

SHIRE OF LAKE GRACE



AGENDA

Ordinary Council Meeting
26 April 2023

Notice of Meeting

To the Shire President and Councillors

The next Ordinary Council Meeting will be held on Wednesday 26 April 2023 in the Council Chamber, 1 Bishop Street, Lake Grace commencing at 3:30pm.

Alan George
Chief Executive Officer
21 April 2023

Information

This information is provided on matters which may affect members of the public. If you have any queries on procedural matters, please contact the Shire of Lake Grace on 9890-2500 or ea@lakegrace.wa.gov.au.

Question Time for the Public

The Local Government (Administration) Regulation 1996 states that members of the public shall be allowed to ask public question during Council meetings. The Shire of Lake Grace allocates a minimum of 15 minutes for Public Question. Anyone may ask questions and may be submitted in two ways:

- Questions submitted in writing and be “*put on notice*” before the Council Meeting
- Questions may be raised from the public gallery “*without notice*” during public question time

Questions that are complex in nature and that may require research should be submitted as early as possible to allow the Shire time to prepare a response. The Presiding Member may nominate a senior executive or member of staff to answer the question presented. There will be no debate or discussion to take place on any question or answer to ask a question.

For more information regarding Question Time for the Public and to obtain a Public Question Time form, please visit www.lakegrace.wa.gov.au or call (08) 9890-2500 or email ea@lakegrace.wa.gov.au.

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.

CONTENTS

1.0	DECLARATION OF OPENING ANNOUNCEMENT OF VISITORS.....	5
2.0	ACKNOWLEDGEMENT OF COUNTRY	5
3.0	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)	5
3.1	PRESENT	5
3.2	APOLOGIES	5
3.3	IN ATTENDANCE	5
3.4	OBSERVERS / VISITORS	5
3.5	LEAVE OF ABSENCE PREVIOUSLY GRANTED	6
4.0	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	6
5.0	PUBLIC QUESTION TIME	6
6.0	PETITIONS/DEPUTATIONS/PRESENTATIONS	6
7.0	NOTATIONS OF INTEREST	6
7.1	DECLARATIONS OF FINANCIAL INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60A.....	6
7.2	DECLARATIONS OF FINANCIAL PROXIMITY INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60B.....	6
7.3	DECLARATIONS OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATIONS 1996 SECTION 34C	6
8.0	APPLICATIONS FOR LEAVE OF ABSENCE.....	6
9.0	ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION	6
10.0	CONFIRMATION OF MINUTES	6
10.1	ORDINARY COUNCIL MEETING – WEDNESDAY 22 MARCH 2023	6
10.2	SPECIAL COUNCIL MEETING.....	7
10.3	ANNUAL MEETING OF ELECTORS	7

11.0	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	7
12.0	URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY DECISION OF COUNCIL	7
13.0	REPORTS OF COMMITTEES.....	7
13.1	TOURISM ADVISORY COUNCIL MEETING HELD 21 MARCH 2023.....	7
13.2	BUSHFIRE ADVISORY COMMITTEE MEETING HELD 29 MARCH 2023.....	7
14.0	REPORTS OF OFFICERS	8
14.1	INFRASTRUCTURE SERVICES.....	8
14.2	PLANNING	8
14.3	HEALTH AND BUILDING	8
14.4	ADMINISTRATION	8
14.4.1	CRISP WIRELESS – ACCESS TO OLD LAKE GRACE TV/RADIO REBROADCASTING TOWER	8
14.4.2	JOINT VENTURE HOUSING – 13 ARTHUR STREET, VARLEY	10
14.4.3	DEWAR STREET, LAKE GRACE – PROPOSED LIGHT INDUSTRIAL SUBDIVISION – STAGE 2	14
14.5	FINANCE	17
14.5.1	ACCOUNTS FOR PAYMENT – MARCH 2023	17
14.5.2	FINANCIAL REPORTS – 31 MARCH 2023	20
14.6	COMMUNITY SERVICES	22
14.6.1	NEWDEGATE MACHINERY FIELD DAYS 2023 SPONSORSHIP AGREEMENT... ..	22
15.0	QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN.....	25
16.0	INFORMATION BULLETIN – APRIL 2023	25
17.0	CONFIDENTIAL ITEMS AS PER LOCAL GOVERNMENT ACT S5.23 (2).....	28
18.0	DATE OF NEXT MEETING – 24 MAY 2023.....	28
19.0	CLOSURE.....	28

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 26 April 2023 commencing at 3:30pm.

