to purchase replacement works plant and equipment which included Volvo Prime Movers, Multi Roller Spray Unit, mower for oval, Skid Steer and Plant trailer.

The Corporate Services team which now involves rates management, financial processing, payroll and reporting and investment management has been busy involved in the normal business as usual activities around these functions. The team however still has a team member working remotely in Perth which is proving to be a very successful part of our finance function.

During the year several staff members had the opportunity to attend training and development programs in Perth or other venues which included records management, OSH, financial reporting and finance upskill courses which is increasingly required to meet the compliance requirements of Local Government.

A new payroll package Definitiv was implemented late on in the 21/22 financial year. After a few teething issues the program is now operating smoothly and has been well received by all of the Shire staff. The new system has cut the processing time of payroll in half which has freed the payroll officer to take on other financial processes within the Corporate team.

Report of Employees Remuneration

Administration Regulation 19B requires a local government to report details of the number of employees entitled to an annual salary of \$100,000 or more in bands of \$10,000 for each band over \$100,000. These are disclosed as follows:

Salary Range	2022	2023
\$100,000 - \$110,000		
\$110,001 - \$120,000	1	1
\$130,001 - \$150,000	2	2
\$200,001 - \$260,000	1	1

Commonwealth Funding

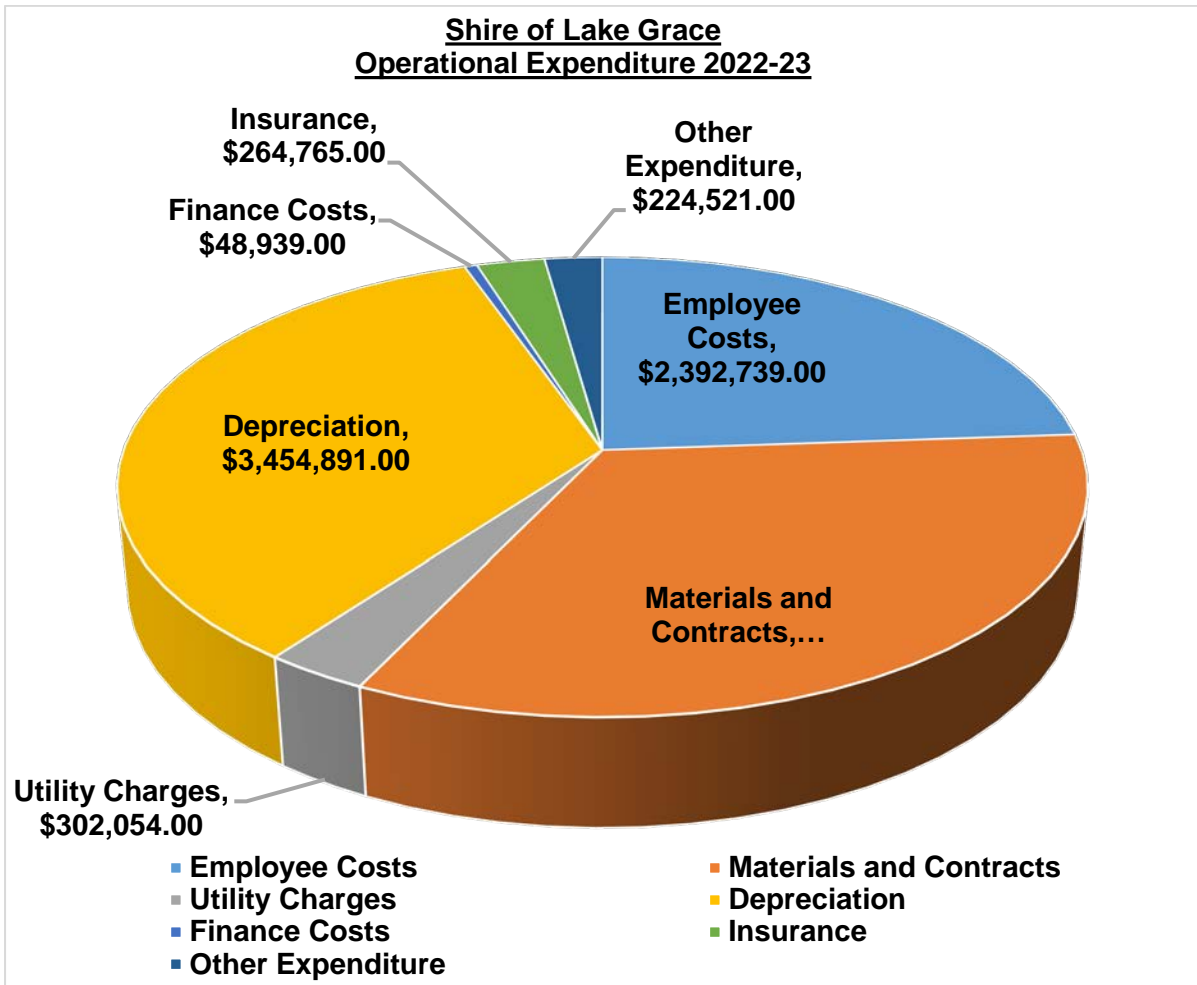
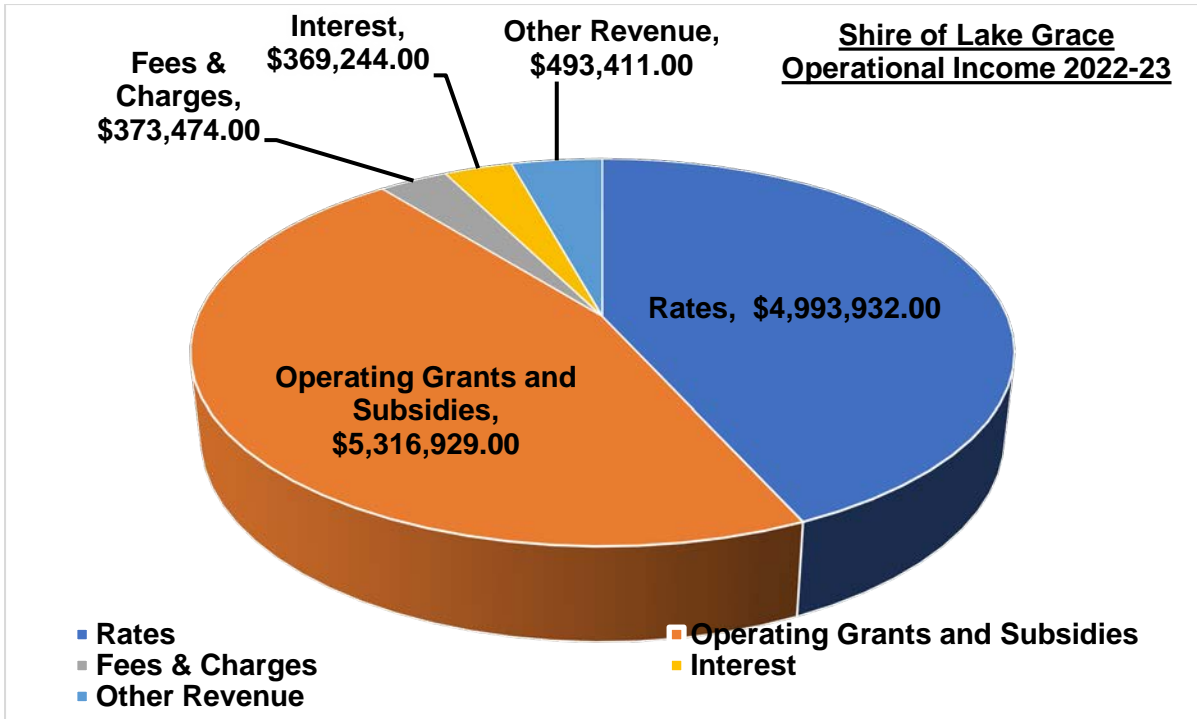
Financial Assistance grants are a vital part of the revenue base of all councils in essential community infrastructure and services ranging from local roads and parks to swimming pools and libraries.

The Shire of Lake Grace acknowledges the importance of the Commonwealth's funding through the Financial Assistance Grants programme for the combined delivery of council services and infrastructure.

The Shire of Lake Grace received \$3,439,236 Commonwealth Financial Assistance Grant of which \$2,522,868 was prepaid in April 2022. Of this Grant, \$1,937,368 was for general operations and \$1,501,867 was for local roads.

The Shire of Lake Grace received \$884,370 in Roads to Recovery funding from the Commonwealth.

The Shire of Lake Grace ensures that this Commonwealth funding and any other funding provided by the Commonwealth Government under relevant grant programs, is appropriately identified as Commonwealth grant funding in Council's publications including annual reports.



NOTES TO ACCOMPANY GRAPHS:

The key element in understanding financial performance is to view its operations, excluding capital expenditure, over time. Regular reports to Council on the Shire's financial performance demonstrate a good level of budgetary control; the Shire continues to receive unmodified audit reports.

The Shire's operating position reflects the revenues earned from rates and other income, such as fees and charges, and the expenses incurred in providing a wide range of services such as supporting the recreational facilities and sports grounds, roads, building and parks maintenance, as well as environmental and Fire Prevention Services.

The Shires revenue is largely reliant upon operating grants and subsidies from Commonwealth, State and other funding bodies and fees and charges. Rates contribute 43.25% of Council's total income and operating grants and subsidies account for 46.05% of Council's income, which is predominantly derived to help fund the community's needs and infrastructure.

Due to prudent financial management within the 2022-23 budget period, Council is in the position to allocate funds to Shire reserves for the future preservation of assets and to invest in community infrastructure projects and recycling & waste.

KEVIN WILSON
A/MANAGER CORPORATE SERVICES

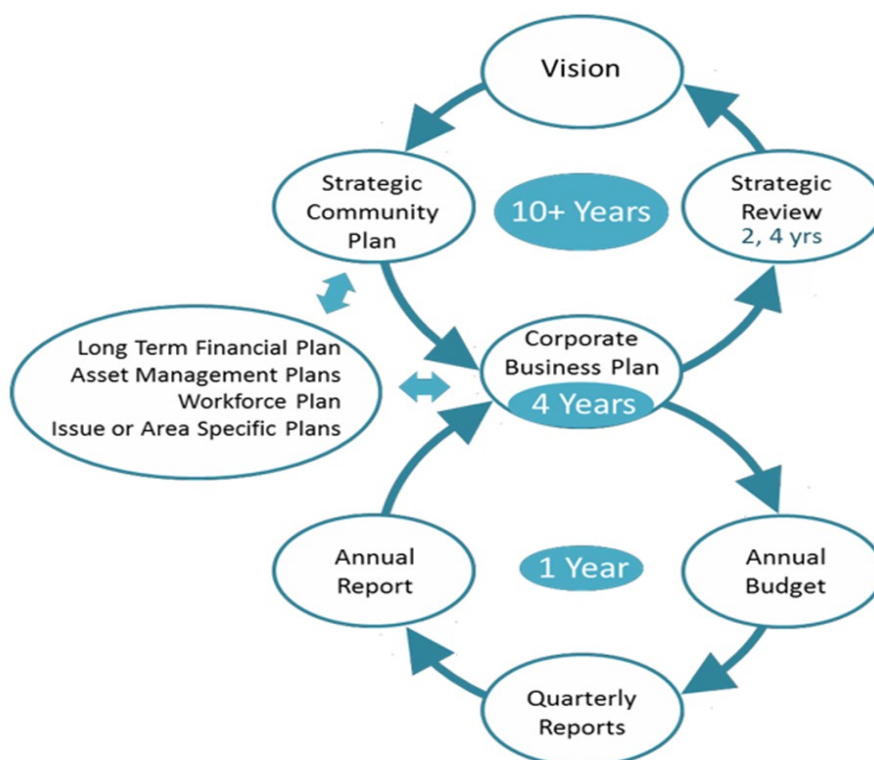
STRATEGIC COMMUNITY PLAN 2017 - 2027

In accordance with Section 5.56(1) of the Local Government Act 1995, all local governments are required to prepare a Plan for the Future for their district. This Plan for the Future consists of the following two (2) key strategic documents as follows:

Strategic Community Plan is the Shire's 10-year strategy and planning tool. It is the principal guiding document for the remainder of the Shire's strategic planning as community engagement is central to this Plan.

Corporate Business Plan is the Shire's 4-year planning document. The core components of this Plan include a four-year delivery program aligned to the Strategic Community Plan and accompanied by four-year financial projections.

It is important that the Strategic Plan and Corporate Business Plan are informed by several other key strategy documents and processes as shown in the diagram below:



Objectives and Outcomes:

Our Vision: A safe, inclusive and growing community embracing opportunity

Our Aspirations: Rich in spirit, surrounded by nature and valuing our heritage

Economic Objective	Social	Environment	Leadership
A prosperous agricultural based economy, supporting diversification of industry	A valued, healthy and inclusive community and life style	Protect and enhance our natural and built environment	Strong governance and leadership, demonstrating fair and equitable community values
Outcome 1.1 An innovative, productive agriculture industry	Outcome 2.1 An engaged, supportive and inclusive community	Outcome 3.1 A well maintained attractive built environment servicing the needs of the community	Outcome 4.1 A strategically focused, unified Council functioning efficiently
Strategies: 1.1.1 – Enhance and maintain transport network 1.1.2 – Improve flood mitigation for transport infrastructure 1.1.3 – Support and promote the agricultural productivity of the district 1.1.4 – Maintain and provide water infrastructure ad lobby to support drought proofing and water harvesting initiatives 1.1.5 – Liaise with key stakeholders for the improvement of the agricultural industry	Strategies: 2.1.1 – Community services and infrastructure meeting the needs of the district 2.1.1 – Maintain and support the growth of education, childcare, youth and aged services 2.1.3 – Actively promote and support community events and activities within the district	Strategies: 3.1.1 – Maintain, rationalise, improve or renew buildings and community infrastructure 3.1.2 – Maintain the integrity of heritage buildings and places	Strategies: 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
Outcome 1.2 A diverse and prosperous economy	Outcome 2.2 A healthy and safe community	Outcome 3.2 A natural environment for the benefit and enjoyment of current and future generations	Outcome 4.2 An efficient and effective organisation
Strategies: 1.2.1 – Advocate for improved communications and support infrastructure 1.2.2 – Support local business and promote further investment in the district	Strategies: 2.2.1 – Maintain and enhance sport and recreation facilities 2.2.2 – Provide and advocate for medical and health services 2.2.3 – Support provision of emergency services and encourage community volunteers	Strategies: 3.2.1 – Manage and preserve the natural environment 3.2.2 – Support pest and weed control within the district 3.2.3 – Provide an effective waste management service	Strategies: 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
Outcome 1.3 An attractive destination for visitors			
Strategies: 1.3.1 – Promote and develop tourism as part of a regional approach 1.3.2 – Maintain and enhance local iconic attractions and infrastructure 1.3.3 – Continue to provide and maintain visitor support services			

STATUTORY REPORTS

Complaints of Minor Breaches – Elected Members

The Shire maintains a register of complaints which records all complaints that result in an action under the Local Government Act 1995 s5.121 (6)(b) or (c). The register of complaints is to include for each recorded complaint:

- Name of Council Member about whom the complaint is made;
- Name of the person who makes the complaint;
- A description of the minor breach that the Standards Panel finds has occurred; and
- Details of the action taken.

In the financial year ending 30 June 2023 there were no reportable complaints entered into the Register under Section 5.121 of the Local Government Act 1995.

Complaints to the Ombudsman WA

During 2022/23 no complaints regarding actions or operations of the Shire Lake Grace were made to the Ombudsman of Western Australia.

Disability Access and Inclusion Plan

The Disability Services Act 1993 requires all local governments to develop and implement a Disability Access and Inclusion Plan (DAIP) which aims not only to address the desired outcomes of the Disability Services Commission (DSC); but must be reviewed annually and reported to the Disability Services Commission by 31 July each year.

The Shire of Lake Grace is pleased to report that compliance with the seven (7) Outcomes stipulated by DSC.

Freedom of Information

In accordance with Section 96 and 97 of the Freedom of Information Act 1992, the Shire is required to publish an Information Statement which details the process of applying for information under the Act as well as information that the Shire provides outside the Act. This Information Statement is available on the Shire of Lake Grace website.

The Freedom of Information Act 1992 and associated regulations can be found on the State Law Publisher website at www.slp.wa.gov.au where a full copy of all State legislation is available. Further information about Freedom of Information can also be found on the Freedom of Information Commissioner's website <http://foi.wa.gov.au/>.

During the 2022/23 financial year there were no Freedom of Information applications received or processed by the Shire.

National Competition Policy Statement

The Federal and State governments have a Competition Principles Agreement in place which is binding on local government. The Agreement requires the Shire to carry out a number of procedures and include a report on the matter in each year's Annual Report. The three (3) areas that affect local government are:

1. Competitive neutrality - to remove benefits (and costs) which accrue to government business as a result of their public ownership.
2. Structural reform - local government is required to reform the structure of publicly owned monopoly businesses where it is proposed to introduce competition.
3. Legislation review - to review any applicable legislation that may restrict competition.

The full requirements of the package are contained in a statement issued by the Department of Local Government, Sport and Cultural Industries.

Competitive neutrality

Local Governments are required to apply the principle of competitive neutrality to all business activities generating user-pays income. The principle of competitive neutrality is that government businesses should not enjoy a competitive advantage or disadvantage simply as a result of their public sector ownership. Annual Reports must show that a public benefit test has been conducted for all significant business activities (over \$200,000) to determine if competitive neutrality is in the public interest.

Within these criteria the Shire had no disclosures for the reporting period with respect to competitive neutrality:

- The Shire does not operate a business enterprise that has been classified by the Australian Bureau of Statistics as either a Public Trading Enterprise or Public Financial Enterprise;
- During the reporting period the Shire did not receive any complaints or did not become aware of any allegations of non-compliance with the competitive neutrality principles made by a private entity against the Shire; and
- The Shire continues to monitor Council policies and local laws for anti-competitive practices.

Structural reform

Before local governments privatise a monopoly, business activity or introduce competition into a sector dominated by a monopoly or near monopoly the regulatory and commercial activities must be separated and a review undertaken. Where applicable all local governments in Australia must report their adherence to the structural reform principles. At present this requirement has a very limited impact on local government in Western Australia and most will not need to provide this information.

The Shire of Lake Grace did not privatise any activities in 2022/23 and hence, there were no obligations for the Council with respect to structural reform under the NCP.

Legislation review

The Shire holds a portfolio of local laws (previously known as by-laws) which may or may not conflict with the Competition Principles Agreement. Section 3.16 of the Local Government Act 1995 requires that all of the local laws of a Local Government must be reviewed within an eight-year period after their commencement to determine if they should remain unchanged or be repealed or amended.

The Annual Report is to include a statement of which Local Laws that have been reviewed, the conclusions of those reviews, and a forward strategy for all Local Laws still to be reviewed. Local governments are required to review local laws to ensure they do not restrict competition unless:

- The benefits of the restriction to the community as a whole outweigh the costs; and
- The objectives of the legislation can only be achieved by restricting competition.
- Where necessary clause 7 legislation review principles have been complied with and the Shire of Lake Grace remains committed to reviewing its existing local laws as well as proposed local laws.

No new local laws were created in 2022/23 nor were any existing local laws due for review.

Primary and Annual Returns

In accordance with Section 5.75 and 5.76 of the Local Government Act 1995 all relevant persons lodged an Annual Return by the due date of 31 August 2021 and a primary return within 3 months of their start date. In 2022/23, there was 100% compliance in this area.

Procurement of Goods and Services

Procurement for the Shire of Lake Grace is conducted in compliance with the requirements of the Local Government Act 1995, the Local Government (Functions and General) Regulations 1996 and in accordance with the Shire's Purchasing Policy and Code of Conduct.

Public Interest Disclosure

The Public Interest Disclosure Act 2003 facilitates the disclosure of public interest information, and provides for the protection of those making such disclosure and those who are subject of the disclosures. The Act provides a system for the matters disclosed to be investigated and for appropriate action to be taken. Council has complied with all obligations under the Act including:

- a. Appointing the Chief Executive Officer and the Deputy Chief Executive Officer as the PID Officers for the organisation and publishing an internal procedure relating to the Shire's obligations.
- b. Providing protection from detrimental action or the threat of detrimental action for any employee of the Shire who makes an appropriate disclosure of public interest information.

There were no Public Interest Disclosures made to the Chief Executive Officer and the Deputy Chief Executive Officer in the year 2022/23.

Record Keeping Plan (State Records Act 2000)

The Shire of Lake Grace is required to maintain and dispose all records as prescribed in the State Records Act 2000.

In 14 August 2020, the Shire of Lake Grace received from the State Records Commission an approval for the continuation of the review of the Record Keeping Plan up to 7 August 2025. The Disaster Recovery Plan is currently under review and once completed, will be submitted to the State Records Commission before 2025.

Statistical information

Council and Committee meetings

There were a total of 20 meetings held within the period of 1 July 2022 to 30 June 2023

Ordinary Council meetings	11
Special Council meetings	1
Audit Committee meetings	2
Local Emergency Management Committee meetings	4
Bush Fire Advisory Committee meetings	2
Shire of Lake Grace Tourism Advisory Committee meetings	2

Attendance to these meetings by Councillors as follows:

Cr Len Armstrong	14
Cr Ross Chappell	18
Cr Debrah Clarke	10
Cr Ben Hyde	12
Cr Roz Lloyd	12
Cr Steve Hunt	12
Cr Anton Kuchling	13
Cr Jeff McKenzie	10

Elected Member Demographics as follows:

- Gender 2 Females and 6 Males
- Linguistic background 8 English
- Country of Birth 8 Australia
- Aboriginal Torres Strait Islander 0
- Ages
 - Between 18 and 24 years 0
 - Between 25 and 34 years 0
 - Between 35 and 44 years 2
 - Between 45 and 54 years 1
 - Between 55 and 64 years 2
 - Over 64 years 3

Citizenship Ceremonies

A total of one (1) Citizenship Ceremony was held for the period 2022/23.

INFRASTRUCTURE SERVICES

The 2022/23 financial year has established itself as a productive and prosperous year for the infrastructure services department after an exciting year of substantial development and planning of projects in 2021/22.

The Shire has seen a recent growth within the infrastructure department that has allowed for new forms of collaboration, which in turn has produced successful project management and efficient completion of developments. The infrastructure department work collectively and collaboratively with contractors both local and external, an outside team of tradesmen, gardeners and cleaners. All of who, have operated proficiently within their fields.

Road Works and Maintenance

The Shire completed numerous road work projects during the financial year of 2022/23, seeing numerous roads graded, sealed or re-sheeted. Capital roadworks have been completed by the Shire's internal crew and through local earthmoving contractors and companies. With the exception, of re-sealing works, completed by specialized external contractors.

The roads that underwent Maintenance Grading included:

- Lake Grace section 730.46km
- Lake King/Varley section 1381.31km
- Newdegate section 992.82km
- *Totalling: 3104.45km of graded road*

The roads re-sheeted included:

- Kathleen Road SLK 0.00 – 7.70
- Magenta Road SLK 27.60 – 33.50
- Old Ravensthorpe Road SLK 14.40 – 22.10
- Fitzgerald Road SLK 0.00 – 5.00
- Witham Road SLK 10.20 – 13.20
- Jarring South Road SLK 1.67 – 5.96

The roads bitumen re-sealed included:

- Mallee Hill Road SLK 0.00 – 4.66
- North Lake Grace Karlgarin Road SLK 19.69 – 25.73
- Newdegate Pingrup Road SLK 34.00 – 35.48
- Newdegate Pingrup Road SLK 37.02 – 37.14
- Holt Rock South Road SLK 25.37 – 29.46

The roads converted from Gravel to Sealed included:

- Mallee Hill Road SLK 10.60 – 13.60
- Aylemore Road SLK 4.45 – 8.80

Plant Replacement Program

The Shire has also had the opportunity to re-vitalize some more of the aging fleet. The plant replacement program has proven to be very beneficial in both the short and long-term, generating with it increased productivity and work quality.

