

Shire of Lake Grace

Ordinary Council Meeting

MINUTES

23 April 2025

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 23 April 2025 commencing at 3:30pm.

1.0 DECLARATION OF OPENING ANNOUNCEMENT OF VISITORS

President Len Armstrong opened the meeting at 3.30pm

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 BJ Hyde	
Cr DS Clarke	

3.2 APOLOGIES

Cr RA Lloyd

3.3 IN ATTENDANCE

Mr Alan George	Chief Executive Officer
Mr Aaron Wooldridge	Deputy Chief Executive Officer
Mrs T Hall	Manager Corporate Services
Mr C Elefsen	Manager Infrastructure Services

3.4 OBSERVERS / VISITORS

Nil

3.5 LEAVE OF ABSENCE PREVIOUSLY GRANTED
--

Cr R Chappell

Cr AJ Kuchling

4.0 APPLICATIONS FOR LEAVE OF ABSENCE
--

Nil

5.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE
--

Nil

6.0 PUBLIC QUESTION TIME

Nil

7.0 PETITIONS/DEPUTATIONS/PRESENTATIONS
--

Nil

8.0 NOTATIONS OF INTEREST

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

Nil

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

Nil

**8.3 DECLARATIONS OF IMPARTIALITY INTEREST – ADMINISTRATION
REGULATIONS 1996 SECTION 34C**

Nil

9.0 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil

10.0 CONFIRMATION OF MINUTES

10.1 ORDINARY COUNCIL MEETING – WEDNESDAY 26 MARCH 2025

RECOMMENDATION / RESOLUTION

RESOLUTION 14029

Moved: Cr Clarke
Seconded: Cr Hunt

That the Minutes of the Ordinary Council Meeting held on Wednesday 26 March 2025 be confirmed as a true and accurate record of the meeting.

CARRIED 4/0

For: Cr Armstrong, Cr Hunt, Cr Hyde, Cr Clarke
Against: Nil

10.2 SPECIAL COUNCIL MEETING

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

Nil

14.0 REPORTS OF OFFICERS

14.1 INFRASTRUCTURE SERVICES

14.1.1 TRANSFER OF FUNDS – JARRING SOUTH ROAD RESHEET

Applicant	Internal Report
File No.	0829
Attachments	Nil
Author	Jason Lip, Technical Officer
Disclosure of Interest	Nil
Date of Report	18 April 2025
Senior Officer	Craig Elefsen, Manager Infrastructure Services

Summary

For Council to authorise the transfer of funds from 1210533 “Fitzgerald Rd Resheet SLK 0.00 – 9.76” to new Job “Jarring South Rd SLK 6.00-11.50”.

Background

The 2024/25 Annual Budget allowed \$1,169,904 for gravel resheet and two-coat seal on Fitzgerald Road SLK 0.00-9.76.

The project was completed under budget leaving savings of \$337,885. This has allowed additional asphaltting work to be ordered to improve road surface performance around the intersection areas plus traffic management (still to be done at the time of writing).

On completion of this work there will be a surplus \$272,000.

Fitzgerald Road SLK 0.00-9.76 is fully funded from Roads to Recovery (R2R). With lower expenditure than expected, the remaining R2R funds for this financial year need to be reallocated to a new job. An expenditure report for R2R is to be submitted before the end of April 2025 so now

is our opportunity to redirect funds to either the creation of a new road project or expand the scope of an existing road project.

Comment

With the need to draw down the remaining R2R funds allocated to us, the author recommends bringing a road project forward from next year's road programme. This would be the Jarring South Road Resheet SLK 6.00-11.50.

A new Job for this road project will need to be created to the amount of \$273,500 to utilise outstanding R2R funds.

Legal Implications

Local Government Act 1995

Division 4 – General financial provisions

6.8 Expenditure from municipal fund not included in annual budget

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure –
 - (b) is authorised in advance by resolution*...

** Absolute majority required*

Policy Implications

Nil

Consultation

Internal: Craig Elefsen, Manager Infrastructure Services

External: Nil.