1.0 DECLARATION OF OPENING ANNOUNCEMENT OF VISITORS

2.0 ACKNOWLEDGEMENT OF COUNTRY

I wish to acknowledge 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.

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. 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

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 – WEDNESDAY 22 MARCH 2023

RECOMMENDATION / RESOLUTION

Moved: Cr
Seconded: Cr

That the Minutes of the Ordinary Council Meeting held on Wednesday 22 March 2023 be confirmed as a true and accurate record of the meeting.

CARRIED:

10.2 SPECIAL COUNCIL 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 TOURISM ADVISORY COUNCIL MEETING HELD 21 MARCH 2023

RECOMMENDATION / RESOLUTION

Moved: Cr
Seconded: Cr

That the Minutes of the Shire of Lake Grace Tourism Advisory Council meeting held on 21 March 2023 as attached be received.

CARRIED:

13.2 BUSHFIRE ADVISORY COMMITTEE MEETING HELD 29 MARCH 2023

RECOMMENDATION / RESOLUTION

Moved: Cr
Seconded: Cr

That the Minutes of the Bushfire Advisory Committee meeting held 29 March 2023 as attached be received.

CARRIED:

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 Crisp Wireless – Access to Old Lake Grace TV/Radio Rebroadcasting Tower

Applicant	Leigh Ballard – Crisp Wireless
File No.	0197 / IE6773
Attachments	1.Product Information 2.Location 3.Coverage Map
Author	Mr Alan George – Chief Executive Officer
Disclosure of Interest	Nil
Date of Report	5 April 2023
Senior Officer	Mr Alan George – Chief Executive Officer

Summary

For Council to approve Crisp Wireless' request to locate two pieces of equipment on the Radio rebroadcasting tower in Dewar St Lake Grace to provide internet connectivity to the Lake Grace townsite.

Background

Crisp Wireless, based in Narrogin, is an Internet Service Provider that has been in operation since 2016. It provides an internet service throughout a large part of the Wheatbelt and Great Southern and has recently installed 4 towers between Lake Grace and East Newdegate. It received funding for the towers through the Regional Connectivity Program Round 1 funded by the Commonwealth government.

Comment

Crisp Wireless currently has its network live near to Lake Grace and is looking for somewhere in town to be able to offer the service to houses and businesses in town.

Crisp Wireless is seeking permission to access the old TV rebroadcasting tower in Dewar St on which to locate a dish for backhaul and one Omni access point. The tower is currently only used for the rebroadcasting of radio.

Granting permission to Crisp Wireless to install its equipment on the existing tower would provide an additional option for Lake Grace residents to access the internet. The request from Crisp Wireless for permission to locate 2 items of equipment on the existing TV/Radio tower is recommended for approval by Council.

Legal Implications

A formal agreement for Crisp Wireless to access the existing tower will be prepared and executed.

Policy Implications

Nil

Consultation

Councillors Armstrong, Chappell and Hunt.

Financial Implications

Unknown at this time.

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	1.2.1	Advocate for improved communications and support infrastructure
	1.2.2	Support local business and promote further investment in the district
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

Voting Requirements

Simple majority

RECOMMENDATION / RESOLUTION

Moved: Cr
Seconded: Cr

That Council:

Approve the request from Crisp Wireless to install one dish and one Omni access point on the existing TV/Radio rebroadcasting tower located in Dewar St Lake Grace to provide an additional internet provider option to the town of Lake Grace.

CARRIED:

14.4.2 JOINT VENTURE HOUSING – 13 ARTHUR STREET, VARLEY

Applicant	Shire of Lake Grace
File No.	0100
Attachments	Nil
Author	Mr Alan George – Chief Executive Officer
Disclosure of Interest	Nil
Date of Report	6 April 2023
Senior Officer	Mr Alan George – Chief Executive Officer

Summary

For Council to give approval to the Department of Communities to commence the process for the sale of 13 Arthur Street, Varley to a local farming concern to provide long term housing for an employee.

Background

The Shire of Lake Grace entered into several joint venture housing projects with the Department of Communities (Homeswest) around the turn of the century with houses located in Lake Grace, Newdegate, Lake King and Varley. Tenancy was subject to Homeswest eligibility criteria and mainly for low income earners. The properties are under management of Advance Housing.

