



# Shire of Lake Grace

26 July 2023

## Ordinary Council Meeting

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OCM 26 JULY 2023

Attachment to Item 10.1

Shire of Lake Grace

Ordinary Council Meeting

# MINUTES

28 June 2023

Meeting Commencing at 3:30 pm

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## **Disclaimer**

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## **Acknowledgement of Country**

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

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

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## **SHIRE OF LAKE GRACE**

Minutes of the Ordinary Council Meeting held at the Council Chambers, 1 Bishop Street, Lake Grace, WA on Wednesday 28 June 2023 commencing at 3:30pm.

### **1.0 DECLARATION OF OPENING ANNOUNCEMENT OF VISITORS**

Nil

### **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 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**

Nil

#### **3.3 IN ATTENDANCE**

Mr. Alan George	Chief Executive Officer
Mr C Paget	Deputy Chief Executive Officer
Mrs T Hall	Manager Corporate Services
Mr C Elefsen	Manager Infrastructure Services
Mrs A Adams	Executive Assistant

#### **3.4 OBSERVERS / VISITORS**

Nil

#### **3.5 LEAVE OF ABSENCE PREVIOUSLY GRANTED**

Nil

**4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**5.0 PUBLIC QUESTION TIME**

Nil

**6.0 PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil

**7.0 NOTATIONS OF INTEREST**

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

Nil

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

Nil

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

*Cr Chappell declared in interest affecting impartiality for Item 14.4.2 – Proposed Subdivision of Lot 10169 and Lot 10170*

**8.0 APPLICATIONS FOR LEAVE OF ABSENCE**

**RESOLUTION 13688**

**Moved: Cr Clarke**

**Seconded: Cr Kuchling**

That under Section 2.25 of the Local Government Act 1995, Council grants a leave of absence for the following:

Cr Chappell 22 July 2023 to 07 August 2023

Cr Armstrong 30 June 2023 to 17 July 2023

**CARRIED: 8/0**

**9.0 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**

**RESOLUTION 13689**

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

That Council acknowledges the accolades forwarded to the Chief Executive Officer and Manager of Infrastructure Services plus the Shire staff in their assistance in getting the Colts Carnival up and running plus the ongoing support throughout the weekend. A big thank you to all concerned from the three Presidents of the organisations involved being; Chris Poot, John O'Neill and Spock Taylor

**CARRIED: 8/0**

**10.0 CONFIRMATION OF MINUTES**

**10.1 ORDINARY COUNCIL MEETING – WEDNESDAY 24 MAY 2023**

**RECOMMENDATION / RESOLUTION**

**RESOLUTION 13690**

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

That the Minutes of the Ordinary Council Meeting held on Wednesday 24 May 2023 be confirmed as a true and accurate record of the meeting.

**CARRIED 8/0**

**10.2 SPECIAL COUNCIL MEETING**

Nil

**10.3 ANNUAL MEETING OF ELECTORS**

Nil

**11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

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

Nil

### 13.0 REPORTS OF COMMITTEES

Nil

### 14.0 REPORTS OF OFFICERS

#### 14.1. INFRASTRUCTURE SERVICES

Nil

#### 14.2 PLANNING

##### 14.2.1 PROPOSED SUBDIVISION OF LOT 10169 ON DEPOSITED PLAN 228676 & LOT 10170 (NO.499) HARVEY ROAD, NORTH LAKE GRACE

<b>Applicant:</b>	Brown McAllister Surveyors on behalf of Patricia Furphy-Cameron (Landowner)
<b>File No.:</b>	TBC
<b>Attachments:</b>	Attachment 1 – Copy of WAPC Referral Letter & Subdivision Application Documentation and Plans.
<b>Author:</b>	Mr Joe Douglas – Town Planner
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	19 June 2023
<b>Senior Officer:</b>	Mr Alan George – Chief Executive Officer

#### Summary

This report provides details of and a final recommendation regarding the Western Australian Planning Commission's request for comment regarding the proposed subdivision of Lot 10169 on Deposited Plan 228676 and Lot 10170 (No.499) Harvey Road, North Lake Grace.

#### Background

The Western Australian Planning Commission (WAPC), pursuant to the specific requirements of section 142 of the *Planning and Development Act 2005*, has referred a subdivision application for Lot 10169 on Deposited Plan 228676 and Lot 10170 (No.499) Harvey Road, North Lake Grace to the Shire for review and comment.

Under the terms of the application received the common boundaries between Lots 10169 and 10170 are proposed to be reconfigured to create two (2) new separately titled lots. Council should note no information was submitted in support of the application explaining the reasons and/or any justifications for the proposed subdivision.

Proposed Lot A, which contains an existing dwelling and various associated improvements as well as farm storage sheds, a shearing shed, animal holding pens, two (2) farm dams, numerous vehicle access tracks, firebreaks, boundary fencing and native vegetation, will comprise a total

area of approximately 50 hectares with direct frontage and access to Harvey Road along its western side boundary.

Proposed Lot B, which contains cleared open paddocks used for extensive agricultural purposes (i.e. cropping and grazing), numerous farm dams, vehicle access tracks, boundary firebreaks and a number of salt lakes, will comprise a total area of approximately 966.29 hectares with direct frontage and access to Harvey Road along its western side boundary.

Full details of the subdivision proposal, including plans, are provided in Attachment 1.

The subject land is located approximately 9.5 kilometres north of the Lake Grace townsite in the locality of North Lake Grace and comprises a total combined area of approximately 1,016.29 hectares. Lot 10169 currently comprises a total area of approximately 331.84 hectares and Lot 10170 comprises a total area of approximately 684.45.

Both existing lots have direct frontage and access to Harvey Road along their western boundaries which is an unsealed local road under the care, control and management of the Shire of Lake Grace. They also have direct frontage to an unconstructed local road reserve along their eastern boundaries which is not proposed to be constructed in the short to medium term future.

Both lots are gently sloping throughout with the natural ground level ranging from approximately 280 to 290 metres AHD.

Both lots are currently used for extensive agricultural purposes (i.e. broadacre cropping and grazing) and have been extensively cleared of native vegetation aside from the south-western corner of Lot 10170 comprising all existing built form improvements referred to previously above as well as those areas not suitable for agricultural usage (i.e. salt lakes and creek lines) which have been retained for land management and general amenity purposes.

The lots do not contain any sites of Aboriginal or European cultural heritage significance and have not been designated by the Department of Water and Environmental Regulation as being contaminated or flood prone. Various portions of both lots have however been designated by the Fire and Emergency Services Commissioner as being bushfire prone. Notwithstanding this fact, the area comprising the existing single house and various associated improvements on Lot 10170 has not been designated as being bushfire prone.

Existing adjoining and other nearby land uses are predominantly rural in nature comprising lots ranging in size from 55 to 1,272 hectares, all of which have been developed and are used for extensive agricultural purposes (i.e. broadacre cropping and grazing).



Location & Lot Configuration Plan (Source: Landgate 2023)

**Comment**

Lots 10169 and 10170 are classified 'General Agriculture' zone in the Shire of Lake Grace Local Planning Scheme No.4 (LPS4).

The stated objectives in LPS4 for the development of any land classified 'General Agriculture' zone, including subdivision, are as follows:

- i) To ensure the continuation of broadacre farming as the principal land use in the District and encouraging where appropriate the retention and expansion of agricultural activities;
- ii) To protect the potential of agricultural land for primary production and to preserve the landscape and character of the rural areas;
- iii) To provide for a range of rural pursuits such as broadacre and diversified farming which are compatible with the capability of the land and retain the rural character and amenity of the locality;
- iv) To control the fragmentation of broadacre farming properties through the process of subdivision;
- v) To consider non-rural uses where they can be shown to be of benefit to the District and not detrimental to the natural resources or the environment; and
- vi) To protect broadacre agricultural land from land degradation and any further loss of biodiversity by:

- a) *minimising the clearing of remnant vegetation on public and private lands;*
- b) *encouraging the retention and protection of existing remnant vegetation;*
- c) *encouraging the development and protection of corridors of native vegetation;*
- d) *encouraging the development of environmentally acceptable surface and sub-surface drainage works;*
- e) *encouraging the rehabilitation of salt affected land;*
- f) *controlling the introduction and spread of alien species of flora and fauna; and*
- g) *encouraging soil conservation through the application of cultural vegetational land management measures.*

The following clauses in LPS4 are relevant to the future proposed subdivision of any land classified 'General Agriculture' zone, including Lots 10169 and 10170:

- **Clause 4.11.1** – *All development in the 'General Agriculture' zone shall comply with the objectives of the Western Australian Planning Commission's (WAPC's) planning policies applicable at the time and the objectives for the zone;*
- **Clause 4.11.2** – *The minimum setback from all lot boundaries for any building on a lot classified as General Agriculture zone shall be 20 metres;*
- **Clause 4.11.4** – *The existence of more than one dwelling house on a lot classified General Agriculture zone shall not be construed as a basis for the local government's support to the subdivision of the lot;*
- **Clause 4.11.5** – *All proposals for development in the General Agriculture zone must have regard to both on-site and off-site impacts and, where deemed necessary by the local government, such proposals shall be accompanied by information identifying:*
  - (a) *environmental values and any environmental risks;*
  - (b) *the potential for land use conflict;*
  - (c) *the potential impacts and restrictions on approved uses on adjacent or nearby locations;*  
*and*
  - (d) *the separation distances and/or buffers relating to a potentially incompatible land use which need to be provided on-site;*
- **Clause 4.11.11** – *The local government does not recognise precedent resulting from subdivision created in the early days of settlement of the District as a reason for it to support further subdivision in the General Agriculture zone;*
- **Clause 4.11.12** – *Having regard to the prime agricultural importance of land in the General Agriculture zone the local government will only recommend to the Commission support for further subdivision of existing rural lots where the proposed subdivision accords with the provisions of the Scheme, Local Planning Strategy, Local Planning Policies and any relevant Commission Policies applicable at the time;*
- **Clause 4.11.14** – *The local government may support subdivision in the General Agriculture zone to excise land containing an existing farm residence for the purposes of a homestead lot subject to:*
  - (a) *there having been a decline in population over two intercensal periods in the Census Collector District in which the land is located;*
  - (b) *the proposed homestead lot having an area of between four (4) and twenty (20) hectares excluding any battleaxe leg;*

- 
- (c) the proposed homestead lot having its own frontage and constructed vehicular access to a dedicated and constructed road;*
  - (d) the proposed homestead lot being served by a potable water supply and an adequate means of effluent disposal to the satisfaction of the local government and the Department of Health; and*
  - (e) the proposed homestead lot not generating demand for additional government and community services.*

The *Shire of Lake Grace Local Planning Strategy 2007* supports and reinforces the abovementioned provisions in LPS4 by expressly stating Council will only support the subdivision of agricultural land in limited circumstances which accord with WAPC policy applicable at the time.

