

Shire of Lake Grace

Ordinary Council Meeting

MINUTES

26 August 2026

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 for the Ordinary Council Meeting to be held at the Council Chambers, 1 Bishop Street, Lake Grace, WA on Wednesday 26 August 2026 commencing at 3:30pm.

1.0 DECLARATION OF OPENING ANNOUNCEMENT OF VISITORS

President Len Armstrong opened the meeting at 3.30 pm

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 JL Roche	
Cr RA Lloyd	
Cr AJ Kuchling	

3.2 APOLOGIES

Nil

3.3 IN ATTENDANCE

Mr Alan George	Chief Executive Officer
Mr Aaron Wooldridge	Deputy Chief Executive Officer
Mr Philip Burgess	Manager Infrastructure Services
Mrs Nicola Kuchling	Senior Finance Officer (Onsite)
Miss K McGougan	Executive Assistant

3.4 OBSERVERS / VISITORS

Mr Kevin Wilson

3.5 LEAVE OF ABSENCE PREVIOUSLY GRANTED

Cr Benjamin Hyde – 22 August to 21 September 2026

Cr Debrah Clarke – 24 August to 3 September 2026

4.0 APPLICATIONS FOR LEAVE OF ABSENCE

RECOMMENDATION / RESOLUTION

RESOLUTION **14231**

Moved: **Cr Lloyd**

Seconded: **Cr Hunt**

That Cr Len Armstrong be granted Leave of Absence for the 1 October – 31 October 2026

CARRIED **4/0**

For: **Cr Hunt, Cr Roche, Cr Kuchling, Cr Lloyd**

Against: **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**

Cr Lloyd declared interest affecting Impartiality for Item 14.4.7 – Use of Common Seal,
Newdegate Primary School, Newdegate CRC & Newdegate Public Library.

9.0 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil

10.0 CONFIRMATION OF MINUTES

10.1 ORDINARY COUNCIL MEETING – WEDNESDAY 22 JULY 2026

RECOMMENDATION / RESOLUTION

RESOLUTION 14232

Moved: Cr Kuchling
Seconded: Cr Roche

That the Minutes of the Ordinary Council Meeting held on Wednesday 22 July 2026 be confirmed
as a true and accurate record of the meeting.

CARRIED 5/0

For: Cr Armstrong, Cr Hunt, Cr Roche, Cr Kuchling, Cr Lloyd
Against: Nil

10.2 SPECIAL COUNCIL MEETING

RECOMMENDATION / RESOLUTION

RESOLUTION **14233**

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

That the Minutes of the Special Council Meeting held on Wednesday 05 August 2026 be confirmed as a true and accurate record of the meeting.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Roche, Cr Kuchling, Cr Lloyd**
Against: **Nil**

11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil

13.0 REPORTS OF COMMITTEES

13.1 SHIRE OF LAKE GRACE TOURISM ADVISORY COMMITTEE

RECOMMENDATION / RESOLUTION

RESOLUTION **14234**

Moved: **Cr Roche**
Seconded: **Cr Lloyd**

That the Minutes of the Shire of Lake Grace Tourism Advisory Committee Meeting held on 7 July 2026 be received.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Roche, Cr Kuchling, Cr Lloyd**
Against: **Nil**

RECOMMENDATION / RESOLUTION

RESOLUTION **14235**

Moved: **Cr Lloyd**
Seconded: **Cr Hunt**

That the Minutes of the Shire of Lake Grace Tourism Advisory Committee Meeting held on 11 August 2026 be received.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Roche, Cr Kuchling, Cr Lloyd**
Against: **Nil**

13.2 SHIRE OF LAKE GRACE AUDIT, RISK & IMPROVEMENT COMMITTEE

RECOMMENDATION / RESOLUTION

RESOLUTION **14236**

Moved: **Cr Lloyd**
Seconded: **Cr Kuchling**

That the Minutes of the Shire of Lake Grace Audit, Risk & Improvement Committee Meeting held on 22 July 2026 be received.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Roche, Cr Kuchling, Cr Lloyd**
Against: **Nil**

RECOMMENDATION / RESOLUTION

RESOLUTION **14237**

Moved: **Cr Hunt**
Seconded: **Cr Lloyd**

That the Minutes of the Shire of Lake Grace Audit, Risk & Improvement Committee Meeting held on 26 August 2026 be received.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Roche, Cr Kuchling, Cr Lloyd**
Against: **Nil**

14.0 REPORTS OF OFFICERS

Nil

14.1 INFRASTRUCTURE SERVICES

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:

Date of Approval	Applicant	Activity

14.3 HEALTH AND BUILDING

Nil

14.4 ADMINISTRATION

14.4.1 2026/27 SCHEDULE OF FEES AND CHARGES AMENDMENT – DAILY HIRE PENALTY FEE FOR FACILITIES/VENUES

Applicant	Internal
File No.	0080
Attachments	2026/27 Schedule of Fees and Charges
Author	Melissa McIntosh
Disclosure of Interest	Nil
Date of Report	12 August 2026
Senior Officer	Alan George – Chief Executive Officer

Summary

For Council to consider an amendment to the Shire Fees and Charges to include a Daily Hire Penalty of \$75.00 per day where equipment, materials or other items are left within a Shire owned facility/venue beyond the approved period of hire and this results in the facility/venue being unavailable, or materially restricted, for use by other authorised users.

The proposed fee is intended to apply equally to all users of Shire facilities/venues.

Background

The Shire provides a range of community facilities and venues that are available for hire by sporting clubs, community groups, organisations and members of the public. These include the Pavilions in Lake Grace and Newdegate, and the Town Halls at Lake Grace, Newdegate, Lake King and Varley.

