

Shire of Lake Grace

Ordinary Council Meeting



NOTICE PAPER

To the President and Councillors

In accordance with the provisions of Section 5.5 of the Local Government Act 1995, you are hereby notified that an Ordinary Meeting of Council has been convened:

Date: Wednesday 24 August 2022

At: Council Chambers
1 Bishop Street, Lake Grace, WA

Commencing: 3:30 pm

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

19 August 2022
Date

Shire of Lake Grace

Ordinary Council Meeting

Agenda

24 August 2022
Meeting Commencing at 3:30 pm

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 or Committee meetings or during formal or 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 or 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

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 for the Ordinary Council Meeting to be held at the Council Chambers, 1 Bishop Street, Lake Grace, WA on Wednesday 24 August 2022 commencing at 3:30pm.

1.0 DECLARATION OF OPENING ANNOUNCEMENT OF VISITORS

2.0 CONSTITUTIONAL MATTERS

2.1 DISCLAIMER READING AND ACKNOWLEDGEMENT OF COUNTRY

No responsibility whatsoever is implied or accepted by the Shire of Lake Grace for any act, omission or statement or intimation occurring during Council and Committee meetings or during formal and 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 and 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.

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

3.1 PRESENT

Cr LW Armstrong	Shire President
Cr R Chappell	Deputy Shire President
Cr DS Clarke	
Cr SG Hunt	
Cr BJ Hyde	
Cr AJ Kuchling	
Cr RA Lloyd	
Cr JV McKenzie	

3.2 APOLOGIES

3.3 IN ATTENDANCE

Mr A George	Chief Executive Officer
Mr C Paget	Deputy Chief Executive Officer
Mrs T Hall	Manager Corporate Services
Mr C Elefsen	Manager Infrastructure Services
Mr M Castaldini	Community Emergency Services Manager
Mrs R Rose	Executive Assistant

3.4 OBSERVERS / VISITORS

3.5 LEAVE OF ABSENCE PREVIOUSLY GRANTED

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

5.0 PUBLIC QUESTION TIME

6.0 PETITIONS/DEPUTATIONS/PRESENTATIONS

7.0 NOTATIONS OF INTEREST

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

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

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

8.0 APPLICATIONS FOR LEAVE OF ABSENCE

9.0 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

10.0 CONFIRMATION OF MINUTES

10.1 ORDINARY COUNCIL MEETING – 27 JULY 2022

RECOMMENDATION / RESOLUTION

That the Minutes of the Ordinary Council Meeting held on 27 July 2022 be confirmed as a true and accurate record of the meeting.

10.2 SPECIAL COUNCIL MEETING – 10 AUGUST 2022

RECOMMENDATION / RESOLUTION

That the Minutes of the Special Council Meeting held on 10 August 2022 be confirmed as a true and accurate record of the meeting.

10.3 ANNUAL MEETING OF ELECTORS

11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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

13.0 REPORTS OF COMMITTEES

13.1 LAKE GRACE LIBRARY RESOURCE AND COMMUNITY RESOURCE CENTRE MANAGEMENT COMMITTEE MEETING – 02 AUGUST 2022

RECOMMENDATION / RESOLUTION

That the Minutes of the Lake Grace Library Resource and Community Resource Centre Management Committee Meeting held on 02 August 2022 be received.

13.2 SHIRE OF LAKE GRACE TOURISM ADVISORY COMMITTEE MEETING – 17 AUGUST 2022

RECOMMENDATION / RESOLUTION

That the Minutes of the Shire of Lake Grace Tourism Advisory Committee Meeting held on 17 August 2022 be received.

14.0 REPORTS OF OFFICERS

14.1 INFRASTRUCTURE SERVICES

14.2 PLANNING

14.2.1 DEVELOPMENT APPLICATION – PROPOSED ADDITIONS TO EXISTING GRAIN HANDLING AND STORAGE FACILITY ON LOT 11 (NO.7059) KULIN-LAKE GRACE ROAD, LAKE GRACE

Applicant:	Co-operative Bulk Handling Limited
File No.:	TBA
Attachments:	Development Application Documentation and Plans
Author:	Mr Joe Douglas – Town Planner
Disclosure of Interest:	Nil
Date of Report:	17 August 2022
Senior Officer:	 Mr Alan George Chief Executive Officer

Summary

This report recommends that Council grant conditional approval to a development application received from Co-operative Bulk Handling Limited to formalise previously authorised additions to its existing grain handling and storage facility on Lot 11 (No.7059) Kulin-Lake Grace Road, Lake Grace.