New Plant acquired in the FY 2022/23:

- CAT CW34 Rubber Tyre roller
- CAT Wheeled Skid Steer Loader 236D3
- John Deere D120 Ride on Mower
- 2022 Isuzu MU – X 4x4 SUV x 2
- 2023 Toyota Prado Landcruiser
- 2022 Mitsubishi Pajero Sport GLX 2.4L
- 2022 Volvo 3-axle Prime Movers x 2

Completed Projects for the 2022/23 financial period

The Shire workforce has performed exceptionally during this financial period, with the successful management of numerous discrete and grant-funded projects. The Shire has seen the:

- Installation of 4 New hockey light towers and lights at Lake Grace Hockey Oval
- Installation of 1 New Hockey Light tower and Lights at Newdegate Hockey Oval
- Installation of 2 new light poles and lights at the Lake Grace football oval
- Installation of Shade sails at the Lake Grace Daycare Centre
- Roof replacement on staff house on Banksia Place Lake Grace
- Roof replacement on Lake Grace RSL Building
- Ceiling and roof replacement on the Projector room at Varley Hall
- Roof replacement on Lake Grace sportsman club
- Sealing of the Lake Grace and Newdegate recreational centre car parks
- Interpretation plan for Australian Inland Mission hospital
- Footpath installation Maley Street and Witham Street Newdegate

Water Management – Grants and Projects

In addition to the multitude of maintenance works of roads and buildings, this financial period, the Shire was awarded two Community Water Supply (CWS) grants to upgrade the dam and install water tanks at Dempster Rock Dam and Buniche underground tanks. These grants allow the Shire to secure a reliable water source to the area.

Projects established from these Grant awards:

- *Buniche Project*

The CWS grant allows for the installation of a 250KL steel tank and associated solar pump. The grant also ensures the inlet channel is cleaned and some minor catchment repairs can be performed.

- *Dempster Rock Project*

The CWS grant also for the installation of 2 x250KL steel water tanks, one on the Varley cross roads and one on Dempster Rock road, and the installation of solar pumps to allow water flow from Dempster rock dam. The grant also ensures the dempster rock dam and inlet can be cleaned and the capacity of the dam can be increased.

- *Culvert and Drainage upgrades*

During the FY2022/23, throughout the Shire, 48 culverts were replaced along with numerous culverts and drains cleaned out and rock pitched where needed.

As a condition to receive a grant award, projects submitted must be entirely new and innovative, not prospective or pre-planned. This process entails, scoping the project accurately and precisely, enlisting quotes, development of schedules for various works, creation of risk management plans and progress reports.

Waste Management

Another facet of the infrastructure department is in the management of the Shire's waste. The Shire manages and maintains the Lake Grace, Newdegate, Lake King & Varley Rubbish disposal sites.

CRAIG ELEFSEN

MANAGER INFRASTRUCTURE SERVICES

PLANNING SERVICES

During the period 1 July 2022 to 30 June 2023 the Lake Grace Shire Council considered and granted conditional development approval for twelve (12) development applications received for works to the total value of \$1,959,942 excluding GST.

It is significant to note no development applications were refused by Council and no development applications approved were the subject of an appeal to the State Administrative Tribunal or the Supreme Court of Western Australia challenging Council's decision or any conditions imposed.

The Shire also responded to the Western Australian Planning Commission's request for comment regarding a number of subdivision applications in the Shire, all of which were supported by the Shire and ultimately approved by the Commission due to their consistency with the Shire's local planning framework.

The Shire has also been progressing plans for the proposed subdivision of additional residential land in the eastern part of the Lake Grace townsite to accommodate demand as well as the proposed subdivision of Crown land on Dewar Street, Lake Grace for light industrial purposes.

The Shire's local planning framework is due for review and will be the subject of discussion with Council in 2024 regarding the likely costs for consideration of inclusion in the budget for the 2024/25 financial year.

The Shire is also monitoring the implications of the new *Short Term Rental Accommodation Bill 2023* and Short Term Rental Accommodation Register proposed by the State Government as well as various proposed amendments to the *Planning and Development (Local Planning Schemes) Regulations 2015* as part of the nation-wide planning reform agenda.

JOE DOUGLAS
TOWN PLANNER

ENVIRONMENTAL HEALTH SERVICES

The Principal Environmental Health Officer commenced in 28 October 2019 and has undertaken environmental health work within the Roe Regional Environmental Health Services in accordance with its operational guidelines. The work has generally been based on a three-day or 23 hours per fortnight. The following tasks were undertaken during the 2022/23 period.

WASTE MANAGEMENT

- Lake Grace Landfill - submission of Annual Environmental Report, Annual Audit Compliance Report, and the Annual Return under regulation 18C of the Waste Avoidance and Resource Recovery Regulations 2008 to the Department of Water and Environmental Regulation
- Inspection of the Waste Facility sites in Lake Grace, Newdegate, Lake King and Varley on various occasions to ensure compliance with environmental licenses in liaison with the Manager Infrastructure Services.

WASTE WATER

- Conducted assessments and approval of onsite effluent disposal systems.
- Lake Grace Recycled Water Scheme Annual Report to the Department of Health submitted.

SWIMMING POOLS – WATER QUALITY

- Lake Grace and Newdegate Pools were sampled monthly from October 2022 to March 2023 as per the Code of Practice for Aquatic Facilities and the Health (Aquatic Facilities) Regulations 2007.
- Ongoing project with the Department of Education to have the Newdegate pool resurfaced.

SWIMMING POOLS – FENCING

Submission of annual report to Department of Mining and Industry Regulation.

FOOD

- 32 inspections of registered Food Businesses in Lake Grace, Newdegate, Lake King and Varley
- Two Mobile Food Van Registrations and associated Street Trading Permits
- Maintained Food Business Register
- Memorandum of Understanding with Department of Health for central register of Mobile Food Vans
- Compilation of the Food Act 2008 and the Public Health Act 2016 reports required annually by the Department of Health Food

ACCOMMODATION

- The Lake Grace Caravan Park, Newdegate Caravan Park and the Lake King Caravan Park were inspected for compliance with the Caravan Parks and Camping Grounds Regulations

- 10 lodging houses were inspected throughout the Shire of Lake Grace including the CBH accommodation facilities at various locations, and the Spencer Shearing accommodation facilities

PUBLIC BUILDINGS

- 20 inspections of public buildings located in Lake Grace, Newdegate, Lake King and Varley
- Event Application processed for the Newdegate Machinery Field Days Event.

MISCELLANEOUS

- Advice or comments given to residents of the Shire of Lake Grace in relation to Environmental Health issues
- Survey from the Department of Primary Industries and Regional Development regarding local egg producers
- Department of Health survey regarding mosquito surveillance for Japanese encephalitis
- Dealt with complaints from the public ranging from food complaints to unauthorised trade waste disposal in residential areas
- Completed Shire of Lake Grace Public Health Plan, formed a new Working Group with neighbouring Roe Health Services for facilitate implementation of the Public Health Plans.

BRENDON GERRARD
PRINCIPAL ENVIRONMENTAL HEALTH OFFICER

SHIRE OF LAKE GRACE
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023

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The Shire of Lake Grace conducts the operations of a local government with the following community vision:

A safe, inclusive and growing community embracing opportunity

Principal place of business:

1 Bishop Street
Lake Grace WA 6353

**SHIRE OF LAKE GRACE
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**


*Local Government Act 1995
Local Government (Financial Management) Regulations 1996*


STATEMENT BY CEO

The accompanying financial report of the Shire of Lake Grace has been prepared in compliance with the provisions of the *Local Government Act 1995* from proper accounts and records to present fairly the financial transactions for the reporting period ended 30 June 2023 and the financial position as at 30 June 2023.

At the date of signing this statement the particulars included in the financial report are not misleading or inaccurate.

Signed on the 14th day of DECEMBER 2023



Chief Executive Officer


Name of Chief Executive Officer



**SHIRE OF LAKE GRACE
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2023**

	NOTE	2023 Actual	2023 Budget	2022 Actual
		\$	\$	\$
Revenue				
Rates	2(a),21	4,993,932	4,988,506	4,607,901
Grants, subsidies and contributions	2(a)	5,316,926	1,519,044	4,707,942
Fees and charges	2(a)	373,474	367,680	314,882
Interest revenue	2(a)	369,244	168,955	38,809
Other revenue	2(a)	493,411	277,050	221,071
		11,546,987	7,321,235	9,890,605
Expenses				
Employee costs	2(b)	(2,392,739)	(2,599,381)	(2,221,984)
Materials and contracts		(3,331,204)	(4,951,535)	(2,933,512)
Utility charges		(302,054)	(259,682)	(278,369)
Depreciation		(3,454,891)	(3,003,905)	(3,237,114)
Finance costs	2(b)	(48,939)	(50,478)	(58,817)
Insurance		(264,765)	(241,256)	(219,839)
Other expenditure	2(b)	(224,521)	(234,790)	(217,090)
		(10,019,113)	(11,341,027)	(9,166,725)
		1,527,874	(4,019,792)	723,880
Capital grants, subsidies and contributions	2(a)	2,805,764	3,464,518	4,085,581
Profit on asset disposals		171,327	80,864	1,586
Loss on asset disposals		(63,198)	(49,856)	(35,014)
Fair value adjustments to financial assets at fair value through profit or loss	4(b)	4,608	0	4,995
		2,918,501	3,495,526	4,057,148
Net result for the period	20(b)	4,446,375	(524,266)	4,781,028
Other comprehensive income for the period				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	14	92,172,689	0	0
Total other comprehensive income for the period	14	92,172,689	0	0
Total comprehensive income for the period		96,619,064	(524,266)	4,781,028

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



**SHIRE OF LAKE GRACE
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2023**

	NOTE	2023	2022
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	3	12,699,875	12,900,849
Trade and other receivables	5	320,521	269,603
Inventories	6	6,545	19,008
TOTAL CURRENT ASSETS		13,026,941	13,189,460
NON-CURRENT ASSETS			
Trade and other receivables	5	3,030	3,030
Other financial assets	4(b)	101,862	97,254
Inventories	6	0	728,108
Property, plant and equipment	7	46,359,823	44,400,044
Infrastructure	8	252,284,169	158,337,428
TOTAL NON-CURRENT ASSETS		298,748,884	203,565,864
TOTAL ASSETS		311,775,825	216,755,324
CURRENT LIABILITIES			
Trade and other payables	10	323,876	1,270,993
Other liabilities	11	0	416,885
Borrowings	12	177,282	246,468
Employee related provisions	13	391,037	390,075
TOTAL CURRENT LIABILITIES		892,195	2,324,421
NON-CURRENT LIABILITIES			
Borrowings	12	1,036,462	1,213,744
Employee related provisions	13	61,988	51,043
TOTAL NON-CURRENT LIABILITIES		1,098,450	1,264,787
TOTAL LIABILITIES		1,990,645	3,589,208
NET ASSETS		309,785,180	213,166,116
EQUITY			
Retained surplus		162,323,460	156,762,478
Reserve accounts	24	5,272,093	5,108,720
Revaluation surplus	14	142,189,627	51,294,918
TOTAL EQUITY		309,785,180	213,166,116

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



**SHIRE OF LAKE GRACE
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2023**

	NOTE	RETAINED SURPLUS \$	RESERVE ACCOUNTS \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
Balance as at 1 July 2021		152,641,348	4,443,827	51,294,918	208,380,093
Comprehensive income for the period					
Net result for the period		4,781,028	0	0	4,781,028
Other comprehensive income for the period	4(b)	4,995	0	0	4,995
Total comprehensive income for the period		4,786,023	0	0	4,786,023
Transfers from reserve accounts	24	122,065	(122,065)	0	0
Transfers to reserve accounts	24	(786,957)	786,957	0	0
Balance as at 30 June 2022		156,762,478	5,108,720	51,294,918	213,166,116
Comprehensive income for the period					
Net result for the period		4,446,375	0	0	4,446,375
Other comprehensive income for the period	14	0	0	92,172,689	92,172,689
Total comprehensive income for the period		4,446,375	0	92,172,689	96,619,064
Transfers from revaluation surplus		1,277,980	0	(1,277,980)	0
Transfers from reserve accounts	24	782,986	(782,986)	0	0
Transfers to reserve accounts	24	(946,359)	946,359	0	0
Balance as at 30 June 2023		162,323,460	5,272,093	142,189,627	309,785,180

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

**SHIRE OF LAKE GRACE
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2023**

NOTE	2023 Actual	2022 Actual
	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts		
Rates	4,945,688	4,610,229
Grants, subsidies and contributions	4,881,853	3,148,881
Fees and charges	373,474	314,882
Interest revenue	369,244	38,809
Other revenue	493,411	221,071
	11,063,670	8,333,872
Payments		
Employee costs	(2,366,360)	(2,176,858)
Materials and contracts	(4,264,816)	(2,197,040)
Utility charges	(302,054)	(278,369)
Finance costs	(48,939)	(60,419)
Insurance paid	(264,765)	(219,839)
Other expenditure	503,588	(217,090)
	(6,743,346)	(5,149,615)
Net cash provided by (used in) operating activities	14(b) 4,320,324	3,184,257
CASH FLOWS FROM INVESTING ACTIVITIES		
Payments for purchase of property, plant & equipment	(2,008,048)	(2,699,870)
Payments for construction of infrastructure	(4,225,443)	(3,913,434)
Capital grants, subsidies and contributions	1,601,522	4,085,581
Proceeds for financial assets at amortised cost	(97,255)	0
Proceeds from sale of property, plant & equipment	454,395	114,545
Net cash provided by (used in) investing activities	(4,274,829)	(2,413,178)
CASH FLOWS FROM FINANCING ACTIVITIES		
Repayment of borrowings	23(a) (246,468)	(253,822)
Net cash provided by (used In) financing activities	(246,468)	(253,822)
Net increase (decrease) in cash held	(200,974)	517,257
Cash at beginning of year	12,900,849	12,383,592
Cash and cash equivalents at the end of the year	14(a) 12,699,875	12,900,849

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

**SHIRE OF LAKE GRACE
STATEMENT OF FINANCIAL ACTIVITY
FOR THE YEAR ENDED 30 JUNE 2023**

	NOTE	2023 Actual \$	2023 Budget \$	2022 Actual \$
OPERATING ACTIVITIES				
Revenue from operating activities				
General rates	21	4,784,438	4,781,678	4,407,038
Rates excluding general rates	21	209,494	206,828	200,863
Grants, subsidies and contributions		5,316,926	1,519,044	4,707,942
Fees and charges		373,474	367,680	314,882
Interest revenue		369,244	168,955	38,809
Other revenue		493,411	277,050	221,071
Profit on asset disposals		171,327	80,864	1,586
Fair value adjustments to financial assets at fair value through profit or loss	4(b)	4,608	0	0
		11,722,922	7,402,099	9,892,191
Expenditure from operating activities				
Employee costs		(2,392,739)	(2,599,381)	(2,221,984)
Materials and contracts		(3,331,204)	(4,951,535)	(2,933,512)
Utility charges		(302,054)	(259,682)	(278,369)
Depreciation		(3,454,891)	(3,003,905)	(3,237,114)
Finance costs		(48,939)	(50,478)	(58,817)
Insurance		(264,765)	(241,256)	(219,839)
Other expenditure		(224,521)	(234,790)	(217,090)
Loss on asset disposals		(63,198)	(49,856)	(35,014)
		(10,082,311)	(11,390,883)	(9,201,739)
Non-cash amounts excluded from operating activities	22(a)	3,824,622	2,972,897	3,237,713
Amount attributable to operating activities		5,465,233	(1,015,887)	3,928,165
INVESTING ACTIVITIES				
Inflows from investing activities				
Capital grants, subsidies and contributions		2,805,764	3,464,518	4,085,581
Proceeds from disposal of assets		454,395	526,954	114,545
		3,260,159	3,991,472	4,200,126
Outflows from investing activities				
Purchase of property, plant and equipment	7(a)	(2,551,088)	(2,924,316)	(2,699,870)
Purchase and construction of infrastructure	8(a)	(4,255,793)	(6,345,222)	(3,913,434)
		(6,806,881)	(9,269,538)	(6,613,304)
Non-cash amounts excluded from investing activities	22(b)	0	0	4,995
Amount attributable to investing activities		(3,546,722)	(5,278,066)	(2,408,183)
FINANCING ACTIVITIES				
Inflows from financing activities				
Transfers from reserve accounts	24	782,986	782,986	122,065
		782,986	782,986	122,065
Outflows from financing activities				
Repayment of borrowings	23(a)	(246,468)	(246,468)	(253,822)
Transfers to reserve accounts	24	(946,359)	(291,955)	(786,957)
		(1,192,827)	(538,423)	(1,040,779)
Amount attributable to financing activities		(409,841)	244,563	(918,714)
MOVEMENT IN SURPLUS OR DEFICIT				
Surplus or deficit at the start of the financial year	22(c)	6,190,254	6,049,390	5,588,986
Amount attributable to operating activities		5,465,233	(1,015,887)	3,928,165
Amount attributable to investing activities		(3,546,722)	(5,278,066)	(2,408,183)
Amount attributable to financing activities		(409,841)	244,563	(918,714)
Surplus or deficit after imposition of general rates	22(c)	7,698,924	0	6,190,254

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

**SHIRE OF LAKE GRACE
FOR THE YEAR ENDED 30 JUNE 2023
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**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

1. BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996* prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board except for disclosure requirements of:

- AASB 7 Financial Instruments Disclosures
- AASB 16 Leases paragraph 58
- AASB 101 Presentation of Financial Statements paragraph 61
- AASB 107 Statement of Cash Flows paragraphs 43 and 45
- AASB 116 Property, Plant and Equipment paragraph 79
- AASB 137 Provisions, Contingent Liabilities and Contingent Assets paragraph 85
- AASB 140 Investment Property paragraph 75(f)
- AASB 1052 Disaggregated Disclosures paragraph 11
- AASB 1054 Australian Additional Disclosures paragraph 16

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

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

The local government reporting entity

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 25 of the financial report.

Judgements and 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.

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

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, and infrastructure.

Initial application of accounting standards

During the current year, the following new or revised Australian Accounting Standards and Interpretations were applied for the first time.

- AASB 2020-3 Amendments to Australian Accounting Standards - Annual Improvements 2018-2020 and Other Amendments
- AASB 2020-6 Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current – Deferral of Effective Date
- AASB 2021-7a Amendments to Australian Accounting Standards - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections [general editorials]
- AASB 2022-3 Amendments to Australian Accounting Standards - Illustrative Examples for Not-for-Profit Entities accompanying AASB 15

These amendments have no material impact on the current annual financial report

New accounting standards for application in future years

The following new accounting standards will have application to local government in future years:

- AASB 2014-10 Amendments to Australian Accounting Standards - Sale or Contribution of Assets between an Investor and its Associate or Joint Venture
- AASB 2020-1 Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current
- AASB 2021-2 Amendments to Australian Accounting Standards - Disclosure of Accounting Policies or Definition of Accounting Estimates
This standard will result in a terminology change for significant accounting policies
- AASB 2021-7c Amendments to Australian Accounting Standards - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections [deferred AASB 10 and AASB 128 amendments in AASB 2014-10 apply]
- AASB 2022-5 Amendments to Australian Accounting Standards - Lease Liability in a Sale and Leaseback
- AASB 2022-6 Amendments to Australian Accounting Standards - Non-current Liabilities with Covenants
- AASB 2022-7 Editorial Corrections to Australian Accounting Standards and Repeal of Superseded and Redundant Standards
- AASB 2022-10 Amendments to Australian Accounting Standards - Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities

The amendment may result in changes to the fair value of non-financial assets. The impact is yet to be quantified.

Except as described above these amendments are not expected to have any material impact on the financial report on initial application.

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

2. REVENUE AND EXPENSES

(a) Revenue

Contracts with customers

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Timing of revenue recognition
Grants, subsidies and contributions	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestones and/or completion date matched to performance obligations
Fees and charges - licences, registrations, approvals	Building, planning, development and animal management.	Single point in time	Full payment prior to issue	None	On payment of the licence, registration or approval
Fees and charges - waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	On entry to facility
Fees and charges - airport landing charges	Permission to use facilities and runway	Single point in time	Monthly in arrears	None	On landing/departure event
Fees and charges - sale of stock	Aviation fuel, kiosk and visitor centre stock	Single point in time	In full in advance, on 15 day credit	Refund for faulty goods	At point of sale
Other revenue - private works	Contracted private works	Single point in time	Monthly in arrears	None	At point of service

Consideration from contracts with customers is included in the transaction price.

Revenue Recognition

Revenue recognised during the year under each basis of recognition by nature of goods or services is provided in the table below:

For the year ended 30 June 2023

Nature	Contracts with customers	Capital grant/contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	4,993,932	0	4,993,932
Grants, subsidies and contributions	733,363	0	0	4,583,563	5,316,926
Fees and charges	195,093	0	178,381	0	373,474
Interest revenue	351,324	0	17,920	0	369,244
Other revenue	493,411	0	0	0	493,411
Capital grants, subsidies and contributions	0	2,232,374	0	573,390	2,805,764
Total	1,773,191	2,232,374	5,190,233	5,156,953	14,352,751

For the year ended 30 June 2022

Nature	Contracts with customers	Capital grant/contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	4,538,036	69,865	4,607,901
Grants, subsidies and contributions	0	0	0	4,707,942	4,707,942
Fees and charges	295,198	0	19,684	0	314,882
Interest revenue	0	0	12,257	26,552	38,809
Other revenue	0	0	0	221,071	221,071
Capital grants, subsidies and contributions	0	4,085,581	0	0	4,085,581
Total	295,198	4,085,581	4,569,977	5,025,430	13,976,186

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

2. REVENUE AND EXPENSES (Continued)

(a) Revenue (Continued)

Note	2023 Actual \$	2022 Actual \$
Assets and services acquired below fair value		
Contributed assets	573,390	0
	573,390	0
Interest revenue		
Interest on reserve account funds	166,359	11,103
Trade and other receivables overdue interest	17,920	12,257
Other interest revenue	184,965	15,449
	369,244	38,809
The 2023 original budget estimate in relation to: Trade and other receivables overdue interest was \$0.		
Fees and charges relating to rates receivable		
Charges on instalment plan	4,367	5,027
The 2023 original budget estimate in relation to: Charges on instalment plan was \$6,000.		
(b) Expenses		
Auditors remuneration		
- Audit of the Annual Financial Report	32,000	31,800
- Other services – grant acquittals	2,660	4,260
	34,660	36,060
Employee Costs		
Employee benefit costs	2,530,163	2,432,436
Other employee costs	(137,424)	(210,452)
	2,392,739	2,221,984
Finance costs		
Interest and financial charges paid/payable for lease liabilities and financial liabilities not at fair value through profit or loss	48,939	58,817
	48,939	58,817
Sundry expenses	(503,587)	217,090
	224,521	217,090

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

3. CASH AND CASH EQUIVALENTS

Note	2023	2022
	\$	\$
Cash at bank and on hand	12,699,875	12,900,849
Total cash and cash equivalents	12,699,875	12,900,849
Held as		
- Unrestricted cash and cash equivalents	7,427,782	7,792,129
- Restricted cash and cash equivalents	5,272,093	5,108,720
15	12,699,875	12,900,849

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

Restricted financial assets

Restricted financial asset balances are not available for general use by the local government due to externally imposed restrictions. Restrictions are specified in an agreement, contract or legislation. This applies to reserve accounts, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement and for which no liability has been recognised.

4. OTHER FINANCIAL ASSETS

(b) Non-current assets

Financial assets at fair value through profit and loss

2023	2022
\$	\$
101,862	97,254
101,862	97,254
97,254	92,259
4,608	4,995
101,862	97,254

Financial assets at fair value through profit or loss

Units in Local Government House Trust - opening balance

Movement attributable to fair value increment

Units in Local Government House Trust - closing balance

Loans receivable from clubs/institutions have the same terms and conditions as the related borrowing disclosed in Note 23(a) as self supporting loans. Fair value of financial assets at fair value through profit or loss is determined from the net asset value of the units held in the Trust at balance date as compiled by WALGA.

SIGNIFICANT ACCOUNTING POLICIES

Other financial assets at amortised cost

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

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Fair values of financial assets at amortised cost are not materially different to their carrying amounts, since the interest receivable on those assets is either close to current market rates or the assets are of a short term nature. Non-current financial assets at amortised cost fair values are based on discounted cash flows using a current market rates. They are classified as level 2 fair values in the fair value hierarchy (see Note 20 (i)) due to the observable market rates).

Interest received is presented under cashflows from operating activities in the Statement of Cash Flows where it is earned from financial assets that are held for cash management purposes.

Financial assets at fair value through profit or loss

The Shire has elected to classify the following financial assets at fair value through profit or loss:

- debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- equity investments which the Shire has elected to recognise as fair value gains and losses through profit or loss.

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

5. TRADE AND OTHER RECEIVABLES

Note	2023	2022
	\$	\$
Current		
Rates and statutory receivables	75,681	42,951
Trade receivables	244,840	226,652
	<u>320,521</u>	<u>269,603</u>
Non-current		
Rates and statutory receivables	3,030	3,030
	<u>3,030</u>	<u>3,030</u>

SIGNIFICANT ACCOUNTING POLICIES

Rates and statutory receivables

Rates and statutory receivables are non-contractual receivables arising from statutory requirements and include amounts due from ratepayers for unpaid rates and service charges and other statutory charges or fines.