WAPC Development Control Policy 3.4 entitled 'Subdivision of Rural Land' expressly states the WAPC will only consider rural subdivisions in the following exceptional circumstances:

- (a) to realign lot boundaries with no increase in the number of lots, where the resultant lots will not adversely affect rural land uses;*
- (b) to protect and actively conserve places of cultural and natural heritage;*
- (c) to allow for the efficient provision of utilities and infrastructure and/or for access to natural resources;*
- (d) to allow for the continued occupation of existing homesteads in the Homestead lot policy area when they are no longer used as part of a farming operation; and*
- (e) for other unusual or unanticipated purposes which, in the opinion of the WAPC, do not conflict with this and other relevant policies and are necessary to the public interest.*

Having regard for all the abovementioned requirements and the fact Proposed Lot A, which will only comprise a total area of approximately 50 hectares with no clear or obvious agricultural production potential, it is contended the proposed subdivision does not strictly comply with the WAPC's Development Control Policy 3.4, the Shire's Local Planning Strategy and LPS4 and cannot therefore be supported by Council in its current form.

Notwithstanding this conclusion, it is recommended Council authorise the Shire's Chief Executive Officer to advise the WAPC it would be prepared to unconditionally support the proposed subdivision of Lots 10169 and 10170 if the proponent can clearly demonstrate it will comply with all relevant town planning requirements including one of the exceptional circumstances prescribed in Development Control Policy 3.4.

#### Legal Implications

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

#### Policy Implications

- *State Planning Policy 2.5 – Rural Planning*
- *State Planning Policy 3.7 – Planning in Bushfire Prone Areas*
- *WAPC Development Control Policy 3.4 – Subdivision of Rural Land*



### Consultation

Not required or deemed necessary. The Shire did however provide some initial advice to the landowner regarding the proposed subdivision of Lots 10169 and 10170 in April 2023, including details of all relevant policy requirements, prior to preparation and lodgement of the attached subdivision application with the WAPC.

### Financial Implications

There are no immediate financial implications for the Shire aside from the administrative costs associated with processing and responding to the WAPC's request for comment which are provided for in Council's annual budget.

All costs associated with the proposed subdivision will be met by the landowner.

It is significant to note should the applicant / landowner be aggrieved by the WAPC's final decision in this matter they have the right seek a formal review of that decision by the State Administrative Tribunal. Should this occur for whatever reason the WAPC would need to respond (i.e. the Shire will not be a party to those proceedings).

### Strategic Implications

#### **Shire of Lake Grace Strategic Community Plan 2017-2027**

Objective	Strong governance and leadership, demonstrating fair and equitable community values.
Outcome	An efficient and effective organisation.
Strategies	Comply with statutory and legislative requirements.

### Voting Requirements

Simple majority required.

### **RECOMMENDATION / RESOLUTION**

#### **RESOLUTION 13691**

**Moved: Cr Hunt**

**Seconded: Cr Hyde**

That Council authorise the Chief Executive Officer to advise the Western Australian Planning Commission the Shire of Lake Grace would be prepared to unconditionally support the proposed subdivision of Lot 10169 on Deposited Plan 228676 and Lot 10170 (No.499) Harvey Road, North Lake Grace if the proponent can clearly demonstrate it will comply with all relevant town planning requirements including section 4.3.1 of the *Shire of Lake Grace Local Planning Strategy*, clause 4.11 of the *Shire of Lake Grace Local Planning Scheme No.4* and one of the exceptional circumstances prescribed in the Commission's Development Control Policy 3.4 entitled 'Subdivision of Rural Land'.

**CARRIED: 8/0**

**14.3 HEALTH AND BUILDING**

Nil

**14.4 ADMINISTRATION**

**14.4.1 LAKE KING REST STOP – OVERNIGHT CARAVAN PARKING**

<b>Applicant</b>	<b>Internal</b>
<b>File No.</b>	<b>0469</b>
<b>Attachments</b>	<ul style="list-style-type: none"><li>• Letters from Lake King Progress association and Lake King Tavern &amp; Caravan Park</li><li>• Email from Main Roads WA</li></ul>
<b>Author</b>	<b>Alan George – Chief Executive Officer</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Date of Report</b>	<b>16 June 2023</b>
<b>Senior Officer</b>	<b>Alan George – Chief Executive Officer</b>

Summary

For Council to consider the results of the public consultation for the removal of the “Overnight Caravan Parking Not Permitted in This Area” signs at the Lake King rest stop on the Newdegate Ravensthorpe Rd

Background

In May 2023 a request was received from the owners of Lake King Agencies & Roadhouse to remove the signs from the rest stop opposite their business due to comments made by caravanners regarding the no overnight parking being allowed.

At the 23 May Council meeting Councillors approved the removal of the signs subject to consultation with Main Roads WA (MRWA), Lake King Progress Association and Lake King Caravan Park as below:

**RECOMMENDATION / RESOLUTION**

**RESOLUTION 13677**

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

*That Council:*

*Approves the removal of the “Overnight Caravan Parking Not Permitted in This Area” sign at the rest area opposite the Lake King roadhouse subject to consultation with Main Roads WA, Lake King Progress Association and Lake King Caravan Park*

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**CARRIED:** 7/0

Comment

Responses have been received from all parties and are attached.

MRWA advised that the sign was installed by the Shire and the decision was entirely the Shires, therefore the decision to remove remains with the Shire. Concern was raised regarding the need to take into consideration other traffic including trucks and foot traffic.

The Lake King Progress Association committee had no objections to the removal however they consulted with other community groups who brought up some concerns as follows;

- The proximity of this camping area to the Lake King Primary School.
- There is an access road located at the rear of this parking area, to the left of the RV dumping station, which is used daily by school bus services and at other times by parents, staff and the Shire Garbage Truck. This is an important access point to the school (daily traffic and in case of emergency) and needs to be well signed so it does not become blocked.
- There is concern that rate payers would be expected to cover the increased cost of water used by free campers when they use the showers and fill their tanks. There is also concern whether the Shire will be able to maintain regular cleaning and rubbish removal in and around this area.
- With additional campers using this area the road speed of the Newdegate-Ravensthorpe Road may well need to be rezoned to a lower and safer speed.
- Impact on the Lake King Caravan Park.

The response received from the owners of the Lake King Tavern and Caravan Park was along similar lines regarding traffic control, proximity to the school, rubbish and regulation of campers. The main opposition to the proposal however was the impact on the caravan park as the owners believe that it would have a negative impact on their business. The owner made the comment *“I also question the local government that introduces and charges a fee for operating a caravan park in town, and then builds and operates a free caravan park as well.”* It is to be noted that at no stage is it stated or planned that a free caravan park is to be built or operated. The intent is purely to provide overnight parking for travellers that may result in some more money being spent in town and also in the interests of public safety on the roads which is now an increased MRWA focus.

As a result of the comments received from the public consultation it would appear that there are more perceived negatives with the proposal than positives and it is therefore recommended that the “Overnight Caravan Parking Not Permitted in This Area” signs at the Lake King rest stop on the Newdegate Ravensthorpe Rd remain in place.

Legal Implications

Nil

Policy Implications

Nil

Consultation

Consultation was carried out with Main Roads WA, Lake King Progress Association and Lake King Tavern & Caravan Park with all providing comment.

Financial Implications

Nil

Strategic Implications

**Shire of Lake Grace Strategic Community Plan 2017-2027**

<b>Economic Objective - A prosperous agricultural based economy supporting diversification of industry</b>		
Outcome	1.2.2	Support local business and promote further investment in the district
Strategies		
	1.3	An attractive destination for visitors
	1.3.1	Promote and develop tourism as part of a regional approach
	1.3.2	Maintain and enhance local iconic attractions and infrastructure
	1.3.3	Continue to provide and maintain visitor support services
<b>Social Objective - A valued, healthy and inclusive community and life style</b>		
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**

**RESOLUTION            13692**

**Moved:                    Cr Lloyd**  
**Seconded:                Cr McKenzie**

That Council:  
As a result of public consultation resolves to retain the “Overnight Caravan Parking Not Permitted in This Area” sign at the rest area opposite Lake King Agencies & Roadhouse

**CARRIED:                8/0**

**14.4.2 2023 WA LOCAL GOVERNMENT ASSOCIATION ANNUAL GENERAL MEETING**

<b>Applicant</b>	<b>Shire of Lake Grace</b>
<b>File No.</b>	<b>0029</b>
<b>Attachments</b>	<b>WALGA Guidelines for Submission of Member Motions</b>
<b>Author</b>	<b>Alex Adams – Executive Assistant</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Date of Report</b>	<b>20 June 2023</b>
<b>Senior Officer</b>	<b>Alan George – Chief Executive Officer</b>

Summary

To inform Council of the details required for a Notice of Motion to be included at the AGM.

Background

The 2023 WALGA AGM will be held from 2:00pm on Monday, 18 September at Crown Perth. All Member Local Governments are entitled to be represented by two Voting Delegates (and up to two Proxies) at the AGM. Voting Delegates must be registered in advance by their Chief Executive Officer. Council appointed its voting delegates, being Shire President and Deputy Shire President and proxies, being Cr Hunt and the Chief Executive Officer, at the May Ordinary Meeting of Council.

Comment

Local governments are invited to submit motions to be considered for inclusion in the Agenda for the AGM. WALGA have set out clear submission guidelines, which must be adhered to if Council wishes to put anything forward for the Agenda.

Motions are to be submitted by 5pm on Friday 4 August 2023. They will be considered by the WALGA President and Chief Executive Officer against the set criteria prior to finalisation of the Agenda.

The guidelines for formulating a motion are as follows:

- *Motions should focus on policy matters rather than issues which could be dealt with by the WALGA State Council with minimal delay.*
- *Due regard should be given to the relevance of the motion to the total membership and to Local Government in general. Some motions are of a localised or regional interest and might be better handled through other forums.*
- *Due regard should be given to the timeliness of the motion – will it still be relevant come the AGM or would it be better handled immediately by the Association?*
- *The likely political impact of the motion should be carefully considered.*
- *Due regard should be given to the educational value to Members – i.e. does awareness need to be raised on the particular matter?*
- *The potential media interest of the subject matter should be considered.*
- *AGM motions submitted by Member Local Governments must be accompanied by fully researched and documented supporting comment.*

Legal Implications

Nil

Policy Implications

Nil

Consultation

Cr Len Armstrong – Shire President  
Mr Alan George – Chief Executive Officer

Financial Implications

Nil

Strategic Implications

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

<b>Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values</b>		
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

Voting Requirements

Simple Majority

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**            **13693**

**Moved:**                    **Cr Clarke**

**Seconded:**              **Cr Lloyd**

That Council:

Takes note of the submission date and guidelines to be adhered to should they decide to submit a motion to be considered at the WALGA Annual General Meeting.

**CARRIED:**                **8/0**

**14.4.3 APPOINTMENT OF AUTHORISED PERSONS – SHIRE OF LAKE GRACE**

<b>Applicant:</b>	<b>Internal Report</b>
<b>File No.:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Nil</b>
<b>Author:</b>	<b>Chris Paget - Deputy Chief Executive Officer</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>22 June 2023</b>
<b>Senior Officer:</b>	<b>Alan George - Chief Executive Officer</b>

Summary

The purpose of this report is for Council to appoint Authorised Persons to exercise power under the Local Government Act 1995, associated legislation and other Acts, on behalf of the Shire of Lake Grace.