Financial Implications

Road Job	Job #	Current Budget	Proposed Change	Proposed Budget	YTD Actual
Fitzgerald Rd Resheet SLK 0.00 – 9.76	1210533	\$1,169,904	-\$273,500	\$896,404	\$772,719
Jarring South Rd Resheet SLK 6.00-11.50	New	\$0	+\$273,500	\$273,500	\$0

Strategic Implications

This item aligns with Aspire 2033 - Shire of Lake Grace Strategic Community Plan

Economic Objective - A prosperous economy supporting diversification of industry		
Outcome	1	An innovative, productive agriculture industry
Strategies	1.1	Enhance and maintain transport network
Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values		
Outcome	9	An efficient and effective organisation
Strategies	9.1	Maintain accountability and financial responsibility through effective planning

Voting Requirements

Absolute majority

RECOMMENDATION / RESOLUTION

RESOLUTION 14030

Moved: Cr Hyde
Seconded: Cr Clarke

That Council:

Approves the transfer of \$273,500 from 1210533 “Fitzgerald Rd Resheet SLK 0.00 – 9.76” to new Job “Jarring South Rd SLK 6.00-11.50”.

CARRIED 4/0

For: Cr Armstrong, Cr Hunt, Cr Hyde, Cr Clarke
Against: Nil

14.2 PLANNING

14.2.1 PLANNING APPROVALS UNDER DELEGATION P01

The following applications for planning have been approved by the Chief Executive Officer under the Delegation P01 as legislated by the *Planning and Development Act 2005*, Planning and Development (Local Planning Schemes) Regulations 2015 – schedule 2 (Deemed Provisions) clauses 82 to 84 and the Shire of Lake Grace Local Planning Scheme No.4:

There have been no approvals granted under delegated authority in this reporting period.

14.3 HEALTH AND BUILDING

14.3.1 TEMPORARY ACCOMMODATION POLICY

Applicant	Internal
File No.	0050
Attachments	1. Draft Temporary Accommodation Policy 2. Draft Temporary Accommodation Guidelines
Author	Brendon Gerrard – Environmental Health Officer
Disclosure of Interest	Nil
Date of Report	15 April 2025
Senior Officer	Alan George – Chief Executive Officer

Summary

For council to consider adopting a temporary accommodation policy and guidelines to be incorporated into the Shires policy manual. The policy will provide guidance to support applications seeking approval for temporary accommodation on private property or in an area other than a caravan park.

Background

Changes to extend local government approval powers under WA's Caravan Parks and Camping Regulations came into effect on 1 September 2024.

The reforms streamline the application process for temporary accommodation approvals on private property, cut red tape and offer more flexibility for local governments.

Previously, local governments could only provide approvals for a maximum of 3 months, or up to 12 months if the proposed arrangement was in a caravan and the person had a building or demolition permit. Standard camping approvals for longer than 3 months required a separate application to the Minister for Local Government.

Benefits of the simplified process include:

- no approval required if a person intends to camp on private property for 5 days or less
- applications for longer periods can seek approval from the relevant local government rather than the Minister for Local Government
- local governments can now approve all camping applications for up to 24 months
- applicants may re-apply to the local government on expiry of an approval
- local governments can revoke approvals if an applicant fails to meet the conditions of approval.

All applicants will still need to satisfy the existing conditions for these approvals, including meeting health and safety requirements set out in the [Caravan Parks and Camping Grounds Regulations 1997](#).

Special approval from the Minister for Local Government will still be required if more than one proposed caravan or tiny home on wheels is proposed to be placed on a private lot.

The Minister for Local Government will retain the power to consider camping approvals in instances where a local government does not provide an approval or revokes an approval.

Comment

The draft policy and guidelines have been drawn up in collaboration with the other Shires in the Roe region serviced by the shires Environmental Health Officer. (Corrigin, Kondinin, Kulin & Narembeen). The object is to provide a consistent approach to the management of caravan and camping requirements under the amended regulations.

Legal Implications

Local Government Act 1995
Caravan and Camping Ground Act 1995
Caravan Parks and Camping Grounds Regulations 1997
Health (Miscellaneous Provisions) Act 19191
Building Code of Australia / National Construction Code
Shire of Lake Grace Local Planning Scheme

Policy Implications

New Policy

Consultation

Shires of Corrigin, Kondinin, Kulin & Narembeen
Internal – Chief Executive Officer

Financial Implications

The proposed fee is \$600, this is based on estimated average time to process an application including travel, inspection time, and administration to be approximately 5-6 hours at the EHO hourly rate in the fees and charges.