Due to the limited space available within some Shire buildings and venues, users who regularly utilise a facility and require significant equipment to conduct their activities may, for practical reasons, leave equipment set up within the facility for an extended period.

The Shire acknowledges that where large or specialised equipment is used on a regular basis, the process of setting up and packing down equipment can be substantial and time-consuming. In some circumstances, it may therefore be reasonable for equipment to remain in place during periods where the facility is being regularly utilised by the same hirer.

However, where a facility is required by another user and sufficient notice has been provided to enable the existing equipment or items to be removed, it is reasonable that the facility be made available for the subsequent booking.

Comment

The Shire's facilities are community assets and should be managed in a manner that provides fair and equitable access to all authorised users.

Regular users of facilities may have legitimate operational reasons for leaving equipment set up between bookings. The Shire recognises that repeatedly dismantling and reinstating large equipment can be impractical and may place an unnecessary burden on community organisations.

However, the continued occupation of a facility by equipment or other items outside of the approved period of hire can prevent other users from accessing the facility, particularly where the facility has limited available space.

Where a facility has been booked by another user and reasonable and sufficient notice has been provided for equipment to be removed, the facility should be cleared and made available in accordance with the subsequent booking.

The proposed Daily Hire Penalty is therefore intended to establish a consistent and transparent consequence for any user who does not comply with the requirement to clear the facility when reasonably required to do so.

Importantly, the proposed fee is not specific to any club, sporting organisation or type of equipment. It would apply to any user of a Shire facility where:

1. equipment, materials or other items have been left within the facility beyond the user's approved period of hire.
2. another authorised booking or use of the facility is affected as a result.

3. the user has been provided with reasonable notice that the facility is required to be cleared;
and
4. the user does not remove the equipment or items within the required timeframe.

The proposed fee of **\$75.00 per day** provides a clear and consistent mechanism for managing this situation and ensures that users who do not comply with the requirements of facility use are treated consistently.

The fee is not intended to discourage regular use of Shire facilities or to prevent community organisations from storing or setting up equipment where this can be accommodated without affecting other users. Rather, it is intended to ensure that the availability of Shire facilities is protected when another legitimate booking has been made.

Including the fee within the adopted Fees and Charges Schedule also provides transparency to all users about the potential cost associated with failing to comply with the requirements of facility hire.

It is recommended that the following fee be incorporated into the Shire's Fees and Charges:

Daily Hire Penalty – Equipment/items not removed following reasonable notice where another subsequent booking is affected: \$75.00 per day.

The application of the fee should be based on the circumstances of each occurrence and should only be imposed where reasonable notice has been provided, and the continued presence of the equipment or items prevents or materially restricts another authorised use of the facility.

Legal Implications

Nil

Policy Implications

Nil

Consultation

Alan George – Chief Executive Officer
Aaron Wooldridge – Deputy Chief Executive Officer
Kylie Armanasco – Administration and Records Officer

Financial Implications

The proposed fee is not anticipated to have a material financial impact on the Shire.

The primary purpose of the fee is to establish a clear and equitable framework for managing the use and availability of Shire facilities rather than to generate revenue.

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
	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

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

Voting Requirements

Simple Majority

RECOMMENDATION / RESOLUTION

RESOLUTION **14238**

Moved: **Cr Roche**

Seconded: **Cr Hunt**

That Council:

1. Approve the amendment to the Shire Fees and Charges Schedule to include a Daily Hire Penalty of \$75.00 per day where equipment, materials or other items are not removed from a Shire facility following reasonable notice, and the continued presence of those items prevents or materially restricts another authorised booking or use of the facility; and
2. Note that the Daily Hire Penalty is to apply consistently to all users of Shire facilities/venues and is not specific to any club, organisation, group or individual.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Roche, Cr Kuchling, Cr Lloyd**

Against: **Nil**

14.4.2 COMPLIANCE AUDIT RETURN 2025

Applicant	Internal Report
File No.	0625
Attachments	Shire of Lake Grace Compliance Audit Return 2025 - Questions and Responses
Author	Aaron Wooldridge – Deputy Chief Executive Officer
Disclosure of Interest	Nil
Date of Report	3 August 2026
Senior Officer	Alan George – Chief Executive Officer

Summary

The purpose of this report is for Council to receive and adopt the statutory Local Government Compliance Audit Return (CAR) for the year ending 31 December 2025.

Background

In accordance with s.14 and s.15 of the *Local Government (Audit) Regulations 1996*, a Local Government is required to carry out a Compliance Audit for the period 1 January to 31 December 2025. Once received and endorsed by Council, the certified return then needs to be submitted to the Local Government Inspector by 31 March 2026, however, this timeline was extended by the Local Government Inspectorate Office until 30 September 2026.

The Compliance Audit Return must be:

1. Reviewed by the Audit, Risk & Improvement Committee.
2. Presented to Council at a meeting of the Council.
3. Adopted by the Council and certified by the President and CEO, then
4. Recorded in the minutes of the meeting at which it is adopted.

The Compliance Audit Return is intended to assist Council in monitoring its organisational functions and provides an additional element of accountability through a check on internal management systems, procedures and record keeping.

This in turn demonstrates the Shire's emphasis on improving its good governance, compliance, and best practice methods. Council is required to note any areas of non-compliance and endorse remedial action.

The Audit is provided by the Local Government Inspectorate Office through their secure website and is required to be completed by every local government in Western Australia.

Comment

The Compliance Audit Return has been completed through a detailed review of the Shire's governance, financial management, statutory records, procurement processes, delegations,

elections, risk management and legislative compliance activities undertaken during the 2025 calendar year.