Background

In accordance with a number of provisions of various Acts, Regulations and local laws, Council is required to appoint authorised persons to perform various authorised functions.

Authorisations are regularly reviewed and updated to reflect both legislation and staff changes; the last comprehensive review was previously undertaken and presented at the Ordinary Meeting of Council held 27 October 2021. As is often the case the turnover in staff members means it is timely for Council to review and approve the proposed new authorised persons. Note that the Chief Executive Officer holds delegated authority BF05 to appoint authorised persons on an ad-hoc basis as Bush Fire Control Officers and Fire Weather Officers as recommended by the Council's Bush Fire Advisory Committee in line with sections 38 and 48 of the Bush Fires Act 1954.

Comment

- (1) Section 3.24 of the Local Government Act 1995 enables a local government to expressly authorise a person(s) to exercise its executive powers under the Act.

These authorisations relate to certain provisions about land, including issuance of notices requiring certain things to be done by an owner or occupier of land in accordance with Schedule 3.1 of the Act. These can include matters relating to drainage requirements, safety issues and unsightly land. It is proposed to appoint CEO Alan George, Deputy CEO Chris Paget and Manager Infrastructure Services Craig Elefsen.

- (2) Part 3, Division 3, Section 3.28 & 3.29 of the Local Government Act 1995 provides for Power of Entry, subject to notice and other than by a Local Law e.g. abandoned vehicles or home industry. For this purpose, it is proposed to authorise CEO Alan George, Deputy CEO Chris Paget and Manager Infrastructure Services Craig Elefsen

- (3) Section 3.39 of the Local Government Act 1995 enables Council to appoint an authorised person for the purpose of removing or impounding of goods that are involved in a contravention, as prescribed by regulation or local law, that can lead to impounding. It is proposed that CEO Alan George, Deputy CEO Chris Paget and Manager Infrastructure Services Craig Elefsen are the authorised persons.

- (4) & (5) Part 9 of the Local Government Act 1995 provides for the appointment of authorised persons relating to enforcements and legal proceedings, i.e. the fining of a person committing an offence and the issuing of infringement notices. It is proposed that CEO Alan George, Deputy CEO Chris Paget and Manager Infrastructure Services Craig Elefsen are the authorised persons.
- (6) Section 37 of the Control of Vehicles (Off-road Areas) Act 1978 also deals with infringement notices. For the purposes of the above the following staff members are designated as authorised persons: CEO Alan George, Deputy CEO Chris Paget and Manager Infrastructure Services Craig Elefsen.
- (7) The extension of the payment period (s9.19) and/or the withdrawal of the notice (s9.20) is to be authorised by Chief Executive Officer, Alan George and Deputy Chief Executive Officer, Chris Paget.
- (8) In accordance with s449 of the Local Government (Miscellaneous Provisions) Act 1960, a local government may establish and maintain one or more public pounds and may appoint persons to be keepers of those pounds so as to have care, control and management of those pounds. MIS Craig Elefsen, Works Supervisor John Gambuti, Matthew Sharpe, Steven Ball, John Scotland and Jason Cacic are appointed as the authorised persons.
- (9) Pursuant to the Dog Act 1976 the local government is required to appoint an “Authorised Person” to exercise powers on behalf of the local government, under section 29(1) of this Act. The following staff members are appointed as an “Authorised Person”:
- Alan George
  - Chris Paget
  - Craig Elefsen
  - Matthew Sharpe
  - Steven Ball
  - John Scotland
  - Jason Cacic
- (10) Pursuant to the Dog Act 1976 the local government is required to appoint a “Registration Officer” to undertake the registration of dogs in accordance with the requirements of the Act. The following staff members are appointed as an authorised “Registration Officers”:
- Alan George
  - Chris Paget
  - Craig Elefsen
  - Nicola Kuchling
  - Amber McPherson
  - Jessica Chircop
  - Joanne Oatridge
  - Alexandra Adams



- 
- (11) Pursuant to the Cat Act 2011 the local government may, in writing, appoint persons or classes of persons to be authorised for the purposes of performing particular functions. Accordingly, the following staff members are appointed as an "Authorised Person":
- Alan George
  - Chris Paget
  - Craig Elefsen
  - Matthew Sharpe
  - Steven Ball
  - John Scotland
  - Jason Cacic
- (12) Pursuant to the Cat Act 2011 the local government may, in writing, appoint persons or classes of persons to be authorised for the purposes of performing particular functions. Accordingly, the following staff members are appointed as "Authorised Person – Registration Only":
- Alan George
  - Chris Paget
  - Craig Elefsen
  - Nicola Kuchling
  - Amber McPherson
  - Jessica Chircop
  - Joanne Oatridge
  - Alexandra Adams
- (13) Pursuant to s24 of the Public Health Act 2016 Council may appoint Environmental Health Officers and Authorised Officers to perform such duties as the local government from time to time directs and also such as are specifically prescribed by any order of the Executive Director, Public Health. Brendon Gerrard and Lauren Pitman are the appointed Environmental Health Officers and authorised officers.
- (14) Pursuant to s17 of the Caravan Parks and Camping Grounds Act 1995 the Chief Executive Officer may appoint such persons to be authorised persons for the purposes of the Act. An authorised person may enter and inspect premises to ensure compliance with the requirements of the Act.

The Chief Executive Officer has appointed Brendon Gerrard, Lauren Pitman and Barry Smith as authorised persons (Power of Entry and Inspection) for the purposes of s17 of the Caravan Parks and Camping Grounds Act 1995.

- (15) For the purposes of s26 of the Litter Act 1979 all Council members, Shire employees, Brendon Gerrard, Lauren Pitman, Matthew Sharpe, Steven Ball, John Scotland and Jason Cacic are deemed to be authorised persons.
- (16) Section 122 of the Food Act 2008 requires the local government as the "Enforcement Agency" (refer Delegation H04) to appoint Authorised Officers in writing and issue certificates of authorisation. For the purposes of s122, Brendon Gerrard and Lauren Pitman are the Shire's authorised officers.

- (17) Section 126 of the Food Act 2008 requires the local government as the “Enforcement Agency” (refer Delegation H04) to appoint Designated Officers in writing and issue certificates of authorisation. For the purposes of s126, Brendon Gerrard and Lauren Pitman are the Shire’s designated officers.
- (18) Under Section 96(3) of the Building Act 2011, a local government may appoint authorised persons in relation to buildings and incidental structures located or proposed to be located in the Shire (refer Delegation B01). Gary Bruhn is appointed as an authorised person.
- (19) Pursuant to the Health (Miscellaneous Provisions) Act 1911, and under Regulation 15D(5) of the Health (Asbestos) Regulations 1992, the local government may appoint officers who are authorised to issue infringement notices for the offences specified under Schedule 1 of those regulations. For the purposes of Regulation 15D(5), Brendon Gerrard and Lauren Pitman are the Shire’s authorised officers.

Statutory / Legal Implications

Local Government Act 1995  
Local Government (Miscellaneous Provisions) Act 1960  
Bush Fires Act 1954  
Dog Act 1976  
Health (Miscellaneous Provisions) Act 1911  
Public Health Act 2016  
Health (Asbestos) Regulations 1992  
Litter Act 1979  
Control of Vehicles (Off-Road Areas) Act 1978  
Caravan Parks and Camping Grounds Act 1995  
Cemeteries Act 1986  
Cat Act 2011

Policy Implications

Nil

Consultation

Internal Mr Alan George – Chief Executive Officer  
Mr Brendon Gerrard – Environmental Health Officer  
Mr Matthew Sharpe - Ranger

Strategic Implications

**Shire of Lake Grace Strategic Community Plan 2017 - 2027**

<b>Leadership – Strong governance and leadership, demonstrating fair and equitable community values.</b>		
Outcome	4.1	A strategically focused, unified Council functioning efficiently
	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

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	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 required

**RECOMMENDATION/RESOLUTION**

**RESOLUTION**            **13694**

**Moved:**                    **Cr Clarke**

**Seconded:**                **Cr Hyde**

That Council appoints the individuals listed in the report as “Authorised Persons” for the Shire of Lake Grace in accordance with the requirements of the specified Acts, Regulations and Local Laws effective 28 June 2023.

**CARRIED:**                **8/0**

#### 14.4.4 ABORIGINAL CULTURAL HERITAGE ACT 2021

<b>Applicant</b>	<b>Internal Report</b>
<b>File No.</b>	<b>0809</b>
<b>Attachments</b>	<b>Nil</b>
<b>Author</b>	<b>Chris Paget – Deputy CEO</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Date of Report</b>	<b>22 June 2023</b>
<b>Senior Officer</b>	<b>Alan George – Chief Executive Officer</b>

#### Summary

The purpose of this report is to provide Council with an overview of the purpose and effects of the new Western Australian *Aboriginal Cultural Heritage Act 2021* legislation.

#### Background / Comment

New Western Australian Aboriginal cultural heritage laws will come into effect from 1 July 2023.

The new *Aboriginal Cultural Heritage Act 2021* will supersede and replace the outdated *Aboriginal Cultural Heritage Act 1972* and the section 18 approvals process which has been used up to now to manage Aboriginal cultural heritage in WA. The new process defines various land use activities into three categories or “tiers”, and focuses on the need to obtain informed consent to undertake such activities which may possibly impact on cultural heritage and require land owners, miners and other developers or users - including local governments - to make agreements with Indigenous groups around this. The Act seeks to provide better recognition and conservation by placing traditional owners/knowledge holders at the centre of decision-making processes about heritage management instead of Government Ministers and their Departments.

Throughout 2022 a three-phase co-design process was undertaken by the Department of Planning, Lands and Heritage (DPLH) to develop a set of guidelines to support the Act. These guidelines were co-designed with input from more than 1,100 people who attended 94 workshops held across metropolitan, regional and remote areas. Throughout this co-design process WALGA conducted comprehensive consultation with the Local Government sector on the guidance materials supporting the legislation and made submissions during each phase. A clear message from the consultation was that the ACH Act must balance the need to protect Aboriginal cultural heritage with the requirements for Local Government to deliver essential infrastructure works and emergency management activities efficiently and effectively to maintain public safety and comply with its other legislative responsibilities.

The WA State Government has now released extensive [guidelines to support the new Aboriginal cultural heritage laws](#), which include details about consultation requirements, fee structures and categories of land use activities.