Background

Co-operative Bulk Handling Limited (CBH) has submitted a development application requesting Council's approval to formalise the previously authorised construction of an additional 14,625 tonnes of grain storage capacity at its existing grain handling and storage facility on Lot 11 (No.7059) Kulin-Lake Grace Road, Lake Grace including a new gravel hardstand area, open bulkhead storage infrastructure and associated vehicle accessways and stormwater drainage.

A full copy of the application received is provided in Attachment 1.

In September 2021 Council resolved, pursuant to Clause 61 of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, to approve a request from CBH to waive the requirement for development approval for the works and use the subject of this latest application. Condition 3 of the temporary approval granted in September 2021 required CBH to prepare and submit a development application prior to expiry of the term of the temporary approval to formalise the works and use.

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

along its eastern and southern boundaries.

Lot 11 is irregular in shape, comprises a total area of approximately 34 hectares and has been extensively developed and used for the receipt and storage of grain and lime sands. The land contains a number of improvements associated with its current approved use including open and closed storage bins and associated infrastructure, sheds, a site office, sample hut, weighbridge, vehicle accessways and parking, stormwater drainage infrastructure and boundary fencing.

The subject land does not contain any sites of cultural heritage significance and has not been designated by the Fire and Emergency Services Commissioner as being bushfire prone. A significant proportion of the property has however been designated by the Department of Water and Environmental Regulation as being subject to inundation or flooding during extreme storm events. Notwithstanding this fact, that portion of the land the subject of this application is outside the designated flood prone area.



Location & Lot Configuration Plan (Source: Landgate)

Immediately adjoining and other nearby land uses are broadly described as follows:

- Stock holding and sale yards immediately north with extensive agriculture (i.e. cropping & grazing) beyond;
- Extensive agriculture (i.e. cropping & grazing) and light industrial development immediately west with undeveloped Crown land beyond;
- An operational railway reserve immediately south with the Stubbs Street road reserve, Lake Grace Roadhouse and Motel and low-density residential development beyond; and

- An operational railway reserve immediately east with extensive agriculture (i.e. cropping & grazing) and rural living type development beyond.

Comment

That portion of Lot 11 the subject of this application is classified 'General Agriculture' zone under the Shire of Lake Grace Local Planning Scheme No.4 (LPS4).

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

- To ensure the continuation of broad-acre farming as the principal land use in the District and encouraging where appropriate the retention and expansion of agricultural activities;
- To protect the potential of agricultural land for primary production and to preserve the landscape and character of the rural areas;
- To provide for a range of rural pursuits such as broad-acre and diversified farming which are compatible with the capability of the land and retain the rural character and amenity of the locality;
- To control the fragmentation of broad-acre farming properties through the process of subdivision;
- To consider non-rural uses where they can be shown to be of benefit to the District and not detrimental to the natural resources or the environment; and
- To protect broad-acre agricultural land from land degradation and any further loss of biodiversity by:
 - i) minimising the clearing of remnant vegetation on public and private lands;
 - ii) encouraging the retention and protection of existing remnant vegetation;
 - iii) encouraging the development and protection of corridors of native vegetation;
 - iv) encouraging the development of environmentally acceptable surface and sub-surface drainage works;
 - v) encouraging the rehabilitation of salt affected land;
 - vi) controlling the introduction and spread of alien species of flora and fauna; and
 - vii) encouraging soil conservation through the application of cultural vegetational land management measures.