Rates and statutory receivables are recognised when the taxable event has occurred and can be measured reliably.

Trade receivables

Trade receivables are amounts receivable from contractual arrangements with customers for goods sold, services performed or grants or contributions with sufficiently specific performance obligations as part of the ordinary course of business.

Other receivables

Other receivables are amounts receivable from contractual arrangements with third parties other than contracts with customers including grants for the construction of recognisable non financial assets.

Measurement

Trade and other receivables are recognised initially at the amount of the transaction price, unless they contain a significant financing component, and are to be recognised at fair value.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

6. INVENTORIES

Note	2023	2022
	\$	\$
Current		
Fuel and materials	6,545	19,008
	6,545	19,008
Non-current		
Land held for resale		
Cost of acquisition	0	728,108
	0	728,108
The following movements in inventories occurred during the year:		
Balance at beginning of year	747,116	726,408
Inventories expensed during the year	(161,508)	0
Completed land transferred to Property, Plant & Equipment	(728,108)	0
Additions to inventory	149,045	20,708
Balance at end of year	6,545	747,116

SIGNIFICANT ACCOUNTING POLICIES

General

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.

Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

Land held for resale (Continued)

Borrowing costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed onto the buyer at this point.

Land held for resale is classified as current except where it is held as non-current based on the council's intentions to release for sale.

SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023

7. PROPERTY, PLANT AND EQUIPMENT

(a) Movements in Balances

Movement in the balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Land	Buildings - non- specialised	Buildings - specialised	Total land and buildings	Furniture and equipment	Plant and equipment	Capital Works in Progress	Total property, plant and equipment
	\$	\$	\$		\$	\$	\$	\$
Balance at 1 July 2021	2,008,000	3,602,561	33,522,546	39,133,107	165,641	3,215,302	194,404	42,708,454
Additions	0	15,209	845,162	860,371	49,122	818,664	971,713	2,699,870
Disposals	(45,000)	0	0	(45,000)	0	(102,973)	0	(147,973)
Depreciation	0	(53,452)	(471,702)	(525,154)	(26,420)	(308,733)	0	(860,307)
Balance at 30 June 2022	1,963,000	3,564,318	33,896,006	39,423,324	188,343	3,622,260	1,166,117	44,400,044
Comprises:								
Gross balance amount at 30 June 2022	1,963,000	3,617,770	34,367,708	39,948,478	278,978	4,860,859	1,166,117	46,254,432
Accumulated depreciation at 30 June 2022	0	(53,452)	(471,702)	(525,154)	(90,635)	(1,238,599)	0	(1,854,388)
Balance at 30 June 2022	1,963,000	3,564,318	33,896,006	39,423,324	188,343	3,622,260	1,166,117	44,400,044
Additions*	52,681	69,300	1,680,452	1,802,433	0	1,819,124	(1,070,469)	2,551,088
Disposals	0	0	0	0	0	(346,267)	0	(346,267)
Depreciation	0	(53,809)	(503,491)	(557,300)	(26,573)	(389,277)	0	(973,150)
Transfers	728,108	0	0	728,108	0	0	0	728,108
Balance at 30 June 2023	2,743,789	3,579,809	35,072,967	41,396,565	161,770	4,705,840	95,648	46,359,823
Comprises:								
Gross balance amount at 30 June 2023	2,743,789	3,687,070	36,048,160	42,479,019	261,148	5,920,239	95,648	48,756,054
Accumulated depreciation at 30 June 2023	0	(107,261)	(975,193)	(1,082,454)	(99,378)	(1,214,399)	0	(2,396,231)
Balance at 30 June 2023	2,743,789	3,579,809	35,072,967	41,396,565	161,770	4,705,840	95,648	46,359,823

* Asset additions included additions received at substantially less than fair value:

During the year ended 30 June 2023	0	0	0	0	0	543,040	0	543,040
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**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

7. PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair Value					
Land and buildings					
Land	2	Market approach using recent observable market data for similar properties	Independent registered valuers	June 2021	Price per hectare
Buildings - non-specialised	2	Market approach using recent observable market data for similar properties	Independent registered valuers	June 2021	Price per square metre, design & construction, average cost of construction, dates of acquisition
Buildings - specialised	3	Improvements to land valued using depreciated replacement cost	Independent registered valuers	June 2021	Improvements to land using construction costs and current condition residual values and remaining useful life assessments inputs
<p>Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.</p> <p>During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.</p>					
(ii) Cost					
Furniture and equipment		N/A	Cost	Not Applicable	N/A
Plant and equipment		N/A	Cost	Not Applicable	N/A

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

8. INFRASTRUCTURE

(a) Movements in Balances

Movement in the balances of each class of infrastructure between the beginning and the end of the current financial year.

	Infrastructure - roads	Other infrastructure - parks, gardens & recreational	Other infrastructure - sewerage	Other infrastructure - urban infrastructure	Capital Works in Progress	Total Infrastructure
	\$	\$	\$	\$	\$	\$
Balance at 1 July 2021	141,367,737	6,577,663	2,494,524	6,301,545	59,332	156,800,801
Additions	2,574,307	1,064,228	71,361	177,638	25,900	3,913,434
Depreciation	(1,570,190)	(532,304)	(73,454)	(200,859)	0	(2,376,807)
Balance at 30 June 2022	142,371,854	7,109,587	2,492,431	6,278,324	85,232	158,337,428
Comprises:						
Gross balance at 30 June 2022	148,592,373	9,867,815	2,720,236	7,002,959	85,232	168,268,615
Accumulated depreciation at 30 June 2022	(6,220,519)	(2,758,228)	(227,805)	(724,635)	0	(9,931,187)
Balance at 30 June 2022	142,371,854	7,109,587	2,492,431	6,278,324	85,232	158,337,428
Additions*	3,241,342	432,611	29,694	237,154	314,992	4,255,793
Revaluation increments / (decrements) transferred to revaluation surplus	92,023,039	1,850,287	(865,162)	(835,475)	0	92,172,689
Depreciation	(1,621,674)	(575,216)	(76,815)	(208,036)	0	(2,481,741)
Balance at 30 June 2023	236,014,561	8,817,269	1,580,148	5,471,967	400,224	252,284,169
Comprises:						
Gross balance at 30 June 2023	236,014,561	8,820,503	1,580,148	5,471,967	400,224	252,287,403
Accumulated depreciation at 30 June 2023	0	(3,234)	0	0	0	(3,234)
Balance at 30 June 2023	236,014,561	8,817,269	1,580,148	5,471,967	400,224	252,284,169

* Asset additions included additions received at substantially less than fair value:

During the year ended 30 June 2023	0	30,350	0	0	0	30,350
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**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

8. INFRASTRUCTURE (Continued)

(b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair Value					
Infrastructure - roads	3	Cost approach using depreciated replacement costs	Independent registered valuers	June 2023	Construction costs and current condition, residual values and remaining useful life assessments
Other infrastructure - parks, gardens &	3	Cost approach using depreciated replacement costs	Independent registered valuers	June 2023	Construction costs and current condition, residual values and remaining useful life assessments
Other infrastructure - sewerage	3	Cost approach using depreciated replacement costs	Independent registered valuers	June 2023	Construction costs and current condition, residual values and remaining useful life assessments
Other infrastructure - urban infrastru	3	Cost approach using depreciated replacement costs	Independent registered valuers	June 2023	Construction costs and current condition, residual values and remaining useful life assessments

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

9. FIXED ASSETS

(a) Depreciation

Depreciation rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset Class	Useful life
Buildings	30 to 50 years
Furniture and equipment	4 to 10 years
Plant and equipment	5 to 15 years
Sealed roads and streets: formation	not depreciated
pavement	50 years
seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads: formation	not depreciated
pavement	50 years
Parks, Gardens and Recreation facilities	4-50 years
Urban Infrastructure	5 - 50 years
Sewerage piping	20-50 years
Water supply piping and drainage systems	75 years

Revision of useful lives of plant and equipment

Plant & Equipment and Furniture & Equipment were assessed in house by Senior Management and adjustments were made on 30.06.23

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

9. FIXED ASSETS (Continued)

SIGNIFICANT ACCOUNTING POLICIES

Fixed assets

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

Initial recognition and measurement for assets held at cost

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

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

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

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

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

Individual assets that are land, buildings, infrastructure and investment properties acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next revaluation date consistent with *Financial Management Regulation 17A(4)*.

Revaluation

The fair value of land, buildings, infrastructure and investment properties is determined at least every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on vested land acquired by the Shire.

At the end of each period, the carrying amount for each asset class is reviewed and, where appropriate, the fair value is updated to reflect current market conditions consistent with *Financial Management Regulation 17A(2)* which requires land, buildings infrastructure, investment properties and vested improvements to be shown at fair value.

Revaluation (continued)

For property, plant and equipment and infrastructure, increases in the carrying amount arising on revaluation of asset classes are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss. Subsequent increases are then recognised in profit or loss to the extent they reverse a net revaluation decrease previously recognised in profit or loss for the same class of asset.

Depreciation

The depreciable amount of all property, plant and equipment and infrastructure, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

Depreciation on revaluation

When an item of property, plant and equipment and infrastructure is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- (i) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset.
- (ii) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

Amortisation

All intangible assets with a finite useful life, are amortised on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use.

The residual value of intangible assets is considered to be zero and the useful life and amortisation method are reviewed at the end of each financial year.

Amortisation is included within depreciation in the Statement of Comprehensive Income and in Note 9(a).

Impairment

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains or losses on disposal

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the Statement of Comprehensive Income in the period in which they arise.

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

10. TRADE AND OTHER PAYABLES

Current

Sundry creditors
Prepaid rates
Accrued payroll liabilities
Bonds and deposits held
Other payables - Accrued interest on long term borrowings

	2023	2022
	\$	\$
	220,046	1,120,596
	18,382	33,896
	59,831	45,359
	17,991	61,977
	7,626	9,165
	323,876	1,270,993

SIGNIFICANT ACCOUNTING POLICIES

Financial liabilities

Financial liabilities are initially recognised at fair value when the Shire becomes a party to the contractual provisions of the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised Financial liabilities are derecognised where the related profit or loss.

Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise payments in respect of the purchase of these goods and services. The amounts are unsecured, amounts of trade and other payables are occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire recognises income for the prepaid rates that have not been refunded.

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

11. OTHER LIABILITIES

Current

Contract liabilities

Reconciliation of changes in contract liabilities

Opening balance

Additions

Revenue from contracts with customers included as a contract liability at the start of the period

	2023	2022
	\$	\$
Contract liabilities	0	416,885
	0	416,885
Opening balance	416,885	0
Additions	0	416,885
Revenue from contracts with customers included as a contract liability at the start of the period	(416,885)	0
	0	416,885

The Shire has satisfied all performance obligations associated with contract liabilities that existed at the beginning of the period. No further contract liabilities remain at 30 June 2023

Performance obligations in relation to capital grant/contribution liabilities are satisfied as project milestones are met or completion of construction or acquisition of the asset.

SIGNIFICANT ACCOUNTING POLICIES

Contract liabilities

Contract liabilities represent the Shire's obligation to transfer goods or services to a customer for which the Shire has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

Capital grant/contribution liabilities

Capital grant/contribution liabilities represent the Shire's obligations to construct recognisable non-financial assets to identified specifications to be controlled by the Shire which are yet to be satisfied. Capital grant/contribution liabilities are recognised as income when the obligations in the contract are satisfied.

Fair values for non-current capital grant/contribution liabilities, not expected to be extinguished within 12 months, are based on discounted cash flows of expected cashflows to satisfy the obligations using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 20(i)) due to the unobservable inputs, including own credit risk.

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

12. BORROWINGS

	Note	2023			2022		
		Current	Non-current	Total	Current	Non-current	Total
Secured		\$	\$	\$	\$	\$	\$
Debentures		177,282	1,036,462	1,213,744	246,468	1,213,744	1,460,212
Total secured borrowings	23(a)	177,282	1,036,462	1,213,744	246,468	1,213,744	1,460,212

Secured liabilities and assets pledged as security

Debentures, bank overdrafts and bank loans are secured by a floating charge over the assets of the Shire of Lake Grace.

The Shire of Lake Grace has complied with the financial covenants of its borrowing facilities during the 2023 and 2022 years.

SIGNIFICANT ACCOUNTING POLICIES

Borrowing costs

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

Borrowings fair values are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 20(i)) due to the unobservable inputs, including own credit risk.

Risk

Details of individual borrowings required by regulations are provided at Note 23(a).

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

13. EMPLOYEE RELATED PROVISIONS

Employee Related Provisions

	2023	2022
	\$	\$
Current provisions		
Employee benefit provisions		
Annual leave	214,445	219,293
Long service leave	176,592	170,782
	391,037	390,075
Total current employee related provisions	391,037	390,075
Non-current provisions		
Employee benefit provisions		
Long service leave	61,988	51,043
	61,988	51,043
Total non-current employee related provisions	61,988	51,043
Total employee related provisions	453,025	441,118

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave and associated on costs for services rendered up to the reporting date and recorded as an expense during the period the services are delivered.

Annual leave liabilities are classified as current, as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period.

SIGNIFICANT ACCOUNTING POLICIES

Employee benefits

The Shire's obligations for employees' annual leave, long service leave and other employee leave entitlements are recognised as employee related provisions in the Statement of Financial Position.

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 statement of financial position.

Other long-term employee benefits

Long-term employee benefits provisions 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.

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

14. REVALUATION SURPLUS

	2023 Opening Balance	2023 Transfer to Retained Earnings	Total Movement on Revaluation	2023 Closing Balance	2022 Opening Balance	2022 Closing Balance
	\$	\$	\$	\$	\$	\$
Revaluation surplus - Buildings	26,197,283	0	0	26,197,283	26,197,284	26,197,284
Revaluation surplus - Furniture and equipment	0	0	0	0	0	0
Revaluation surplus - Plant and equipment	1,277,980	(1,277,980)	0	0	1,277,980	1,277,980
Revaluation surplus - Infrastructure - roads	13,125,443	0	92,023,039	105,148,482	13,125,443	13,125,443
Revaluation surplus - Other infrastructure - parks, gardens & recreational facilities	2,933,123	0	1,850,287	4,783,410	2,933,123	2,933,123
Revaluation surplus - Other infrastructure - sewerage	2,654,023	0	(865,162)	1,788,861	2,654,023	2,654,023
Revaluation surplus - Other infrastructure - urban infrastructure	5,107,066	0	(835,475)	4,271,591	5,107,066	5,107,066
	51,294,918	(1,277,980)	92,172,689	142,189,627	51,294,919	51,294,919

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

15. RESTRICTIONS OVER FINANCIAL ASSETS

The following classes of financial assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:

- Cash and cash equivalents

Note	2023 Actual \$	2022 Actual \$
3	5,272,093	5,108,720
	5,272,093	5,108,720
24	5,272,093	5,108,720
	5,272,093	5,108,720

The restricted financial assets are a result of the following specific purposes to which the assets may be used:

Restricted reserve accounts

Total restricted financial assets

**16. UNDRAWN BORROWING FACILITIES AND CREDIT
STANDBY ARRANGEMENTS**

Bank overdraft limit

Bank overdraft at balance date

Credit card limit

Credit card balance at balance date

Total amount of credit unused

Loan facilities

Loan facilities - current

Loan facilities - non-current

Total facilities in use at balance date

Unused loan facilities at balance date

100,000	100,000
0	0
15,000	15,000
(5,731)	(4,343)
109,269	110,657
177,282	246,468
1,036,462	1,213,744
1,213,744	1,460,212
0	0

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

17. CAPITAL COMMITMENTS

	2023	2022
	\$	\$
Contracted for:		
- capital expenditure projects	148,057	337,825
	148,057	337,825
Payable:		
- not later than one year	148,057	337,825

The capital expenditure project outstanding at the end of the current reporting period represents several projects moved to 23/24 FY

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

18. RELATED PARTY TRANSACTIONS

(a) Elected Member Remuneration

Fees, expenses and allowances to be paid or reimbursed to elected council members.

Note	2023 Actual	2023 Budget	2022 Actual
	\$	\$	\$
President's annual allowance	20,565	20,565	20,063
President's meeting attendance fees	8,200	8,200	8,000
President's annual allowance for ICT expenses	3,500	2,000	2,000
President's travel and accommodation expenses	7,164	8,000	7,824
	39,429	38,765	37,887
Deputy President's annual allowance	5,016	5,142	5,016
Deputy President's meeting attendance fees	4,092	4,100	4,000
Deputy President's annual ICT expenses	3,500	2,000	2,000
Deputy President's travel and accommodation expenses	1,223	2,000	1,359
	13,831	13,242	12,375
All other council member's meeting attendance fees	24,600	27,700	26,065
All other council member's ICT expenses	21,000	14,000	12,998
All other council member's travel and accommodation expenses	6,396	7,000	7,168
	51,996	48,700	46,232
18(b)	105,256	100,707	96,493

(b) Key Management Personnel (KMP) Compensation

The total of compensation paid to KMP of the Shire during the year are as follows:

Note	2023 Actual	2022 Actual
	\$	\$
Short-term employee benefits	605,078	523,893
Post-employment benefits	76,020	55,490
Employee - other long-term benefits	37,640	65,086
Council member costs	105,256	96,493
18(a)	823,994	740,962

Short-term employee benefits

These amounts include all salary and fringe benefits awarded to KMP except for details in respect to fees and benefits paid to council members which may be separately found in the table above.

Post-employment benefits

These amounts are the current-year's cost of the Shire's superannuation contributions made during the year.

Other long-term benefits

These amounts represent annual leave and long service leave entitlements accruing during the year.

Council member costs

These amounts represent payments of member fees, expenses, allowances and reimbursements during the year.

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

18. RELATED PARTY TRANSACTIONS

Transactions with related parties

Transactions between related parties and the Shire are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guarantees exist in relation to related parties at year end.

In addition to KMP compensation above the following transactions occurred with related parties:

	2023 Actual	2022 Actual
	\$	\$
Amounts payable to related parties:		
Trade and other payables	423,852	149,617

Related Parties

The Shire's main related parties are as follows:

i. Key management personnel

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any council member, are considered key management personnel and are detailed in Notes 18(a) and 18(b)

ii. Other Related Parties

During the previous year, a company controlled by a related party of a council member, was awarded a contract under the selective tender process on terms and conditions equivalent for those that prevail in arm's length transactions under the Shire's procurement process.

The contract involved concrete works in the Shire, and amounted to \$284,783 in the current year (\$149,617 in the prior year).

Short-term employee benefits related to an associate person of the CEO who was employed by the Shire under normal employment terms and conditions.

Outside of normal citizen type transactions with the Shire, there were no other related party transactions involving key management personnel and/or their close family members and/or their controlled (or jointly controlled) entities.

iii. Entities subject to significant influence by the Shire

There were no such entities requiring disclosure during the current or previous year.

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

19. JOINT ARRANGEMENTS

Share of joint operations

The Shire together with the Shires of Corrigin, Narembeen, Kondinin and Kulin form the Roe Regional Organisation of Council (RoeROC). The (RoeROC) was formed to manage the provision of environmental health service

	2023 Actual	2022 Actual
Statement of Financial Position	\$	\$
Statement of Comprehensive Income		
Statement of Cash Flows		
Contribution to Roe EHS	(44,012)	(46,225)
Net cash provided by (used in) operating activities	(44,012)	(46,225)

SIGNIFICANT ACCOUNTING POLICIES

Joint operations

A joint operation is a joint arrangement where the Shire has joint control with two or more parties to the joint arrangement. All parties to joint arrangement have rights to the assets, and obligations for the liabilities relating to the arrangement.

Assets, liabilities, revenues and expenses relating to the Shire's interest in the joint operation are accounted for in accordance with the relevant Australian Accounting Standard.

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

20. OTHER SIGNIFICANT ACCOUNTING POLICIES

a) Goods and services tax (GST)

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.

b) Current and non-current classification

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire 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 or non-current based on the Shire's intentions to release for sale.

c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

d) Comparative figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the Shire applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) Statement of Financial Position as at the beginning of the preceding period in addition to the minimum comparative financial report is presented.

e) Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

f) Superannuation

The Shire contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Shire contributes are defined contribution plans.

g) Fair value of assets and liabilities

Fair value is the price that the Shire would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

h) Interest revenue

Interest revenue is calculated by applying the effective interest rate to the gross carrying amount of a financial asset measured at amortised cost except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

i) Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The Shire selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Shire are consistent with one or more of the following valuation approaches:

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Shire gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

j) Impairment of assets

In accordance with Australian Accounting Standards the Shire's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

21. RATING INFORMATION

(a) General Rates

RATE TYPE	Basis of valuation	Rate in \$	Number of Properties	2022/23 Actual Rateable Value*	2022/23 Actual Rate Revenue	2022/23 Actual Interim Rates	2022/23 Actual Total Revenue	2022/23 Budget Rate Revenue	2022/23 Budget Interim Rate	2022/23 Budget Total Revenue	2021/22 Actual Total Revenue
Gross rental valuations	Gross rental valuation	0.14053	388	4,468,791	628,000	345	628,345	627,999	500	628,499	661,679
Unimproved valuations	Unimproved valuation	0.01032	568	396,418,537	4,091,039	3,414	4,094,453	4,091,039	500	4,091,539	3,690,089
Total general rates			956	400,887,328	4,719,039	3,759	4,722,798	4,719,038	1,000	4,720,038	4,351,768
Minimum payment		Minimum Payment \$									
Gross rental valuations	Gross rental valuation	520	37	39,417	19,240	0	19,240	19,240	0	19,240	17,675
Unimproved valuations	Unimproved valuation	530	80	1,048,006	42,400	0	42,400	42,400	0	42,400	37,595
Total minimum payments			117	1,087,423	61,640	0	61,640	61,640	0	61,640	55,270
Total general rates and minimum payments			1,073	401,974,751	4,780,679	3,759	4,784,438	4,780,678	1,000	4,781,678	4,407,038
Specified Area Rates		Rate in \$									
Specified Area Rate	Gross rental valuation	0.0475	1,380	0	137,533	0	137,533	134,866	0	134,866	130,998
Ex-gratia Rates											
Ex-gratia rates	Gross rental valuation	-	-	-	71,961	0	71,961	71,961	0	71,961	69,865
Total amount raised from rates (excluding general rates)			1,380	0	209,494	0	209,494	206,827	0	206,827	200,863
Total Rates							4,993,932			4,988,505	4,607,901

The rate revenue was recognised from the rate record as soon as practicable after the Shire resolved to impose rates in the financial year as well as when the rate record was amended to ensure the information in the record was current and correct.

*Rateable Value at time of raising of rate.

SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
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22. DETERMINATION OF SURPLUS OR DEFICIT

	2022/23 (30 June 2023 Carried Forward)	2022/23 Budget (30 June 2023 Carried Forward)	2021/22 (30 June 2022 Carried Forward)
Note	\$	\$	\$
(a) Non-cash amounts excluded from operating activities			
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Statement of Financial Activity in accordance with <i>Financial Management Regulation 32</i> .			
Adjustments to operating activities			
Less: Profit on asset disposals	(171,327)	(80,864)	(1,586)
Less: Non-cash grants and contributions for assets	471,523	0	3,238
Less: Movement in liabilities associated with restricted cash	0	0	(102)
Less: Fair value adjustments to financial assets at fair value through profit or loss	(4,608)	0	0
Add: Loss on disposal of assets	63,198	49,856	35,014
Add: Depreciation	3,454,891	3,003,905	3,237,114
Non-cash movements in non-current assets and liabilities:			
Land	728,108	0	0
Employee benefit provisions	10,945	0	(13,525)
Inventory	(728,108)	0	(22,440)
Non-cash amounts excluded from operating activities	3,824,622	2,972,897	3,237,713
(b) Non-cash amounts excluded from investing activities			
The following non-cash revenue or expenditure has been excluded from amounts attributable to investing activities within the Statement of Financial Activity in accordance with <i>Financial Management Regulation 32</i> .			
Adjustments to investing activities			
Movement in non-current Units in Local Government House	0	0	4,995
Non-cash amounts excluded from investing activities	0	0	4,995
(c) Surplus or deficit after imposition of general rates			
The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with <i>Financial Management Regulation 32</i> to agree to the surplus/(deficit) after imposition of general rates.			
Adjustments to net current assets			
Less: Reserve accounts	24 (5,272,093)	(4,617,689)	(5,108,720)
Less: Current assets not expected to be received at end of year			
Less: Municipal - restricted cash	(50,072)	0	(50,072)
Less: Trust - Restricted Cash	0	0	(10,475)
Less: Capital grants In-kind contribution	573,390	0	0
Less: Units in Local Government House Trust	(97,255)	0	0
Add: Current liabilities not expected to be cleared at end of year			
- Current portion of borrowings	12 177,282	(90,634)	246,468
- Current portion of contract liability held in reserve	0	0	248,014
- Employee benefit provisions	232,926	262,528	0
Total adjustments to net current assets	(4,435,822)	(4,445,795)	(4,674,785)
Net current assets used in the Statement of Financial Activity			
Total current assets	13,026,941	6,588,490	13,189,460
Less: Total current liabilities	(892,195)	(2,142,695)	(2,324,421)
Less: Total adjustments to net current assets	(4,435,822)	(4,445,795)	(4,674,785)
Surplus or deficit after imposition of general rates	7,698,924	0	6,190,254

SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023

23. BORROWING

(a) Borrowings

Purpose	Note	Actual						Budget				
		Principal		Principal at 30 June 2022	Principal		Principal at 30 June 2023	Principal		Principal at 30 June 2023		
		Principal at 1 July 2021	New Loans During 2021-22		Repayments During 2021-22	New Loans During 2022-23		Repayments During 2022-23	Principal at 1 July 2022		New Loans During 2022-23	Repayments During 2022-23
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$			
L181 - Office Redevelopment		234,521	0	(17,907)	216,614	0	(18,957)	197,657	216,614	0	(18,957)	197,657
L 204 - CEO& Staff House		476,044	0	(48,234)	427,810	0	(48,666)	379,144	427,810	0	(48,666)	379,144
L173 - Lake Grace Pool		31,586	0	(15,347)	16,239	0	(16,239)	0	16,241	0	(16,241)	0
L182 - Lake Grace Sports Precinct		122,156	0	(17,324)	104,832	0	(18,438)	86,394	104,832	0	(18,438)	86,394
L193 - Newdegate Bowling Club		5,758	0	(5,758)	0	0	0	0	0	0	0	0
L198 - Lake Grace Precinct		69,547	0	(22,164)	47,383	0	(23,167)	24,216	47,384	0	(23,167)	24,217
L202 - Lake Grace Court Resurface		9,519	0	(9,519)	0	0	0	0	0	0	0	0
L196 - Roadworks & Plant		102,916	0	(50,487)	52,429	0	(52,429)	0	52,429	0	(52,429)	0
L189 - LG Residential Land		118,008	0	(10,214)	107,794	0	(10,840)	96,954	107,794	0	(10,840)	96,954
L203 - Land Development		543,979	0	(56,868)	487,111	0	(57,732)	429,379	487,109	0	(57,732)	429,378
Total		1,714,034	0	(253,822)	1,460,212	0	(246,468)	1,213,744	1,460,214	0	(246,468)	1,213,746

Borrowing Finance Cost Payments

Purpose	Note	Loan Number	Institution	Interest Rate	Date final payment is due	Actual for year ending 30 June 2023	Budget for year ending 30 June 2023	Actual for year ending 30 June 2022
						\$	\$	\$
L181 - Office Redevelopment		181	WATC	5.78%	1/03/2031	(13,433)	(13,796)	(14,611)
L 204 - CEO& Staff House		204	WATC	0.89%	4/11/2030	(6,563)	(6,634)	(7,333)
L173 - Lake Grace Pool		173	WATC	5.64%	15/03/2023	(529)	(798)	(1,530)
L182 - Lake Grace Sports Precinct		182	WATC	6.33%	1/03/2027	(6,752)	(7,139)	(7,994)
L193 - Newdegate Bowling Club		193	WATC	4.77%	27/01/2022	(3)	(3)	(144)
L198 - Lake Grace Precinct		198	WATC	4.48%	30/05/2024	(2,194)	(2,284)	(3,334)
L202 - Lake Grace Court Resurface		202	WATC	2.29%	2/06/2022	(14)	(14)	(224)
L196 - Roadworks & Plant		196	WATC	3.81%	30/05/2023	(1,940)	(2,114)	(4,190)
L189 - LG Residential Land		189	WATC	6.04%	30/06/2030	(7,129)	(7,131)	(7,815)
L203 - Land Development		203	WATC	1.51%	15/04/2030	(10,382)	(10,565)	(11,642)
Total						(48,939)	(50,478)	(58,817)
Total Finance Cost Payments						(48,939)	(50,478)	(58,817)

* WA Treasury Corporation

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24. RESERVE ACCOUNTS	2023	2023	2023	2023	2023	2023	2023	2023	2022	2022	2022	2022
	Actual Opening Balance	Actual Transfer to	Actual Transfer (from)	Actual Closing Balance	Budget Opening Balance	Budget Transfer to	Budget Transfer (from)	Budget Closing Balance	Actual Opening Balance	Actual Transfer to	Actual Transfer (from)	Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by legislation/agreement												
(a) Lake Grace Sewerage Reserve	1,168,225	240,914	0	1,409,139	1,168,225	121,028	0	1,289,253	1,105,466	62,759	0	1,168,225
	1,168,225	240,914	0	1,409,139	1,168,225	121,028	0	1,289,253	1,105,466	62,759	0	1,168,225
Restricted by council												
(b) Leave Reserve	334,771	10,904	0	345,678	334,773	6,026	0	340,799	224,211	110,560	0	334,771
(c) Emergency Services Reserve	27,363	891	0	28,254	27,363	493	0	27,856	27,295	68	0	27,363
(d) Housing Reserve	590,462	171,380	0	761,841	590,462	60,628	0	651,090	389,490	200,972	0	590,462
(e) Swimming Pool Reserve	228,666	261,026	0	489,693	228,666	54,116	0	282,782	178,221	50,445	0	228,666
(f) Land Development Reserve	123,802	4,032	0	127,834	123,802	2,228	0	126,030	123,494	308	0	123,802
(g) Plant Reserve	1,095,153	129,946	(500,000)	725,099	1,095,153	19,713	(500,000)	614,866	743,298	351,855	0	1,095,153
(h) Recreation Reserve	220,525	7,183	0	227,708	220,525	3,969	0	224,494	219,976	549	0	220,525
(i) Works & Services Reserve	597,553	46,315	(250,000)	393,868	597,553	10,756	(250,000)	358,309	596,065	1,488	0	597,553
(j) Newdegate Hall Reserve	56,193	1,830	0	58,023	56,193	1,011	0	57,204	125,879	314	(70,000)	56,193
(k) Lake Grace TV Reserve	30,349	989	0	31,337	30,349	546	0	30,895	30,273	76	0	30,349
(l) Varley Sullage Reserve	1,679	55	0	1,733	1,679	30	0	1,709	1,675	4	0	1,679
(m) Newdegate Sports Dam Reserve	26,963	878	0	27,841	26,963	485	0	27,448	26,896	67	0	26,963
(n) Newdegate Stadium Floor Reserve	24,327	792	0	25,120	24,327	438	0	24,765	24,266	61	0	24,327
(o) Community Water Supplies Reserve	12,074	393	0	12,467	12,074	217	0	12,291	12,044	30	0	12,074
(p) Office Furniture & Equipment Reserve	13,414	437	0	13,851	13,414	241	0	13,655	13,381	33	0	13,414
(q) Newdegate Centenary Reserve	32,403	583	(32,986)	0	32,403	583	(32,986)	0	32,322	81	0	32,403
(r) Essential Medical Reserve	508,389	67,275	0	575,664	508,389	9,151	0	517,540	559,059	1,395	(52,065)	508,389
(s) History Book Reserve	10,543	343	0	10,886	10,543	190	0	10,733	10,517	26	0	10,543
(t) AIM Hospital Museum Reserve	5,866	191	0	6,057	5,866	106	0	5,972	0	5,866	0	5,866
	3,940,495	705,445	(782,986)	3,862,954	3,940,495	170,927	(782,986)	3,328,436	3,338,362	724,198	(122,065)	3,940,495
	5,108,720	946,359	(782,986)	5,272,093	5,108,720	291,955	(782,986)	4,617,689	4,443,828	786,957	(122,065)	5,108,720

All reserves are supported by cash and cash equivalents and financial assets at amortised cost and are restricted within equity as Reserve accounts.

In accordance with council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Name of reserve account	Purpose of the reserve account
Restricted by legislation/agreement	
(a) Lake Grace Sewerage Reserve	to fund maintenance, addition and improvements to the Lake Grace sewerage system.
Restricted by council	
(b) Leave Reserve	to fund employee leave liability entitlements.
(c) Emergency Services Reserve	to fund volunteer bush fire brigades and other emergency services.
(d) Housing Reserve	to fund the acquisition, construction, renovation or maintenance of shire staff housing.
(e) Swimming Pool Reserve	to fund maintenance and improvement of the Lake Grace swimming pool and associated infrastructure.
(f) Land Development Reserve	to fund the development of new residential, commercial and industrial land.
(g) Plant Reserve	to fund acquisition or replacement of plant and equipment in accordance with the plant replacement program.
(h) Recreation Reserve	to fund the development of sport and recreation facilities.
(i) Works & Services Reserve	to fund expenditure associated with road and street works, including drainage and rehabilitation works.
(j) Newdegate Hall Reserve	to fund maintenance, renovation, extension or improvements of the Newdegate Town Hall.
(k) Lake Grace TV Reserve	to fund maintenance and upgrades of television and radio services in the Lake Grace town site.
(l) Varley Sullage Reserve	to fund expenses associated with the operations of the Varley Sullage Scheme.
(m) Newdegate Sports Dam Reserve	to fund upgrade works for the Newdegate sports dam.
(n) Newdegate Stadium Floor Reserve	to fund upgrade works for the Newdegate stadium floor.
(o) Community Water Supplies Reserve	to fund future commitments with the construction and maintenance of community water supplies.
(p) Office Furniture & Equipment Reserve	to fund replacement of furniture, office, electrical and computer equipment at the Lake Grace administration centre.
(q) Newdegate Centenary Reserve	to fund the 100 year centenary of the Newdegate town site.
(r) Essential Medical Reserve	to fund the provision of essential medical services and associated legal expenses.
(s) History Book Reserve	to fund expenditure associated with producing local history books.
(t) AIM Hospital Museum Reserve	to fund expenditure associated with AIM Hospital Museum.

**SHIRE OF LAKE GRACE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

25. TRUST FUNDS

Funds held at balance date which are required to be held in trust and which are not included in the financial statements are as follows:

	1 July 2022	Amounts Received	Amounts Paid	30 June 2023
	\$	\$	\$	\$
Standpipe bonds	10,475	765	(102)	11,138
	<u>10,475</u>	<u>765</u>	<u>(102)</u>	<u>11,138</u>

SHIRE OF LAKE GRACE

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2023

FINDINGS IDENTIFIED DURING THE FINAL AUDIT

Index of findings	Potential impact on audit opinion	Rating			Prior year finding
		Significant	Moderate	Minor	
1. Fair value of Land and Building Assets	No		✓		
2. Business Continuity Plan and IT Consultants	No		✓		

KEY TO RATINGS

The Ratings in this management letter are based on the audit team's assessment of risks and concerns with respect to the probability and/or consequence of adverse outcomes if action is not taken. We give consideration to these potential adverse outcomes in the context of both quantitative impact (for example financial loss) and qualitative impact (for example inefficiency, non-compliance, poor service to the public or loss of public confidence).

- Significant** - Those findings where there is potentially a significant risk to the entity should the finding not be addressed by the entity promptly. A significant rating could indicate the need for a modified audit opinion in the current year, or in a subsequent reporting period if not addressed. However even if the issue is not likely to impact the audit opinion, it should be addressed promptly.
- Moderate** - Those findings which are of sufficient concern to warrant action being taken by the entity as soon as practicable.
- Minor** - Those findings that are not of primary concern but still warrant action being taken.

SHIRE OF LAKE GRACE

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2023

FINDINGS IDENTIFIED DURING THE FINAL AUDIT

1. Fair Value of Land and Building Assets**Finding**

The Shire's assessment of Land and Building assets last revalued in March 2021 lacked sufficient detail and consideration of market conditions and other factors (such as increases in building and construction indices) to adequately assess if the carrying amounts of these balances still represent fair value.

Update to the FM Regulations:

We acknowledge that the FM Regulations were updated on 18 October 2023 and the fair value amendment, which applies from 2023-24, now requires Local Government entities to revalue land, building and infrastructure assets every 5 years since the asset's last valuation date (Regulations 17A(4A)). The Shire may also revalue earlier if it chooses to do so (Regulation 17A(4B)).

Rating: Moderate

Implication

Without a robust assessment of fair value of the Shire's Land and Building Assets there is a risk that the fair value of these assets may not have been assessed adequately and in compliance with AASB 13 Fair Value Measurement.

Recommendation

We recommend that the City comply with the fair value requirements of the updated FM Regulations for the 2023-24 period and onwards.

Management comment

The Shire had an independent valuation of its Land and Building assets in 2021 (APV Valuers and Asset Management) which did consider all external cost factors and market movements which concluded with a Fair Value at that time. Since then the Shire has reviewed its Land & Building assets each year and have considered that they represent Fair Value. The Shire have and will implement a Asset Valuer Pro tool to manage its asset management in 23/24 which will enable a desktop valuation of its assets and is targeting a comprehensive valuation of all assets in 25/26

Responsible person: Tegan Hall/Craig Elefsen
Completion date: 30 June 2024

SHIRE OF LAKE GRACE

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2023

FINDINGS IDENTIFIED DURING THE FINAL AUDIT

2. Business Continuity Plan and IT Consultants**Finding**

We identified the draft Business Continuity Plan (“BCP”) dated March 2022 has not yet been finalised and adopted. As a result, no testing on the effectiveness of the Shire’s incident response capabilities has been undertaken.

Rating: Moderate**Implication**

If the Shire’s does not have a BCP in place and if it is not tested on a regular basis, there is a risk of significant delays and business interruption in the event of unforeseen circumstances in respect to the Shire’s business.

Recommendation

The Shire should finalise and adopt the draft BCP ensuring the plan has been based on an evaluation of risks which may disrupt critical business functions. The evaluation should identify critical systems and processes, minimum resources and response times needed to assure/resume operations.

An incident response plan - containing the information needed to respond to an incident (e.g. emergency contact lists, responsibilities) and a disaster recovery plan - detailing the steps to be taken to recover operations, should be developed based on the BCP.

Plans should be communicated to staff and tested on a periodic basis to ensure that staff are familiar with their responsibilities. This should also include testing of IT system backups.

Management Comment

Agree. The draft Business Continuity Plan as reviewed was created by the Shire’s former Community Emergency Services Manager; when re-examined by the current Executive team the document doesn’t contain sufficient specific content around ICT management, disaster recovery planning or cybersecurity incident response as recommended in the OAG Report 19 2022-23 on Information Systems Audit for Local Governments 21-22. A new BCP is being drafted and will contain these elements as recommended for Local Government best practice. It is anticipated that this will be completed for the review of the Shire’s Audit & Risk Committee and Council by the end of December 2023 – incident testing will occur on a 6-monthly basis thereafter.

Responsible Person: Deputy CEO
Completion Date: December 2023



Auditor General

INDEPENDENT AUDITOR'S REPORT 2023 Shire of Lake Grace

To the Council of the Shire of Lake Grace

Opinion

I have audited the financial report of the Shire of Lake Grace (Shire) which comprises:

- the Statement of Financial Position as at 30 June 2023, and the Statement of Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows and Statement of Financial Activity for the year then ended
- Notes comprising a summary of significant accounting policies and other explanatory information.

In my opinion, the financial report is:

- based on proper accounts and records
- presents fairly, in all material respects, the results of the operations of the Shire for the year ended 30 June 2023 and its financial position at the end of that period
- in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Basis for opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial report section below.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

The Chief Executive Officer (CEO) is responsible for the preparation and the Council for overseeing the other information. The other information is the information in the entity's annual report for the year ended 30 June 2023, but not the financial report and my auditor's report.

My opinion on the financial report does not cover the other information and accordingly, I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report, or my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I did not receive the other information prior to the date of this auditor's report. When I do receive it, I will read it and if I conclude that there is a material misstatement in this information, I am required to communicate the matter to the CEO and Council and request them to correct the misstated information. If the misstated information is not corrected, I may need to retract this auditor's report and re-issue an amended report.

Responsibilities of the Chief Executive Officer and Council for the financial report

The Chief Executive Officer (CEO) of the Shire is responsible for:

- keeping proper accounts and records
- preparation and fair presentation of the financial report in accordance with the requirements of the Act and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards
- managing internal control as required by the CEO to ensure the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for:

- assessing the Shire's ability to continue as a going concern
- disclosing, as applicable, matters related to going concern
- using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the Shire.

The Council is responsible for overseeing the Shire's financial reporting process.

Auditor's responsibilities for the audit of the financial report

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial report. The objectives of my audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

A further description of my responsibilities for the audit of the financial report is located on the Auditing and Assurance Standards Board website. This description forms part of my auditor's report and can be found at https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf.

My independence and quality management relating to the report on the financial report

I have complied with the independence requirements of the *Auditor General Act 2006* and the relevant ethical requirements relating to assurance engagements. In accordance with ASQM 1 *Quality Management for Firms that Perform Audits or Reviews of Financial Reports and Other Financial Information, or Other Assurance or Related Services Engagements*, the Office of the Auditor General maintains a comprehensive system of quality management including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

Matters relating to the electronic publication of the audited financial report

This auditor's report relates to the financial report of the Shire of Lake Grace for the year ended 30 June 2023 included in the annual report on the Shire's website. The Shire's management is responsible for the integrity of the Shire's website. This audit does not provide assurance on the integrity of the Shire's website. The auditor's report refers only to the financial report. It does not provide an opinion on any other information which may have been hyperlinked to/from the annual report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to contact the Shire to confirm the information contained in the website version.

Tim Sanya
Senior Director Financial Audit
Delegate of the Auditor General for Western Australia
Perth, Western Australia
5 December 2023



Our Ref: 8332

7th Floor, Albert Facey House
469 Wellington Street, Perth

Mr Alan George
Chief Executive Officer
Shire of Lake Grace
PO Box 50
LAKE GRACE WA 6353

Mail to: Perth BC
PO Box 8489
PERTH WA 6849

Tel: 08 6557 7500
Email: info@audit.wa.gov.au

Email: ceo@lakegrace.wa.gov.au

Dear Mr George

ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2023

The Office has completed the audit of the annual financial report for your Shire. In accordance with section 7.12AD (2) of the *Local Government Act 1995*, we enclose the Auditor General's auditor's report, together with the audited annual financial report.

We have also forwarded the reports to the President and the Minister for Local Government, as required by the Act. You are required to publish the annual report, including the auditor's report and the audited financial report, on your Shire's official website within 14 days after the annual report has been accepted by your Council.

Management control issues

While the result of the audit was generally satisfactory, I would like to draw your attention to the attached listing of deficiencies in internal control and other matters that were identified during the audit. These matters have been discussed with management and their comments have been included in the attachment.

Please note that the purpose of our audit was to express an opinion on the financial report. The audit included consideration of internal control relevant to the preparation of the financial report in order to design audit procedures that were appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of internal control.

An audit is not designed to identify all internal control deficiencies that may require management attention. The matters being reported are limited to those deficiencies that have been identified during the audit that are of sufficient importance to warrant being reported. It is possible that other irregularities and deficiencies may have occurred and not been identified as a result of our audit.

The date that entities provided their annual financial report to the Office has been recorded for purposes of reporting to Parliament. The date recorded for the receipt of your financial statements was 20 September 2023.

This letter has been provided for the purposes of the Shire and the Minister for Local Government and may not be suitable for other purposes.

I would like to take this opportunity to thank you, the management and the staff of the Shire for their cooperation with the audit team during our audit.

Feel free to contact me on 6557 7534 if you would like to discuss these matters further.

Yours faithfully

Mikey Fiorucci
Director
Financial Audit
5 December 2023

Attach

MUNICIPAL FUND

Chq/EFT	Date	Description	Amount	Amount
EFT25706	03/11/2023	AFGRI Equipment Australia		-\$10,111.71
	24/10/2023	STIHL BG56 Blower	\$329.00	
	25/10/2023	Repairs to 2015 John Deere 770G Grader - LG041	\$9,782.71	
EFT25707	03/11/2023	Activ8me		-\$34.95
	01/11/2023	Newdegate Medical Centre - Satellite Internet October 2023	\$34.95	
EFT25708	03/11/2023	Aimee Egan-Reid (Staff Member)		-\$36.05
	02/11/2023	Refund - Items for Sausage Sizzle Men's Shed Youth Mentoring Program & Playdough Ingredients for Shire Craft Activity at Visitors Centre Market Day	\$36.05	
EFT25709	03/11/2023	Amber-Lee McPherson (Staff Member)		-\$148.72
	23/10/2023	Payroll Reimbursement - Meals whilst attending IT Vision Training	\$148.72	
EFT25710	03/11/2023	Anna Scheepers		-\$200.00
	21/10/2023	Contract - Cleaning of Varley Hall 09/10, 13/10, 16/10 & 20/10/2023	\$200.00	
EFT25711	03/11/2023	Australia Post		-\$373.98
	03/11/2023	Postage & Freight - October 2023	\$373.98	
EFT25712	03/11/2023	BOC Gases Australia Limited		-\$13.83
	29/10/2023	Container Service: LG Pool - R400C Oxygen Medical C Size	\$13.83	
EFT25713	03/11/2023	Best Office Systems		-\$953.62
	24/10/2023	Photocopier Charges October 2023	\$953.62	
EFT25714	03/11/2023	Bindi Bindi Publishing		-\$111.00
	16/10/2023	Children Australiana Books - Stock Lake Grace Visitor Centre	\$111.00	
EFT25715	03/11/2023	Brayco Commercial Pty Ltd		-\$4,122.00
	26/10/2023	2 x Cabinets - Lake Grace Railway Station Toilets	\$4,122.00	
EFT25716	03/11/2023	Coastal Vegetation Management		-\$7,920.00
	19/10/2023	Bushfire Mitigation Works - Newdegate-Ravensthorpe Road	\$7,920.00	
EFT25717	03/11/2023	Countrywide Carpet Clean		-\$1,925.00
	20/10/2023	Carpet Cleaning - Newdegate Pavilion & Lake King Hall	\$1,925.00	
EFT25718	03/11/2023	EASTERN WHEATBELT BIOSECURITY GROUP INC		-\$110.00
	23/10/2023	EWBG Annual Membership 2023/24	\$110.00	
EFT25719	03/11/2023	Edge Workshop		-\$5,050.00
	24/10/2023	Supply 3 x Feature Screens & 4 Posts in Kangaroo Paw for Varley Public Toilets	\$5,050.00	
EFT25720	03/11/2023	Edwards Isuzu Ute		-\$58,386.24
	30/09/2023	Isuzu D-Max 4x4 Space Cab Chassis SX 3.0L Auto	\$58,386.24	
EFT25721	03/11/2023	Farmyard Pantry		-\$1,664.00
	17/10/2023	Catering Fire Safety Meeting 11/10/2023 - 28 Persons	\$784.00	
	17/10/2023	Catering - Fire Safety Training 17/10/2023 - 20 Persons	\$400.00	
	31/10/2023	Fire Safety Training - 30th & 31st October 2023	\$480.00	
EFT25722	03/11/2023	GS Mobile Mechanical Services		-\$2,702.15
	26/10/2023	Supply Valves & Fittings - 2007 Earnshaw Dropdeck Float - LG.2388	\$1,641.75	
	26/10/2023	Tyre - 2000 Roadwest Side Tipper Trailer - LG.252	\$57.20	
	26/10/2023	2 x Tyres - 2000 Roadwest Tri-axle Side Tipper - LG257	\$77.00	
	26/10/2023	2 x Tyres - 2021 Ford Ranger dual cab CC XL LG049	\$869.00	
	26/10/2023	Truck Repair - 2015 Bruce Rock Engineering Semi Side-tipping Trailer - LG10163	\$57.20	
EFT25723	03/11/2023	Glenda Gaudin		-\$150.00
	07/10/2023	Bond Refund: Newdegate Hall 07/10/2023	\$150.00	
EFT25724	03/11/2023	Glenn Michael Draper		-\$14,377.50
	03/11/2023	Supply, Install & Deliver Approx 40m2 of Artificial Grass at Pioneer Park - 50% Deposit	\$1,520.00	
	03/11/2023	Supply & Installation of ~325m2 - 350m2 of Artificial Lawn - Newdegate Adult Gym	\$12,857.50	
EFT25725	03/11/2023	Grants Empire		-\$4,224.00
	01/11/2023	Growing Regions Application & Mandatory Supporting Business Case - Lake King Pavilion 50% Payment	\$4,224.00	
EFT25726	03/11/2023	ID Rent Pty Ltd		-\$5,956.50