The success of these has been varying with some houses remaining vacant for quite some time due to the location or the potential tenant not meeting the Homeswest criteria.

The agreement for this property also included properties at 48 Tamar Terrace Varley

The Shire has a 14.36% equity in the project which at the time of the construction was \$64,871 however this is shared with 48 A & B Tamar Terrace. The agreement states the total project cost was \$451,950.

Comment

Shire administration recently received an enquiry from a Varley farmer asking if 13 Arthur St would be able to be purchased to provide long term housing for an employee, they were not interested in long term rental.

Advance Housing has provided the following rental history of the property;

3 August 2012 to February 2015	Rented to family of 5 (2 adults 3 children)
18 May 2015 to 11 June 2018	Rented to family of 4 (2 adults 2 children)
1 October 2022 to 31 December 2022	Short term lease to a transport company

The Department of Communities has been contacted and have advised that due to the property's location and the tenancy history that there is a good case for its sale however it is a fairly long process having to go through before it eventually gets the approval from the Minister for Housing.

This request is timely as the agreement is due for renewal or otherwise. Clause 7 of the Agreement states at the expiration of the term;

7.1 At least six months before the expiration of the Term, but not earlier than 18 months before the expiration of the Term, the Parties shall agree to one of the following courses of action:

- a) to enter into a new joint venture agreement between the Parties on new terms and conditions with a view to continuing the Project;*
- b) to extend the Term of the existing Agreement for a further period as agreed between the Parties;*
- c) to assign or transfer the Organisation's Interest in the Joint Venture Property to another organisation or party which agrees to be bound by all the terms and conditions of this agreement for a new term or is willing to negotiate a new Joint Venture agreement with Homeswest;*
- d) the Organisation to buy out Homeswest's equitable Interest in the Joint Venture at its Current Market Value;*
- e) Homeswest to purchase the Organisation's equitable Interests in the Joint Venture Property at its Current Market Value, and thereby transfer proprietorship of the Land to Homeswest ;*
- f) to sell the Joint Venture Property at its Current Market Value and divide the proceeds of the sale between the Parties based on each Party's percentage equitable Interest in the Joint Venture as identified in Item 3 of the Schedule.*

7.2 In the event that the Parties agree to renew or extend the Agreement pursuant to clauses 7.1a) & 7.1b), or agree to transfer the Organisation's Interest pursuant to clause 7.1c), then the equitable Interests in the Joint Venture of each Party shall be revalued at their Current Market Values in accordance with the formula stated in Annexure C of this Agreement. The revised project equities shall be entered into Item 5 of the Schedule.

7.3 In the event that the Parties agree to pursue the options identified in Clauses 7.1d), 7.1e) or 7.1f), then the percentage equitable Interests in the Joint Venture of each of the Parties shall be as stated in Item 3 of the Schedule.

7.4 The Current Market Value of the Land and the other Joint Venture Property shall be determined by a Valuer approved by Homeswest. In the event of a disagreement between the Parties about the valuation, the Current Market Value of the Land and the other Joint Venture Property shall be determined by taking the average of 2 valuations thereof by 2 Valuers, one nominated by Homeswest and the other

nominated by the Organisation, and this determination shall be final and binding upon the Parties.

The Arthur St property as evidenced by the tenancy history is not in a desirable, highly sought after location and does not provide any benefit to the Shire whereas 48 A & B Tamar have been tenanted since April 2014 and August 2014 respectively.

It is strongly recommended that Council gives approval to administration to advise the Department of Communities that clause 7.1 f) is the preferred course of action. Failing that clause 7.1 e) is the next preferred option.

Legal Implications

The Shire will be bound by the legal requirements of the agreement for the disposal of the property.

Policy Implications

Policy 7.11 Disposal of Shire of Lake Grace Property

This policy clarifies the circumstances and methods by which the Shire of Lake Grace property is to be disposed.

Disposal of Land

The Shire of Lake Grace disposal of land includes the sale, lease or assignment of all or any part of the land. The Shire's owned land shall be disposed in accordance with the provisions of Section 3.58 of the Local Government Act 1995 either by:

- *Public auction*
- *Public tender or*
- *Local public notice of intention to dispose*

Under Regulation 30 of the Local Government (Functions and General) Regulations, exemptions apply where land is disposed:

- *To an owner of adjoining land (subject to value less than \$5,000)*
- *To charitable or non-profit organisations*
- *To the Crown*
- *Leased to an employee of the local government for use as the employee's resident or*
- *A residential property leased in person*

The provisions of the Act or the Regulation states that any disposal of the Shire of Lake Grace

land is to:

- *Have regard to the commercial value of the land being disposed as determined by a qualified valuer and or the Valuer General's Office and*
- *Be brought to the Council for consideration*

At this stage it is not known if the requirements for the disposal of land is applicable for this type of dealing.