Strategic Implications

This item aligns with Aspire 2033 - Shire of Lake Grace Strategic Community Plan

Social Objective - A valued, healthy and inclusive community and lifestyle		
Outcome	6	An engaged, supportive and inclusive community
Strategies	6.1	Maintain and enhance services and infrastructure that meets the needs of the community
Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values		
Outcome	8	A strategically focused, unified Council functioning efficiently
Strategies	8.1	Provide informed leadership on behalf of the community
	8.2	Promote and advocate for the community and district

	8.3	Provide strategic leadership and governance
Outcome	9	An efficient and effective organisation
Strategies	9.1	Maintain accountability and financial responsibility through effective planning
	9.2	Comply with statutory and legislative requirements

Public Health Strategies

This Item aligns with the Shire of Lake Grace Public Health & Wellbeing Plan 2022-2026

Outcome	14	A Safe Environment
Strategies	14.1	Maintain environmental health protection to reduce risks to health.
	14.5	Maintain public health standards for dwellings and encourage initiatives for affordable housing

Voting Requirements

Simple Majority

RECOMMENDATION / RESOLUTION

RESOLUTION 14031

Moved: Cr Hyde
Seconded: Cr Clarke

That Council:

1. Adopt the Temporary Accommodation Policy and Guidelines.
2. Incorporate the Temporary Accommodation Policy into the Shire's Policy Manual.
3. Authorises an application fee of \$600 to be included in the Shires's Fees & Charges.

CARRIED 4/0

For: Cr Armstrong, Cr Hunt, Cr Hyde, Cr Clarke
Against: Nil

14.4 ADMINISTRATION

14.4.1 REQUEST FOR SUPPORT – LAKES EQUESTRIAN RIDING CLUB- LAKE KING

Applicant	Lakes Equestrian Riding Club - Lake King
File No.	0556
Attachments	Prospectus
Author	Alan George - Chief Executive Officer
Disclosure of Interest	Nil
Date of Report	4 April 2025
Senior Officer	Alan George - Chief Executive Officer

Summary

The Lakes Equestrian Riding Club (the Club) based in Lake King is seeking support from the Shire of Lake Grace for the establishment of a base for the riding club to be located on Reserve 20321 vested under Management Order to the Shire for recreation and hall.

Background

According to some local historians, land for a pony club was originally set aside in the southeast corner of adjoining Reserve 21238 which is on the corner of Newdegate-Ravensthorpe Rd and Varley Rd. This reserve is also under Management Order to the Shire for Recreation and Museum. There is little or no evidence of any pony club remains on the site as the indicated area is now heavily vegetated.

The Club currently meets at private properties in Lake King and are now seeking a permanent base on which to expand.

The author was originally contacted a month or so ago by Ms Jana McLean, a local farmer on whose land the Club is currently operating, regarding the possibility of using the old Varley pony club site as the new base. The now preferred site is adjacent to the Lake King oval in a large area of cleared bushland that appears to be an unofficial dumping ground for fallen timber, building rubble and grass clippings.

Comment

The Club has now approached us with a proposition to base the Club on Reserve 20321 which currently consists of the town oval and sports facilities and the town hall. (Note, the site also has a go-kart track and buildings however there is no record that can be located at present regarding any agreement, lease or permission to be on the Reserve) The proposed site is largely clear of vegetation and would basically only need a good cleanup to make it usable.

An indicative plan of the area is in the attached proposal. It is envisaged that most of the works will be carried out by the local community.

Both the author and the Manager of Infrastructure Services have visited the site and have confirmed its suitability once cleaned up. The trees on the site are very large mature trees all of which will be retained for shade purposes.

It is intended to utilise the adjoining facilities at the sports pavilion which would also lend additional weight to our grant requests for a new pavilion to be constructed. The Club has outlined the perceived benefits to the town and surrounds in the proposal.

It is considered that this proposal from the Club has merit and as such it is recommended that Council approve the project in principle subject to the exact size of the area required being determined and a confirmed layout being presented.