	26/10/2023	Compaction Bomang BW2160 D-5 (0248) 19 Day Hire	\$5,956.50	
EFT25727	03/11/2023	IT Vision Pty Ltd		-\$4,435.20
	27/10/2023	BPMS Rates Service October 2023	\$3,880.80	
	27/10/2023	Mapping - Aerial Image Update	\$554.40	
EFT25728	03/11/2023	Integrated ICT		-\$2,685.30
	29/10/2023	Microsoft 365 Licences - October 2023	\$426.14	
	31/10/2023	IT Support October 2023	\$2,019.38	
	31/10/2023	Cloud Storage - Archive (Tier 4) & Veeam Cloud Connect - October 2023	\$154.53	
	31/10/2023	Exclaimer for Office 365 (up to 50 Licences) - October 2023	\$85.25	
EFT25729	03/11/2023	KONDININ CALENDAR		-\$75.00
	05/10/2023	Lakes Local Action Group - Advertising	\$75.00	
EFT25730	03/11/2023	Lake Grace CWA		-\$4,108.00
	25/10/2023	Community Budget Request - CWA Kitchen	\$4,000.00	
	25/10/2023	6 x Copies of CWA Cookbook - Stock for LG Visitor Centre	\$108.00	
EFT25731	03/11/2023	Lake Grace Community Resource Centre		-\$77.50
	31/10/2023	Plant Operator / General Hand 1/2 Page advert Lakes Link	\$27.50	
	31/10/2023	Lakes Link Advertising-Men's Shed Youth Mentoring Program	\$50.00	
EFT25732	03/11/2023	Lake Grace District High School		-\$50.00
	27/10/2023	2023 Student Awards Donation	\$50.00	
EFT25733	03/11/2023	Lake Grace Meat Supply		-\$79.78
	25/10/2023	Sausages - Men's Shed Youth Mentoring Programme	\$79.78	
EFT25734	03/11/2023	Lake Grace Plaza		-\$238.70
	20/10/2023	Re-Stock Council Fridge & Food for Election 21/10/23	\$99.10	
	25/10/2023	Re-Stock Council Fridge & Food for Election 21/10/23	\$40.50	
	31/10/2023	Newspapers Subscription - October 2023	\$99.10	
EFT25735	03/11/2023	Lake Grace Rural Supplies		-\$184.80
	31/10/2023	Heavy Duty Mat for Firefighter	\$184.80	
EFT25736	03/11/2023	Lake Grace Sub Centre St John Ambulance Western Australia Ltd.		-\$100.00
	12/09/2023	Number Plate Donation - 2007LG	\$100.00	
EFT25737	03/11/2023	Lake Grace Transport		-\$4,171.86
	30/10/2023	Freight - Pipes, Cleaning Supplies & Pool Chemicals	\$1,383.48	
	30/10/2023	Freight - Pool Chemicals, Cement & Pipes	\$2,788.38	
EFT25738	03/11/2023	Lake King Agencies		-\$128.55
	25/10/2023	Cleaning Supplies - Lake King Public Toilets	\$128.55	
EFT25739	03/11/2023	Lakes Plumbing & Gas		-\$10,176.41
	23/10/2023	Replace Relief Valve at 6 Blackbutt Way, Lake Grace	\$284.06	
	23/10/2023	Replace Cisterns at Shire Admin Building	\$837.91	
	23/10/2023	Repair Hot Water System at Lake King Golf Club & Repairs at Lake King Public Toilets	\$2,588.64	
	23/10/2023	Grave Digging at Lake King Cemetery	\$1,463.00	
	23/10/2023	Various Plumbing Repairs - Shire Buildings	\$5,002.80	
EFT25740	03/11/2023	Landgate		-\$891.05
	25/10/2023	Valuations Chargeable - Schedule M2023/10	\$43.50	
	01/11/2023	Aerial Image Update Files - Needed to Update the Mapping Module	\$847.55	
EFT25741	03/11/2023	Livingston Medical Pty Ltd		-\$22,916.66
	01/11/2023	Lake Grace Monthly Medical Centre Management Fee	\$22,916.66	
EFT25742	03/11/2023	Lort Heights Farms		-\$24,750.00
	09/10/2023	Purchase 15,000 cubic metres of Gravel - Hatters Hill Rd SLK 22.1-27.1	\$24,750.00	
EFT25743	03/11/2023	Market Creations Agency Pty Ltd		-\$3,490.30
	19/10/2023	Website Refresh Project - Phase 2	\$3,490.30	
EFT25744	03/11/2023	McIntosh & Son W.A		-\$3,488.10
	24/10/2023	Repairs - 2020 Multipac 114H-2 Single Steel Drum Roller LG893	\$3,488.10	
EFT25745	03/11/2023	Mrs G Catering		-\$360.00
	27/10/2023	Catering for OCM 25/10/2023	\$360.00	
EFT25746	03/11/2023	Narrogin Toyota		-\$400.00
	30/10/2023	10,000km Service - 2023 Toyota Landcruiser DSL WGN - LG001	\$400.00	
EFT25747	03/11/2023	Neu-Tech Auto Electrics		-\$1,016.99

	27/09/2023	Electric Brake Repairs - 2021 Toyota Prado DSL STNSDN - LG002	\$1,016.99	
EFT25748	03/11/2023	Newdegate Community Resource Centre		-\$4,520.00
	19/10/2023	Community Budget Request -Newdegate CRC Art & Craft Club	\$4,500.00	
	26/10/2023	Plant Operator / General Hand Advert Gatepost	\$20.00	
EFT25749	03/11/2023	Newdegate Grocer And Cafe		-\$176.67
	20/10/2023	Jumbo Toilet Tissue - Newdegate Public Toilets	\$176.67	
EFT25750	03/11/2023	Newdegate Motel and Caravan Park		-\$130.00
	23/10/2023	EHO Accommodation 17/10/2023	\$130.00	
EFT25751	03/11/2023	Newdegate Primary School		-\$155.12
	25/10/2023	Reimbursement of Electricity Usage 50% for NGT Library/CRC	\$155.12	
EFT25752	03/11/2023	Newdegate Stock & Trading		-\$31,467.60
	30/10/2023	15,001L Diesel for Depot Tank	\$31,467.60	
EFT25753	03/11/2023	Omnicom Media Group Australia Pty Limited		-\$796.87
	31/10/2023	Advertising Plant Operator / General Hand - Albany Advertiser 17/10 & 19/10/2023	\$368.41	
	31/10/2023	Bereavement Notice West Australian 29/09/23 Jim Fraser	\$88.32	
	31/10/2023	Advertising Plant Operator / General Hand - West Australian 21/10/2023	\$340.14	
EFT25754	03/11/2023	PSL & WL Miller T/A Bush Bakehouse		-\$184.45
	12/10/2023	Food - LLAG Meeting	\$184.45	
EFT25755	03/11/2023	Paul Winston Askins		-\$174.25
	24/10/2023	Rates refund for assessment A6849 E70/05828 EXPLORATION LICENCE LAKE GRACE WA 6353	\$174.25	
EFT25756	03/11/2023	Premium Publishers		-\$2,035.00
	16/10/2023	2023/2024 Destination Esperance Holiday Guide - 1/3 Page Advert	\$2,035.00	
EFT25757	03/11/2023	Rosemary Alice Chircop		-\$200.00
	30/10/2023	Clean Carpets at Lake Grace Medical Centre	\$200.00	
EFT25758	03/11/2023	Rural Traffic Services Pty Ltd		-\$21,322.46
	27/10/2023	Traffic Control - North Lake Grace - Karlgarin Road	\$21,322.46	
EFT25759	03/11/2023	Shire of Kondinin		-\$800.00
	21/10/2023	Playground Maintenance Workshop - ISO & Building Maintenance Officer on 7/9/23	\$800.00	
EFT25760	03/11/2023	Synergy Electricity Generation and Retail Corp		-\$124.51
	25/10/2023	Electricity Charges - Staff Housing 36 Bennett St LG	\$124.51	
EFT25761	03/11/2023	Team Global Express Pty Ltd		-\$121.61
	29/10/2023	Freight	\$121.61	
EFT25762	03/11/2023	Telstra Limited		-\$320.00
	20/10/2023	Satellite phones BFB	\$320.00	
EFT25763	03/11/2023	Thinkproject Australia Pty Ltd		-\$1,111.45
	31/10/2023	9 Month Subscription - Access to Ramm Software & Online Courses for Staff Training	\$1,111.45	
EFT25764	03/11/2023	VMS Trailer Signs Pty Ltd		-\$25,735.60
	02/11/2023	Smiley Face Traffic Speed Signs x 4	\$25,735.60	
EFT25765	03/11/2023	Varley Ag Solutions		-\$43.56
	25/10/2023	Petrol for Mower	\$43.56	
EFT25766	03/11/2023	WA Contract Ranger Services		-\$1,045.00
	28/10/2023	Contract Ranger Services - 17/10/2023 & 26/10/2023	\$1,045.00	
EFT25767	03/11/2023	WINDSOR LODGE COMO		-\$495.00
	18/10/2023	Accommodation for AST - 15 - 17/10/2023	\$495.00	
EFT25768	03/11/2023	WURTH AUSTRALIA PTY LTD		-\$396.22
	26/10/2023	Items for Shire Depot	\$396.22	
EFT25769	03/11/2023	Wazzas Complete Sheep Management		-\$4,455.00
	28/10/2023	Contract - NGT Town Maintenance & Gardening 16/10 - 27/10/2023	\$4,455.00	
EFT25770	03/11/2023	Wilson's Sign Solutions		-\$605.00
	30/10/2023	Brass Plaque for Newdegate Country Club	\$605.00	
EFT25771	03/11/2023	Winc Australia		-\$1,104.53
	18/10/2023	Cleaning Supplies - Lake Grace Public Buildings	\$507.10	
	19/10/2023	Cleaning Supplies - Newdegate Tennis Building	\$81.31	
	19/10/2023	Cleaning Supplies - Newdegate Tennis Building & Newdegate Hall	\$459.98	
	20/10/2023	Cleaning Supplies - Shire Admin Building	\$56.14	
EFT25772	07/11/2023	Anna Scheepers		-\$200.00

	04/11/2023	Contract - Cleaning of Varley Hall 23/10, 27/10, 30/10 & 03/11/2023	\$200.00	
EFT25773	07/11/2023	CCL Hardware		-\$9,921.67
	20/10/2023	Reinforcing Mesh - Drainage	\$7,191.50	
	21/10/2023	Hardware Supplies - October 2023	\$199.43	
	31/10/2023	Hardware Supplies - October 2023	\$2,530.74	
EFT25774	07/11/2023	Exurban Pty Ltd		-\$5,184.65
	02/11/2023	Town Planner Services for October 2023	\$5,184.65	
EFT25775	07/11/2023	Great Southern Fuel Supplies		-\$3,854.16
	31/10/2023	Fuel Card Purchase LG002	139.18	
		Fuel Card Purchase PSP01	408.51	
		Fuel Card Purchase LG001	658.08	
		Fuel Card Purchase LG139	466.34	
		Fuel Card Purchase CESM	1144.51	
		Fuel Card Purchase LG004	531.29	
		Fuel Card Purchase LG1825 - Doctor	306.25	
		Fuel Card Purchase LG205	200.00	
EFT25776	07/11/2023	Joanne Oatridge (Staff Member)		-\$79.00
	06/11/2023	Reimbursement - White Card Course through Blue Dog Training	\$79.00	
EFT25777	07/11/2023	LGISWA		-\$178,669.60
	01/10/2023	Insurance Policies - 2nd Instalment	\$88,913.53	
	01/10/2023	Property Insurance - 2nd Instalment	\$33,676.58	
	01/10/2023	Property Insurance - 2nd Instalment	\$33,293.43	
	01/10/2023	Motor Vehicle Insurance - 2nd Instalment	\$25,078.35	
	31/07/2023	Workers Compensation Actual Wages Adjustment	-\$2,292.29	
EFT25778	07/11/2023	Lake Grace Leading Appliances		-\$1,249.00
	31/10/2023	Dishwasher for Doctors Residence	\$1,249.00	
EFT25779	07/11/2023	McLeods		-\$35,000.00
	26/10/2023	Purchase 84 Bennett Street, Lake Grace	\$35,000.00	
EFT25780	07/11/2023	Officeworks		-\$348.63
	04/10/2023	A3 Photo Frame White	\$42.00	
	24/10/2023	Various Office Stationary	\$306.63	
EFT25781	07/11/2023	Peter Hudson's Tyre & Mechanical Services Pty Ltd		-\$68.00
	25/10/2023	Side Led Marker Lamp x 2 - 2022 Triaxle Semi Water Tanker AAA - 1TY1379	\$68.00	
EFT25782	07/11/2023	Practical Products		-\$4,750.90
	30/10/2023	Under counter Dishwasher & Water Filter - Lake King Public Hall	\$4,750.90	
EFT25783	07/11/2023	RingCentral Australia		-\$620.40
	04/11/2023	Shire Admin - Cloud Telephony System October 2023	\$620.40	
EFT25784	07/11/2023	Skytrust Intelligence Systems		-\$493.90
	04/11/2023	Access to Skytrust - November 2023	\$493.90	
EFT25785	07/11/2023	Warren Blackwood Waste		-\$11,053.60
	03/11/2023	Residential & Street Bins Pick Ups - October 2023	\$5,494.00	
	03/11/2023	Recycling Pickups - October	\$5,559.60	
EFT25786	13/11/2023	Glenn Michael Draper		-\$13,500.00
	13/11/2023	Install Approx Another 3 x Rolls of Artificial Lawn	\$13,500.00	
EFT25787	13/11/2023	Great Southern Fuel Supplies		-\$695.82
	31/10/2023	Fuel Card Purchases - Lakes Local Action Group	\$695.82	
EFT25788	13/11/2023	Michael Edward O'Neill		-\$920.82
	10/11/2023	Rates refund for assessment A3690 5 ABSOLON STREET LAKE GRACE WA 6353	\$920.82	
EFT25789	17/11/2023	A.P and J.M Keeble		-\$136.00
	12/11/2023	Consignments - October 2023	\$136.00	
EFT25790	17/11/2023	Ascentive Pty Ltd		-\$1,342.00
	31/10/2023	Undertake Major Review of Shire of Lake Grace Strategic Community Plan	\$1,342.00	
EFT25791	17/11/2023	BGL Solutions		-\$9,714.32
	08/11/2023	Fertiliser Spraying & Broad Leaf Spraying - Lake Grace, Newdegate & Lake King Ovals	\$4,609.00	
	08/11/2023	Fertiliser Spraying & Broad Leaf Spraying - Lake Grace, Newdegate & Lake King Ovals	\$5,105.32	
EFT25792	17/11/2023	Cr Anton Joseph Kuchling		-\$655.59
	31/10/2023	Councillor's Meeting Fees & IT Allowance	\$655.59	
EFT25793	17/11/2023	Cr Benjamin John Hyde		-\$655.59
	31/10/2023	Councillor's Meeting Fees & IT Allowance	\$655.59	

EFT25794	17/11/2023	Cr Debrah Susan Clarke		-\$655.59
	31/10/2023	Councillor's Meeting Fees & IT Allowance	\$655.59	
EFT25795	17/11/2023	Cr Leonard William Armstrong		-\$2,748.75
	31/10/2023	President's Meeting Fees & IT Allowance	\$2,748.75	
EFT25796	17/11/2023	Cr Rosalind Alice Lloyd		-\$738.67
	31/10/2023	Councillor's Meeting Fees, Travel & IT Allowance	\$738.67	
EFT25797	17/11/2023	Cr Ross Chappell		-\$655.59
	31/10/2023	Councillor's Meeting Fees & IT Allowance	\$655.59	
EFT25798	17/11/2023	Cr Stephen Gordon Hunt		-\$1,512.79
	31/10/2023	Deputy President's Meeting Fees, Travel & IT Allowances	\$1,512.79	
EFT25799	17/11/2023	D & E Chappell & Son		-\$16,500.00
	08/11/2023	Purchase of 10,000m3 of Gravel	\$16,500.00	
EFT25800	17/11/2023	Department of Primary Industries and Regional Development		-\$368.29
	08/11/2023	Recoups - NGT Research Facility - Water Account 3/08/2023 - 2/10/2023	\$368.29	
EFT25801	17/11/2023	Fiona Palmer		-\$80.00
	16/11/2023	Consignments - October 2023	\$80.00	
EFT25802	17/11/2023	Fyfe Transport		-\$2,255.00
	20/10/2023	Transport Roller from McIntosh Rivervale to Lake Grace - 2020 Multipac 114H-2 Single Steel Drum Roller LG893	\$2,255.00	
EFT25803	17/11/2023	GForce Printing		-\$444.73
	13/11/2023	A4 Perforated Receipt Paper (Not Printed) - 5,000 Pages	\$444.73	
EFT25804	17/11/2023	GS Hobbs Contracting Pty Ltd		-\$15,169.00
	15/11/2023	Trenching of New Pits at Newdegate Tip	\$15,169.00	
EFT25805	17/11/2023	GS Mobile Mechanical Services		-\$4,380.20
	26/10/2023	Windscreen Repair - 2022 Isuzu MU-X 4x4 SUV LG004	\$875.60	
	09/11/2023	20,000km Service - 2021 Isuzu 8,7 ton Crew Cab - LG984	\$1,775.95	
	09/11/2023	Replace Windscreen - 2008 Mitsubishi Fuso Rosa Bus - LG1444	\$1,675.30	
	09/11/2023	Mower Tyre Repair - 2022 Kawasaki Mower 1HPD680	\$53.35	
EFT25806	17/11/2023	Hyden Community Resource Centre		-\$60.00
	27/09/2023	Full Page Advert - 27/09/2023 - Notice of Annual Meeting	\$60.00	
EFT25807	17/11/2023	Intelife Group Limited		-\$44,484.00
	31/10/2023	Mulching - North Lake Grace - Kalgarin Road: SLK 6.04 - 17.23	\$44,484.00	
EFT25808	17/11/2023	Jason Signmakers		-\$71.25
	07/11/2023	Sign for Newdegate Golf & Bowls Building	\$71.25	
EFT25809	17/11/2023	Lake Grace Community Resource Centre		-\$50.00
	31/10/2023	Full Page Advert in Lakes Link News - Treasure Trail & Market Day	\$50.00	
EFT25810	17/11/2023	Lake Grace Rural Supplies		-\$471.26
	26/09/2023	Body Eyelet x 6 - Misc Small Plant	\$86.26	
	27/09/2023	Weed Killer - Uragan WG 5kg	\$385.00	
EFT25811	17/11/2023	Lake Grace Transport		-\$620.70
	09/11/2023	Freight	\$620.70	
EFT25812	17/11/2023	Lakes Plumbing & Gas		-\$6,890.38
	06/11/2023	Standpipe Water Meter Backflow Testing	\$4,867.50	
	06/11/2023	Various Plumbing Jobs	\$1,362.88	
	06/11/2023	Various Plumbing Jobs	\$660.00	
EFT25813	17/11/2023	Lillys Garden		-\$217.00
	07/11/2023	Consignments - October 2023	\$217.00	
EFT25814	17/11/2023	Local Government Professionals Australia WA Division		-\$187.00
	15/11/2023	Webinar with Redfish - DCEO	\$50.00	
	15/11/2023	Council Planning Network Session - DCEO	\$60.00	
	16/11/2023	People & Culture Network : A Leadership Perspective - 29/11/2023 - DCEO	\$77.00	
EFT25815	17/11/2023	M & L Australasia PTY LTD		-\$12.21
	15/11/2023	Councillor Name Badge Engraving	\$12.21	
EFT25816	17/11/2023	McLeods		-\$3,173.40
	31/10/2023	Legal Fees - Sale Lot 271 (5) Quondong Court Lake Grace	\$1,279.99	
	31/10/2023	Legal Fees Purchase Lot 209, 84 Bennett Street Lake Grace	\$1,893.41	
EFT25817	17/11/2023	Newdegate Community Resource Centre		-\$20.00
	08/11/2023	Advert in Gatepost - Plant Operator / General Hand	\$20.00	
EFT25818	17/11/2023	Newdegate Gateway		-\$500.00

	29/10/2023	Reimbursement in Lieu of Rates 2023-24 Dunks Coffee Shop - as per Council Resolution 12706 28 Feb 2018	\$500.00	
EFT25819	17/11/2023	Newdegate Stock & Trading		-\$1,078.15
	08/09/2023	Fuel - Newdegate Fogger	\$503.40	
	21/09/2023	Fuel - Newdegate Fogger & 2015 Toro Reel Master 3100-3 Mower - Newdegate	\$462.55	
	04/10/2023	Various Hardware Supplies - Backslopes & Weed Spraying	\$112.20	
EFT25820	17/11/2023	Outback TV		-\$469.22
	09/11/2023	Replace Light Switch - Shire Administration Office	\$109.24	
	09/11/2023	Replace Light - 6 Blackbutt Way (Doctor)	\$227.98	
	09/11/2023	Check & Repair Pump 2 at the Main Pumping Station	\$132.00	
EFT25821	17/11/2023	Royal Flying Doctor Service Of Australia (Western Australian Section)		-\$308.00
	14/11/2023	Stock Purchases - Lake Grace Visitor Centre	\$308.00	
EFT25822	17/11/2023	Rural Water Council of WA		-\$300.00
	31/10/2023	Membership 2023/24	\$300.00	
EFT25823	17/11/2023	S & L Trevenen		-\$32,532.53
	14/11/2023	Contract Maintenance Grading - Lake King & Varley 01/10 - 31/10/2023	\$31,013.15	
	14/11/2023	Contract Maintenance Grading - Newdegate 01/10 - 31/10/2023	\$1,519.38	
EFT25824	17/11/2023	Shire Of Woodanilling		-\$505.66
	01/11/2023	LG Week 17/09/23 4WDL Dinner	\$505.66	
EFT25825	17/11/2023	Seek Limited		-\$401.50
	06/11/2023	Advert for Plant Operator / General Hand	\$401.50	
EFT25826	17/11/2023	Shire of Kulin		-\$11,008.00
	31/10/2023	Pingaring Entry Statement Project - 50% of Works & Design	\$11,008.00	
EFT25827	17/11/2023	Synergy Electricity Generation and Retail Corp		-\$21,907.74
	10/11/2023	127078400 Medical Centre Lot 116 Memorial Dr LG	\$1,025.01	
		129110870 Kindergarten Lot 233 Absolon St LG	\$183.37	
		134311810 Railway Station Lot 362 Stubbs St LG	\$735.54	
		138007430 Day Care Centre 2 Griffiths St LG	\$134.94	
		387878630 Staff Housing 6 Banksia Pl, LG	\$87.11	
		355686650 Staff Housing 1 Quondong Crt LG	\$153.03	
		156576110 NGT Oval Lot 149 Waddell St NGT	\$655.95	
		250352580 RSL Hall - 24 Stubbs St LG	\$120.30	
		697266750 Lakes Village Hall 2 Bennett St LG	\$226.64	
		732925950 NGT TV Transmitter Lot149 Waddell St NGT	\$230.77	
		995371470 Lake Grace Oval Lot 1 South Rd LG	\$118.05	
		935556670 Information Bay Stubbs St LG	\$110.43	
		129094750 Vrl Rec Grnd/Oval LOC 1166 UA Carstairs Rd	\$143.41	
		201879730 Public Toilets Lot 2699 Maley St NGT	\$212.62	
		912435390 Lake Grace Hall McMahon St LG	\$175.57	
		237378050 Hainsworth Building Lot 60 Collier St NGT	\$141.47	
		797296030 NGT Fire Station Lot 196 May St NGT	\$155.23	
		343939530 LG Oval retic Mason St LG	\$210.68	
		837171710 Ping Sports Pav-n Loc 2266 Pingaring-Vrl Rd	\$225.69	
		595320510 LG Pumping Station Lot 275 Mason St LG	\$396.97	
		450222670 Old Doctor's Surgery 31 Bennett St LG	\$183.25	
		327733870 LG Oval-Basketball Court Lot 75 Bishop St	\$147.92	
		632457350 LG TV Tower Lot 359 Dewar St LG	\$211.08	
		491541070 LG sewerage Stubbs St LG	\$475.97	
		901681390 Public Toilets Lot 59 Seward Ave Vrl	\$535.28	
		946946910 LG Airstrip LOC 19914 Dumbleyung-LG Rd	\$131.47	
		968110430 Town Clock Stubbs St LG	\$131.35	
		893222990 LG Swimming Pool Lot 75 Stubbs St LG	\$530.23	
		791802670 Vrlly Pavilion Loc 1166 Carstairs Rd Vrl	\$217.36	
		365354210 Staff Housing Lot 2016 Blackbutt Way LG	\$171.53	
		608222350 Station Masters House Visitor Cntr-Stubbs St	\$286.86	
		794657310 NGT Oval Lot 149P Waddell St NGT	\$220.65	
		693350310 Lakes Village Grnds Retic U2 Bennett St LG	\$194.12	
		511332320 Shire Office Lot 75 Stubbs St LG	\$646.51	
		336652990 Street Lighting LG 67.2%	\$6,217.51	
		336652990 Street Lighting NGT 23.1%	\$2,137.28	