Having regard for the land use definitions contained in Schedule 1 of LPS4, the development and use of Lot 11 for grain handling and storage purposes is most appropriately classified as 'warehouse/storage' which is listed in the Zoning Table of LPS No.4 as a discretionary (i.e. 'A') use on any land classified 'General Agriculture' zone meaning it is not permitted unless Council has exercised its discretion by granting development approval following public advertising for a minimum required period of fourteen (14) days.

At the completion of public advertising, which was undertaken for a period of twenty-two (22) days and included publication of the application on the Shire's website and public display of the application at the Shire's Administration Centre, no submissions had been received by the Shire from the local community either supporting or opposing the development.

When considering the application Council must also have regard for the fact Lot 11 has direct frontage and access to Kulin-Lake Grace Road which is a State road under the care, control and management of Main Roads WA (MRWA) and is currently classified 'Local Scheme Reserve – Major Road' in LPS No.4. By email dated 15 June 2022 MRWA confirmed a Traffic Impact Statement/Assessment was not required in support of the application due to the suitability of all existing heavy vehicle access arrangements to/from the land and the relatively low increase in bulkhead storage capacity. Furthermore, MRWA raised no objections to the development.

The application was also referred to the Public Transport Authority (PTA) for review and comment due to the development's proximity to the railway reserve immediately east and the existing stormwater drainage infrastructure within the railway reserve that directs stormwater to a drainage basin associated with the development. By email dated 29 July 2022 the PTA advised any works within the railway corridor or works that may have a possible impact on the rail corridor will require formal assessment by the PTA and Arc Infrastructure if those works have potential to impact drainage and railway culverts. Aside from this advice, the PTA raised no objections to the development.

The application has been assessed with due regard for all relevant objectives, standards and requirements prescribed in LPS4, clause 67 of the Deemed Provisions of the *Planning and Development (Local Planning Scheme) Regulations 2015* and the outcomes from public advertising and agency referrals. This assessment has confirmed the proposal is compliant or capable of compliance with the following requirements:

- Land capability and suitability including topography, soil types and stability, drainage and flood risk;
- Land use compatibility including minimum buffer separation distance requirements to sensitive land uses ;
- Siting and design;
- Environmental protection and conservation;
- Visual character and amenity;
- Vehicle access;
- Essential services including stormwater drainage management; and
- Bushfire risk management.

In light of all the above and the fact the development has been undertaken in a proper and orderly manner and not given rise to any issues or complaints, it is concluded the development is acceptable and unlikely to have a negative impact on the general amenity, character, functionality and safety of the immediate locality. As such it is recommended Council exercise its discretion and grant conditional development approval.

Legal Implications

- Planning and Development Act 2005
- Planning and Development (Local Planning Schemes) Regulations 2015
- Shire of Lake Grace Local Planning Scheme No.4

Policy Implications

- State Planning Policy 2.5 – Rural Planning
- State Planning Policy 4.1 – Industrial Interface

Consultation

The application was advertised for public comment in excess of the minimum required period of 14 days and included publication of a notice and all documentation and plans on the Shire's website, public display of a hard copy of the application at the Shire's Administration Centre. The application was also the subject of review and comment by Main Roads WA and the Public Transport Authority with no objections raised by either of these agencies.

Financial Implications

There are no known financial implications in relation to this item aside from the administrative costs associated with processing the application which are provided for in Council's annual budget and have been offset in part by the development application fee paid by the applicant. All costs associated with the proposed development will be met by the applicant.

It is significant to note should the applicant be aggrieved by Council's final decision in this matter it has the right seek a formal review of that decision by the State Administrative Tribunal. Should this occur for whatever reason, which is considered highly unlikely in this particular instance, the Shire would need to respond. The cost to respond to an appeal cannot be determined at this preliminary stage but could be expected, based on the recent experience of other local government authorities in Western Australia, to range anywhere from \$5,000 to \$60,000 excluding GST depending upon how far the matter proceeds through the review process.