The following information defining the various types of land use activities and requirements is extracted from the Department of Planning, Lands and Heritage (DPLH) website at <https://www.wa.gov.au/organisation/department-of-planning-lands-and-heritage/what-approval-needed-activities-aboriginal-cultural-heritage-sites>:

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*Where there is no Aboriginal cultural heritage present, there is no requirement for approval.*

*It's illegal to impact Aboriginal cultural heritage without authorisation. This is part of the Aboriginal Cultural Heritage Act 2021, in effect from 1 July, 2023.*

*Communities can continue protecting one of the world's oldest living cultures by working together with local Aboriginal organisations.*

### **Who is impacted?**

*All land users should understand their obligations under the new Act.*

*Residential properties under 1100sqm are exempt from the Act. Residential properties over 1100sqm have significant exemptions, including to undertake activities like installing a patio or pool.*

*People undertaking like-for-like activities – such as farmers working on established paddocks in a way they have been previously, are exempt.*

*Those looking to impact Aboriginal cultural heritage will need to become familiar with approvals required.*

### **What type of approval do I need?**

*Find out if your activity is exempt from needing an approval, or what type of approval will be needed.*

*The type of approval needed is based on the level of your activity on the site, the scale of disturbance and the potential to impact Aboriginal cultural heritage.*

### **Exempt activity (no approval is required)**

- *'Like for like' activities – within the same footprint, and to the same depth.*
- *Residential development on land less than 1100sqm is exempt and can proceed as planned.*
- *This includes constructing a home, general maintenance and activities like ploughing and seeding an existing paddock or maintaining existing water, electricity and other infrastructure.*
- *A range of other exemptions also apply.*

### **No or minimal amount of activity**

- *Where there is no, or minimal level, ground disturbance, but where there is a risk of harm to Aboriginal cultural heritage, the activity may proceed subject to a requirement to undertake all reasonable steps possible to avoid or minimise harm to Aboriginal cultural heritage.*
- *For example, putting up or installing a fence in a way that does not involve clearing is a Tier 1 activity and doesn't need authorisation.*

### **Low level activity**

- *For activities involving low-level ground disturbance, the Act establishes a permit system based around due diligence and application to the Aboriginal Cultural Heritage Council.*
- *This could include erecting or installing a new stock watering point or a yard on existing agricultural land.*

- *A nominal \$100 administrative fee will apply for a permit.*

### ***Moderate to high activity***

- *Activities that involve moderate to high level ground disturbance will require an Aboriginal Cultural Heritage Management Plan to be negotiated with the relevant Aboriginal parties.*
- *This can include a new mine site, deep excavation or land clearing or major construction projects.*
- *A scalable system of fixed and variable application fees will apply for moderate to high ground disturbing activities.*
- *This takes effect with the new laws from 1 July, 2023.*

One of the key changes to be aware of is a new broader definition of what Aboriginal Cultural Heritage is under section 12 of the new ACH Act. This now includes cultural landscapes and 'intangible elements' (i.e. dreaming tracks, songlines, traditional lore/law, tribal boundaries etc that are not "physically apparent" in land areas) that are important to Aboriginal people. Under the new Act when any non-exempt land-disturbing activities are proposed on an area greater than 1100 square metres, a due diligence assessment is now mandatory to determine whether cultural heritage is present in the area and whether there is any risk of damage to the area if the proposed activity were to be carried out. This due diligence assessment must be carried out to the relevant level of detail versus activity tier classification and in compliance with the Act's statutory guidelines otherwise known as the ACH Management Code. When this is done, it may be used as a defence by the proponent under section 98 of the Act.

Another major change within the Act is the introduction of new administrative bodies known as Local Aboriginal Cultural Heritage Services or "LACHS" which will assess if activities will potentially cause harm to cultural heritage. Landholders and proponents must engage with the local LACHS before applying for a permit to carry out a potentially harmful activity, with the Aboriginal Cultural Heritage Council then assessing whether to grant the permit. A range of fees and charges applicable to these services have been prescribed under the Act and associated guidelines.

It is most important to note that whilst the State Government has stated the Act will come into full effect from 1<sup>st</sup> July 2023, the LACHS still have not been formally established and as such the 'Knowledge Holder Guidelines' set out the reasonable steps that a proponent or the ACH Council must take to identify knowledge holders for an area, where there is no LACHS. A proponent such as the Council is only required to notify or consult with knowledge holders identified during the three-step process set out in the guidelines.

In addition to searching the online Aboriginal Cultural Heritage Directory and seeking the advice of any native title party (step 1), a proponent must now also contact the DPLH for advice in all circumstances (step 2). This step is required to confirm that the proponent/Council has the identity and contact details of all knowledge holders for the area. If the Department is unable to provide this information, then step 3 outlines that a public notice must be published requesting knowledge holders for that area to provide their contact details.

Providing an important local voice to the heritage approvals process, the LACHS are intended to provide greater certainty for proponents by presenting a clear indication of the relevant people to

consult. Without any appointments to date, proponents will need to rely on the much less clear or efficient process of identifying all knowledge holders and native title parties. There are also significant concerns from all stakeholders about resourcing for LACHS and their readiness for the new system, even if they are appointed in time. Given the importance of their role in the framework, these issues could give rise to significant delays in the heritage approvals process and may have substantial implications for Councils around the workability of the new framework in regards to public infrastructure development and maintenance, at least in the short term.

Statutory/Legal Implications

*Aboriginal Cultural Heritage Act 2021*

Policy Implications

To be determined – likely to have effect on existing Council policies relating to works and infrastructure.

Consultation

Department of Planning, Lands and Heritage  
WA Local Government Association

Financial Implications

Very difficult to quantify – the new guidelines specify fees and charges that will be applicable to the engagement process with Local Aboriginal Cultural Heritage Services; depending on the tier classification of land use activity proposed, the Shire would need to pay fees to the LACHS for assessment. These additional costs will need to be factored into budgets from 2023/24 onwards.

Strategic Implications

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

<b>Environment Objective - Protect and enhance our natural and built environment</b>		
Strategy	3.1.2	Maintain the integrity of heritage buildings and places
<b>Leadership – Strong governance and leadership, demonstration fair and equitable community values.</b>		
Outcome	4.1	A strategically focussed, 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
	4.2.1	Maintain accountability and financial responsibility through effective planning
	4.2.2	Comply with statutory and legislative requirements

Voting Requirements

Simple majority

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**            **13695**

**Moved:**                    **Cr Lloyd**

**Seconded:**                **Cr Hunt**

That Council receives and notes the report on the new *Aboriginal Cultural Heritage Act 2021*

**CARRIED:**                **8/0**



**14.5 FINANCE**

**14.5.1 ACCOUNTS FOR PAYMENT – MAY 2023**

<b>Applicant</b>	<b>Internal Report</b>
<b>File No</b>	<b>0277</b>
<b>Attachments</b>	<b>List of Accounts Payable</b>
<b>Author</b>	<b>Tegan Hall – Manager Corporate Services</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Date of Report</b>	<b>1 June 2023</b>
<b>Senior Officer</b>	<b>Mr Alan George - Chief Executive Officer</b>

Summary

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

Background

List of payments for the month of May 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 May 2023 from the Municipal Account  
Total \$1,717,888.05

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 :

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

Voting Requirements

Simple majority required.

**RECOMMENDATION / RESOLUTION**

**RESOLUTION 13696**

**Moved: Cr Hyde**  
**Seconded: Cr Kuchling**

That Council ratify the list of payments totalling \$1,717,888.05 as presented for the month of May 2023 incorporating:

<b>Payment Method</b>	<b>Cheque/EFT/DD Number</b>	<b>Amount</b>
Electronic Funds Transfers	EFT24910 – EFT25062	\$1,602,686.13
Municipal Account Cheques	37065 - 37073	\$34,295.32
Direct Debits	DD10488.1 – DD10517.3	\$80,906.60
	<b>TOTAL</b>	<b>\$1,717,888.05</b>

**CARRIED: 8/0**

# Shire of Lake Grace



## CERTIFICATE OF EXPENDITURE May 2023

This Schedule of Accounts to be passed for payment, covering

<b>Payment Method</b>	<b>Cheque/EFT/DD Number</b>	<b>Amount</b>
Electronic Funds Transfers	EFT24910 – EFT25062	\$1,602,686.13
Municipal Account Cheques	37065 - 37073	\$34,295.32
Direct Debits	DD10488.1 – DD10517.3	\$80,906.60
	<b>TOTAL</b>	<b>\$1,717,888.05</b>

to the Municipal Account, totalling \$1,717,888.05 which were submitted to each member of the Council on 28 June 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 MAY 2023**

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

Summary

Consideration of the Monthly Financial Reports for the period ending 31 May 2023 and Bank Reconciliations for the month ending 31 May 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 May 2023, operating revenue is over the target by \$55,028 (0.71%). Profit on disposal of assets over the budget due to the sale of two Mack trucks and DCEO vehicles was higher than expected.

Operating expenditure is under YTD budget by \$2,182,619 (19.63%) 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 \$838,666 (19.15%). 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 (42%) 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 1 term deposits with Commonwealth Bank is in place for \$5,087,830, along with Overnight Cash Deposit with WA Treasury Corporation for \$2,516,825.

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

General debtor is \$266,459 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 May 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 Mrs Tegan Hall – Manager Corporate Services

#### Financial Implications

Nil

#### Strategic Implications

### **Shire of Lake Grace Strategic Community Plan 2017 - 2027**

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

### **RECOMMENDATION / RESOLUTION**

#### **RESOLUTION 13697**

**Moved: Cr Hyde**

**Seconded: Cr Lloyd**

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

1. Statements of Financial activity for the period ended 31 May 2023 and
2. Municipal, Trust and Reserve Funds bank reconciliations for the period ended 31 May F2023.

**CARRIED: 8/0**

## 14.6 COMMUNITY SERVICES

Nil

## 15.0 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

## 16.0 INFORMATION BULLETIN – 28 JUNE 2023

<b>Applicant:</b>	<b>Internal Report</b>
<b>File No.</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Information Bulletin Cover Page Only</b>
<b>Author:</b>	<b>Alex Adams - Executive Assistant</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>23 June 2023</b>
<b>Senior Officer:</b>	<b>Mr Chris Paget - Deputy Chief Executive Officer</b>

### 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 28 June 2023 Information Bulletin attachments include:

### Reports:

- Infrastructure Services Report – May 2023
- Lake King Library Report and Statistics

### External Organisations

- Roe Tourism General Meeting Minutes 22 May 2023
- Roe Tourism General Meeting Minutes – Attachment – AGO Tourism Destination Development
- SES Volunteers Association of WA – 2022-23 Major SES Deployments Debrief
- WALGA Regional Road Group Report – June 2023

### Circulars, Media Releases, Newsletters, Letters

- Lake Grace – Pingrup Football Club Thank You
- Community Newsletters as circulated via email

Legal Implications

Nil

Policy Implications

Nil

Consultation

Nil

Financial Implications

Nil

Strategic Implications

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

<b>Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values</b>		
Outcome	4.1	A strategically focused, unified Council functioning efficiently
Strategy	4.1.1	Provide informed leadership on behalf of the community
	4.1.2	Promote and advocate for the community and district
	4.1.3	Provide strategic leadership and governance
Outcome	4.2	An efficient and effective organisation
Strategy	4.2.1	Maintain accountability and financial responsibility through effective planning
	4.2.2	Comply with statutory and legislative requirements

Voting Requirements

Simple majority required.

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**            **13698**

**Moved:**                    **Cr McKenzie**

**Seconded:**              **Cr Hunt**

That Council accepts the Information Bulletin Report for 28 June 2023.