		336652990 Street Lighting LK 5.9%	\$545.88	
		336652990 Street Lighting Vrl 3.8%	\$351.58	
		839490030 Shire Depot Lot 252 Absolon St LG	\$303.97	
		463275870 LG Sports Pavilion Bishop St LG	\$975.72	
		720436540 Park Lot 9 Maley St, NGT	\$126.39	
		587508750 LG Oval - Loc 12722 Elliott Rd, South LG	\$241.64	
		783748990 LG Oval Lot 75 Bishop St LG	\$458.78	
		253091930 NGT Public Hall Lot 33 Maley St NGT	\$197.27	
		264043790 Varley Hall Lot 8 Pitt St	\$123.15	
		360158570 Staff Housing 33A Absolon Street LG	\$165.41	
		420692220 - Lot 145 North East Rd Newdegate	\$123.06	
		409833480 - 8 Wattle Drive	\$413.74	
EFT25828	17/11/2023	Team Global Express Pty Ltd		-\$116.25
	05/11/2023	Freight	\$83.23	
	12/11/2023	Freight - Sign	\$33.02	
EFT25829	17/11/2023	Telstra Limited		-\$2,278.64
	27/10/2023	Bus Mobile Broadband - Lakes Local Action Group	\$93.70	
	04/11/2023	Mobile Phone Charges 0407034641-Sewerage-Fail Safe	\$14.98	
		0407148677 - DFES I-Pad	\$14.98	
		0407225086-Sewerage-Fail Safe	\$14.98	
		0407384735-Sewerage-Fail Safe	\$14.98	
		0408411920-Sewerage-Fail Safe	\$30.99	
		0417621708-CEO Mobile	\$30.99	
		0417914083-Speed Trailer	\$0.00	
		0418326588-LG Pool Manager	\$14.98	
		0427651127 Supervisor Mobile	\$30.99	
		0428651109-Leading Hand Mobile	\$30.99	
		0428711190-Newdegate Fire Truck	\$30.99	
		0429571975-Sewerage	\$20.48	
		0429651112-Parks & Gardens Mobile	\$14.98	
		0436668242-CESM Mobile	\$30.99	
		0448089092-MIS Mobile	\$30.99	
		0475898471-Councillors WI-FI	\$14.98	
		0476806205-Councillors Air Card	\$14.98	
		0455915715-IPad for OSH	\$14.98	
		0457999713 - Trail Camera	\$14.98	
		0458004636 - Trail Camera	\$14.98	
		0487193712 - NGT Rec Centre Solar backup battery storage	\$14.98	
		0487223282 - LG Sports Pav Solar backup battery storage	\$14.98	
		0487225597 - Vrlly Sports Pav Solar backup battery storage	\$14.98	
		0487234395 - LG Medical Centre Solar backup battery	\$14.98	
		0408320854 - MIS Ipad	\$14.98	
		0457564350 - OSH Ipad (ISO)	\$14.98	
		0417447647 - Fuel Tank	\$14.98	
		0456676658 - Sewerage Camera	\$14.98	
		0461294698 - Refuse Scheme Monitor	\$14.98	
		0461302385 - Newdegate Pavilion Solar	\$14.98	
	10/11/2023	SMS Service - Emergency Services	\$462.28	
	12/11/2023	Landline Charges Depot - 9865 1067	\$34.95	
		Lake Grace Pool - 9865 1144	\$34.95	
		Lake Grace Library - 9865 1185	\$93.51	
		Lake Grace Medical Centre - 9865 1208	\$119.35	
		Lake Grace Medical Centre Fax - 9865 1362	\$50.21	
		Lake Grace Medical Centre - 9865 1388	\$47.27	
		Depot - 9865 1493	\$34.95	
		AIM - 9865 1646	\$34.95	
		Lake Grace Airstrip - 9865 1656	\$34.95	
		338 Memorial Drive - 9865 1978	\$49.34	
		Depot - 9865 1985	\$34.95	
		Depot - 9865 1986	\$34.95	
		Lake Grace Visitor Centre - 9865 2140	\$40.49	
		Lake Grace Visitor Centre Fax - 9865 2141	\$34.95	
		Licensing Office - 9865 2275	\$34.95	
		Newdegate Medical Centre - 9871 1105	\$37.34	
		Newdegate Medical Centre - 9871 1341	\$36.74	
		Newdegate Medical Centre - 9871 1528	\$65.29	
		Lake King Library - 9874 4147	\$34.95	

		Lake King Fire Station - 9874 4196	\$34.95	
		Lake King Fire Station Fax - 9874 4201	\$34.95	
		Lake King Library Internet - 9874 4234	\$34.95	
		Fire Ban Hotline - 9487 7191	\$6.00	
		Administration Office - 9880 2500	\$75.17	
		Lake Grace Medical Centre Internet - N9502816R	\$70.00	
		Newdegate Medical Centre Internet - N9502816R	\$58.33	
		Newdegate Fire Station - 9781 1228	\$34.95	
		Group Plan Discount	-\$67.60	
		Rounding	-\$0.07	
EFT25830	17/11/2023	Varley Ag Solutions		-\$17.10
	23/10/2023	Toilet Paper - Varley Public Toilets	\$17.10	
EFT25831	17/11/2023	WALGA		-\$10,575.82
	15/11/2023	2 Day Workshop - Recovery Coordinators Coordinators Course For Local Government x 20 Participants	\$10,575.82	
EFT25832	17/11/2023	Walkers Hill Vineyard		-\$240.00
	07/11/2023	Catering for LEMC Meeting 02/11/2023	\$240.00	
EFT25833	17/11/2023	Watershed News Incorporated		-\$30.00
	13/11/2023	Full Page Advert - Lakes Local Action Group	\$30.00	
EFT25834	17/11/2023	Wazzas Complete Sheep Management		-\$4,983.00
	12/11/2023	Contract - Newdegate Gardening & Maintenance 30/10 - 10/11/2023	\$4,983.00	
EFT25835	17/11/2023	Winc Australia		-\$122.32
	06/11/2023	Cleaning Supplies - Lake Grace Swimming Pool	\$122.32	
EFT25836	21/11/2023	Anna Scheepers		-\$551.00
	18/11/2023	Contract Cleaning of Varley Hall - 06/11, 10/11, 13/11 & 17/11/2023 & Relief Cleaning in Lake King plus Travel	\$551.00	
EFT25837	21/11/2023	Emu Essence Distributors Pty Ltd		-\$92.50
	12/11/2023	Consignments - October 2023	\$92.50	
EFT25838	21/11/2023	GS Mobile Mechanical Services		-\$1,389.14
	13/11/2023	Service for 2008 Mitsubishi Fuso Rosa Bus - LG1444	\$1,389.14	
EFT25839	21/11/2023	Glenn Michael Draper		-\$14,028.75
	20/11/2023	Supply, Install & Deliver Approx 40m2 Of Artificial Grass At Pioneer Park - Remaining 50%	\$1,520.00	
	20/11/2023	Supply, Install & Deliver Artificial Grass At Newdegate Adult Gym - Remaining 50%	\$12,508.75	
EFT25840	21/11/2023	Lake Grace Rural Supplies		-\$34.83
	14/11/2023	Camlock x 4 - Misc Small Plant	\$34.83	
EFT25841	21/11/2023	Mrs G Catering		-\$700.00
	16/11/2023	Catering for Seniors Week - Beyond the Generations Lake Grace Event 16/11/23	\$700.00	
EFT25842	21/11/2023	Newdegate Primary School		-\$600.00
	09/11/2023	Catering for Seniors Week - Beyond the Generations Newdegate Event 16/11/23	\$600.00	
EFT25843	21/11/2023	S & L Trevenen		-\$243,354.45
	17/11/2023	RFQ 2023 - 08 Hatters Hill Road Gravel Sheet SLK 22.10 - 27.10	\$243,354.45	
EFT25844	21/11/2023	Team Global Express Pty Ltd		-\$248.29
	19/11/2023	Freight - Library Books	\$248.29	
EFT25845	21/11/2023	Telstra Limited		-\$320.00
	20/11/2023	Satellite phones BFB	\$320.00	
EFT25846	21/11/2023	Victoria Fasano (Staff Member)		-\$191.62
	20/11/2023	Payroll Reimbursement - Accommodation for LG Professionals Conference	\$191.62	
EFT25847	21/11/2023	WA Contract Ranger Services		-\$836.00
	18/11/2023	Contract Ranger Services 31/10/2023 & 14/11/2023	\$836.00	
EFT25848	21/11/2023	Walkers Hill Vineyard		-\$1,750.00
	20/11/2023	Morning Tea & Lunch - WALGA Country Central Zone Meeting 17/11/2023	\$1,750.00	
EFT25849	22/11/2023	Cr Debrah Susan Clarke		-\$100.00
	20/11/2023	Refund of Nomination Bond for Local Government Election - October 2023	\$100.00	
EFT25850	22/11/2023	Cr Leonard William Armstrong		-\$100.00
	20/11/2023	Refund of Nomination Bond for Local Government Election - October 2023	\$100.00	
EFT25851	22/11/2023	Cr Rosalind Alice Lloyd		-\$100.00

	20/11/2023	Refund of Nomination Bond for Local Government Election - October 2023	\$100.00	
EFT25852	22/11/2023	Jaybro Group Pty Ltd		-\$10,389.50
	21/11/2023	Temporary Fence Panels - LG Community All Abilities Playground	\$10,389.50	
EFT25853	22/11/2023	Maalouf Autos		-\$594.00
	17/11/2023	Towing of CEO Car to Narrogin Toyota & Back for Repairs Under Warranty	\$594.00	
EFT25854	22/11/2023	Michelle Slarke		-\$20.00
	21/11/2023	Consignments - September 2023	\$20.00	
EFT25855	22/11/2023	Newdegate Bowling Club		-\$2,000.00
	13/11/2023	Catering - Newdegate Country Club Re-opening	\$1,000.00	
	13/11/2023	Refreshments - Newdegate Country Club Re-opening	\$1,000.00	
EFT25856	22/11/2023	Pitstop Mechanical & Tyre Services		-\$47.39
	15/11/2023	Strip & Fit (13/11/2023) for Newdegate Spreader	\$47.39	
EFT25857	22/11/2023	Shire of Corrigin		-\$9,072.80
	03/11/2023	Roe Regional Environmental Health Services Scheme - September 2023	\$5,145.80	
	20/11/2023	Roe Regional Environmental Health Services Scheme - October 2023	\$3,927.00	
EFT25858	22/11/2023	The Trustee for Coloured Creations Family Trust		-\$12,022.21
	21/11/2023	Prepare & Paint Internal Stage Area - Lake Grace Town Hall	\$12,022.21	
		TOTAL EFT		-\$1,066,711.22
37100	03/11/2023	Elders Insurance		-\$1,572.30
	31/10/2023	Vehicle Insurance Renewal - Lakes Local Action Group	\$1,572.30	
	27/11/2023 - 26/11/2024			
37101	03/11/2023	Royal Flying Doctor Service Of Australia (Western Australian Section)		-\$300.00
	12/09/2023	Number Plate Donation - 1985LG	\$100.00	
	29/09/2023	Number Plate Donation - 65LG	\$100.00	
	29/09/2023	Number Plate Donation - 333LG	\$100.00	
37102	03/11/2023	Shire of Lake Grace (Petty Cash)		-\$200.00
	02/11/2023	Lake Grace Swimming Pool Float - 2023/24 Season	\$200.00	
37103	21/11/2023	Department of Transport		-\$995.60
	03/11/2023	12 Months Registration - 1HPE847	\$995.60	
37104	21/11/2023	Pivotel Satellite Pty Limited		-\$93.00
	15/11/2023	Satellite Tracking & SOS Devices - 3 x Isolated Worker Safety Devices - November 2023	\$93.00	
37105	21/11/2023	Water Corporation		-\$1,843.32
	16/11/2023	Water Usage - Sports Ground at Pingaring-Varley Rd Kulin Lot 2059(24691)	\$22.94	
	16/11/2023	Water Usage - 9007807318 Standpipe #7 Gimbel Rd	\$525.97	
	16/11/2023	Water Usage - 9015200049 Standpipe #10 Mordetta Rd Dicko's Corner	\$190.53	
	17/11/2023	Water Usage - Standpipe at Lake Grace-Newdegate Road, Lake Grace (Lot 551 RES 20629)	\$10.24	
	20/11/2023	Water Usage - Standpipe #13 at Boulton St Lake Grace	\$1,093.64	
		TOTAL CHEQUES		-\$5,004.22
DD10731.1	09/11/2023	Australian Super Administration		-\$1,664.36
	08/11/2023	Super Contribution for Pay Ending 08/11/2023	\$1,664.36	
DD10731.2	09/11/2023	The SD & LM Carruthers Superannuation Fund		-\$264.00
	08/11/2023	Super Contribution for Pay Ending 08/11/2023	\$264.00	
DD10731.3	09/11/2023	Aware Super		-\$8,250.34
	08/11/2023	Super Contribution for Pay Ending 08/11/2023	\$8,250.34	
DD10731.4	09/11/2023	Hostplus		-\$351.64
	08/11/2023	Super Contribution for Pay Ending 08/11/2023	\$351.64	
DD10731.5	09/11/2023	Mercer Super Trust		-\$269.85
	08/11/2023	Super Contribution for Pay Ending 08/11/2023	\$269.85	
DD10731.6	09/11/2023	North Personal Superannuation		-\$157.29
	08/11/2023	Super Contribution for Pay Ending 08/11/2023	\$157.29	
DD10731.7	09/11/2023	Panorama Super		-\$127.02

	08/11/2023	Super Contribution for Pay Ending 08/11/2023	\$127.02	
DD10731.8	09/11/2023	Prime Super		-\$346.12
	08/11/2023	Super Contribution for Pay Ending 08/11/2023	\$346.12	
DD10731.9	09/11/2023	Q Super		-\$260.56
	08/11/2023	Super Contribution for Pay Ending 08/11/2023	\$260.56	
DD10731.10	09/11/2023	REST Superannuation		-\$1,184.77
	08/11/2023	Super Contribution for Pay Ending 08/11/2023	\$1,184.77	
DD10743.1	01/11/2023	Exetel Pty Ltd		-\$1,375.00
	01/11/2023	Corporate Internet - Monthly Charge On Plan TMLL100 R2 Unlimited	\$1,375.00	
DD10743.2	17/11/2023	Resimac Asset Finance Pty Ltd		-\$993.22
	17/11/2023	Chattel mortgage repayment Nov'23 - Lake Local Action Group Vehicle	\$993.22	
DD10743.3	02/11/2023	WA Treasury Corporation		-\$13,079.58
	02/11/2023	Loan 204 - CEO Residence	\$13,079.58	
DD10743.4	01/11/2023	Westnet Pty Ltd		-\$224.85
	01/11/2023	Internet Charges	\$224.85	
DD10752.1	23/11/2023	Australian Super Administration		-\$1,712.26
	22/11/2023	Super Contributions for Pay Ending 22/11/2023	\$1,712.26	
DD10752.2	23/11/2023	The SD & LM Carruthers Superannuation Fund		-\$264.00
	22/11/2023	Super Contributions for Pay Ending 22/11/2023	\$264.00	
DD10752.3	23/11/2023	Aware Super		-\$7,743.00
	22/11/2023	Super Contributions for Pay Ending 22/11/2023	\$7,743.00	
DD10752.4	23/11/2023	Hostplus		-\$309.99
	22/11/2023	Super Contributions for Pay Ending 22/11/2023	\$309.99	
DD10752.5	23/11/2023	Mercer Super Trust		-\$269.85
	22/11/2023	Super Contributions for Pay Ending 22/11/2023	\$269.85	
DD10752.6	23/11/2023	North Personal Superannuation		-\$157.29
	22/11/2023	Super Contributions for Pay Ending 22/11/2023	\$157.29	
DD10752.7	23/11/2023	Panorama Super		-\$109.86
	22/11/2023	Super Contributions for Pay Ending 22/11/2023	\$109.86	
DD10752.8	23/11/2023	Prime Super		-\$347.50
	22/11/2023	Super Contributions for Pay Ending 22/11/2023	\$347.50	
DD10752.9	23/11/2023	Q Super		-\$248.90
	22/11/2023	Super Contributions for Pay Ending 22/11/2023	\$248.90	
DD10752.10	23/11/2023	REST Superannuation		-\$1,116.62
	22/11/2023	Super Contributions for Pay Ending 22/11/2023	\$1,116.62	
DD10754.1	21/11/2023	Shire of Lake Grace Credit Card		-\$5,008.13
	21/11/2023	19/10/23 Zoom Subscription from May Oct 19, 2023 - Nov 18, 2023 for Council Zoom Video ZOOM Receipt #INV223920217	\$24.63	
		19/10/23 Foreign transaction fee ZOOM Receipt #N/A	\$0.73	
		17/10/23 Subscription - RV Starlink (Oct 10, 2023 - Nov 09, 2023) - CESM Starlink Internet Receipt #INV-AUS-1881665-16045-32	\$174.00	
		01/11/23 Facility Fee Facility Fee Receipt #N/A	\$99.00	
		05/10/23 Calico bags to be used for tie dye craft activities for the Lake Grace Market Day Karle Packaging Receipt #104829	\$247.65	
		05/10/23 Foreign Transaction Fee Karle Packaging Receipt #N/A	\$7.31	
		05/10/23 Bottles of dye for tie dye craft activities for the Lake Grace Market Day Modern Teaching Aids Receipt #45642639	\$252.04	
		18/10/23 Meals after Lake King Progress Association meeting: CEO, MIS and councillors Lake King Tavern Receipt #81608627	\$164.00	
		24/10/23 Uniform CEO The Workwear Group Receipt #00189936	\$164.90	
		24/10/23 Excess for vehicle insurance claim - LAKE LOCAL ACTION GROUP QBE Insurance Receipt #1698114937263	\$600.00	
		02/10/23 lunch for Cr Armstrong Cr Chappell, CEO and MIS at Northam for a meeting with Evoke Living Dome Notham Receipt #67946	\$111.50	

	02/10/23 Waterproof connectors for the Starlink on CESM vehicle Element 14 Receipt #7136253	\$189.59	
	04/10/23 Staff amenities - function held on 04/10/2023 Lake Grace Plaza Receipt #03/7984 GST Incl	\$24.10	
	04/10/23 Staff amenities - function held on 04/10/2023 Lake Grace Plaza Receipt #03/7984 GST Free	\$7.80	
	04/10/23 Refreshments for staff function held on 04/10/2023 Magadashly Receipt #24302	\$190.99	
	08/10/23 Accommodation for DOT training for Infrastructure Administration Officer Quest Innaloo Receipt #824864	\$1,180.06	
	13/10/23 Urgent repairs PLVU55 Gardner Autos Receipt #IACSG154823	\$1,455.00	
	20/10/23 Refreshments for councillor fridge Magadashly Receipt #25160	\$61.00	
	25/10/23 Meat for tool box meeting Lake Grace Meat Receipt #N/A	\$16.23	
	27/10/23 Change of plate number for PLVU58 Shire of Lake Grace Receipt #140515703	\$31.10	
	30/10/23 Milk for the office - run out of petty cash Lake Grace Plaza Receipt #03/4458	\$6.50	
DD10762.1	30/11/2023 WA Treasury Corporation		-\$12,516.46
	30/11/2023 Loan 198 - Lake Grace Sports Pavilion (SARS)	\$12,516.46	
	TOTAL DIRECT DEBITS		-\$58,352.46
	TOTAL MUNICIPAL FUND		-\$1,130,067.90

SHIRE OF LAKE GRACE

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 30 November 2023

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF LAKE GRACE
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023

	Supplementary Information	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates	10	4,909,768	4,909,768	4,912,778	3,010	0.06%	
Rates excluding general rates		231,414	231,414	232,581	1,167	0.50%	
Grants, subsidies and contributions	13	657,915	591,260	674,665	83,405	14.11%	▲
Fees and charges		390,615	246,836	229,563	(17,273)	(7.00%)	▼
Interest revenue		374,884	162,586	176,478	13,892	8.54%	▲
Other revenue		324,896	118,646	248,502	129,856	109.45%	▲
Profit on asset disposals	6	155,866	155,866	122,233	(33,633)	(21.58%)	▼
		7,045,358	6,416,376	6,596,800	180,424	2.81%	
Expenditure from operating activities							
Employee costs		(2,465,070)	(1,047,003)	(1,006,945)	40,058	3.83%	▲
Materials and contracts		(4,987,213)	(2,069,472)	(1,487,873)	581,599	28.10%	▲
Utility charges		(314,818)	(130,973)	(86,152)	44,821	34.22%	▲
Depreciation		(3,746,373)	(1,560,675)	(3,420,519)	(1,859,844)	(119.17%)	▼
Finance costs		(39,474)	(10,943)	(10,943)	0	0.00%	
Insurance		(286,174)	(286,137)	(277,947)	8,190	2.86%	▲
Other expenditure		(322,423)	(134,162)	(239,658)	(105,496)	(78.63%)	▼
Loss on asset disposals	6	(62,959)	(62,959)	(51,611)	11,348	18.02%	▲
		(12,224,504)	(5,302,324)	(6,581,648)	(1,279,324)	(24.13%)	
Non-cash amounts excluded from operating activities	Note 2(b)	3,653,466	1,467,768	3,349,897	1,882,129	128.23%	▲
Amount attributable to operating activities		(1,525,680)	2,581,820	3,365,049	783,229	30.34%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	14	4,315,687	1,482,646	1,185,556	(297,090)	(20.04%)	▼
Proceeds from disposal of assets	6	686,909	663,909	791,276	127,367	19.18%	▲
		5,002,596	2,146,555	1,976,832	(169,723)	(7.91%)	
Outflows from investing activities							
Payments for property, plant and equipment	5	(2,727,308)	(1,136,133)	(553,069)	583,064	51.32%	▲
Payments for construction of infrastructure	5	(6,491,104)	(2,703,969)	(1,449,312)	1,254,657	46.40%	▲
Amount attributable to investing activities		(4,215,816)	(1,693,547)	(25,549)	1,667,998	98.49%	
FINANCING ACTIVITIES							
Inflows from financing activities							
		0	0	0	0	0.00%	
Outflows from financing activities							
Repayment of borrowings	11	(177,282)	(85,213)	(85,213)	0	0.00%	
Transfer to reserves	4	(1,321,718)	(85,960)	(85,960)	0	0.00%	
		(1,499,000)	(171,173)	(171,173)	0	0.00%	
Amount attributable to financing activities		(1,499,000)	(171,173)	(171,173)	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year		7,240,496	7,240,496	7,125,532	(114,964)	(1.59%)	▼
Amount attributable to operating activities		(1,525,680)	2,581,820	3,365,049	783,229	30.34%	▲
Amount attributable to investing activities		(4,215,816)	(1,693,547)	(25,549)	1,667,998	98.49%	▲
Amount attributable to financing activities		(1,499,000)	(171,173)	(171,173)	0	0.00%	
Surplus or deficit after imposition of general rates		0	7,957,596	10,293,859	2,336,263	29.36%	▲

KEY INFORMATION

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

* Refer to Note 3 for an explanation of the reasons for the variance.

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

SHIRE OF LAKE GRACE
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 NOVEMBER 2023

	Supplementary Information	30 June 2022	30 November 2023
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	3	12,699,875	15,906,246
Trade and other receivables		320,521	534,929
Inventories	8	6,545	24,807
TOTAL CURRENT ASSETS		13,026,941	16,465,982
NON-CURRENT ASSETS			
Trade and other receivables		3,030	3,030
Other financial assets		101,862	101,862
Property, plant and equipment		46,359,823	45,763,065
Infrastructure		252,284,169	250,742,135
TOTAL NON-CURRENT ASSETS		298,748,884	296,610,092
TOTAL ASSETS		311,775,825	313,076,074
CURRENT LIABILITIES			
Trade and other payables	9	323,876	368,240
Other liabilities	12	0	145,671
Borrowings	11	177,282	92,069
Employee related provisions	12	391,037	385,756
TOTAL CURRENT LIABILITIES		892,195	991,736
NON-CURRENT LIABILITIES			
Borrowings	11	1,036,462	1,036,462
Employee related provisions		61,988	61,988
TOTAL NON-CURRENT LIABILITIES		1,098,450	1,098,450
TOTAL LIABILITIES		1,990,645	2,090,186
NET ASSETS		309,785,180	310,985,888
EQUITY			
Retained surplus		162,323,460	163,438,208
Reserve accounts	4	5,272,093	5,358,053
Revaluation surplus		142,189,627	142,189,627
TOTAL EQUITY		309,785,180	310,985,888

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 NOVEMBER 2023

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

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

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

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supporting information does not form part of the financial report.