The assessment demonstrates a very high level of compliance across all legislative areas. The majority of responses are recorded as "Yes", confirming legislative compliance.

Several responses are recorded as "No" because the legislative provisions were not applicable during the reporting period, rather than indicating non-compliance. These include:

- No major trading undertakings.
- No major land transactions.
- No delegations to Council Committees.
- No Council rejection of a CEO recommendation regarding senior employee appointments.
- No requirement for payments to finishing employees above statutory entitlements.

These responses are supported by explanatory comments within the return.

One continuous improvement opportunity was identified during the review.

Although the CEO maintains a Register of Delegations, the annual review of delegations required under section 5.46 of the *Local Government Act 1995* was not formally completed during the applicable reporting period.

This matter has since been addressed through the comprehensive review of the Delegations Register currently underway in 2026. The annual review has also been incorporated into the Shire's Compliance Calendar and annual governance review program to ensure future compliance.

The review also identified opportunities to further strengthen governance practices during 2026, including:

- Completion of the comprehensive Delegations Register review.
- Review of written instruments of delegation issued by the CEO.
- Ongoing review of Council policies and governance standards.
- Continued monitoring through the Compliance Calendar.

Overall, the Compliance Audit Return demonstrates that the Shire maintains effective governance systems, sound financial management practices and strong legislative compliance.

Legal Implications

Nil

Policy Implications

The Compliance Audit Return demonstrates compliance with the Shire's governance framework including:

- Delegations Register.
- Compliance Calendar.
- Code of Conduct.
- Purchasing Policy.
- Risk Management Framework.
- Corporate Business Plan; and
- Strategic Community Plan.

Consultation

Alan George – Chief Executive Officer
Tegan Hall – Manager Corporate Services
Phil Burgess – Manager Infrastructure Services
Jason Lip – Technical Officer
Audit, Risk & Improvement Committee

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
	8.2	Promote and advocate for the community and district
	8.3	Provide strategic leadership and governance
	8.4	Provide timely communications on all Council activities to community
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
	9.4	Establish and maintain community endorsed levels of service across all functions of Council.

Voting Requirements

Simple Majority

RECOMMENDATION / RESOLUTION

RESOLUTION **14239**

Moved: **Cr Hunt**

Seconded: **Cr Kuchling**

That Council:

1. Accepts the Audit, Risk and Improvement Committee endorsement for the 2025 Compliance Audit Return.
2. Receives the 2025 Compliance Audit Return as attached.
3. Notes that the Compliance Audit Return has been completed in accordance with the requirements of the *Local Government Act 1995*.
4. Notes that the Compliance Audit Return identified a high level of legislative compliance across the organisation, with no significant legislative breaches identified.
5. Notes the continuous improvement action identified in relation to the annual review of delegations under section 5.46 of the *Local Government Act 1995*, which has now been incorporated into the Shire's compliance calendar and governance review processes.
6. Approves the 2025 Compliance Audit Return for submission to the Local Government Inspector by the statutory due date 30 September 2026.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Roche, Cr Kuchling, Cr Lloyd**

Against: **Nil**

14.4.3 POLICY 4.14 – SENIOR EMPLOYEES AND ACTING CHIEF EXECUTIVE OFFICER APPOINTMENTS – POLICY REVIEW

Applicant	Shire of Lake Grace
File No.	0672
Attachments	Revised Policy 4.14 – Senior Employees and Acting Chief Executive Officer Appointments
Author	Aaron Wooldridge - Deputy Chief Executive Officer
Disclosure of Interest	Nil
Date of Report	14 August 2026
Senior Officer	Alan George - Chief Executive Officer

Summary

Council is requested to review and endorse amendments to Policy 4.14 – Senior Employees and Acting Chief Executive Officer Appointments to reflect the current organisational structure of the Shire of Lake Grace.

The amendment removes the Manager Corporate Services position from the policy following the resignation of the Manager Corporate Services, Mrs Tegan Hall, in early August 2026 and the subsequent decision for the position to be made redundant.

The proposed amendment ensures that Policy 4.14 accurately identifies the positions currently designated as senior employees and eligible for appointments as Acting Chief Executive Officer in accordance with the policy.

Background

Policy 4.14 establishes the process to be followed by the Shire in relation to employing a person as Chief Executive Officer for a term not exceeding one year and appointing an employee to act as Chief Executive Officer for a term not exceeding one year. The policy was adopted following the introduction of the Local Government (Administration) Amendment Regulations 2021 and the CEO Standards Regulations.

The policy provides that, pursuant to section 5.37 of the *Local Government Act 1995*, designated senior employees may be appointed as Acting CEO by the CEO during periods of leave, subject to the conditions contained in the policy. The policy also provides for the Deputy Chief Executive Officer to automatically act as CEO for up to two weeks when the CEO is unavailable due to an emergency, with any continuation subject to Council determination.

Comment

Following the resignation of Mrs Tegan Hall from the Manager Corporate Services position in early August 2026, the position has been made redundant. As the position no longer forms part of Shire's organisational structure, it is appropriate that Policy 4.14 is reviewed and amended to remove any reference to the Manager Corporate Services position.

The proposed amendment is administrative in nature and is intended to ensure the policy remains current and accurately reflects Shire's organisational structure. The policy continues to identify

the Deputy Chief Executive Officer and Manager Infrastructure Services as the designated senior employees and retains the existing provisions governing Acting CEO appointments.

The revised policy should be adopted with the updated review history recording Council's resolution at the Ordinary Council Meeting of 26 August 2026.