**CARRIED:**                **8/0**

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

**RECOMMENDATION / RESOLUTION**

**RESOLUTION            13699**

**Moved:                    Cr Kuchling**  
**Seconded:                Cr McKenzie**

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 – General Practice Agreement – Doctors  
Item 17.1.2 – Proposed Sale of Lot 12 Biddy-Camm Road to Co-Operative Bulk Handling Ltd

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

**CARRIED                    8/0**

**RECOMMENDATION / RESOLUTION**

**RESOLUTION            13700**

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

That Council accepts the recommendation contained within item 17.1.1– General Practice Agreement – Doctors.

**CARRIED:                    8/0**

**RECOMMENDATION / RESOLUTION**

**RESOLUTION            13701**

**Moved:                    Cr Kuchling**  
**Seconded:                Cr Hyde**

That Council accepts the recommendation contained within item 17.1.2 - Proposed Sale of Lot 12 Biddy-Camm Road to Co-Operative Bulk Handling Ltd.

**CARRIED:                    8/0**



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**RECOMMENDATION / RESOLUTION**

**RESOLUTION**            **13702**

**Moved:**                    **Cr Kuchling**  
**Seconded:**                **Cr Hyde**

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

**CARRIED:**    **8/0**

**18.0 DATE OF NEXT MEETING – 26 JULY 2023**

The next Ordinary Council Meeting is scheduled to take place on Wednesday 26 July 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 4.08pm.

**20.0 CERTIFICATION**

I, Leonard William Armstrong, certify that the minutes of the Meeting held on Wednesday 28 June 2023 as shown were confirmed as a true record of the meeting.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Ref: P00717

15 May 2023 **OCM 26 JULY 2023****Attachment to Item 14.2.1**

Shire of Lake Grace  
1 Bishop Street  
Lake Grace WA 6353

Attention – Jason Lip

**Re: Lot 341 Stubbs Street, Lake Grace, WA, 6353 – Development Application**

We hereby submit an application for a Development Approval for a new shed at the above mentioned address.


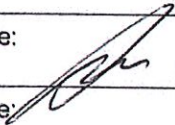
Below are the details:

1. a brief description of all existing and/or proposed uses on the land and their days and hours of operation
  - Agricultural dealership with customers at the front and general mechanical works in the new area
2. the total number of people to be employed on the land
  - Currently 14 staff
3. any processes to be conducted on the land including the type of machinery and equipment to be used
  - As above we are an agricultural dealership selling and maintaining combine harvesters, tractors, spreaders, air-karts and Bars, disc machines and the like
4. the type of goods to be stored, manufactured, assembled or sold from the land
  - No manufacturing, just repairs, so parts and service items
5. the total anticipated traffic volumes likely to be generated by both heavy and light vehicles including the type, length and frequency of heavy vehicles attending the site
  - Depending on time of year, seasonal for seeding and harvest, approx. 30 machines a year sold and another 30 for repair a year
6. all waste likely to be generated including management and disposal arrangements
  - Oils and solvents are collected up and taken away by environment friendly contractors
7. how to deal with any stormwater produced (running off the roof) by the new building as stormwater should ideally be disposed of in the same lot as the proposed structure
  - Currently collected in a tank from other roof spacers

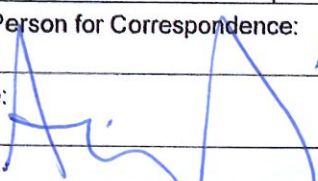
Regards



Andrew Tingley  
Director

SHIRE OF LAKE GRACE LOCAL PLANNING SCHEME NO.4		
		
<b>FORM 1 - APPLICATION FOR DEVELOPMENT APPROVAL</b>		
<b>Owner Details</b>		
Name/s: Farmers Centre (1978) Pty Ltd		
ABN (if applicable): 27008886413		
Postal Address: Stubbs Street, Lake Grace, WA Lot 34		
		Postcode: 6353
Work Phone:	Fax:	E-mail:
Home Phone:		malcolm@farmerscentre1978.com.au
Mobile Phone: 0427 651 134		
Contact Person for Correspondence: Malcolm Harwood		
Signature: 	GRANT WELLS	Date: 11-5-2023
Signature:		Date:
<b>NOTES:</b>		
<p>i) Use and attach a separate copy of this page where there are more than two (2) landowners.</p> <p>ii) The signature/s of all registered owner(s) as listed on the land's Certificate of Title is required. This application cannot proceed without the required signature/s. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2). Land owned by an incorporated body (i.e. a company) must be signed by:</p> <ul style="list-style-type: none"> <li>- 1 director of the company, accompanied by the company seal; or</li> <li>- 2 directors of the company; or</li> <li>- 1 director and 1 secretary of the company; or</li> <li>- 1 director if a sole proprietorship company.</li> </ul> <p>Print the full names and positions of company signatories underneath the signatures.</p> <p>iii) A copy of the Certificate of Title for all land the subject of this application must be provided and can be purchased through Landgate directly if required.</p> <p>iv) Development Applications relating to Unallocated Crown Land, Unmanaged Crown Reserves, land under management order to the Shire of Lake Grace where the development is not consistent with the reserve's purpose, or is used for commercial purposes, or land which is subject to a lease issued under the Land Administration Act 1997 need to be referred to the Lands Division of the Department of Planning, Lands and Heritage for consideration and signing.</p>		
<b>Applicant Details (if different from owner)</b>		
Name/s: Andrew Tingley		
Address: PO Box No. 464, Applecross, WA		
		Postcode: 6953



Work Phone: 1300 300 993	Fax:	E-mail: admin@phoenixsheds.com.au
Home Phone:		
Mobile Phone:		
Contact Person for Correspondence: Andrew Tingley		
Signature: 		Date: 11/05/23
<b>NOTES:</b> i) Failure to provide a suitably completed development application form, a copy of the relevant Certificate/s of Title, sufficient plans and other supporting information and/or the correct application fee may result in the application being returned or placed on hold. ii) The application fee payable will be confirmed by the local government following receipt of the application. Processing of the application will not commence until the fee is paid in full. iii) As per Schedule 2 clause 64 of the Planning and Development (Local Planning Schemes) Regulations 2015, the information and plans provided with this application may be made available by the local government for public viewing in connection with the application. iv) If public advertising of the application is required by the local government an additional fee in accordance with the local government's adopted schedule of fees and charges will be payable by the applicant. Further processing of the application following completion of public advertising will not proceed until the additional fee is paid in full. v) The original of this application and supporting information and plans will be retained by the local government for its records and will not be returned to the applicant/landowner following final determination.		
<b>Property Details</b>		
NOTE: The details provided must match those shown on the relevant Certificate/s of Title.		
Lot No: 341	House/Street No:	Location No:
Survey Diagram or Plan No: 194291	Certificate of Title Volume No: 2194	Certificate of Title Folio No: 995
Title encumbrances (e.g. easements, restrictive covenants etc. as listed on the Second Schedule of the relevant Certificate/s of Title):		
Street name: Stubbs Street	Suburb: Lake Grace	
Nearest street intersection:		
<b>Proposed Development:</b>		
Nature of development: <input checked="" type="checkbox"/> Works (New construction works with no change of land use) <input type="checkbox"/> Use (Change of use of land with no construction works) <input type="checkbox"/> Works and Use		
NOTE: If the proposal involves advertising signage the Additional Information for Development Approval for Advertisements form (i.e. a Form 2) must be completed and submitted with this application.		
Is an exemption from development claimed for part of the development? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
If yes, is the exemption for: <input type="checkbox"/> Works <input type="checkbox"/> Use		

Description of proposed works and/or land use:

The existing lean-to shed of 228m<sup>2</sup> will be removed and new shed will be installed in this location. The proposed new shed is used for general mechanical works, total floor area is 621 m<sup>2</sup>.

Description of exemption claimed (if relevant):

-

Nature of any existing buildings and/or land use:

There are two buildings on the property - main building is used for agricultural dealership with customers, machinery lean-to is used for general mechanical works.

Approximate cost of proposed development (excluding GST):

\$ 472,796

**OFFICE USE ONLY**

Date application received: 11/05/2023 (revised 31/05/2023)

Received by: Jason Lip

Application reference number: LG-D2223-11

Application fee payable: \$ 1,512.95 with no GST applicable. Payment received on 26/06/2023.

Date of receipt of application fee from applicant:

Receipt number for application fee:

WESTERN



AUSTRALIA

REGISTER NUMBER <b>341/DP194291</b>	
DUPLICATE EDITION <b>2</b>	DATE DUPLICATE ISSUED <b>20/7/2018</b>

**RECORD OF CERTIFICATE OF TITLE**  
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME 2194 FOLIO 995

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

*BGRoberts*  
REGISTRAR OF TITLES



**LAND DESCRIPTION:**

LOT 341 ON DEPOSITED PLAN 194291

**REGISTERED PROPRIETOR:**  
(FIRST SCHEDULE)

FARMERS CENTRE (1978) PTY LTD OF LOT 221 HARVEY STREET, DUMBLEYUNG  
(T H458513 ) REGISTERED 30/5/2000

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

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.  
\* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.  
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

**STATEMENTS:**

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: 2194-995 (341/DP194291)  
PREVIOUS TITLE: LR3113-914  
PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.  
LOCAL GOVERNMENT AUTHORITY: SHIRE OF LAKE GRACE





**ASIC**

Australian Securities & Investments Commission

# Current Company Extract

**Name:** FARMERS CENTRE (1978) PTY LTD

**ACN:** 008 886 413

Date/Time: 31 May 2023 AEST 09:33:13 AM

This extract contains information derived from the Australian Securities and Investments Commission's (ASIC) database under section 1274A of the Corporations Act 2001.

Please advise ASIC of any error or omission which you may identify.

EXTRACT

Organisation Details	Document Number
<b>Current Organisation Details</b>	
Name: FARMERS CENTRE (1978) PTY LTD	0888641A
ACN: 008 886 413	
ABN: 27008886413	
Registered in: Western Australia	
Registration date: 23/02/1979	
Next review date: 23/02/2024	
Name start date: UNKNOWN	
Previous state number: C0783210U	
Status: Registered	
Company type: Australian Proprietary Company	
Class: Limited By Shares	
Subclass: Proprietary Company	

Address Details	Document Number
<b>Current</b>	
Registered address: Level 1, 4 Sutton Street, MANDURAH WA 6210	0E9408475
Start date: 03/12/2003	
Principal Place Of Business address: Lot 221, Harvey Street, DUMBLEYUNG WA 6350	003890658
Start date: 22/11/1990	

Contact Address
Section 146A of the Corporations Act 2001 states 'A contact address is the address to which communications and notices are sent from ASIC to the company'.
<b>Current</b>
Address: PO BOX 1906, WEST PERTH WA 6005
Start date: 13/04/2007

Officeholders and Other Roles	Document Number
<b>Director</b>	
Name: GRANT ANDREW WELLS	0E3605657
Address: 10 Hicks Street, BAYONET HEAD WA 6330	
Born: 12/01/1969, KATANNING, WA	
Appointment date: 01/07/1996	
<b>Secretary</b>	
Name: GRANT ANDREW WELLS	5EFX98291
Address: 10 Hicks Street, BAYONET HEAD WA 6330	
Born: 12/01/1969, KATANNING, WA	
Appointment date: 31/03/2022	
<b>Appointed Auditor</b>	
Name: PAUL GERARD GILBERT	7EAQ31286
Address: Unit 8 76 Proudlove Parade ALBANY WA 6330	
Start date: 15/04/2019	



**Share Information****Share Structure**

Class	Description	Number issued	Total amount paid	Total amount unpaid	Document number
ORD	ORDINARY SHARES	950	950.00	0.00	026081369

**Members**

Note: For each class of shares issued by a proprietary company, ASIC records the details of the top twenty members of the class (based on shareholdings). The details of any other members holding the same number of shares as the twentieth ranked member will also be recorded by ASIC on the database. Where available, historical records show that a member has ceased to be ranked amongst the top twenty members. This may, but does not necessarily mean, that they have ceased to be a member of the company.