Strategic Implications

- *Shire of Lake Grace Local Planning Strategy* - The proposal for Lot 11 is considered to be consistent with the aims and objectives of the Shire's Local Planning Strategy as it applies to the following:
 - *Economic Development Strategy:*
 - i) *Direct the majority of new commercial and industrial development to the Lake Grace, Newdegate, Lake King and Varley townsites to build upon existing infrastructure in these settlements and maximise efficiencies of operation and economies of scale.*
 - *Infrastructure and Community Services Strategy:*
 - i) *Ensure that all development in the Shire is served by adequate, high quality and reliable stormwater drainage infrastructure that improves the quality of stormwater runoff and avoids salinity encroachment, flood risk and negative impacts on local drainage conditions and natural resources;*
 - *Environmental Protection and Conservation Strategy*
 - i) *Support land use change and development that has positive environmental outcomes or reduces the degree of negative impact on the environment.*
- *Shire of Lake Grace Strategic Community Plan 2017-2027* – The proposal for Lot 11 is considered to be consistent with the aims and objectives of the Shire's Strategic Community Plan as it applies to the following:

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

- *Outcome 1.1 – An innovative, productive agriculture industry; and*
- *Outcome 1.2 – A diverse and prosperous economy.*

Environment Objective: Protect and enhance our natural and built environment.

- *Outcome 3.1 - A well maintained attractive built environment servicing the needs of the community; and*
- *Outcome 3.2 - A natural environment for the benefit and enjoyment of current and future generations.*

Voting Requirements

Simple majority required.

RECOMMENDATION / RESOLUTION

That the development application submitted by Co-operative Bulk Handling Limited to formalise the previously authorised construction of an additional 14,625 tonnes of grain storage capacity at its existing grain handling and storage facility on Lot 11 (No.7059) Kulin-Lake Grace Road, Lake Grace including a new gravel hardstand area, open bulkhead storage infrastructure and associated vehicle accessways and stormwater drainage be **approved** subject to the following conditions and advice notes:

Conditions:

1. The proposed development shall be undertaken strictly in accordance with the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by the local government.
2. Any additional development which is not in accordance with the application the subject of this approval or any condition of approval will require the further approval of the local government.
3. The development shall be constructed, managed and maintained in accordance with the recommendations and requirements specified in Drawing No.576-ENG-CI-DAL-0013 (Revision D) entitled 'Lake Grace 2021 Emergency Storage General Arrangement Earthworks, Pavement and Drainage' submitted in support of the application.

Advice Notes:



1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement, memorial or restrictive covenant. It is the responsibility of the applicant and landowner and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the Shire's attention.
2. This is a development approval of the Shire of Lake Grace under its Local Planning Scheme No.4. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/landowner to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. The Public Transport Authority has advised any works within the adjoining railway corridor or works

that may have a possible impact on the rail corridor will require formal assessment by that agency and Arc Infrastructure if those works have potential to impact drainage and railway culverts. The proposed work application is required to be lodged at ptathirdpartyaccess@pta.wa.gov.au for review and assessment.

4. The noise generated by any activities on-site shall not exceed the levels as set out under the *Environmental (Noise) Regulations 1997*
5. Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the *Planning and Development Act 2005* and the Shire of Lake Grace Local Planning Scheme No.4 and may result in legal action being initiated by the local government.
6. If the applicant is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be submitted directly to the State Administrative Tribunal within 28 days of the determination.

14.3 HEALTH AND BUILDING

14.3.1 SHIRE OF LAKE GRACE PUBLIC HEALTH PLAN

Applicant:	Mr Llew Withers
File No.:	0320 & 0321
Attachments:	Public Health Plan
Author:	 Mr Alan George Chief Executive Officer
Disclosure of Interest:	Nil
Date of Report:	16 August 2022
Senior Officer:	 Mr Alan George Chief Executive Officer

Summary

For Council to accept and adopt the Shire of Lake Grace Public Health Plan.

Background

Local Governments were advised back in mid-2020 of the necessity to have a Public Health Plan by 2023 when the Public Health Act is implemented.

The State Public Health Plan for Western Australia 2019 - 2024 aims to guide State and Local Governments to work together and contribute towards influencing the health and wellbeing of all Western Australians.

This plan was developed by the Chief Health Officer of the WA Department of Health in collaboration with the Mental Health Commission and numerous WA public health experts.