Consultation

Department of Communities

Cr Armstrong

Cr Chappell

Brendan Thomas – Housing Services Team Leader Advance Housing

Financial Implications

The Shire of Lake Grace does not receive any direct financial benefit from this sort of housing other than the payments received from Advance Housing which are the equivalent of the rates.

Rents received, if any, are retained by Advance Housing to cover insurance and maintenance costs. The Shire is liable for any major capital expenses to the buildings.

In this case there is little in the way that the Varley community benefits financially from this long term vacant property.

If the property is sold there will be long term occupancy which will benefit the general community through social involvement. The Shire will benefit in that it will no longer have the ongoing possible costs of major capital repairs. The Shire will also receive 14.36% of the sale price of the property that it can use for future housing projects.

Strategic Implications

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
Strategies	1.1.3	Support and promote the agricultural productivity of the district
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

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

Moved: Cr
Seconded: Cr

That Council:

Gives approval for the Department of Communities to commence the process for the sale of 13 Arthur Street, Varley to a local farming concern to provide long term housing for an employee.

CARRIED:

14.4.3 Dewar Street, Lake Grace – Proposed Light Industrial Subdivision – Stage 2

Applicant	Shire of Lake Grace
File No.	0369
Attachments	1. WA Planning Commission (Original) Approval 2. Approved Subdivision Plan 3. Revised Subdivision Plan
Author	Mr Alan George – Chief Executive Officer
Disclosure of Interest	Nil
Date of Report	20 April 2023
Senior Officer	Mr Alan George – Chief Executive Officer

Summary

For Council's approval for the Chief Executive Officer to submit an application under the Regional Development Assistance Program to complete the development by Development WA of the 4 remaining Lots of the Dewar St Light Industrial area.

Background

The story for this begins around 2005 when it first mooted by the Lake Grace Development Association that the town was running out of light industrial land. Fast forward to July 2008 and Council approved the engagement of a civil engineer to undertake an assessment of the costs and requirements for a subdivision of 9 lots along Dewar St. Council approved the project in February 2009 after receiving the necessary information.

In June 2009 the Shire received conditional approval from the WA Planning commission (WAPC) to subdivide the land in question to create 9 lots. A joint venture agreement was entered into with LandCorp (now Development WA) to undertake the subdivision works and subsequently 5 new lots were created.

This is where the rest becomes sketchy. It is apparent that due to some big changes in management and councillors any follow up of the development of the final 4 lots became overlooked.

Comment

During the last few weeks there has been interest shown by several parties with regard to light industrial land availability. We had no land available and after a lot of investigation and research a parcel of Crown land on the south side of Dewar St came up. The Shire Town Planner, Joe Douglas, was consulted and it was then uncovered that the Shire had received previous approval from the WAPC for a total of 9 lots in Dewar St, of which only 5 lots were developed. The approval was received in June 2009 and was valid for 4 years. It is not known why only 5 were developed and it is not known why the development of the balance of the lots was not followed through by members of the Council or Administration.

The author has made contact with Development WA with regards to the requirements to have them assist through RDAP with the development of the last 4 lots. I have been advised that new planning approval is required as the previous one expired 10 years ago. All the previous documents supplied for the original assistance remain relevant. In addition a BAL will be required.

I have been informed that if we can get the application completed along with a copy of the Council

resolution seeking assistance from Development WA through RDAP it can be taken to the May board meeting for assessment.

It is recommended that Council gives approval to administration to seek Development WA and RDAP assistance to complete the Dewar St Light Industrial Subdivision consisting of 4 remaining lots. This project is well overdue for completion.

Legal Implications

Land Administration Act 1997

Planning and Development Act 2005

Policy Implications

Nil

Consultation

Kylie Coman – Senior Development Manager Development WA

Joe Douglas – Town Planner Exurban

Financial Implications.

The initial subdivision estimated cost to the Shire was in the order of \$20,000 to \$40,000 but the exact amount is hard to ascertain. The current cost is not known at this stage and will be addressed in due course.