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

Judgements and estimates

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

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

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

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

SIGNIFICANT ACCOUNTING POLICES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 14 December 2023

SHIRE OF LAKE GRACE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Net current assets used in the Statement of Financial Activity	Supplementary Information	Adopted Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 30 November 2023
		\$	\$	\$
Current assets				
Cash and cash equivalents	3	6,781,097	12,699,875	15,906,246
Trade and other receivables		320,521	320,521	534,929
Inventories	8	6,545	6,545	24,807
		<u>7,108,163</u>	<u>13,026,941</u>	<u>16,465,982</u>
Less: current liabilities				
Trade and other payables	9	(323,876)	(323,876)	(368,240)
Other liabilities	12		0	(145,671)
Borrowings	11		(177,282)	(92,069)
Employee related provisions	12	(377,944)	(391,037)	(385,756)
		<u>(701,820)</u>	<u>(892,195)</u>	<u>(991,736)</u>
Net current assets		6,406,343	12,134,746	15,474,246
Less: Total adjustments to net current assets	Note 2(c)	(6,406,343)	(5,009,214)	(5,180,387)
Closing funding surplus / (deficit)		0	7,125,532	10,293,859

(b) Non-cash amounts excluded from operating activities

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

Non-cash amounts excluded from operating activities		Adopted Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	6	(155,866)	(155,866)	(122,233)
Add: Loss on asset disposals	6	62,959	62,959	51,611
Add: Depreciation		3,746,373	1,560,675	3,420,519
Total non-cash amounts excluded from operating activities		3,653,466	1,467,768	3,349,897

(c) Current assets and liabilities excluded from budgeted deficiency

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

Adjustments to net current assets		Adopted Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 30 November 2023
		\$	\$	\$
Less: Reserve accounts	4	(6,593,811)	(5,272,093)	(5,358,053)
- Less: Municipal - restricted cash			(50,072)	(50,072)
- Less: Units in Local Government House Trust			(97,255)	(97,255)
- Movement in provisions		(194,229)		(112,752)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of borrowings	11		177,282	92,069
- Current portion of employee benefit provisions held in reserve	4	381,697	232,924	345,676
Total adjustments to net current assets	Note 2(a)	(6,406,343)	(5,009,214)	(5,180,387)

CURRENT AND NON-CURRENT CLASSIFICATION

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

SHIRE OF LAKE GRACE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023

3 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 2023-24 year is \$5,000 or 10.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
Grants, subsidies and contributions	83,405	14.11%	▲
Additional FAGS received, but not budgeted for \$84,131			
Fees and charges	(17,273)	(7.00%)	▼
Below the budget due to decrease in demand for standpipe water and private works			
Interest revenue	13,892	8.54%	▲
Interest on Term Deposits is higher than anticipated			
Other revenue	129,856	109.45%	▲
Unbudgeted Rates overpayment of over 100K , along with Emergency Services Officer Income being over the budget threshold			
Profit on asset disposals	(33,633)	(21.58%)	▼
Industrial land sale - profit lower than budgeted, offset by some vehicles sold at a higher price			
Expenditure from operating activities			
Employee costs	40,058	3.83%	▲
Salaries and wages slightly below the budget threshold			
Materials and contracts	581,599	28.10%	▲
Below budget due to delay in operating jobs			
Utility charges	44,821	34.22%	▲
Demand for Water and power is lower than expected			
Depreciation	(1,859,844)	(119.17%)	▼
Depreciation is over the budgeted threshold due to increase in Roads assets valuation			
Insurance	8,190	2.86%	▲
Plant - Insurances & Licenses slightly under budget			
Other expenditure	(105,496)	(78.63%)	▼
Overpaid rates returned to the customer			
Loss on asset disposals	11,348	18.02%	▲
Several vehicles sold at higher than anticipated price			
Non-cash amounts excluded from operating activities	1,882,129	128.23%	▲
Depreciation is over the budgeted threshold due to increase in Roads assets valuation			
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	(297,090)	(20.04%)	▼
Bulk of "Local Roads & Community" and "Drought & Community" projects are not yet initiated/finalised, funds will be recognised later in FY			
Proceeds from disposal of assets	127,367	19.18%	▲
Sale of additional residential land - not budgeted for			
Outflows from investing activities			
Payments for property, plant and equipment	583,064	51.32%	▲
Bulk of Capital projects have not been initiated as yet (61%) or in early stage of completion			
Payments for construction of infrastructure	1,254,657	46.40%	▲
Bulk of Capital projects have not been initiated as yet (61%) or in early stage of completion			
Surplus or deficit at the start of the financial year	(114,964)	(1.59%)	▼
Surplus or deficit after imposition of general rates	2,336,263	29.36%	▲
Due to variances described above			

SHIRE OF LAKE GRACE
SUPPLEMENTARY INFORMATION

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SHIRE OF LAKE GRACE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$7.24 M	\$7.24 M	\$7.13 M	(\$0.11 M)
Closing	\$0.00 M	\$7.96 M	\$10.29 M	\$2.34 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$15.91 M	% of total
Unrestricted Cash	\$10.50 M	66.0%
Restricted Cash	\$5.41 M	34.0%

Refer to 3 - Cash and Financial Assets

Payables	
	\$0.37 M % Outstanding
Trade Payables	\$0.31 M
0 to 30 Days	99.1%
Over 30 Days	0.9%
Over 90 Days	0.0%

Refer to 9 - Payables

Receivables		
	\$0.07 M	% Collected
Rates Receivable	\$0.46 M	91.1%
Trade Receivable	\$0.07 M	% Outstanding
Over 30 Days		45.3%
Over 90 Days		2.9%

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.53 M)	\$2.58 M	\$3.37 M	\$0.78 M

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$4.91 M	% Variance
YTD Budget	\$4.91 M	0.1%

Refer to 10 - Rate Revenue

Grants and Contributions		
YTD Actual	\$0.67 M	% Variance
YTD Budget	\$0.59 M	14.1%

Refer to 13 - Grants and Contributions

Fees and Charges		
YTD Actual	\$0.23 M	% Variance
YTD Budget	\$0.25 M	(7.0%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$4.22 M)	(\$1.69 M)	(\$0.03 M)	\$1.67 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.79 M	%
Adopted Budget	\$0.69 M	15.2%

Refer to 6 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$1.45 M	% Spent
Adopted Budget	\$6.49 M	(77.7%)

Refer to 5 - Capital Acquisitions

Capital Grants		
YTD Actual	\$1.19 M	% Received
Adopted Budget	\$4.32 M	(72.5%)

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.50 M)	(\$0.17 M)	(\$0.17 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	(\$0.09 M)
Interest expense	(\$0.01 M)
Principal due	\$1.13 M

Refer to 11 - Borrowings

Reserves	
Reserves balance	\$5.36 M
Interest earned	\$0.09 M

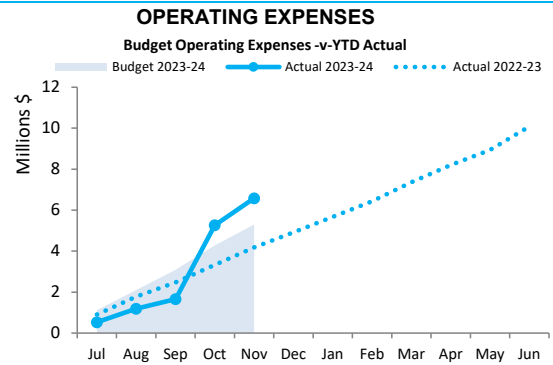
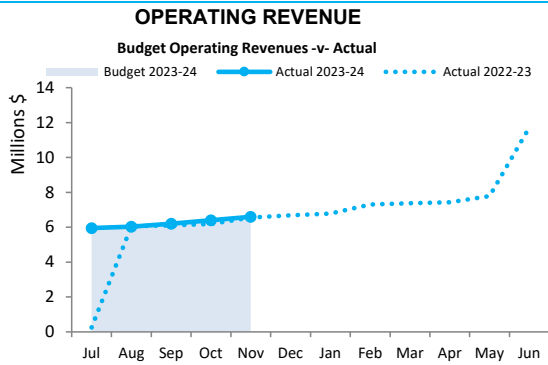
Refer to 4 - Cash Reserves

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

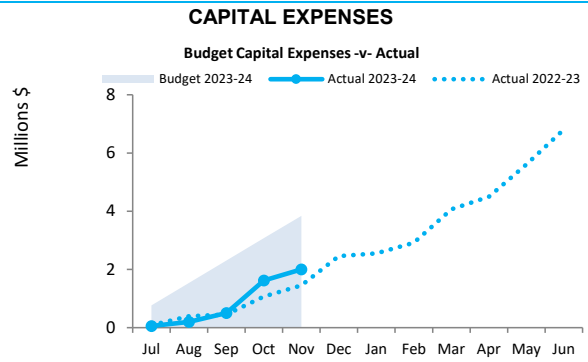
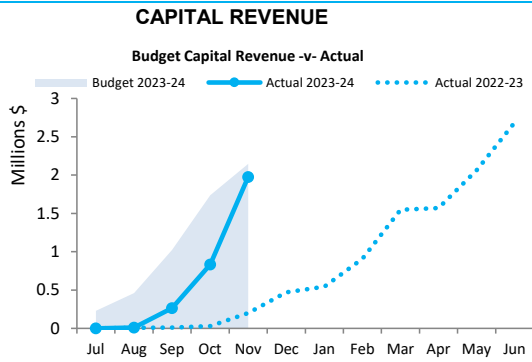
**SHIRE OF LAKE GRACE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023**

2 KEY INFORMATION - GRAPHICAL

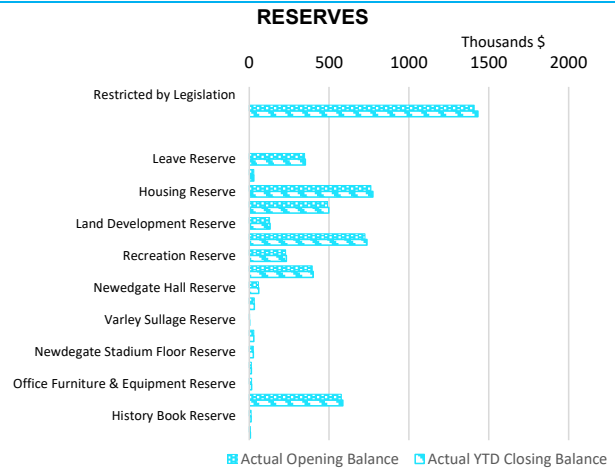
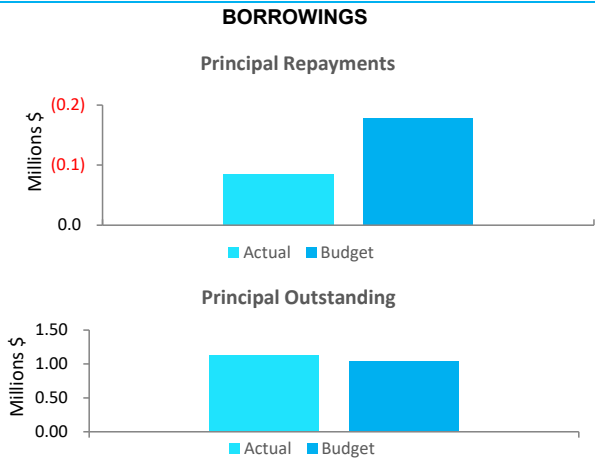
OPERATING ACTIVITIES



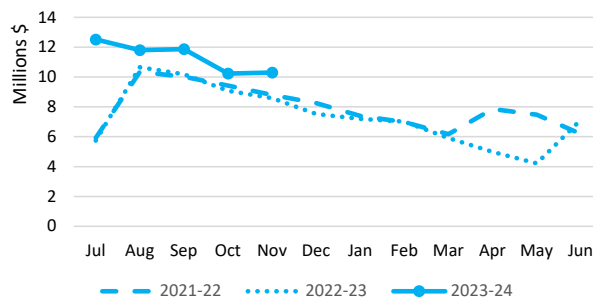
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

**SHIRE OF LAKE GRACE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023**

3 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Municipal Bank account	Cash and cash equivalents	289,715		289,715		Bankwest		N/A
Term deposit - Municipal Bank account	Cash and cash equivalents	5,500,000		5,500,000		Commonwealth	4.81%	12/2023
Term deposit - Municipal Bank account	Cash and cash equivalents	2,500,000		2,500,000		Commonwealth	5.13%	03/2024
WATC Overnight Deposit Municipal	Cash and cash equivalents	2,196,313		2,196,313		WATC	4.30%	N/A
Petty Cash and Floats	Cash and cash equivalents	700		700		Cash on Hand		N/A
Reserve Bank Account	Cash and cash equivalents	0	276,683	276,683		Bankwest		N/A
Term deposit - Reserve Bank Account	Cash and cash equivalents	0	5,081,370	5,081,370		Commonwealth	5.05%	03/2024
Restricted LOGCHOP Housing	Cash and cash equivalents	0	44,669	44,669		Bankwest		N/A
Rural Town Salinity Program	Cash and cash equivalents	0	5,403	5,403		Bankwest		N/A
Trust Fund Cash at Bank	Cash and cash equivalents	11,393	0	11,393	11,393	Bankwest		N/A
Total		10,498,121	5,408,125	15,906,246	11,393			
Comprising								
Cash and cash equivalents		10,498,121	5,408,125	15,906,246	11,393			
		10,498,121	5,408,125	15,906,246	11,393			

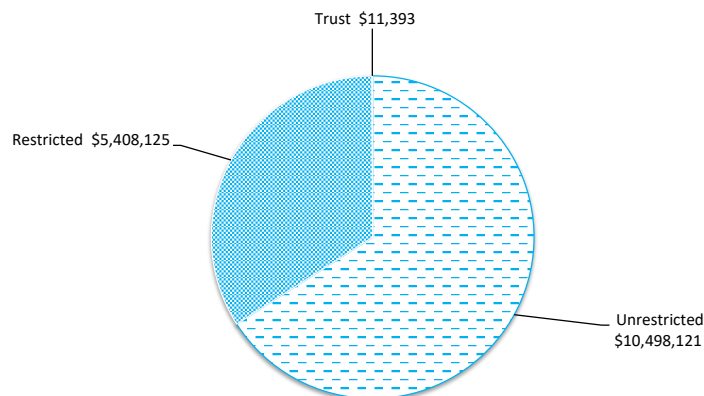
KEY INFORMATION

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

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

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



**SHIRE OF LAKE GRACE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023**

4 RESERVE ACCOUNTS

Reserve name	Budget	Budget	Budget	Budget	Budget	Actual	Actual	Actual	Actual	Actual
	Opening Balance	Interest Earned	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Interest Earned	Transfers In (+)	Transfer s Out (-)	YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Legislation										
Lake Grace Sewerage Reserve	1,409,139	56,366	100,000		1,565,505	1,409,139	22,976			1,432,115
Restricted by Council										
Leave Reserve	345,676	13,827			359,503	345,676	5,636			351,312
Emergency Services Reserve	28,254	1,130			29,384	28,254	461			28,715
Housing Reserve	761,842	30,474	400,000		1,192,316	761,842	12,422			774,264
Swimming Pool Reserve	489,692	19,588	175,834		685,114	489,692	7,984			497,676
Land Development Reserve	127,834	5,113	135,000		267,947	127,834	2,084			129,918
Plant Reserve	725,099	29,004	200,000		954,103	725,099	11,823			736,922
Recreation Reserve	227,708	9,108			236,816	227,708	3,713			231,421
Works & Services Reserve	393,868	15,755			409,623	393,868	6,422			400,290
Newedgate Hall Reserve	58,023	2,321			60,344	58,023	946			58,969
Lake Grace TV Reserve	31,338	1,253			32,591	31,338	511			31,849
Varley Sullage Reserve	1,734	69			1,803	1,734	28			1,762
Newedgate Sports Dam Reserve	27,841	1,114			28,955	27,841	454			28,295
Newedgate Stadium Floor Reserve	25,119	1,005	100,000		126,124	25,119	410			25,529
Community Water Supplies Reserve	12,467	499			12,966	12,467	203			12,670
Office Furniture & Equipment Reserve	13,851	554			14,405	13,851	226			14,077
Essential Medical Reserve	575,664	23,027			598,691	575,664	9,386			585,050
History Book Reserve	10,886	435			11,321	10,886	178			11,064
AIM Hospital Museum Reserve	6,057	242			6,299	6,057	97			6,154
	5,272,093	210,884	1,110,834	0	6,593,811	5,272,093	85,960	0	0	5,358,053

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land - freehold land	100,000	41,660	32,550	(9,110)
Buildings - non-specialised	85,250	35,500	18,809	(16,691)
Buildings - specialised	1,462,058	609,055	124,202	(484,853)
Furniture and equipment	40,000	16,664	0	(16,664)
Plant and equipment	1,040,000	433,254	377,508	(55,746)
Acquisition of property, plant and equipment	2,727,308	1,136,133	553,069	(583,064)
Infrastructure - roads	4,251,182	1,760,840	1,149,131	(611,709)
Infrastructure - parks, gardens, recreation facilities	1,611,851	681,485	177,869	(503,616)
Infrastructure - urban infrastructure	628,071	261,644	122,312	(139,332)
Acquisition of infrastructure	6,491,104	2,703,969	1,449,312	(2,420,785)
Total capital acquisitions	9,218,412	3,840,102	2,002,381	(3,003,849)
Capital Acquisitions Funded By:				
Capital grants and contributions	4,315,687	1,482,646	1,185,556	(297,090)
Other (disposals & C/Fwd)	686,909	663,909	791,276	127,367
Reserve accounts				
Lake Grace Sewerage Reserve	0	56,366	0	(56,366)
Leave Reserve	0	13,827	0	(13,827)
Emergency Services Reserve	0	1,130	0	(1,130)
Housing Reserve	0	30,474	0	(30,474)
Swimming Pool Reserve	0	19,588	0	(19,588)
Land Development Reserve	0	5,113	0	(5,113)
Plant Reserve	0	29,004	0	(29,004)
Recreation Reserve	0	9,108	0	(9,108)
Works & Services Reserve	0	15,755	0	(15,755)
Newedgate Hall Reserve	0	2,321	0	(2,321)
Lake Grace TV Reserve	0	1,253	0	(1,253)
Varley Sullage Reserve	0	69	0	(69)
Newedgate Sports Dam Reserve	0	1,114	0	(1,114)
Newedgate Stadium Floor Reserve	0	1,005	0	(1,005)
Community Water Supplies Reserve	0	499	0	(499)
Office Furniture & Equipment Reserve	0	554	0	(554)
Essential Medical Reserve	0	23,027	0	(23,027)
History Book Reserve	0	435	0	(435)
AIM Hospital Museum Reserve	0	242	0	(242)
Contribution - operations	4,215,816	1,482,663	25,549	(1,457,114)
Capital funding total	9,218,412	3,840,102	2,002,381	(1,837,721)

SIGNIFICANT ACCOUNTING POLICIES

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

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

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

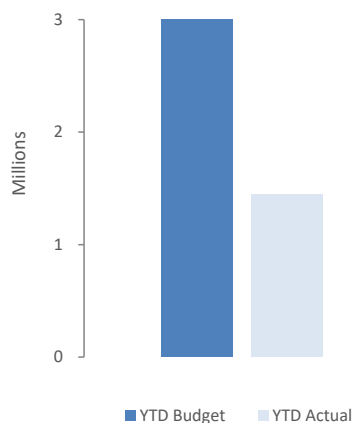
Initial recognition and measurement for assets held at cost

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

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

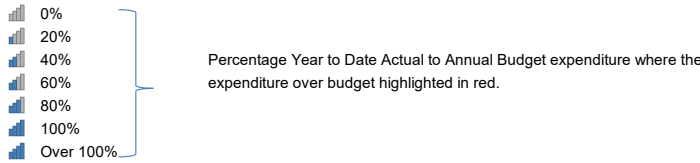
In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The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

Payments for Capital Acquisitions



5 CAPITAL ACQUISITIONS - DETAILED

Capital expenditure total
Level of completion indicators

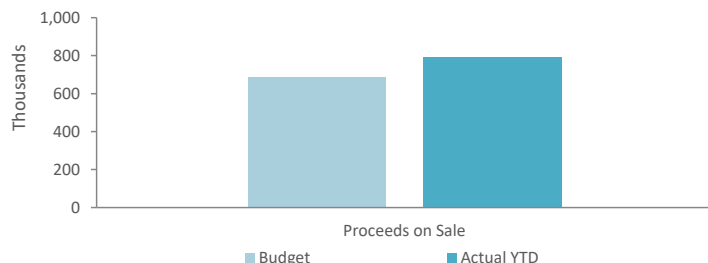


Level of completion indicator, please see table at the end of this note for further detail.