The plan provides high level strategic directions focusing on prevention, health promotion and health protection strategies that aim to prevent disease, illness, injury, disability and premature death in WA. It establishes a vision for Western Australians, where we aspire for the people of WA to experience the best possible health, wellbeing and quality of life.

Part 5 of the Public Health Act 2016 has been designed to complement the integrated planning process required under section 5.56 of the Local Government Act 1995 (external site), to support and drive ongoing improvements to the health and wellbeing of local communities

Comment

In September 2020, Mr Llew Withers was engaged to prepare the Shire of Lake Grace Public Health Plan due to his experience in development of plans for other councils and his involvement with the other shires in Roe Health (Corrigin, Kondinin, Kulin and Narembeen).

Preparation of the plan included community consultation via a Health and Well Being survey carried out within the Shire in the latter half of 2021.

The Shire of Lake Grace Public Health Plan is attached and is presented for Council to adopt.

Legal Implications

Part 5 of the Public Health Act 2016
Local Government Act 1995 Section 5.56

Policy Implications

Nil

Consultation

External	Mr Llew Withers – Environmental Health Consultant Community Consultation
Internal	Mr Brendon Gerrard – EHO Roe Health

Financial Implications

Nil for the adoption of the plan.
Implementation of aspects of the plan may have some minor financial impact.

Strategic Implications

This 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
	2.1.2	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
Outcome	2.2	A healthy and safe community
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

Voting Requirements



Simple majority required.

RECOMMENDATION / RESOLUTION

That Council accepts and adopts the Shire of Lake Grace Public Health Plan as presented.

14.4 ADMINISTRATION

14.4.1 ACCESS AGREEMENT – ROSS CHAPPELL

Applicant:	Chief Executive Officer - Shire of Lake Grace
File No.:	0463
Attachments:	Access Agreement
Author:	 Mr Alan George Chief Executive Officer
Disclosure of Interest:	Author has Nil to Disclose Cr Ross Chappell as owner of the land in question
Date of Report:	12 August 2022
Senior Officer:	 Mr Alan George Chief Executive Officer

Summary

For Council to approve the fixing of the Shire of Lake Grace Common Seal to an access agreement to portion of Lot 5 on deposited Plan 201701 and Lot 2696 on Deposited Plan 171350 with the owner Ross Chappell for the purpose of access to water.

Background

In 2021, the Department of Water and Department of Biodiversity Conservation and Attractions arranged the desilting of the Burngup Railway Dam and the installation of a tank and standpipe on the south west corner of Mr Chappell's property on the corner of Biddy-Camm Road and Burngup Road North being Lot 5 on Deposited Plan 201701. A pipeline from the dam was also

installed passing through the above lot and Lot 2696 on Deposited Plan 171350 linking the dam to the tank.

Comment

This agreement is to formalise the access to the land with the owner and sets out the conditions of the access.

Legal Implications

Nil

Policy Implications

Shire of Lake Grace – Policy Manual – June 2021
Policy 1.11 Use of Common Seal

POLICY The Common Seal of the Shire of Lake Grace is to be affixed to the following documents:

- Deed of agreement
- Senior Officer Contracts of Employment
- Land transactions (including leases)
- Other documents requesting use of the common seal

A document is validly executed by the Shire of Lake Grace when the seal of the Shire is affixed to it by the President and the Chief Executive Officer, and the President and Chief Executive Officer attest the fixing of the seal.

All documents signed under seal must, in accordance with s9.49 of the Act, first be presented to Council for its authorisation of the seal to be affixed to it by the President and the Chief Executive Officer, and the President and Chief Executive Officer attesting the fixing of the seal.

OBJECTIVE To validate the procedure for the executive of legal documents.

Consultation

External Department of Water and Environmental Regulation – Rural Water Planning
Landowner – Mr Ross Chappell
Manager Infrastructure Services – Mr Craig Elefsen

Financial Implications

Nil at present.

The Shire of Lake Grace will be liable for future maintenance from time to time as needed.