Name: REGELIA NOMINEES PTY LTD  
 ACN: 064 947 388  
 Address: C/- BOSTELMAN DRAPER & RICHARDSON, Level 1, 4 Sutton Street, MANDURAH WA 6210

Class	Number held	Beneficially held	Paid	Document number
ORD	900	no	FULLY	0E6963849

Name: BARRY GRAHAM WELLS  
 Address: 11 Mermaid Avenue, ALBANY WA 6330

Class	Number held	Beneficially held	Paid	Document number
ORD	50	yes	FULLY	1E1983723

**Financial Reports**

Balance date	Report due date	AGM due date	Extended AGM due	AGM held date	Outstanding	Document number
30/06/2017	31/10/2017				no	7EAQ31286
30/06/2018	31/10/2018				no	7EAQ33324
30/06/2019	31/10/2019				no	7EAU08573
30/06/2022	31/10/2022				no	7ECC64531

**Documents**

Note: Where no Date Processed is shown, the document in question has not been processed. In these instances care should be taken in using information that may be updated by the document when it is processed.

Where the Date Processed is shown but there is a zero under No Pages, the document has been processed but a copy is not yet available.

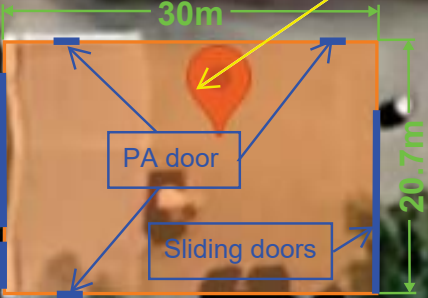
Date received	Form type	Date processed	Number of pages	Effective date	Document number
06/04/2022	484E Change To Company Details Appointment Or Cessation Of A Company Officeholder	06/04/2022	2	31/03/2022	5EFX98291
03/04/2023	388H (FR 2022) Financial Report Financial Report - Large Proprietary Company That Is Not A Disclosing Entity	03/04/2023	25	30/06/2022	7ECC64531

Note: Where the expression 'Unknown' is shown, the precise date may be available from records taken over on 1 January 1991 and held by ASIC in paper or microfiche.

**\*\*\*End of Extract of 3 Pages\*\*\***

Proposed new shed location.  
Existing shed will be removed.  
Fully enclosed shed.  
New shed will be connected  
into existing shed and the slab  
levels on both sheds will be the same.

Rain water tank: 9,000L,  
2300mm Diameter x 2200mm  
High



Farmers Centre  
Lake Grace

Opening, access to  
the existing shed

Roller door

PA door

Sliding doors

107

Stubbs St

Delta Ag: Lake Grace

Franks St

60

64

66

68

70

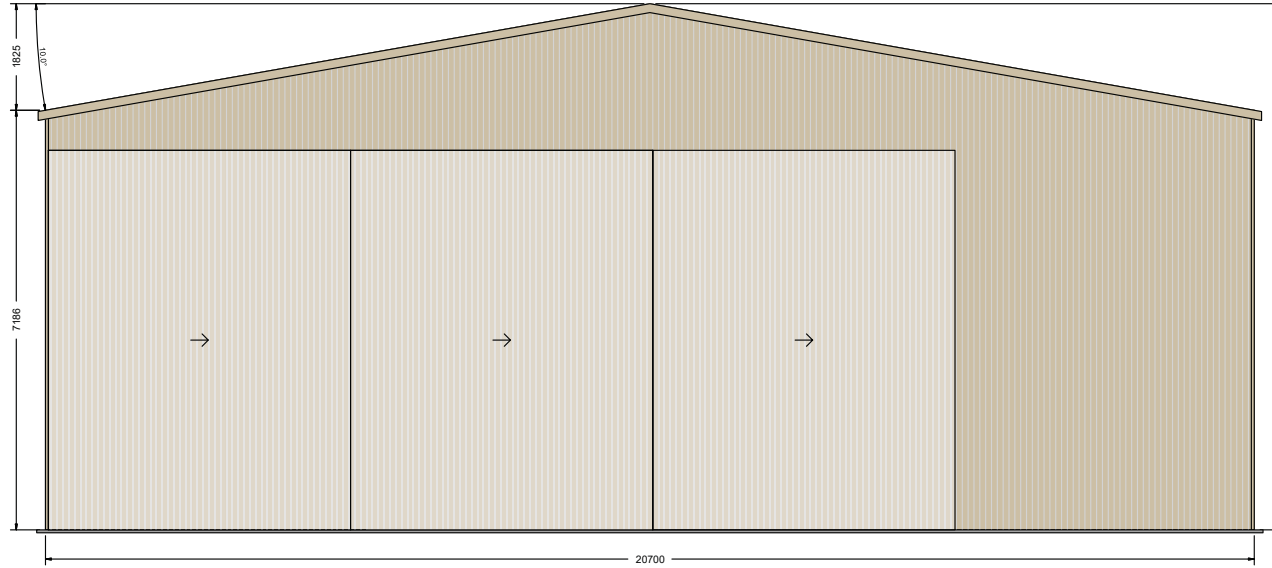
72

N

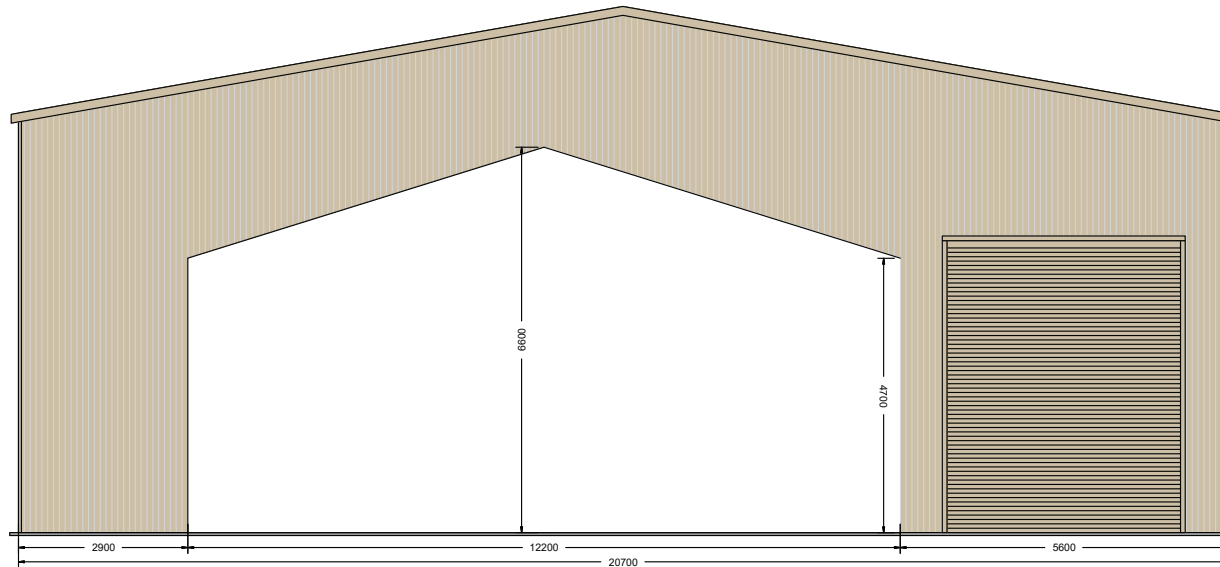


Wall cladding: Trimwall 0.42  
(0.47 TCT), colour Paperbark

Roof cladding: Trimspan 0.42  
(0.47 TCT), zinc



East Elevation



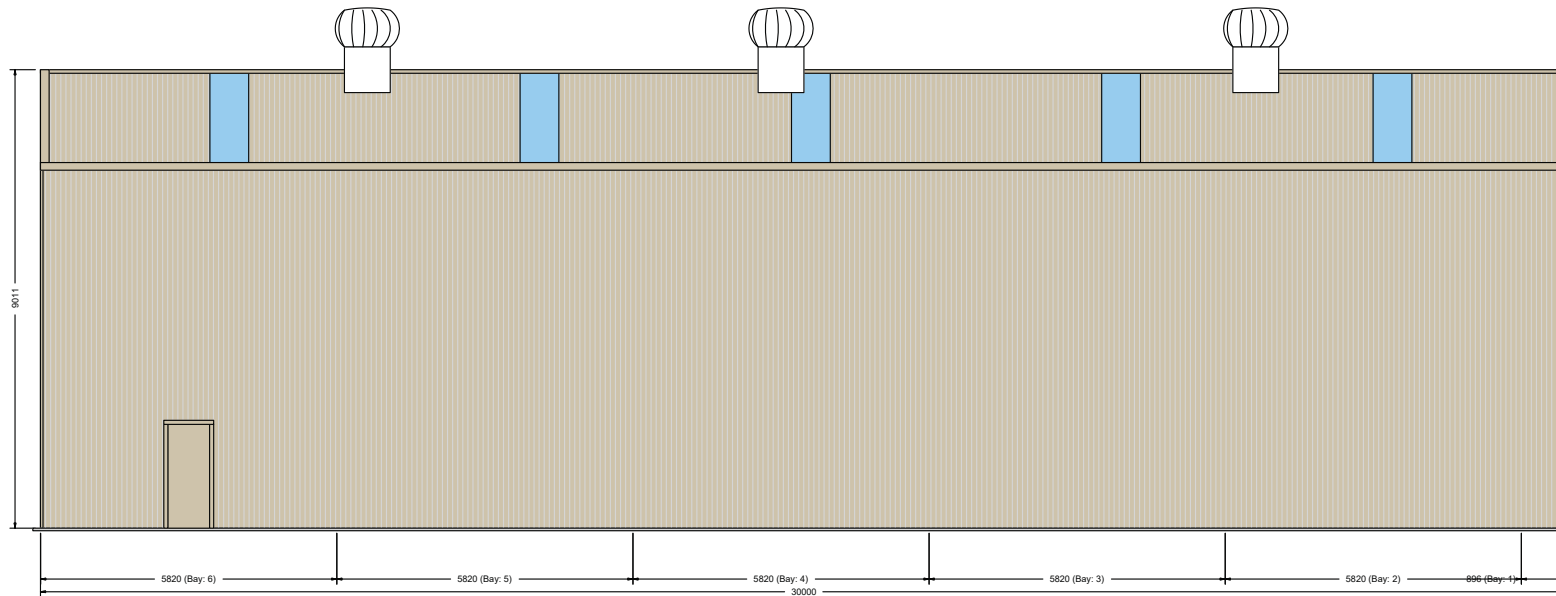
West Elevation

**PHOENIX**  
SHEDS

Phoenix Sheds Pty Ltd  
Lot 503 De Lisle Street, Beverley, Western Australia, 6304  
Unit 2, 31 Shields Crescent, Booragoon, Western Australia, 6154  
P.O. Box 464, Applecross, Western Australia, 6953  
Head Office - 1300 300 993  
admin@phoenixsheds.com.au