Legal Implications

Policy 4.14 operates within the requirements of sections 5.36 and 5.37 of the *Local Government Act 1995* and the CEO Standards Regulations. The proposed amendment does not alter the legislative basis for Acting CEO appointments; it updates the positions identified within the policy to reflect the current organisational structure.

No adverse legal implications have been identified from the proposed amendment.

Policy Implications

The proposed amendment directly updates Policy 4.14 – Senior Employees and Acting Chief Executive Officer Appointments. No consequential policy amendments have been identified.

The revised policy will provide a current and accurate record of the positions designated as senior employees for the purposes of the policy.

Consultation

Internal consultation has occurred through review of the current organisational structure and the requirements of Policy 4.14. The proposed amendment is administrative and does not require community consultation.

The Chief Executive Officer and Deputy Chief Executive Officer have reviewed the proposed amendment.

Financial Implications

There are no direct financial implications associated with the proposed policy amendment.

Strategic Implications

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

Objective	Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values
Outcome	8 - A strategically focused, unified Council functioning efficiently 9 - An efficient and effective organisation
Strategies	8.3 - Provide strategic leadership and governance 9.2 - Comply with statutory and legislative requirements

Voting Requirements

Simple Majority

RECOMMENDATION / RESOLUTION

RESOLUTION **14240**

Moved: **Cr Kuchling**

Seconded: **Cr Roche**

That Council:

1. ADOPTS the amended Policy 4.14 – Senior Employees and Acting Chief Executive Officer Appointments, with the Manager Corporate Services position removed to reflect the current organisational structure of the Shire of Lake Grace and the reference from the Delegations Register; and
2. NOTES that the amendment follows the resignation of the former Manager Corporate Services, Tegan Hall, in early August 2026 and the subsequent redundancy of the position.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Roche, Cr Kuchling, Cr Lloyd**

Against: **Nil**

14.4.4 ADOPTION OF THE 2026 REVIEWED REGISTER OF DELEGATIONS

Applicant	Internal
File No.	0052
Attachments	Register of Delegations – Reviewed July 2026
Author	Aaron Wooldridge – Deputy Chief Officer
Disclosure of Interest	Nil
Date of Report	14 August 2026
Senior Officer	Alan George – Chief Executive Officer

Summary

The purpose of this report is to present the reviewed 2026 Register of Delegations for Council's consideration and endorsement.

The Register of Delegations has undergone a comprehensive legislative and administrative review since the previous review adopted by Council in December 2023. The review ensures that Council's delegated authorities remain current, legally compliant and reflective of contemporary legislative requirements, governance practices and the operational structure of the Shire.

Following adoption, the revised Register of Delegations will replace the existing Register in its entirety.

Background

Section 5.42 of the *Local Government Act 1995* permits a local government to delegate to the Chief Executive Officer the exercise of powers and discharge of duties, except those specifically excluded by legislation.

Section 5.43 enables Council to impose conditions and limitations on delegations, while section 5.44 allows the Chief Executive Officer to sub-delegate certain delegated powers to other employees where legislation permits.

A Register of Delegations is an essential governance document that ensures decisions are made efficiently, consistently and in accordance with legislative authority while maintaining appropriate accountability.

Council last undertook a comprehensive review of the Delegations Register in December 2023.

Since that review there have been numerous amendments to legislation together with changes to organisational practices, internal governance arrangements and administrative procedures that warranted a complete review of the Register.

The reviewed Register has been prepared to reflect current legislative requirements and contemporary governance practices while improving consistency throughout the document.

Comment

The review has resulted in a comprehensive update of the Register rather than minor editorial amendments.

The review included:

- review of all legislative references against current State legislation.
- updating delegated powers to reflect current legislative requirements.
- removal of obsolete and superseded legislative references.
- inclusion of new legislative delegations where required.
- updating references to Council policies.
- improved wording to provide greater clarity of delegated authority.
- improved consistency in formatting throughout the Register.
- updating internal organisational position titles.
- updating sub-delegations by the Chief Executive Officer in removing the MCS role and replacing to the new two Senior Finance Officer roles.
- inclusion of compliance and recordkeeping requirements where applicable.
- updating version control and historical Council resolution references.
- improved cross-referencing throughout the Register; and
- general governance improvements to ensure the Register aligns with current local government governance practices.

The review also confirms the Register continues to comprise four sections:

- Part A – Delegations from Council to the Chief Executive Officer.
- Part B – Delegations from Council to Committees.
- Part C – Delegations from the Chief Executive Officer to Employees; and
- Part D – Delegations under Other Legislation.

The revised Register provides Council with an updated governance framework that supports efficient administration while ensuring Council retains all powers that cannot legally be delegated.

It is recommended Council adopt the reviewed Register to ensure the Shire maintains contemporary and legally compliant delegations.

Legal Implications

The report has been prepared having regard to:

- *Local Government Act 1995*
 - Section 5.42 – Delegations of local government powers and duties.
 - Section 5.43 – Limits on delegations.

-
- Section 5.44 – CEO delegations to employees.

The Register also incorporates delegations under various State Acts administered by the Shire including, but not limited to:

- *Planning and Development Act 2005*
- *Building Act 2011*
- *Bush Fires Act 1954*
- Health legislation
- *Food Act 2008*
- *Public Health Act 2016*
- *Liquor Licensing Act 1988*

Policy Implications

Nil

Consultation

Alan George – Chief Executive Officer

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	8.3	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.