Legal Implications

The Reserve is under a Management Order to the Shire and as such has the power to lease, sub-lease or licence for the designated purpose any part of the land for any term not exceeding 21 years, subject to the approval in writing of the Minister for Lands being first obtained pursuant also to the provisions of Section 18 of the Land Administration Act 1997.

A suitable lease would need to be prepared.

The Club is in the process of becoming incorporated.

Policy Implications

Nil

Consultation

Manager Infrastructure Services
Ms Jana McLean
Ms Cindy Nicholls

Financial Implications

It would appear at this stage that minimal assistance would be required from the Shire to set up the facilities. Some help would be needed to tidy up the area beforehand.

The Club intends to apply for a community grant in the upcoming shire budget.

Contribution to water usage would need to be determined as would future power requirements. Appropriate grants will be sourced to assist with future enhancements to the area.

Strategic Implications

This item aligns with Aspire 2033 - Shire of Lake Grace Strategic Community Plan

Economic Objective - A prosperous economy supporting diversification of industry		
Outcome	3	An attractive destination for visitors
Strategies	3.1	Promote and develop tourism as part of a regional approach
	3.2	Maintain and enhance tourism related infrastructure and attractions

	3.3	Continue to provide and maintain visitor support services
Social Objective - A valued, healthy and inclusive community and lifestyle		
Outcome	6	An engaged, supportive and inclusive community
Strategies	6.1	Maintain and enhance services and infrastructure that meets the needs of the community
	6.2	Maintain and support the growth of education, childcare, youth and aged services
	6.3	Actively promote and support local events and activities for the community
Outcome	7	A healthy and safe community
Strategies	7.1	Improve access to sport, leisure and recreation facilities, services and programs
	7.2	Provide and advocate for medical and health services
	7.3	Support provision of emergency services and encourage community volunteers

Voting Requirements

Simple majority

RECOMMENDATION / RESOLUTION

RESOLUTION **14032**

Moved: **Cr Hyde**
Seconded: **Cr Clarke**

That Council:

Approves in principle the establishment of facilities for the Lakes Equestrian Riding Club on portion of Reserve 20321 subject to further determination of the size of the area required, confirmation of the layout and Shire assistance required.

CARRIED **4/0**

For: **Cr Armstrong, Cr Hunt, Cr Hyde, Cr Clarke**
Against: **Nil**

14.4.2 RECRUITMENT & SELECTION POLICY

Applicant	Internal
File No.	0671 / 0050
Attachments	Recruitment & Selection Policy Document
Author	Aaron Wooldridge – Deputy Chief Executive Officer
Disclosure of Interest	Nil
Date of Report	17 April 2025
Senior Officer	Alan George – Chief Executive Officer

Summary

The purpose of this report is to present a new Recruitment & Selection Policy for endorsement by Council. The policy establishes consistent, fair, and legally compliant procedures for recruitment across the Shire of Lake Grace, in line with current legislation and best practices.

Background

A review of internal recruitment processes identified a need for a formalised policy that promotes equity, transparency, and compliance with relevant legislation. The policy has been developed to align with Section 5.40 of the *Local Government Act 1995* and other applicable laws.

Comment

The proposed policy aims to:

- Establish fair and transparent recruitment and selection standards.
- Ensure recruitment decisions are based on merit and free from discrimination, nepotism, or patronage.
- Promote compliance with the Equal Opportunity Act 1984 (WA), Work Health and Safety Act 2020 (WA), and other relevant legislation.
- Provide clear guidance to staff involved in recruitment on responsibilities, confidentiality, conflict of interest, and recordkeeping.
- Apply the same rigorous process to internal and external applicants.
- Include guidelines for probationary periods and pre-employment checks.

The policy excludes the recruitment of the Chief Executive Officer, which is governed separately under Policy 4.16. Recruitment of senior employees under Section 5.37 of the *Local Government Act 1995* must be reported to Council and follows this policy framework.

Legal Implications

- *Equal Opportunity Act 1984 (WA)*
- *Local Government Act 1995 (WA)*
- *Local Government (Administration) Regulations 1996 (WA)*

- *Work Health and Safety Act 2020 (WA)*
- *State Records Act 2000 (WA)*

Policy Implications

To be included in the Shire of Lake Grace Policy Manual as Policy 4.17 – Recruitment & Selection.