Company: Farmers Centre 1978 Pty Ltd  
Client: Malcolm Harwood  
Site Address: 1 Stubbs Street  
Lake Grace, WA, 6353  
Email: malcolm@farmerscentre1978.com.au

Drawing Title: End Elevations  
Scale: 1:108.348  
Date: 31-03-2023  
Job Number: Q00717 - Farmers Centre 1978 Pty Ltd  
Drawing Revision:



South Elevation



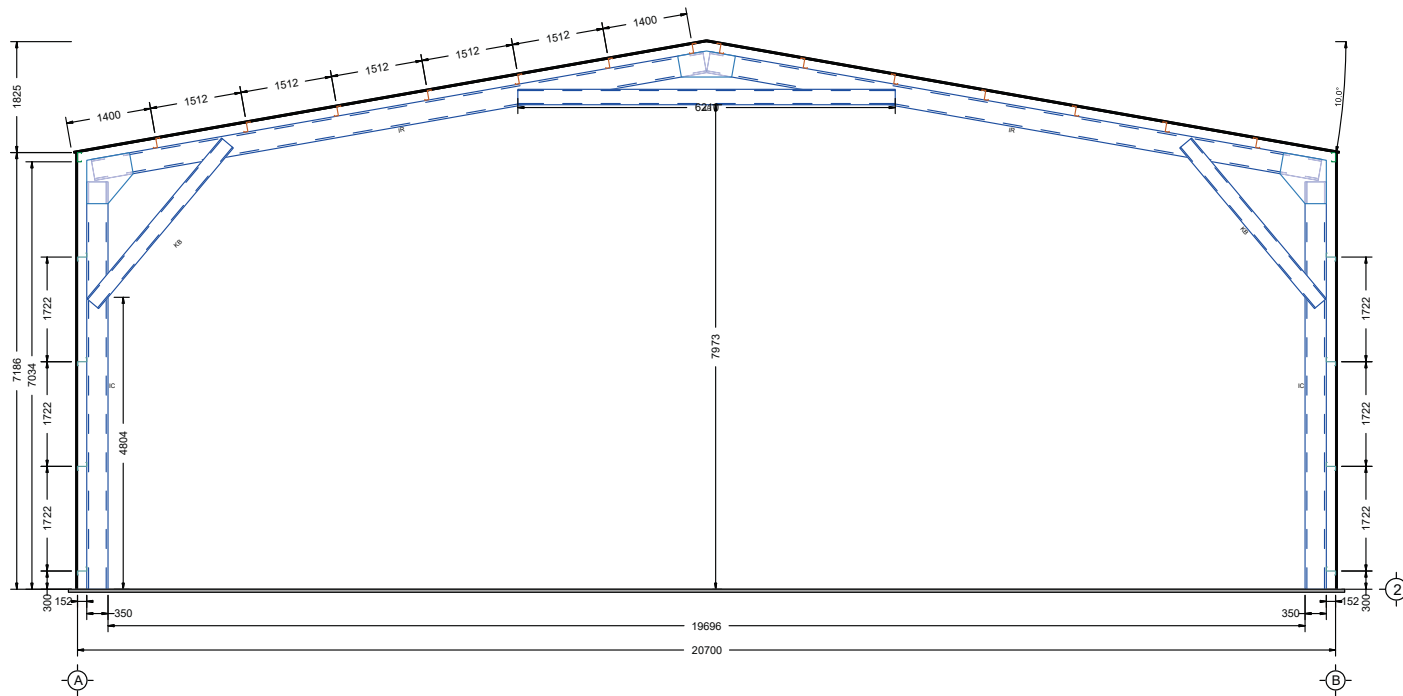
North Elevation

**PHOENIX**  
SHEDS

Phoenix Sheds Pty Ltd  
 Lot 503 De Lisle Street, Beverley, Western Australia, 6304  
 Unit 2, 31 Shields Crescent, Booragoon, Western Australia, 6154  
 P.O. Box 464, Applecross, Western Australia, 6953  
 Head Office - 1300 300 993  
 admin@phoenixsheds.com.au

Company: Farmers Centre 1978 Pty Ltd  
 Client: Malcolm Harwood  
 Site Address: 1 Stubbs Street  
 Lake Grace, WA, 6353  
 Email: malcolm@farmerscentre1978.com.au

Drawing Title: Side Elevations  
 Scale: 1:134.846  
 Date: 31-03-2023  
 Job Number: Q00717 - Farmers Centre 1978 Pty Ltd  
 Drawing Revision:



Mark	Section
IC	C35030 Single
IR	C35030 Single
KB	C25024 Single
AB	C25024 Single

INTERMEDIATE ELEVATION

**PHOENIX**  
SHEDS

Phoenix Sheds Pty Ltd  
 Lot 503 De Lisle Street, Beverley, Western Australia, 6304  
 Unit 2, 31 Shields Crescent, Booragoon, Western Australia, 6154  
 P.O. Box 464, Applecross, Western Australia, 6953  
 Head Office - 1300 300 993  
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Company: Farmers Centre 1978 Pty Ltd

Client: Malcolm Harwood

Site Address: 1 Stubbs Street

Lake Grace, WA, 6353

Email: malcolm@farmerscentre1978.com.au

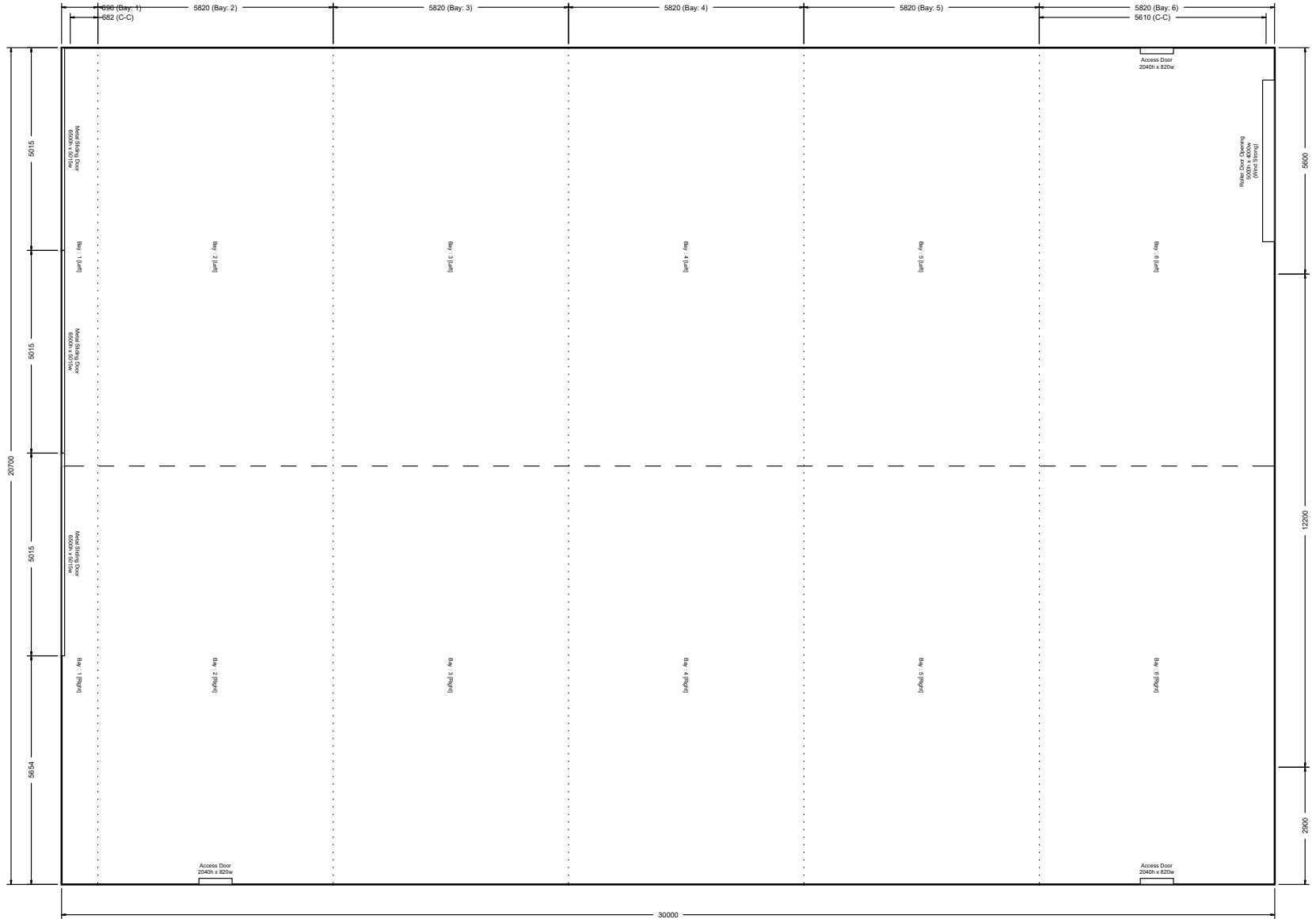
Drawing Title: Cross Section

Scale: 1:114.505

Date: 31-03-2023

Job Number: Q00717 - Farmers Centre 1978 Pty Ltd

Drawing Revision:



PLAN ELEVATION



Phoenix Sheds Pty Ltd  
 Lot 503 De Lisle Street, Beverley, Western Australia, 6304  
 Unit 2, 31 Shields Crescent, Booragoon, Western Australia, 6154  
 P.O. Box 464, Applecross, Western Australia, 6953  
 Head Office - 1300 300 993  
 admin@phoenixsheds.com.au