Voting Requirements

Simple Majority

RECOMMENDATION / RESOLUTION

RESOLUTION **14241**

Moved: **Cr Lloyd**
Seconded: **Cr Roche**

That Council:

1. Receives the report relating to the Review of the Register of Delegations 2026.
2. Notes that the Register of Delegations has undergone a comprehensive review since the previous review adopted by Council in December 2023.
3. Adopts the Register of Delegations – Reviewed July 2026, as attached to this report.
4. Authorises the Chief Executive Officer to implement the adopted Register of Delegations; and
5. Authorises the Chief Executive Officer to make future administrative, formatting, typographical, legislative reference and cross-reference amendments that do not alter the intent or effect of any delegation, with any substantive changes requiring Council approval.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Roche, Cr Kuchling, Cr Lloyd**
Against: **Nil**

14.4.5 CBH – EMERGENCY STORAGE LAKE KING

Applicant:	Co-Operative Bulk Handling Limited
File No.:	0365
Attachments:	Concept Plan for Proposed Emergency Storage Development in Lake King for 2026/27 Harvest Season
Author:	Alan George
Disclosure of Interest:	The author has no interest to disclose
Date of Report:	11 August 2026
Senior Officer:	Alan George

Summary

For Council to grant temporary works exemption for the development of emergency grain storage on Part Lot 1529 on Deposited Plan 204221 Varley Road, Lake King to the north of the existing Cooperative Bulk Handling Limited's existing grain handling and storage facility, consisting of two 190m x 35m steel framed open bulkheads situated on cleared farmland.

Background

In July 2025 CBH had a similar request approved conditional to Main Roads WA's written approval for the proposed new heavy vehicle entry and exit points to the proposed development on the subject land via Varley Road, including stormwater drainage management arrangements. CBH never acted on the approval as Main Roads requirements were onerous for storage that would only be used in a peak season.

Comment

Over the past few years Lake King's receivals have outstripped its capacity resulting in increased truck movement during the busy harvest period. By increasing the storage it is envisaged that truck movements to move the grain out could be spread out during the post-harvest period thus improving road safety.

CBH is in the process of purchasing 25ha of Lot 1529 from the landowner for expansion of its Lake King receival site. This parcel of land is separated from the existing site by a small Main Roads depot. CBH is currently working on doing a land swap with some land it owns at Lake Camm and purchasing the depot land from Main Roads. The purchase of the Main Roads depot will allow the connection of the 2 sites reducing access requirements on Varley Road. Main Roads have agreed to support a temporary (lesser) access at Lake King noting CBH's long term commitments. If and when the land swap is approved the temporary access to Varley Road will become exit only.

Dependent upon the land swap with Main Roads is the outcome of a rare flora survey to be undertaken by CBH in September due to the possible presence of a rare orchid in the remnant bush between the existing site and the depot. Should no orchids be found CBH will be able to complete the project, if some are found this project will again be delayed.

This request is not an isolated one by CBH for temporary bulkheads to be granted without Development Approval, there have been several requests over recent years due to bumper harvests. CBH is working on a long plan for Lake King and it is recommended that Council allow CBH to proceed with the project without the development approval typically required provided they formalise the development within the next twelve (12) month period.

It is to be noted that formal Development Approvals will be sought over the coming weeks for previously approved temporary bulkheads at Newdegate East and Lake Grace CBH sites.

Legal Implications

Local Planning Scheme No.4
Planning and Development (Local Planning Schemes) Regulations 2015
Planning and Development Act 2005 (as amended)

Policy Implications

Nil

Consultation

Joe Douglas – Exurban Rural and Regional Planning
Timothy Roberts – CBH

Financial Implications

Nil at this stage. CBH will be liable for all costs associated with the proposed works. In due course CBH will be liable to the Shire for the formal development costs.

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
	1.3	Support and promote the agricultural productivity of the district
	1.5	Liaise with key stakeholders for the improvement of the agricultural industry
Outcome	2	A diverse and prosperous economy
Strategies	2.2	Support local business and promote further investment in the district

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

Voting Requirements

Simple majority

Recommendation / Resolution

RECOMMENDATION / RESOLUTION

RESOLUTION **14242**

Moved: **Cr Kuchling**

Seconded: **Cr Lloyd**

That Council:

Support and approve Co-Operative Bulk Handling Limited's request to waive the requirement for an immediate development approval for the temporary construction and use of emergency grain storage infrastructure on portion of Part Lot 1529 on DP 204221 Varley Road, Lake King for a twelve (12) month period from the date of Council's decision subject to the following conditions:

1. The Shire shall be provided with a copy of Main Roads WA written approval for the proposed new heavy vehicle entry and exit points to the proposed development on the subject land via Varley Road, including stormwater drainage management arrangements.
2. All stormwater drainage associated with the proposed development on the subject land shall be contained and disposed of on-site.
3. A development application shall be prepared and submitted for consideration and final determination by Council prior to expiry of the term of this approval. If the applicant does not wish to formalise the works and use hereby permitted on a temporary basis only, all improvements associated with the proposed development shall be removed from the land, including the crossover/s to/from Varley Road, and the land reinstated to its natural state prior to the development insofar as practicable.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Roche, Cr Kuchling, Cr Lloyd**

Against: **Nil**

**14.4.6 CO-OPERATIVE BULK HANDLING LIMITED – EMERGENCY STORAGE –
NEWDEGATE EAST**

Applicant	Co-Operative Bulk Handling Limited (CBH)
File No.	0365
Attachments	1. Request for Temporary Approval 2. Site Plan
Author	Alan George - Chief Executive Officer
Disclosure of Interest	Nil
Date of Report	11 August 2026
Senior Officer	Alan George - Chief Executive Officer

Summary

CBH has requested that the requirement for development approval be waived for the construction of emergency grain storage on Lot 300 on Deposited Plan 425173 Newdegate-Ravensthorpe Rd, Newdegate consisting of 2 x 250m x 35m steel framed open bulk heads for the storage of 32,750 tonnes of grain each situated on land owned by CBH at its new Newdegate East Site.