Strategic Implications

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

Economic Objective - A prosperous agricultural based economy supporting diversification of industry

- | | | |
|----------|-------|--|
| Outcome | 1.1 | An innovative, productive agriculture industry |
| Strategy | 1.1.3 | Support and promote the agricultural productivity of the district |
| | 1.1.4 | Maintain and provide water infrastructure and lobby to support drought-proofing and water-harvesting initiatives |
| | 1.1.5 | Liaise with key stakeholders for the improvement of the agricultural industry |

Voting Requirements



Simple majority required.

RECOMMENDATION / RESOLUTION

That Council approves the fixing of the Shire of Lake Grace Common Seal to the Access Agreement between Ross Chappell and the Shire of Lake Grace for Lot 5 on Deposited Plan 201701 and Lot 2696 on Deposited Plan 171350.

14.5 FINANCE

14.5.1 FINANCIAL REPORTS – 30 JUNE 2022

Applicant:	Internal Report
File No.	0275
Attachments:	<ul style="list-style-type: none">• Monthly Financial Reports• Bank Reconciliations – June 2022
Author:	 Mrs Victoria Fasano Finance Officer – Reporting and Investments
Disclosure of Interest	Nil
Date of Report	17 August 2022
Senior Officer	 Mr Alan George Chief Executive Officer

Summary

Consideration of the Monthly Financial Reports for the period ending 30 June 2022 and Bank Reconciliations for the month ending 30 June 2022.

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 30 June 2022, operating revenue over target by \$2,580,405 (35.29%) due to WA Financial Assistance Grant received are over budget by \$2,340,381. Interest earnings below target due to low interest rates. Fees & Charges, Other revenue and Profit on disposal of assets are below budget.

Operating expenditure is under YTD budget by \$1,832,190 (16.60%) mainly due to Materials and contracts, overhead costs and utility charges are down. Loss on disposal of assets is lower than predicted. Depreciation and Insurance expenses on the other hand are slightly over the budget target.

The capital program is below the target by \$1,409,241 (34.53%). Capital grants and contributions are down due to some of Local Roads & Community and Drought & Community projects are moved to 22/23 financial year, funds will be recognised in next financial year. Payments for property, plant and equipment are below target as well due to slow-down in capital projects. This leads to Capital grants income decrease being offset by the reduction in payments for property, plant and equipment.

Cash at bank is slightly higher than the corresponding period last year.

Outstanding rates is tracking well and have recovered 99.1% to date.

General debtor is \$225,197 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 30 June 2022. 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 Mrs Tegan Hall – Manager Corporate Services

Financial Implications

Nil

Strategic Implications

This 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 4.2 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 required.



RECOMMENDATION / RESOLUTION

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

1. Statements of Financial activity for the period ended 30 June 2022 and
2. Municipal, Trust and Reserve Funds bank reconciliations for the period ended 31 July 2022.

14.6 COMMUNITY SERVICES

14.6.1 LAKE GRACE SPORTSMANS CLUB LIGHTING UP-GRADE CSRFF GRANT APPLICATION REQUEST

Applicant:	Lake Grace Sportsman's Club
File No.:	0802
Attachments:	CNLP Small Grants Application Form Letter of Support from the Shire of Lake Grace
Author:	 Mrs Cheryl Chappell Community Services Officer
Disclosure of Interest:	None
Date of Report:	8 August 2022
Senior Officer:	 Mr Alan George Chief Executive Officer

Summary

For Council to prioritise and endorse an application under the Department of Sport and Recreation (DSR), Community Sport and Recreation Facilities Fund (CSRFF) Club Night Lights Program (CNLP) round for the Lake Grace Sportsmans Club's request to up-grade the lights at the Lake Grace Bowls Club. The CNLP focuses on floodlighting projects, both for new installations and upgrades.

In order to meet the DSR grant requirements, the local government authority is required to Assess and rank all relevant applications in order of priority.

Background

The Shire of Lake Grace received a request from the Lake Grace Sportsmans Club to upgrade the Lake Grace bowling green lights to LED lighting. Currently, the green lighting has low visibility and players are having difficulty to play in this condition. Also, the running cost of the old halogen lights is quite high.