Strategic Implications

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
Strategies		
	1.2	A diverse and prosperous economy
	1.2.2	Support local business and promote further investment in the district
Social Objective - A valued, healthy and inclusive community and life style		
Outcome	2.1.1	Community services and infrastructure meeting the needs of the district
Strategies		
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
Strategies		
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

Moved: Cr
Seconded: Cr

That Council:

Authorises the Chief Executive Officer to submit an application under the Regional Development Assistance Program to complete the development by Development WA of the 4 remaining Lots in the Dewar St Light Industrial area.

CARRIED:

14.5 FINANCE

14.5.1 ACCOUNTS FOR PAYMENT – MARCH 2023

Applicant	Internal Report
File No.	0277
Attachments	List of Accounts Payable
Author	Mr Kevin Wilson – Manager Corporate Services
Disclosure of Interest	Nil
Date of Report	12 April 2023
Senior Officer	Mr Alan George - Chief Executive Officer

Summary

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

Background

List of payments for the month of March 2023 through the Municipal and Trust accounts is attached.

Comment

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

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

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

Legal Implications

Local Government (Financial Management) Regulations 1996 – Reg 12

Local Government (Financial Management) Regulations 1996 – Reg 13

Policy Implications

Policy 3.6 - Authorised Use of Credit Card/Fuel Cards

Policy 3.7 - Purchasing Policy

Consultation

Nil

Financial Implications

The list of creditors paid for the month of March 2023 from the Municipal Account
Total \$1,197,827.45

Strategic Implications

This aligns with the Leadership Objective of the Shire of Lake Grace Strategic Community Plan 2017-2027 particularly Outcome 4.2 and Strategies 4.2.1 and 4.2.2 :

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

RECOMMENDATION / RESOLUTION

Moved: Cr

Seconded: Cr

That Council ratify the list of payments totalling \$1,197,827.45 as presented for the month of March 2023 incorporating:

Payment Method	Cheque/EFT/DD Number	Amount
Electronic Funds Transfers	EFT24737 – EFT24816	\$1,119,976.06
Municipal Account Cheques	37059 - 37061	\$251.73
Direct Debits	DD10382.1 – DD10448.1	\$77,599.66
	TOTAL	\$1,197,827.45

CARRIED:

Shire of Lake Grace



CERTIFICATE OF EXPENDITURE

March 2023

This Schedule of Accounts to be passed for payment, covering

Payment Method	Cheque/EFT/DD Number	Amount
Electronic Funds Transfers	EFT24737 – EFT24816	\$1,119,976.06
Municipal Account Cheques	37059 - 37061	\$251.73
Direct Debits	DD10382.1 – DD10448.1	\$77,599.66
	TOTAL	\$1,197,827.45

to the Municipal Account, totalling \$1,197,827.45 which were submitted to each member of the Council on 26 April 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 MARCH 2023

Applicant	Internal Report
File No.	0275
Attachments	Monthly Financial Reports Bank Reconciliations – March 2023
Author	Mrs Victoria Fasano Finance Officer – Reporting and Investments
Disclosure of Interest	Nil
Date of Report	31 March 2023
Senior Officer	Mr Alan George - Chief Executive Officer

Summary

Consideration of the Monthly Financial Reports for the period ending 31 March 2023 and Bank Reconciliations for the month ending 31 March 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 March 2023, operating revenue is over the target by \$91,950 (1.26%). Profit on disposal of assets over the budget due to the sale of two Mack trucks and DCEO vehicles higher than expected.

Operating expenditure is under YTD budget by \$1,839,879 (20.00%) mainly due to Materials and contracts being down as a consequence of delay in operating jobs. Employee costs are slightly under budget due to vacancies in works and services. On the other hand, Loss on disposal of assets over the budget target due to sale of Bomag Roller below the expected price.

The capital program is below the target by \$720,349 (22.25%). The bulk of "Local Roads & Community" and "Drought & Community" projects are not yet initiated/finalised, funds will be recognised later in the financial year. Payments for property, plant and equipment are below target as well due to the portion of Capital projects not being initiated as yet (52%) 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 2 term deposits with Commonwealth Bank is in place for \$7,087,830, along with Overnight Cash Deposit with WA Treasury Corporation for \$4,497,088.

Outstanding rates are tracking well and have recovered 95.8% to date.