Background

CBH purchased Lot 300 Newdegate-Ravensthorpe Road in 2023 for the development of a new site as they needed to vacate the Newdegate Field Days site.

CBH also operated from a site on Newdegate North Rd under temporary exemption whilst the Newdegate East site was under construction. The new site was completed in time for the commencement of the 2025 harvest. This new site consists of 5 open bulkheads and all the ancillary infrastructure to operate the site.

Approval was granted in December 2025 for the temporary exemption for development approval for the construction of a further bulkhead due to a bumper season. This exemption expires in December 2026.

CBH had earlier sought approval to continue using the Newdegate North site for the coming harvest but were reminded that the temporary exemption for that site was only granted until the new East site was completed and that approval would not be granted given that the East site has plenty of room for expansion.

Comment

CBH has advised that its projections are for another large crop of around 22 million tonnes this harvest. CBH intends to lodge a development application seeking permanent approval for the temporary bulkhead approved last year. This development application would also include the 2 additional bulkheads which are the subject of this request, so it doesn't have to come back next year seeking permanent approval.

As development applications can take some time to approve CBH is requesting that this request for the 2 new bulkheads be given temporary exemption for the development application so it can commence construction of the bins in time for this year's harvest.

The new Newdegate East site has been designed for expansion of storage and has a lot of the initial infrastructure in place to enable the increase.

The increase in storage capacity is envisaged by CBH to reduce the volume of heavy vehicles leaving the site loaded during harvest due to it reaching capacity. The stored grain could be moved post-harvest throughout the year when the roads are less busy.

Previous advice from the Shire Town Planner Joe Douglas has been as follows which again can be referred to for this application.

Schedule 2, Part 7, Clause 61 (1) (17) and (2) (f) of the Planning and Development (Local Planning Schemes) Regulations 2015 allows a local government to consider any proposed works and use as temporary. Under the Regulations this clause can only be applied for a period not exceeding 12 months and is subject to endorsement from the local government.

As this temporary facility will be the subject of a development application in the near future. It is therefore recommended that this request be approved subject to the same conditions approved for other temporary bulkheads constructed within the Shire of Lake Grace.

- CBH is to provide written notification to the local government of the date of the commencement of the temporary works and use which **will be the commencement of the 12-month temporary approval period.**
- A development application shall be prepared and submitted for consideration and final determination by Council prior to expiry of the term of this approval. If the applicant does not wish to formalise the works and use hereby permitted on a temporary basis only, all improvements associated with the proposed development shall be removed from the land and the land reinstated to its natural state prior to the development insofar as practicable.
- Stormwater drainage associated with the proposed development on the subject land shall be contained and disposed of on-site.
- All infrastructure the subject of this temporary approval shall cease to be used at the end of the temporary approval term, shall be removed from the land in its entirety within 28 days of expiry of the approval term including reinstatement of the land to its pre-development condition insofar as possible.

Legal Implications

Local Planning Scheme No.4

Schedule 2, Part 7, Clause 61 (1) (17) and (2) (f) of the *Planning and Development (Local Planning Schemes) Regulations 2015*

Planning and Development Act 2005 (as amended)

Policy Implications

Nil

Consultation

Joe Douglas – Exurban Rural and Regional Planning
Timothy Roberts – CBH

Financial Implications

Nil at this stage. CBH will be liable for all costs associated with the proposed works. In due course CBH will be liable to the Shire for the formal development application fees payable.

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
	1.3	Support and promote the agricultural productivity of the district
	1.5	Liaise with key stakeholders for the improvement of the agricultural industry
Outcome	2	A diverse and prosperous economy
Strategies	2.2	Support local business and promote further investment in the district

Voting Requirements

Simple majority

RECOMMENDATION / RESOLUTION

RESOLUTION **14243**

Moved: **Cr Kuchling**

Seconded: **Cr Roche**

That Council:

Support and approve Co-Operative Bulk Handling Limited's request to waive the requirement for an immediate development approval for the temporary construction and use of emergency grain storage infrastructure consisting of 2 x 250m x 35m steel framed open bulk heads for the storage of 32,750 tonnes on Lot 300 on DP 425173 Newdegate – Ravensthorpe Rd, Newdegate for a twelve (12) month period subject to the following conditions:

- CBH is to provide written notification to the local government of the date of the commencement of the temporary work and use which will be the commencement of the 12-month temporary approval period.
- A development application shall be prepared and submitted for consideration and final determination by Council prior to expiry of the term of this approval. If the applicant does not wish to formalise the works and use hereby permitted on a temporary basis only, all improvements associated with the proposed development shall be removed from the land and the land reinstated to its natural state prior to the development insofar as practicable
- Stormwater drainage associated with the proposed development on the subject land shall be contained and disposed of on-site.
- All infrastructure the subject of this temporary approval shall cease to be used at the end of the temporary approval term, shall be removed from the land in its entirety within 28 days of expiry of the approval term including reinstatement of the land to its pre-development condition insofar as possible.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Roche, Cr Kuchling, Cr Lloyd**

Against: **Nil**

14.4.7 USE OF THE COMMON SEAL – NEWDEGATE PRIMARY SCHOOL, NEWDEGATE COMMUNITY RESOURCE CENTRE AND NEWDEGATE PUBLIC LIBRARY

Applicant	Minister for Education
File No.	0757
Attachments	Deed of Extension and Variation
Author	Alan George Chief Executive Officer
Disclosure of Interest	Nil
Date of Report	28 July 2026
Senior Officer	Alan George Chief Executive Officer

Summary

For Council to approve the fixing of the Common Seal to the Deed of Extension and Variation between the Minister for Education, Newdegate Community Resource Centre (Inc) and the Shire of Lake Grace for the shared use of the shared facilities with the Education Department.