		Adopted			Variance
Account Description		Budget	YTD Budget	YTD Actual	(Under)/Over
		\$	\$	\$	\$
Land					
	E137260	0	0	32,550	-32550
	E137350	100,000	41,660	0	41660
Buildings - Non Specialised					
	E091910 (9199101)	34,000	14,159	0	14159
	E091960 (9196044)	17,500	7,287	18,809	-11522
	E091960 (9196114)	18,750	7,807	0	7807
	E091970 (9197094)	15,000	6,247	0	6247
Buildings - Specialised					
	E042549 (4205024)	25,000	10,413	21,600	-11187
	E077502 (B93CAP)	30,000	12,498	9,293	3205
	E083101 (8300102)	40,569	16,899	0	16899
	E107102 (1071024)	66,982	27,893	17,319	10574
	E111007 (LGPHCAP)	300,000	124,980	10,929	114051
	E111007 (LGVHCAP)	25,000	10,413	0	10413
	E113152 (113014)	410,000	170,806	0	170806
	E113152 (113006)	25,000	10,413	0	10413
	E113152 (113007)	45,000	18,745	1,800	16945
	E113154 (1131542)	69,000	28,742	40,738	-11996
	E115420 (LIBLKCA)	25,000	10,413	21,718	-11305
	E117041 (1170014)	60,507	25,196	0	25196
	E117042 (1170084)	30,000	12,498	0	12498
	E121502 (121304)	0	0	803	-803
	E132500 (1325014)	30,000	12,498	0	12498
	E132502 (1322051)	120,000	49,992	0	49992
	E132502 (1322052)	160,000	66,656	0	66656
Furniture & Equipment					
	E113178 (1131781)	40,000	16,664	0	16664
Plant & Equipment					
	E042550 (LG75CAP)	65,000	27,077	65,467	-38390
	E053550 (053551)	32,000	13,328	23,396	-10068
	E053550 (53552)	100,000	41,660	0	41660
	E051174 (511733)	22,500	9,372	0	9372
	E112521 (1125211)	50,000	20,830	0	20830
	E112521 (1125212)	50,500	21,035	0	21035
	E123059 (PL28CAP)	60,000	24,996	0	24996
	E123059 (PL29CAP)	210,000	87,486	236,000	-148514
	E123059 (PL34CAP)	60,000	24,996	52,645	-27649
	E123059 (PL35CAP)	30,000	12,498	0	12498
	E123059 (PL36CAP)	260,000	108,316	0	108316
	E132504 (1325041)	100,000	41,660	0	41660
Infrastructure - Roads					
	E121200	4,251,182	1,760,840	1,149,131	611709
Parks, Gardens, Recreation Facilities					
	E113175 (113025)	0	0	329	-329
	E113175 (113036)	95,000	39,575	0	39575
	E113175 (113037)	51,000	21,245	0	21245
	E113175 (113048)	150,000	62,490	0	62490
	E113175 (113051)	0	9,998	25,846	-15848
	E113175 (113055)	200,000	83,320	4,656	78664
	E113175 (113066)	20,000	8,332	27,821	-19489
	E113175 (113067)	50,000	20,830	0	20830
	E113175 (113069)	15,000	6,247	0	6247
	E113175 (113070)	40,000	16,664	0	16664
	E113175 (113071)	40,000	16,664	9,940	6724
	E113175 (113072)	90,000	37,494	0	37494
	E113293 (113201)	530,851	221,148	109,275	111873
	E113293 (113202)	10,000	4,166	0	4166
	E113293 (113203)	120,000	49,992	0	49992
	E116114 (1161140)	100,000	41,660	0	41660
	E132503 (1325031)	100,000	41,660	0	41660
Sewerage					
Urban Infrastructure					
	E104501 (1040502)	46,000	19,160	15,000	4160
	E107259 (113061)	50,000	20,830	0	20830
	E107260	50,000	20,830	46,219	-25389
	E121312 (121302)	25,000	10,413	0	10413
	E121312 (121303)	150,000	62,490	0	62490
	E121704 (1217041)	80,000	33,328	60,761	-27433
	E136501 (136007)	75,000	31,243	333	30910
	E136501 (136008)	12,071	5,026	0	5026
	E136501 (136009)	140,000	58,324	0	58324
		9,218,412	3,840,102	2,002,379	1,837,723

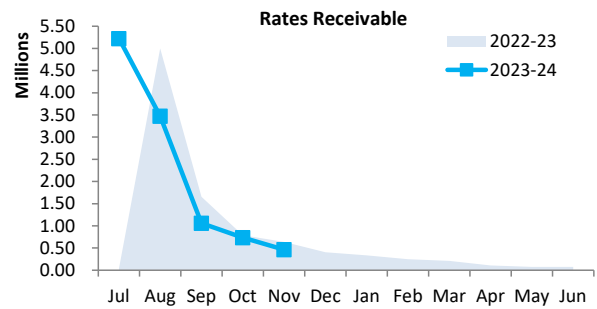
6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book		Profit	(Loss)	Net Book		Profit	(Loss)
		Value	Proceeds			Value	Proceeds		
\$	\$	\$	\$	\$	\$	\$	\$		
Land									
1574	Lot 12 on Deposited Plan 57312 Lake Grace	256,865	400,000	143,135	0	309,546	400,000	90,454	0
5011	7 Quondong Ct - VACANT LAND	45,000	35,000	0	(10,000)	45,000	34,868	0	(10,132)
5005	6 Quondong Ct - VACANT LAND	0	0	0	0	45,000	34,963	0	(10,037)
5012	5 Quondong Ct - VACANT LAND	0	0	0	0	40,000	31,818	0	(8,182)
Plant and equipment									
166	CEO Toyota Landcruiser - PLVU50	82,406	90,909	8,503	0	81,384	79,091	0	(2,293)
182	MIS Toyota Prado - PLVU51	56,567	48,000	0	(8,567)	56,582	54,000	0	(2,582)
1121	John Deere Backhoe - PBAH03	18,665	20,000	1,335	0	19,087	25,516	6,429	0
1422	Isuzu Light Tradepack Truck - PTCK16	27,347	30,000	2,653	0	28,751	29,262	511	0
1284	Mitsubishi Rosa Delux Bus - PCB02	21,953	20,000	0	(1,953)			0	0
1408	LG Depot - Volvo Loader - PLOD06	22,210	15,000	0	(7,210)	23,307	16,586	0	(6,721)
1409	LG Depot - Coastmac Loader Trailer PTR24	2,760	3,000	240	0			0	0
1193	Volvo L60E Wheel Loader - PLOD05	48,134	20,000	0	(28,134)	48,971	70,956	21,985	0
1230	HINO Tip Truck P&G Maintenance - PTCK03	12,095	5,000	0	(7,095)	12,420	10,840	0	(1,580)
1216	Honda Motor Bike PLM03	0	0	0	0	522	3,376	2,854	0
	Electronic Fuel System/Tank - On The								
1023	Fuel Truck	0	0	0	0	2,100	0	0	(2,100)
1118	John Deere 541 Forklift Attachment	0	0	0	0	118	0	0	(118)
1226	Vehicle Mounted Fogger Ss400F	0	0	0	0	83	0	0	(83)
1320	Kevrek Crane - Mechanic'S Ute	0	0	0	0	436	0	0	(436)
1441	Fogger Synafog Typhoon	0	0	0	0	6,322	0	0	(6,322)
278	Gantry	0	0	0	0	1,025	0	0	(1,025)
		594,002	686,909	155,866	(62,959)	720,654	791,276	122,233	(51,611)



7 RECEIVABLES

Rates receivable	30 Jun 2023	30 Nov 2023
	\$	\$
Opening arrears previous years	75,681	75,681
Levied this year	4,993,932	5,145,359
Less - collections to date	(4,993,932)	(4,757,621)
Gross rates collectable	75,681	463,419
Net rates collectable	75,681	463,419
% Collected	98.5%	91.1%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(255)	39,381	29,706	620	2,058	71,510
Percentage	(0.4%)	55.1%	41.5%	0.9%	2.9%	
Balance per trial balance						
Trade receivables	(255)	39,381	29,706	620	2,058	71,510
Total receivables general outstanding						71,510

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 and services performed in the ordinary course of business.

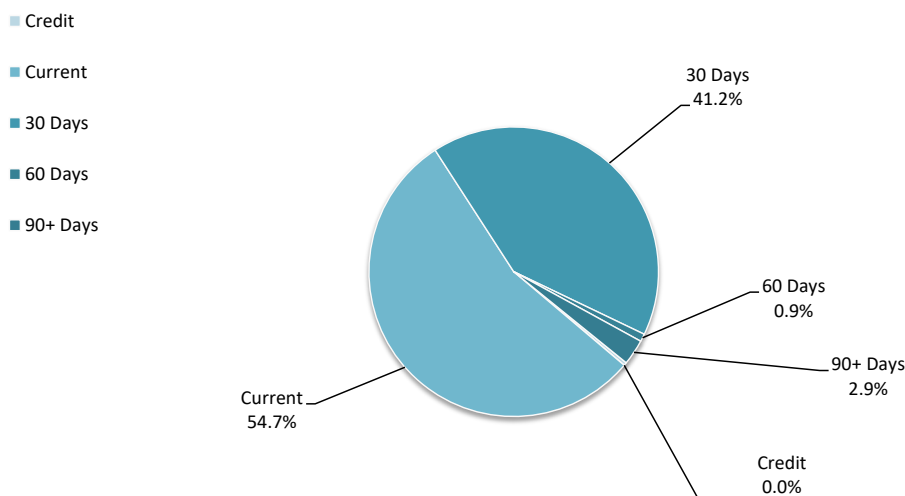
Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.

Accounts Receivable (non-rates)



8 OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 30 November 2023
	\$	\$	\$	\$
Inventory				
Stock on Hand - Fuel	6,545	65,324	(47,062)	24,807
Total other current assets	6,545	65,324	(47,062)	24,807

Amounts shown above include GST (where applicable)

KEY INFORMATION

Inventory

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

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

9 PAYABLES

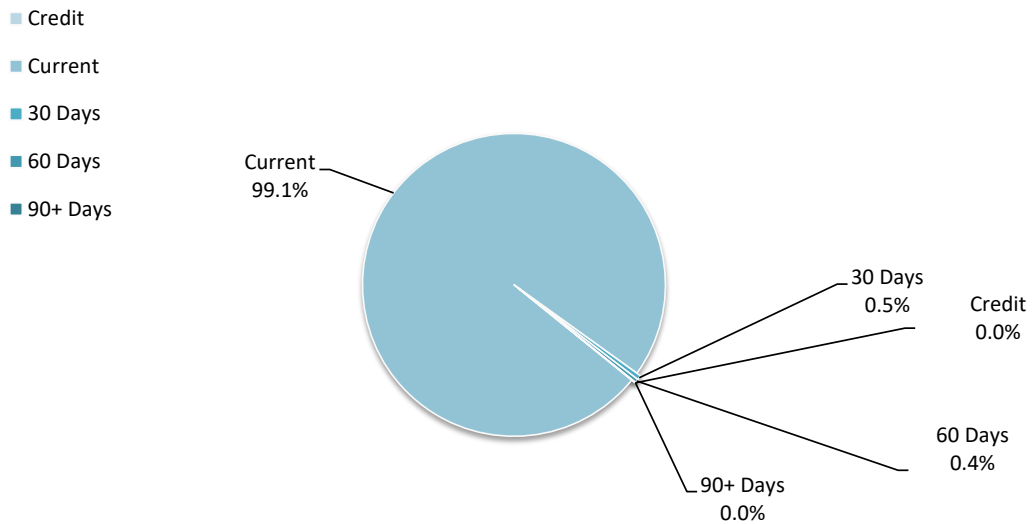
Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	306,260	1,475	1,210	148	309,092
Percentage	0.0%	99.1%	0.5%	0.4%	0.0%	
Balance per trial balance						
Sundry creditors	0	311,119	1,475	1,210	148	313,951
ESL Levied & Prepaid rates		35,702				35,702
Liabilities held for Others - Prepaid Rates		7,194				7,194
Trust Fund Liability		11,393				11,393
Total payables general outstanding						368,240

Amounts shown above include GST (where applicable)

KEY INFORMATION

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

Aged Payables



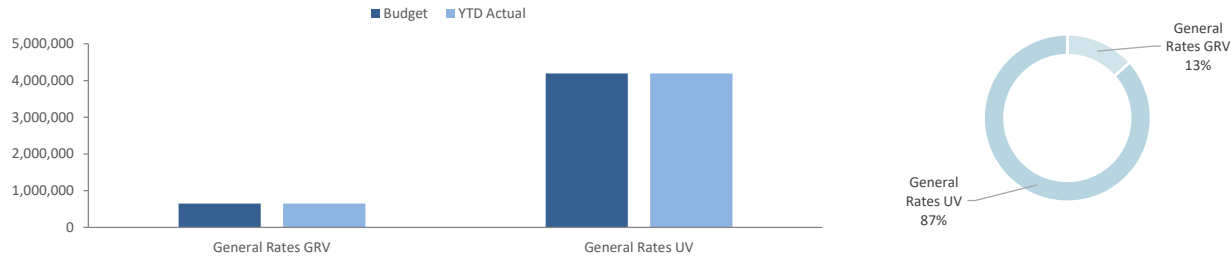
10 RATE REVENUE

General rate revenue

RATE TYPE	Rate in \$ (cents)	Number of Properties	Rateable Value	Budget			YTD Actual		
				Rate Revenue \$	Rate Reassessed Rate Revenue \$	Total Revenue \$	Rate Revenue \$	Rate Reassessed Rate Revenue \$	Total Revenue \$
Gross rental value									
General Rates GRV	0.1447	388	4,468,791	646,840	1,000	647,840	646,840	3,929	650,769
Unimproved value									
General Rates UV	0.0086	567	487,526,507	4,192,728	1,000	4,193,728	4,192,062	2,827	4,194,889
Sub-Total		955	491,995,298	4,839,568	2,000	4,841,568	4,838,902	6,756	4,845,658
Minimum payment									
Minimum Payment \$									
Gross rental value									
General Rates GRV	530	38	39,564	20,140		20,140	20,140		20,140
Unimproved value									
General Rates UV	540	89	1,367,316	48,060		48,060	46,980		46,980
Sub-total		127	1,406,880	68,200	0	68,200	67,120	0	67,120
Amount from general rates						4,909,768			4,912,778
Ex-gratia rates						89,755			89,755
Total general rates						4,999,523			5,002,533
Specified area rates									
Rate in \$ (cents)									
Sewerage - GRV				141,659		141,659	142,826		142,826
Total specified area rates			0	141,659	0	141,659	142,826	0	142,826
Total						5,141,182			5,145,359

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2023 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



11 BORROWINGS

Repayments - borrowings

Information on borrowings	Particulars	Loan No.	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments		
			1 July 2023	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
			\$	\$	\$	\$	\$	\$	\$	\$	
	Office Refurbishment	L181	197,657	0	0	(9,891)	(20,069)	187,766	177,588	(2,649)	(12,570)
	Loan 204 Staff Housing & CEO's R	L204	379,144	0	0	(24,496)	(49,101)	354,648	330,043	(2,464)	(5,857)
	Lake Grace Pool	L173	0	0	0	0	0	0	0	(12)	0
	LG Sports Pavillion	L182	86,394	0	0	(9,659)	(19,623)	76,735	66,771	(1,272)	(5,842)
	LG Precinct	L198	24,216	0	0	(11,974)	(24,216)	12,242	0	(605)	(1,097)
	Roadworks & Plant	L196	0	0	0	0	0	0	0	(166)	(166)
	LG Residential Land	L189	96,954	0	0	0	(5,667)	96,954	91,287	(348)	(3,645)
	Purchase & Develop Industrial Lan	L203	429,379	0	0	(29,193)	(58,606)	400,186	370,773	(3,427)	(9,297)
	Total		1,213,744	0	0	(85,213)	(177,282)	1,128,531	1,036,462	(10,943)	(38,474)
	Current borrowings		177,282					92,069			
	Non-current borrowings		1,036,462					1,036,462			
			1,213,744					1,128,531			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

12 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2023	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 30 November 2023
		\$	\$	\$	\$	\$
Other current liabilities						
Other liabilities						
Capital grant/contributions liabilities		0	0	1,331,227	(1,185,556)	145,671
Total other liabilities		0	0	1,331,227	(1,185,556)	145,671
Employee Related Provisions						
Provision for annual leave		214,445	0	0	(3,046)	211,399
Provision for long service leave		176,592	0	0	(2,235)	174,357
Total Provisions		391,037	0	0	(5,281)	385,756
Total other current liabilities		391,037	0	1,331,227	(1,190,837)	531,427

Amounts shown above include GST (where applicable)

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

KEY INFORMATION

Provisions

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

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

Employee Related Provisions

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

Capital grant/contribution liabilities

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

13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability (As revenue)	Liability	Current Liability	Adopted Budget	YTD Budget	YTD Revenue
	1 July 2023			30 Nov 2023	30 Nov 2023	Revenue	Budget	Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies								
Grant - DFES LGGGS Operating	0	0	0	0	0	86,795	43,398	43,398
Grants - Senior Activities	0	0	0	0	0	1,000	415	1,818
Grants - Youth Activities	0	0	0	0	0	1,000	415	0
Direct Grant - MRWA	0	0	0	0	0	394,420	394,420	394,420
Skeleton Weed Programm Grant	0	0	0	0	0	140,000	140,000	140,000
Grants Commission - General	0	0	0	0	0	0	0	45,353
Grants Commission - Roads	0	0	0	0	0	0	0	38,778
	0	0	0	0	0	623,215	578,648	663,767
Contributions								
ESL Administration Fee	0	0	0	0	0	4,000	4,000	4,000
Lake Grace Rec Council Affiliation Fees	0	0	0	0	0	13,000	5,412	0
Contributions - Other Culture	0	0	0	0	0	1,000	415	0
Lake King Pavilion / Oval - Hire Fees	0	0	0	0	0	500	205	0
Contributions - Street Lighting	0	0	0	0	0	10,000	0	0
AIM Contributions	0	0	0	0	0	200	80	898
Other Contributions	0	0	0	0	0	6,000	2,500	6,000
	0	0	0	0	0	34,700	12,612	10,898
TOTALS	0	0	0	0	0	657,915	591,260	674,665

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget	YTD	YTD Revenue
	1 July 2023		(As revenue)	30 Nov 2023	30 Nov 2023	Revenue	Budget	Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies								
Grant - DFES Cap Exp	0	0	0	0	0	22,500	0	0
Local Roads & Community Program	0	0	0	0	0	40,569	16,899	0
Drought & Community	0	0	0	0	0	203,489	84,770	0
Local Roads & Community Program - Public Halls, Civic Ce	0	375,460	(375,460)	0	0	1,466,810	611,071	375,460
Local Roads & Community Program - Swimming Pools	0	0	0	0	0	50,000	20,830	0
Roads to Recovery	0	226,033	(226,033)	0	0	855,924	213,981	226,033
Regional Road Group	0	192,000	(46,329)	145,671	145,671	480,000	120,000	46,329
Local Roads & Community Program	0	537,734	(537,734)	0	0	496,395	206,795	537,734
Local Roads & Community Program	0	0	0	0	0	100,000	41,660	0
Drought & Community Program	0	0	0	0	0	400,000	166,640	0
	0	1,331,227	(1,185,556)	145,671	145,671	4,115,687	1,482,646	1,185,556
Capital contributions								
Newdegate Community Contribution	0	0	0	0	0	200,000	0	0
	0	0	0	0	0	200,000	0	0
TOTALS	0	1,331,227	(1,185,556)	145,671	145,671	4,315,687	1,482,646	1,185,556

**SHIRE OF LAKE GRACE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023**

15 TRUST FUND

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

Description	Opening Balance	Amount	Amount	Closing Balance
	1 July 2023	Received	Paid	30 Nov 2023
	\$	\$	\$	\$
Standpipe bonds	11,138	306	(51)	11,393
	11,138	306	(51)	11,393

Municipal Bank Statement

Summary:

G/L Account (as at Month End)
 1A0011010 Municipal Bank Account MUN

Statement No 60
 Statement Date 30/11/2023

Opening Balance	10,183,879.21
Deposits	\$1,611,752.95
Payments	-1,130,067.90
Fees	-43,406.54
Adjustments	-136,129.52
Closing Balance	10,486,028.20

Opening Balance	10,182,608.26
<u>Reconciled Items</u>	
Deposits	1,612,720.75
Payments	-1,130,227.70
Fees	-43,406.54
Adjustments	-136,129.52
Closing Balance	10,485,965.25

The Bank Statement balances to the General Ledger

<u>Unreconciled Items</u>	
Deposits	388.95
Payments	-326.00
Fees	0.00
Adjustments	0.00
Unreconciled Closing Balance	62.95
Total - To agree with GL	10,486,028.20

Municipal Account - Reconciliation to 30/11/2023

G/L Account (as at Month End):

<u>Fees:</u>	
Dept of Transport	-\$50,561.45
Bank Fees	-\$672.29
LESS: Interest Received	\$7,827.20
	<u><u>-\$43,406.54</u></u>

<u>Adjustments</u>	
Payroll	-\$135,729.52
Payroll Rent Deduction	-\$400.00
	<u><u>-\$136,129.52</u></u>

<u>Unreconciled Items:</u>	<u><u>\$62.95</u></u>
-----------------------------------	-----------------------

<u>Outstanding Deposits</u>	
Cash/Chq 29/11/23	\$186.95
Cash/Chq 30/11/23	\$202.00
	<u><u>\$388.95</u></u>

<u>Outstanding Payments</u>	
CHQ 37077	-\$100.00
CHQ 37087	-\$126.00
CHQ 37090	-\$100.00
	<u><u>-\$326.00</u></u>

ENTERED

By Victoria Fasano - SFO I&R at 10:44 am, Dec 04, 2023

APPROVED

By Kevin Wilson- MCS at 11:15 am, Dec 04, 2023

Shire of Lake Grace



Reserve Bank Statement

Reserve No	Reserve Account Name	Balance
11	Emergency Services Reserve Bank	\$ 28,714.77
12	Housing Reserve Bank	\$ 774,263.05
13	Swimming Pool (Lake Grace) Reserve Bank	\$ 497,677.12
14	Land Development Reserve Bank	\$ 129,918.64
15	Leave Reserve Bank	\$ 351,313.73
16	Plant Replacement Reserve Bank	\$ 736,921.61
17	Recreation Reserve Bank	\$ 231,420.35
18	Works & Services Reserve Bank	\$ 400,289.60
19	Newdegate Hall Reserve Bank	\$ 58,969.25
20	Lake Grace TV Reserve Bank	\$ 31,848.10
23	Varley Sullage Reserve Bank	\$ 1,761.60
31	Lake Grace Sewerage Scheme Reserve Bank	\$ 1,432,114.80
35	Newdegate Sports Dam Reserve Bank	\$ 28,295.04
36	Newdegate Stadium Floor Reserve Bank	\$ 25,529.39
37	Community Water Supply Reserve Bank	\$ 12,670.29
40	Office Furniture & Equipment Reserve Bank	\$ 14,076.67
42	History Book Reserve Bank	\$ 11,063.84
43	Essential Medical Services Reserve Bank	\$ 585,049.83
44	AIM Hospital Museum Reserve	\$ 6,155.67

\$ 5,358,053.35

Bank Balance

30/11/2023

Term Deposit CBA \$5,081,369.86

Reserve Acc \$276,683.49

\$5,358,053.35

Variance \$0.00

ENTERED

By Victoria Fasano - SFO I&R at 8:39 am, Dec 04, 2023

APPROVED

By Kevin Wilson- MCS at 9:05 am, Dec 04, 2023

Reserves Fund Statement

Trust Bank Statement

Summary:

G/L Account (as at Month End)
 1A0013050 Trust Fund Cash At Bank MUN

Statement No 60
 Statement Date 30/11/2023

Opening Balance	11,392.90
Deposits	\$0.00
Payments	0.00
Fees	0.00
Adjustments	0.00
Closing Balance	11,392.90

Opening Balance	11,392.90
<u>Reconciled Items</u>	
Deposits	0.00
Payments	0.00
Fees	0.00
Adjustments	0.00
Closing Balance	11,392.90

The Bank Statement balances to the General Ledger

<u>Unreconciled Items</u>	
Deposits	0.00
Payments	0.00
Fees	0.00
Adjustments	0.00
Unreconciled Closing Balance	0.00
Total - To agree with GL	11,392.90

ENTERED

By Victoria Fasano - SFO I&R at 1:54 pm, Dec 01, 2023

APPROVED

By Kevin Wilson- MCS at 7:18 am, Dec 04, 2023

OCM 20 December 2023

Attachment to Item 14.5.3

Attn Mr. Kevin Wilson

Re. Outstanding rates

1. Sugg Rd. Lake King.

As per email sent 1.05pm 19th Oct 22

This still applies – payments were stopped as payments were receipted with the inclusion of a debt from a debt collection agency of which I have never been approached by.

I only became aware of this when advised by yourself.

About 2018 I was in contact with Shire about freeing the title from Caviat (which was done)

The person I spoke to was either CEO D. Gobart or Finance Coordinator Kairi Nigol.

I Was advised that outstanding rates would incur interest. I said that was OK. That when block was free of caviat, it would be easier to sell. I agreed that interest was OK, on incurred rates and it would be sorted out on a hopeful sale & settlement as per normal.

I was in process of moving from Karrath to Mingenew @ the time.

I had and still haven't ever by any means been contacted by any debt mob. I was not hiding anywhere. I never get a call like when Kevin Wilson, yourself rang and introduced yourself, that was the first I new about collection mob.

2.

I find it hard to comprehend that a Debit collection mob could do what they have done. Ie (\$7000 roughly) to collection (\$3000) who would have authorised this? As I have said, from information received by Mr Wilson, never lived in Sharp Ave Karratha. As stated by Mr Wilson, they had no luck with numerous calls to my no. which hasn't change for many years. Implies that they spoke to me which is totally not true.

I like many others are always dealing with spam callers and trick msgs. To these calls I've not continued if no ID is forthcoming.

I have no other knowledge of the debt collection activities. As to any more information to the comment on their claims.

Yours faithfully,

M Moran

03.11.23

17 Mingenew P.O. 6522 WA

Attn MR. Kevin Wilson

Sent 9.16
6/11/23

Re - Outstanding rates

1. Sully Rd. Lake King. —

As per email sent 1.05pm 19th Oct. 22...
This still applies - payments were stopped as
payments were received with the inclusion
of a debt from a debt collection agency of
which I have never been approached by.
I only became aware of this when advised
by yourself.

About 2018 I was in contact with Shire about
freeing the title from Gariat (which was done)
The person I spoke to was either CEO D. SOBONET
or Finance Coordinator Kairi Nigoh.

I was advised that outstanding rates would incur
interest. I said that was OK. That when block
was free of Gariat, it would be easier to sell.
I agreed that interest was OK, on incurred rates
and it would be sorted out on a hopeful sale
& settlement as per normal.


I was in process of moving from Kerrath to Mingenew
@ the time.

I had and still haven't ever by any means been contacted
by any Debt mob. I was not hiding anywhere.

If I ever get a call like when Kevin Wilson yourself
rang and introduced yourself, that was the
first I new about Collection Mob. (D)

(2)

I find it hard to comprehend that a
 Debit collection mob could do what they
 have done. ie (\$7,000 roughly) to collect
 (\$3000) who would have authorized this?
 I as I have said, from information received
 by Mr Wilson, never lived in Sharp Ave Koroita
 & as stated by Mr Wilson, they had no lock
 with numerous calls to rep No. which hasn't
 changed for many years. In fact that they
 spoke to me, which is totally not true.
 I like many others are always dealing with
 spam callers & truck messes. so these calls are
 not continued if no ID is forthcoming.
 I have no other knowledge of their (debt collector)
 activities. as to any more information to
 comment on their claims.

Yours faithfully

 M. Moran
 3.4.23

2/4
 Cut 1/2