General debtor is \$124,932 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 March 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 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

RECOMMENDATION / RESOLUTION

Moved: Cr

Seconded: Cr

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

Statements of Financial activity for the period ended 31 March 2023 and Municipal, Trust and Reserve Funds bank reconciliations for the period ended 31 March 2023.

CARRIED:

14.6 COMMUNITY SERVICES

14.6.1 NEWDEGATE MACHINERY FIELD DAYS 2023 SPONSORSHIP AGREEMENT

Applicant	Newdegate Machinery Field Days Inc.
File No.	0434
Attachments	Newdegate Machinery Field Days 2023 Sponsorship Agreement
Author	Mrs Alex Adams – Executive Assistant
Disclosure of Interest	Nil
Date of Report	17 April 2023
Senior Officer	Mr Alan George - Chief Executive Officer

Summary

The purpose of this report is for Council to endorse the Newdegate Machinery Field Days Inc. 2023 Sponsorship Agreement.

Background

Previously, the Shire of Lake Grace has entered into a sponsorship agreement that provides Shire Works staff to assist with preparation of site and provide waste disposal service throughout the Newdegate Machinery Field Days Inc. annual event to the value of \$12,500, plus a cash component of \$2,500 – having a total sponsorship value of \$15,000.

Comment

Newdegate Machinery Field Days Inc. Committee request the Shire of Lake Grace to continue as a Major Sponsor of 2023 Newdegate Machinery Field Days Inc. event.

The 2023 Sponsorship Agreement covers the provision of:

1. Continuation as a “Major Sponsor” of the 2023 Field Days to the amount of \$2,500 (plus GST). Of this cash component, \$1,500 is for the Shire of Lake Grace Acquisition Prize in the Art Exhibition and Competition.
2. Contracted rubbish removal at the Field Days site:
 - a. A Warren Blackwood Waste compactor rubbish truck shall be stationed at the Recreation Centre car park from Wednesday 6 September until Friday 8 September to receive rubbish.
 - b. The compactor rubbish truck shall empty all bins around the entire Field Days site on Wednesday at 7.00am and 5.00pm, on Thursday at 7.00am and 5.00pm, and on Friday at 1.00pm. If further rubbish collection is required on the Monday after Field Days, the Field Days committee will contact the Shire to arrange.

- c. The compactor rubbish truck is not permitted to drive through the Field Days grounds between 8am and 5pm on Wednesday and Thursday.
 - d. Shire staff will be responsible for collecting full rubbish bins and ferrying them in a suitable vehicle to the compactor rubbish truck at regular intervals throughout Wednesday and Thursday as required, with a focus on all kitchen areas by 2pm. As full bins are removed, an empty bin will be substituted to maintain a consistent waste management service.
 - e. Shire staff to insert bin liners in bins located at the main food areas, liners to be supplied by the Field Day Committee, to minimise contamination and odour.
 - f. Two x 3m³ Warren Blackwood Waste recycling skip bins are supplied to the Field Days site from 8.00am on Monday 28 August until 3.00pm on Friday 2 September (5 days); one to be located behind the Family Interest Pavilion and the other next to the Cattle display on site 166.
 - g. The contents of the bins located in the “fireworks zone” are to be removed before 8.00am on Thursday 7 September.
3. Provide a water truck to damp down the laneways from Tuesday afternoon to Thursday afternoon (weather depending).
 4. Provide the necessary maintenance required for gardens, entry statements, the airstrip, the Field Days’ site and other town facilities in the lead up to the 2023 Field Days, to ensure they are in the best possible condition for the event.
 5. The Field Days Committee will utilise the Shire of Lake Grace’s SMS Messaging service to contact committee members advising them of monthly or special meetings.
 6. The Shire to have direct link to the Field Days’ website on the Shire of Lake Grace website.
 7. Sponsorship term will be from 1 July 2023 until 30 June 2024 inclusive.
 8. The Shire of Lake Grace has the opportunity to continue the sponsorship for future field days.
 9. A representative from the Shire to be invited to officiate at prize presentation functions or official opening, where applicable.
 10. The Shire of Lake Grace to arrange booking and payment for Billboard advertising with WA Billboards, on a single side of the Billboard located at the southern entrance to Newdegate, from the period of July – September 2023.
 11. The Shire of Lake Grace will receive Site 35 in the Family Interest Display Pavilion (8m x 3m) with a 20% discount of the advertised application fee.
 12. The Shire of Lake Grace logo is to appear on advertisements (press, radio and television) and any other promotional materials organised by the Field Days.
 13. The Shire of Lake Grace will receive logo acknowledgement on the website with a link back to the Shire of Lake Grace webpage.
 14. The Shire of Lake Grace will receive logo acknowledgement in the Newdegate Machinery Field Days Official Program.
 15. The Shire of Lake Grace has the opportunity to display promotional handouts, brochures and banners, where relevant, from their site in the Family Interest Display Pavilion.
 16. The Shire of Lake Grace is to receive free announcements over the *Adasound* PA and ‘*Agrowplow* 93.1FM’ Radio during the Field Days. The Shire of Lake Grace is to supply a 30 second script to the Sponsorship and Promotions Officer.
 17. The Shire of Lake Grace is welcome to discuss the possibility of media interviews and media releases to promote their support with the Sponsorship and Promotions Officer.