Background

The existing Deed of Extension expired on 31 May 2024. The Dept of Education sent through a new Deed with an added 'screening' clause which stipulated that members of community groups located on school sites during the day need to be screened.

Board and public-school council members, canteen staff, practicum students and volunteers were also specified and should be screened if they are on the school site during school hours. This also applied to shire employees.

Before entering the building, it would have been necessary to obtain a Screening Clearance Number. Having to have a Screening Clearance Number would negate the attendance of rural/farming representatives running information sessions for the community and the community members from attending as it would be more than once that they attend the facility. ('excluding any person who only goes on the Facilities once') Community Committee meetings would also be negated, so how could the facility be a Community Resource Centre?

The facility is used by such as Primary Health providers, Child Health providers, Centrelink, Disability Support workers, Bookclubs, and Community Committees who would attend more than once.

There is a separate gate and entrance to the Facility with no connecting door between the facility and the School Administration office which stands separate to the classroom block.

Comment

This new clause was discussed at meetings with the at the Newdegate Library/CRC meetings also attended by the Shire CEO. Given the shared circumstances surrounding the use of the facility it was decided that this clause was too onerous and unnecessary.

The Education Department and the Newdegate Primary School principal have been working on the policy which has now been updated. Previously, the policy required all regular visitors to a school site to undergo screening as directed by the Department. The updated policy now provides

that the assessment of whether visitors to a school site require screening is to be determined by the principal of the relevant school or site.

This has now been included in the updated Deed of Extension and Variation which is now been approved for a further 5-year extension from 31 May 2024.

Legal Implications

Nil

Policy Implications

POLICY 1.11 Use of the Common Seal

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

- Deeds 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

Consultation

Newdegate CRC/Library committee

Financial Implications

Nil

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
	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

Voting Requirements

Simple majority

RECOMMENDATION / RESOLUTION

RESOLUTION **14244**

Moved: **Cr Roche**

Seconded: **Cr Kuchling**

That Council:

Approves the fixing of the Common Seal to the Deed of Extension and Variation between the Minister for Education, Newdegate Community Resource Centre (Inc) and the Shire of Lake Grace for the shared use of the shared facilities with the Education Department.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Roche, Cr Kuchling, Cr Lloyd**

Against: **Nil**

14.5 FINANCE

14.5.1 ACCOUNTS FOR PAYMENT – JULY 2026

Applicant	Internal Report
File No	0277
Attachments	List of Accounts Payable
Author	Mrs Nicola Kuchling – Senior Finance Officer Onsite
Disclosure of Interest	Nil
Date of Report	3 August 2026
Senior Officer	Mr Alan George – Chief Executive Officer

Summary

For Council to ratify expenditures incurred for the month of July 2026.

Background

List of payments for the month of July 2026 through the Municipal and Trust accounts 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 July 2026 from the Municipal and Trust accounts Total \$1,013,675.38

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 required.

RECOMMENDATION / RESOLUTION

RESOLUTION 14245

Moved: Cr Hunt
Seconded: Cr Roche

That Council ratify the list of payments totalling \$1,013,675.38 as presented for the month of July 2026 incorporating:

Payment Method	CHQ/EFT/DD Number	Amount
Trust	EFT30068	\$50.00
Cheque	12	\$13,076.45
Electronic Funds Transfers	EFT29964 – EFT30067	\$897,417.44
Direct Debits	DD11973.1 – DD12020.14	\$94,781.67
Fuel Cards	EFT29980 & EFT30035	\$2,645.58
Credit Cards	DD12015.1	\$5,704.24
	TOTAL	\$1,013,675.38

CARRIED 5/0

For: Cr Armstrong, Cr Hunt, Cr Roche, Cr Kuchling, Cr Lloyd
Against: Nil

Shire of Lake Grace



CERTIFICATE OF EXPENDITURE July 2026

This Schedule of Accounts to be passed for payment, covering

Payment Method	CHQ/EFT/DD Number	Amount
Trust	EFT30068	\$50.00
Cheque	12	\$13,076.45
Electronic Funds Transfers	EFT29964 – EFT30067	\$897,417.44
Direct Debits	DD11973.1 – DD12020.14	\$94,781.67
Fuel Cards	EFT29980 & EFT30035	\$2,645.58
Credit Cards	DD12015.1	\$5,704.24
	TOTAL	\$1,013,675.38

to the Municipal and Trust accounts, totalling \$1,013,675.38 which were submitted to each member of the Council on 26 August 2026, 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 & BUDGET AMENDMENTS – 30 JUNE 2026

Applicant	Internal Report
File No.	0275
Attachments	• Monthly Financial Reports • Bank Reconciliations – 30 June 2026
Author	Mrs Victoria Fasano - Senior Finance Officer - Offsite
Disclosure of Interest	Nil
Date of Report	30 June 2026
Senior Officer	Mr Alan George - Chief Executive Officer

Summary

Consideration of the Monthly Financial Reports for the period ending 30 June 2026 and Bank Reconciliations for the month ending 30 June 2026. Consideration and adoption of budget amendments as proposed below in the comment section.