Consultation

Alan George – Chief Executive Officer
Aaron Wooldridge – Deputy Chief Executive Officer
Alex Adams – Executive Assistant

Financial Implications

N/A

Strategic Implications

This item aligns with Aspire 2033 - Shire of Lake Grace Strategic Community Plan

Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values		
Outcome	8	A strategically focused, unified Council functioning efficiently
Strategies	8.1	Provide informed leadership on behalf of the community
	8.3	Provide strategic leadership and governance
Outcome	9	An efficient and effective organisation
Strategies	9.1	Maintain accountability and financial responsibility through effective planning
	9.2	Comply with statutory and legislative requirements
	9.3	Provide a positive and safe workplace

Voting Requirements

Simple Majority

RECOMMENDATION / RESOLUTION

RESOLUTION **14033**

Moved: **Cr Clarke**

Seconded: **Cr Hunt**

That Council:

1. Endorses Policy 4.17 – Recruitment & Selection Policy as presented.
2. Approves the inclusion of Policy 4.17 in the Shire of Lake Grace Policy Manual.
3. Authorise the Chief Executive Officer to implement the policy and ensure compliance with relevant legislation and best practices.

CARRIED **4/0**

For: **Cr Armstrong, Cr Hunt, Cr Hyde, Cr Clarke**

Against: **Nil**

14.5 FINANCE

14.5.1 ACCOUNTS FOR PAYMENT – MARCH 2025

Applicant	Internal Report
File No	0277
Attachments	List of Accounts Payable
Author	Tegan Hall - Manager Corporate Services
Disclosure of Interest	Nil
Date of Report	3 April 2025
Senior Officer	Mr Alan George – Chief Executive Officer

Summary

For Council to ratify expenditures incurred for the month of March 2025.

Background

List of payments for the month of March 2025 through the Municipal account are 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 March 2025 from the Municipal account
Total \$856,662.04

Strategic Implications

This aligns with Aspire 2033 - Shire of Lake Grace Strategic Community Plan

Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values		
Outcome	9	An efficient and effective organisation
Strategies	9.1	Maintain accountability and financial responsibility through effective planning
	9.2	Comply with statutory and legislative requirements

Voting Requirements

Simple majority

RECOMMENDATION / RESOLUTION

RESOLUTION **14034**

Moved: **Cr Hunt**
Seconded: **Cr Hyde**

That Council ratify the list of payments totalling \$856,662.04 as presented for the month of March 2025 incorporating:

Payment Method	EFT/DD Number	Amount
Cheques	2 - 3	\$185.55
Electronic Funds Transfers	EFT27782 – EFT27882	\$790,790.02
Direct Debits	DD11346.1 – DD11366.13	\$60,103.49
Credit Card	DD11357.1	\$2,194.40
Fuel Cards	EFT27806 & EFT27858	\$3,388.58
	TOTAL	\$856,662.04

CARRIED **4/0**

For: **Cr Armstrong, Cr Hunt, Cr Hyde, Cr Clarke**
Against: **Nil**

Shire of Lake Grace



CERTIFICATE OF EXPENDITURE March 2025

This Schedule of Accounts to be passed for payment, covering

Payment Method	EFT/DD Number	Amount
Cheques	2 - 3	\$185.55
Electronic Funds Transfers	EFT27782 – EFT27882	\$790,790.02
Direct Debits	DD11346.1 – DD11366.13	\$60,103.49
Credit Card	DD11357.1	\$2,194.40
Fuel Cards	EFT27806 & EFT27858	\$3,388.58
	TOTAL	\$856,662.04

to the Municipal Account, totalling \$856,662.04 which were submitted to each member of the Council on 23 April 2025, 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 MARCH 2025

Applicant	Internal Report
File No.	0275
Attachments	• Monthly Financial Reports • Bank Reconciliations – 31 March 2025
Author	Mrs Victoria Fasano - Senior Finance Officer Investments & Reporting
Disclosure of Interest	Nil
Date of Report	31 March 2025
Senior Officer	Mr Alan George - Chief Executive Officer

Summary

Consideration of the Monthly Financial Reports for the period ending 31 March 2025 and Bank Reconciliations for the month ending 31 March 2025.