Lake Grace Sportsmans Club is one of the two (2) independent clubs within the Shire. The venue with the upgraded lighting system will provide the community with the opportunity to interact by playing night bowls and for those who would not want to be out in the heat to play bowls during summer, the Club can provide shade.

To initiate the project, administration staff contacted the Department of Sport and Recreation and the Shire facilitated the application for a funding submission to the DSR Small Grants Program. Applications will close on Wednesday 31 August 2022.

Comment

The Lake Grace Sportsmans Club Lighting Up-grade complies with the DSR Small Grants guidelines and the funding application is reliant on a one third financial contributions as follows:

- From the Lake Grace Bowls Club \$11,885.00
- From the Shire of Lake Grace \$11,885.00 (included in the 2022/23 Budget)
- CSRFF Club Night Lights Program \$11,885.00

The Lake Grace Sportsmans Club committee is aware of the Shire's one third portion of \$11,885.00 and have been requested to fund one third of the project's total cost.

Legal Implications

Local Government Act 1995

Policy Implications

Nil

Consultation

Internal Mr Alan George, Chief Executive Officer
 Mr Steve Hunt, Lake Grace Sportsman's Club, President
 Mr Doug Pauley, Pauley & Co PTY Ltd Electrical Contractors

Financial Implications

A 10 percent (10%) contingency plan of \$3,241.00 was calculated with funding sources as follows:

	CSRFF	Lake Grace Sportsmans Club	Shire of Lake Grace
Amount ex -GST	\$10,805.00	\$10,805.00	\$10,805.00
Add: 10% Contingency Plan	\$1,080.50	\$1,080.50	\$1,080.50
Total including GST	\$1,188.50	\$1,188.50	\$1,188.50
TOTAL PROJECT COST	\$13,074.00	\$13,074.00	\$13,074.00

Strategic Implications

This 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 required.


RECOMMENDATION / RESOLUTION

That Council:

- Endorse the submission of a funding application through the Department of Sport and Recreation’s Community Sport and Recreation Facilities Fund small grants program of \$35,655 (GST inclusive) for the Lake Grace Sportsman’s Club Lighting Up-grade Project;
- Prioritise the Lake Grace Sportsman’s Club Lighting Up-grade Project as its number one ranking for the purposes of the Department of Sport and Recreation Community Sport and Recreation Facilities Fund 2023 Club Night Lights Program (CNLP) application, authorise the Chief Executive Officer to advise the Department of Sport and Recreation accordingly; and,
- Include in the 2022/2023 budget, the project costs and provision for \$11,855.00 being one third of the total cost.

15.0 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

16.0 INFORMATION BULLETIN – AUGUST 2022

Applicant:	Internal Report
File No.	Nil
Attachments:	Information Bulletin Cover Page Only
Author:	<i>RRRose</i> Mrs Racelis Rose Executive Assistant
Disclosure of Interest:	Nil
Date of Report:	19 August 2022
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 August 2022 Information Bulletin attachments include:

Reports:

- Infrastructure Services Report – August 2022
- Lake King Library Report and Statistics – August 2022
- Newdegate Library Report and Statistics – August 2022
- Lake Grace Library Report and Statistics – Nil

External Organisations

- Minutes of Meeting – Lake King Progress Association – 20 July 2022
- EveryAGE Counts – Invitation to join Ageism

Circulars, Media Releases, Newsletters, Letters:

- SHICC Public Health Bulletin No. 30 – 18 July 2022
- SHICC Public Health Bulletin No. 31 – 29 July 2022
- SHICC Public Health Bulletin No. 32 – 10 August 2022

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 particularly Outcome 4.1 and Outcome 4.2 below:

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

That Council accepts the Information Bulletin Report for August 2022.

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

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.

Item 17.1.1 Alleged Breach of Environmental Protection Act 1986 Section 51C

This item and any attachments are confidential in accordance with Section 5.23(2)(a) of the Local Government Act 1995.

18.0 DATE OF NEXT MEETING – 28 SEPTEMBER 2022

The next Ordinary Council Meeting is scheduled to take place on Wednesday 28 September 2022 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 __pm.