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 at 30 June 2026, operating revenue is \$17,606,763 (178.18%) above target, primarily due to Profit on revaluation of Land and Buildings and a portion of 26/27 FY Financial Assistance Grants paid in advance.

Operating expenditure is \$13,418 (0.08%) above the year-to-date budget, mainly due to higher Utility charges, as well as Loss on asset disposals.

Investing activities inflows are under budget by \$3,008,034 (41.88%) due to the Wattle Drive Extension capital project being delayed.

Investing activities outflows were \$5,179,791 (40.25%) below budget, primarily due to a proportion of capital projects not yet commenced (29.79%) or remaining in the early stages of completion.

Cash at bank is slightly higher than the corresponding period in the prior year. An investment agreement is in place for an Overnight Cash Deposit with the Western Australian Treasury Corporation totalling \$6,805,162.

Outstanding rates are tracking well, with a collection rate of 98.1% achieved to date.

General debtor is \$179,139 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 2026. 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

Mr Alan George – Chief Executive Officer

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

Absolute Majority

RECOMMENDATION / RESOLUTION

RESOLUTION **14246**

Moved: **Cr Lloyd**

Seconded: **Cr Kuchling**

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

1. Receives Statements of Financial activity for the period ended 30 June 2026
2. Receives Municipal, Trust and Reserve Funds bank reconciliations for the period ended 30 June 2026

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Roche, Cr Kuchling, Cr Lloyd**

Against: **Nil**

14.5.3 FINANCIAL REPORTS & BUDGET AMENDMENTS – 31 JULY 2026

Applicant	Internal Report
File No.	0275
Attachments	• Monthly Financial Reports • Bank Reconciliations – 31 July 2026
Author	Mrs Victoria Fasano - Senior Finance Officer - Offsite
Disclosure of Interest	Nil
Date of Report	31 July 2026
Senior Officer	Mr Alan George - Chief Executive Officer

Summary

Consideration of the Monthly Financial Reports and Bank Reconciliations for the month ending 31 July 2026. Consideration and adoption of budget amendments as proposed below in the comment section.

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 July 2026, operating revenue is slightly above target by \$269 (0.04%).

Operating expenditure is \$798,682 (44.2%) below the year-to-date budget, mainly due to depreciation not yet being posted, pending completion of the 2025/26 Annual Financial Statement audit. Utility charges are below budget, reflecting reduced consumption.

There are no investing activity inflows recorded for either actuals or budget at this stage, given the early stage of the financial year.

Investing activity outflows were \$66,825 (15.48%) below budget, reflecting the early stage of the new financial year. The majority of capital projects (93.62%) have either not yet commenced or are still in the early stages of completion.

Cash at bank is slightly higher than the corresponding period in the prior year. An investment agreement is in place for an Overnight Cash Deposit with the Western Australian Treasury Corporation (WATC) totalling \$3,371,329, along with two term deposits held with CBA totalling \$11,115,781.

Rates will be posted in August 2026.

General debtor is \$688,241, 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 July 2026. 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.

The proposed budget amendments are below;

Biddy Camm Rd 127.20-133.71 was meant to be a job with its budget carried over from 2025/26 to 2026/27, the reason being that the works were due to be completed just after the financial year ticked over. However, this budget amount was not carried over due to an oversight during the budgeting process. To cover this, we have sought & been approved for additional funding under the Roads to Recovery program so that our existing road programme's net income and expenditure do not have to be modified. Otherwise, we would have to cut another road to fund Biddy Camm Rd 127.20-133.71. Not paying or delaying payment is not an option as work has already been completed and the associated invoice received by us.

Account Number	Account Description	Cash Increase / (Decrease)
1213046	Biddy Camm Rd SLK 127.2-133.71	(\$342,000)
111217660	Grant - Roads to Recovery	\$342,000
	Total	0.00

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

Mr Alan George - Chief Executive Officer

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

Absolute Majority

RECOMMENDATION / RESOLUTION

RESOLUTION **14247**

Moved: **Cr Hunt**
Seconded: **Cr Roche**

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

3. Receives Statements of Financial activity for the period ended 31 July 2026
4. Receives Municipal, Trust and Reserve Funds bank reconciliations for the period ended 31 July 2026
5. Adopts the proposed budget amendments listed in the Comment section above

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Roche, Cr Kuchling, Cr Lloyd**
Against: **Nil**

14.6 COMMUNITY SERVICES

Nil

15.0 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

16.0 INFORMATION BULLETIN – AUGUST 2026

Applicant:	Internal Report
File No.	Nil
Attachments:	Information Bulletin Cover Page Only
Author:	Kate McGougan - Executive Assistant
Disclosure of Interest:	Nil
Date of Report:	21 August 2026
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 August 2026 Information Bulletin attachments include:

Reports:

- Infrastructure Services Report

External Organisations

- 4WDL Minutes 28 July 2026
- Tourism Advisory Committee Minutes 11 August 2026

Circulars, Media Releases, Newsletters, Letters

- As circulated 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 **14248**

Moved: **Cr Roche**
Seconded: **Cr Kuchling**

That Council accepts the Information Bulletin Report for August 2026.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Roche, Cr Kuchling, Cr Lloyd**
Against: **Nil**

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

Nil

18.0 DATE OF NEXT MEETING – 23 SEPTEMBER 2026

The next Ordinary Council Meeting is scheduled to take place on Wednesday 23 September 2026 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 3:55 pm.

20.0 CERTIFICATION

I, Leonard William Armstrong, certify that the minutes of the Meeting held on 26 August 2026 as shown were confirmed as a true record of the meeting.



Signature

23 SEP 2026.

Date