Background

The provisions of the Local Government (Financial Management) Regulations 1996 require a monthly financial report to be presented at an Ordinary Council meeting within two (2) months of the period end date.

Comment

As of 31 March 2025, operating revenue was slightly over the target by \$9,119 (0.12%), mostly due to Fees and charges.

Operating expenditure is below YTD budget by \$1,074,353 (8.20%), mainly due to Materials and contracts being down due to delays in operating jobs.

Investing activities revenue is below the target by \$206,016 (8.43%). Proceeds from capital grants are below budget due to some of the "Local Roads & Community" projects income is lower than predicted.

Investing activities expenditure is below the budget by 2,296,479 (28.88%). Payments for property, plant and equipment, and Infrastructure are below the target due to some portion of Capital projects not being initiated as yet (38%) or in an early stage of completion.

Cash at bank is similar to the corresponding period last year. An investment agreement is in place for an Overnight Cash Deposit with WA Treasury Corporation for a total of \$3,626,942, as well as 3 term deposits invested in CBA – a total of \$9,246,089.

Outstanding rates are tracking well and have recovered 98.5% to date.

The General debtor is \$90,595 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 comprise the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 31 March 2025. 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 (\$10,000 and 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 Mrs Tegan Hall – Manager Corporate Services

Financial Implications

Nil

Strategic Implications

This item aligns with Aspire 2033 - Shire of Lake Grace Strategic Community Plan

Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values		
Outcome	9	An efficient and effective organisation
Strategies	9.1	Maintain accountability and financial responsibility through effective planning
	9.2	Comply with statutory and legislative requirements

Voting Requirements

Simple Majority

RECOMMENDATION / RESOLUTION

RESOLUTION 14035

Moved: Cr Hyde
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 March 2025 and
2. Municipal, Trust and Reserve Funds bank reconciliations for the period ended 31 March 2025.

CARRIED **4/0**

For: **Cr Armstrong, Cr Hunt, Cr Hyde, Cr Clarke**

Against: **Nil**

14.6 COMMUNITY SERVICES

Nil

15.0 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

16.0 INFORMATION BULLETIN – APRIL 2025

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 April 2025
Senior Officer	Mr Aaron Wooldridge - 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 April 2025 Information Bulletin attachments include:

Reports:

- Infrastructure Services
- Lake Grace Visitor Centre Quarterly Report
- Environmental Health Officer Quarterly Report
- Lake Grace Library Report
- Newdegate Library Quarterly Report
- Lake King Library Quarterly Report

External Organisations

- Lake King Progress Association Minutes 25 February 2025
- WALGA Regional Road Group Report
- WALGA Band 4 Local Governments Meeting Update
- WALGA Polyphagous Shothole Borer Response

Circulars, Media Releases, Newsletters, Letters

- As circulated to Councillors via email

Legal Implications

Nil

Policy Implications

Nil

Consultation

Nil

Financial Implications

Nil

Strategic Implications

This item aligns with Aspire 2033 - Shire of Lake Grace Strategic Community Plan

Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values		
Outcome	8	A strategically focused, unified Council functioning efficiently
Strategies	8.1	Provide informed leadership on behalf of the community
Outcome	9	An efficient and effective organisation
	9.2	Comply with statutory and legislative requirements

Voting Requirements

Simple majority required.

RECOMMENDATION / RESOLUTION

RESOLUTION **14036**

Moved: **Cr Clarke**
Seconded: **Cr Hyde**

That Council accepts the Information Bulletin Report for April 2025.

CARRIED **4/0**

For: **Cr Armstrong, Cr Hunt, Cr Hyde, Cr Clarke**
Against: **Nil**

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

Nil

18.0 DATE OF NEXT MEETING – 28 MAY 2025

The next Ordinary Council Meeting is scheduled to take place on Wednesday 28 May 2025 commencing at 3:30pm at the Council Chambers, 1 Bishop Street, Lake Grace.

19.0 CLOSURE

There being no further business, the Shire President closed the meeting at 3.42pm.

20.0 CERTIFICATION

I, Leonard William Armstrong, certify that the minutes of the Meeting held on Wednesday 23 April 2025 as shown were confirmed as a true record of the meeting.


Signature

28 MAY 25
Date