Legal Implications

Local Government Act 1995

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the mayor or president in an emergency.
- * *Absolute majority required.*
- (1a) In subsection (1) —
additional purpose means a purpose for which no expenditure estimate is included in the local government’s annual budget.
- (2) Where expenditure has been incurred by a local government —
- (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
 - (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

Policy Implications

Nil

Consultation

Internal: Alan George, Chief Executive Officer
Craig Elefsen, Manager Infrastructure Services
Cheryl Chappell, Community Service Officer

External: Greta Wolzak, Sponsorship & Promotions Coordinator, Newdegate Machinery Field Day Inc.
Matt Webb, Warren Blackwood Waste

Financial Implications

Provision for the expenditure of the sponsorship agreement of \$15,000 to be included within the Shire of Lake Grace 2023 - 2024 budget.

The 2023 Sponsorship Agreement includes the waste management service provision, expected costs to be incorporated:
Warren Blackwood Waste – recycling skip hire 5 days, hire of truck and driver –

There is also the additional site fee, tickets and display costs in the community service budget NGTFLDD - \$3,500.

Strategic Implications

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	2.1.3	Actively promote and support community events and activities within the district
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

RECOMMENDATION / RESOLUTION

Moved: Cr
Seconded: Cr

That Council authorise the Chief Executive Officer to sign the 2023 Sponsorship Agreement with the Newdegate Machinery Field Days Inc., endorsing the following conditions:

1. Major Sponsorship of \$2,500 (plus GST), which includes \$1,500 for the Art Acquisition Prize;
2. Works component sponsorship to the value of \$12,500 (plus GST);
3. Total Sponsorship value being \$15,000;
4. That a financial provision of \$15,000 be provided in the 2023-2024 Budget.

Voting Requirements
Absolute majority

CARRIED:

15.0 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

16.0 INFORMATION BULLETIN – APRIL 2023

Applicant	Internal Report
File No.	Nil
Attachments	Information Bulletin Cover Page Only
Author	Mrs Alex Adams - Executive Assistant
Disclosure of Interest	Nil
Date of Report	21 April 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 April 2023 Information Bulletin attachments include:

Reports:

- Infrastructure Services Report – March 2023
- Environmental Health Services Report – January to March 2023
- Lake Grace Visitor Centre Report – January to March 2023
- Lake Grace Library Report and Statistics – March 2023
- Newdegate Library Report and Statistics – March 2023
- Lake King Library Report and Statistics – March 2023

External Organisations

- WALGA Central Country Zone Agenda and Attachments – 14 April 2023

Circulars, Media Releases, Newsletters, Letters

- Emails sent throughout the month

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

RECOMMENDATION / RESOLUTION

Moved: Cr

Seconded: Cr

That Council accepts the Information Bulletin Report for April 2023.

CARRIED:

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

RECOMMENDATION / RESOLUTION

Moved: Cr
Seconded: Cr

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 Proposed Sale of Lot 12 Biddy-Camm Rd – Cooperative Bulk Handling

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

CARRIED:

RECOMMENDATION / RESOLUTION

Moved: Cr
Seconded: Cr

That Council accept the recommendation contained in Item 17.1.1 - Proposed Sale of Lot 12 Biddy-Camm Rd – Cooperative Bulk Handling

CARRIED:

RECOMMENDATION / RESOLUTION

Moved: Cr
Seconded: Cr

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

CARRIED:

18.0 DATE OF NEXT MEETING – 24 May 2023

The next Ordinary Council Meeting is scheduled to take place on Wednesday 24 May 2023 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.