Company: Farmers Centre 1978 Pty Ltd

Client: Malcolm Harwood

Site Address: 1 Stubbs Street

Lake Grace, WA, 6353

Email: malcolm@farmerscentre1978.com.au

Drawing Title: Plan Elevation

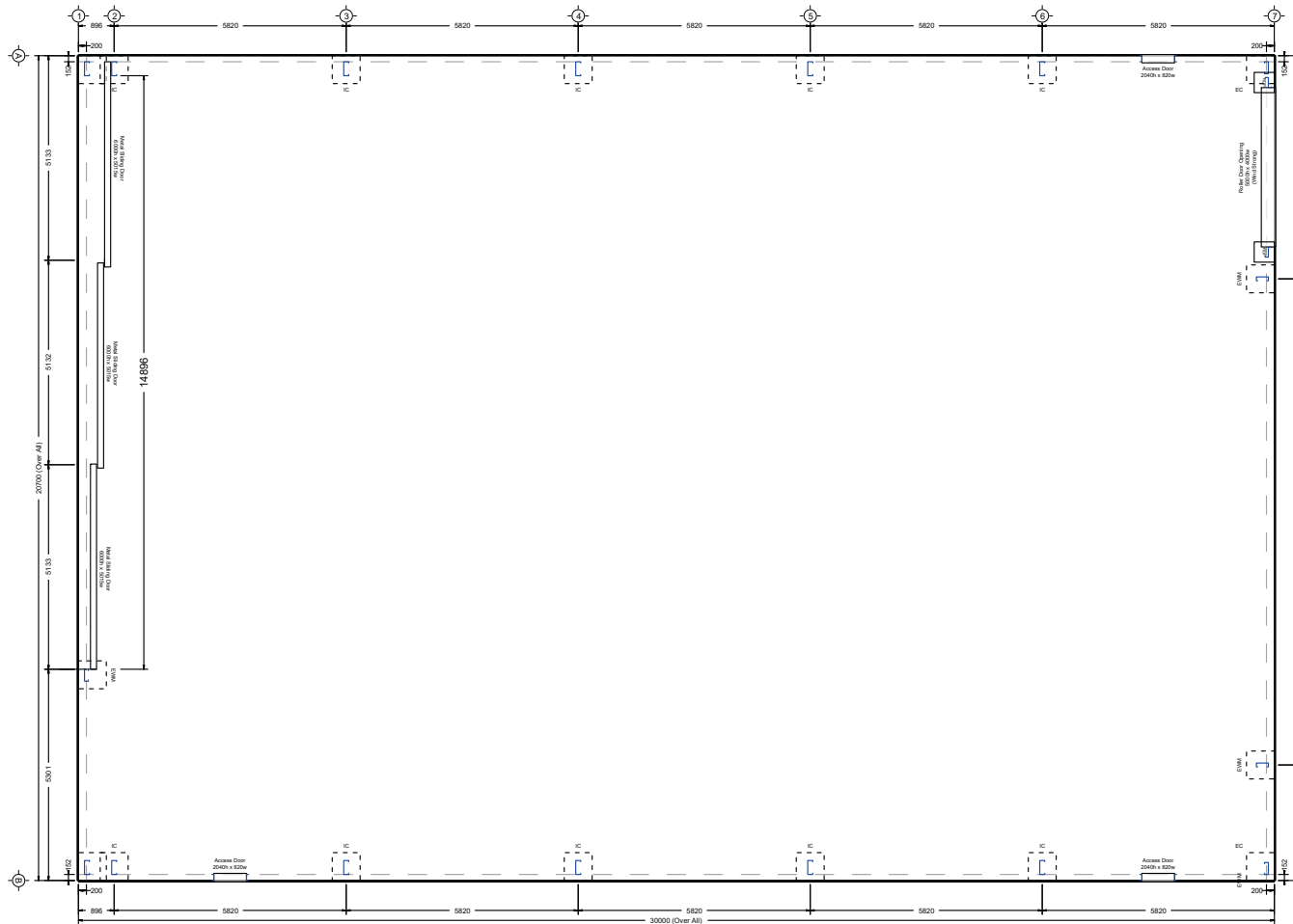
Scale: 1:139.034

Date: 31-03-2023

Job Number: Q00717 - Farmers Centre 1978 Pty Ltd

Drawing Revision:





Slab Thickness: 150mm  
 CONCRETE SLAB TO BE GRADE N25  
 REINFORCING TO BE SL2Z WITH 30mm MIN TOP COVER  
 Diagonal Measurement: 36448mm (Main Building - Corner of slab to corner of slab)  
 Diagonal Measurement: 36026mm (Main Building - Corner of column to corner of column)  
 Base Connection Type: Cast in  
 Cast in brackets must be in place prior to slab being poured.

Label	Column Size	Footing Size
EC	C30030 Single	0mm a x 600mm Deep OR 750mm Wide x 750mm Long x 750mm Deep
IC	C35030 Single	0mm a x 800mm Deep OR 750mm Wide x 750mm Long x 750mm Deep
EWM	C30030 Single	0mm a x 600mm Deep OR 750mm Wide x 750mm Long x 750mm Deep

FLOOR PLAN



Phoenix Sheds Pty Ltd  
 Lot 503 De Lisle Street, Beverley, Western Australia, 6304  
 Unit 2, 31 Shields Crescent, Booragoon, Western Australia, 6154  
 P.O. Box 464, Applecross, Western Australia, 6953  
 Head Office - 1300 300 993  
 admin@phoenixsheds.com.au

Company: Farmers Centre 1978 Pty Ltd  
 Client: Malcolm Harwood  
 Site Address: 1 Stubbs Street  
 Lake Grace, WA, 6353  
 Email: malcolm@farmerscentre1978.com.au

Drawing Title: Floor Plan  
 Scale: 1:171.860  
 Date: 31-03-2023  
 Job Number: Q00717 - Farmers Centre 1978 Pty Ltd  
 Drawing Revision:





The Newdegate Historical Society  
are located in the Hainsworth Building, Newdegate  
Home to the Newdegate Pioneer Museum

Corner of Mitchell and Collier Streets | Newdegate

## **ARCHIVE BUILDING FOR NEWDEGATE HISTORICAL SOCIETY INC. ST FRANCIS OF ASSISI ANGLICAN CHURCH**

### **PROPOSAL**

The Newdegate Historical Society Inc. would like to express their interest in the purchase of the Newdegate St Francis of Assisi Church (Parish of Lake Grace, Diocese of Bunbury) located in Collier Street, Newdegate, for the primary purpose of becoming an archive for our ever-growing Museum collection. During our Centenary year, we were fortunate enough to have increased donations of documents, objects and materials to the Museum, which have or are undergoing the archive and cataloguing process to be included in our Collection.

Our current space for storage in the Hainsworth Museum is limited as the conversion of the building continues as per our Interpretation Plan (2011), and we would very much like to obtain another building to house the addition of precious archives. Being a brick building, the Church would be an appropriate, safe place for our archives and objects to be stored and is in convenient and close proximity to the Hainsworth Building and the Newdegate Pioneer Museum. The building also has historical value to the community being another reason the building is a good fit for our proposed use.

### **ST FRANCIS of ASSISI CHURCH NEWDEGATE - HISTORY**

The first Anglican minister in Newdegate was Reverend Earle, the Priest in Charge at Lake Grace from 1928. Services were first held in the Hall or the CWA rooms. The first idea for the church was as a community church, however, as the Lake Grace Methodists would not allow gambling, which meant no raffles for fundraising, the Anglican Church built their own church, although the other denominations used it. In 1962 this church was completed and consecrated. The church served the congregations of the Roman Catholic and Methodists. Women's fellowship provided amenities for the church.

St Francis of Assisi Church has a sense of place for the Anglican church community since 1962. The place has associations with the Anglican community in Newdegate and demonstrates a way of life associated with the church.

(State Heritage - <http://inherit.stateheritage.wa.gov.au/Public/Inventory/Details/28398755-50e3-460a-b28b-ad12da5691c2>)

### **NEWDEGATE HISTORICAL SOCIETY INC. PROJECT OVERVIEW**

When it became known that the Diocese of Bunbury would like to sell the Newdegate St Francis of Assisi Church, the NHS expressed interest in obtaining the building. Over the past three/four years, the NHS have had discussions with the Church regarding the possible purchase and what would be involved. At the time of discussion, the Church suggested we would need to pay the land transfer costs associated - around \$600 - \$800, and any other incidentals associated with the transfer, and they would be happy for us to then take ownership of the building. There would need to be a



The Newdegate Historical Society  
are located in the Hainsworth Building, Newdegate  
Home to the Newdegate Pioneer Museum

Corner of Mitchell and Collier Streets | Newdegate

deconsecration ceremony of the Church by the Bishop, and we are of the understanding that the Diocese would be happy for donated furniture to be offered back to donating families – through a process by the Church.

As I mentioned briefly above, the NHS plan would be for the building to operate as a storage archive with portable shelving in place. Items would be catalogued and stored as in our current museum, and kept accordingly, for easy access. NHS have a large amount of archival material and our current challenge is keeping it safely stored for future record.

**Please Note\*\*** All items which NHS obtain through donation for the Museum by members of the public go through a process of selection, (as per Museum Guidelines) so NHS is able to ensure accepted items have relevance and are significant to our Collection and our Community. (I.e. – to put it plainly, the Museum then doesn't become a "collection point" for people's unwanted items.)

#### **CONCLUSION:**

NHS have been and looked through the Church (inside) and are happy that it would be an appropriate addition to our museum for the storage of our excess Museum Collection.

NHS have recently been successful in obtaining an Australia Post grant to put towards some new Museum display cases – specifically for clothing, as we are looking to completing our third stage of interpretation by the end of 2024.

#### **QUESTIONS FOR COUNCIL**

1. Is there a likelihood that Council and the Shire would consider taking on the ownership of the Newdegate St Francis of Assisi church building?
2. Is there a likelihood that Council and the Shire would allow the NHS to operate the building in the same way we currently operate with the Hainsworth Building? Being that NHS look after the day to day running of the building, all operations, contents insurance and general low-level maintenance, while Shire is responsible for the building and land associated?
3. The NHS hasn't done any work in regard to the viability of the building – structurally, and this would obviously need to be done before purchase. Is this something that Council/The Shire would be happy to carry out and meet costs for?

Thank you in advance for your time and consideration of our Proposal. Should you require any additional information please do not hesitate to contact me on behalf of the NHS. We look forward to your comment in due course.

**Stephanie Clarke-Lloyd**  
Phone: 0408 949 759





Francis St

Water St

Water St

Collier St



## Shire of Lake Grace



## ACTIVITIES ON THOROUGHFARES AND TRADING IN PUBLIC PLACES LOCAL LAW

**HISTORY: *Shire of Lake Grace Activities on Thoroughfares and Trading in Public Places Local Law***

<b>Date:</b>	<b>Detail: (i.e. Adoption and Gazettal of the Local Law)</b>
28 February 2001	Council adopted the Activities on Thoroughfares and Trading in Public Places Local Law
27 March 2001	Activities on Thoroughfares and Trading in Public Places Local Law gazetted
18 November 2015	Council adopted the Activities on Thoroughfares and Trading in Public Places Amendment Local Law 2015
15 December 2015	Activities on Thoroughfares and Trading in Public Places Amendment Local Law 2015 gazetted

**DOCUMENT CONTROL: *Activities on Thoroughfares and Trading in Public Places Local Law***

<b>Version:</b>	<b>Local Law Document for Publishing</b>
June 2016	Consolidated Document including original Local Law and December 2015 Amendments.

## LOCAL GOVERNMENT ACT 1995

### SHIRE OF LAKE GRACE

## ACTIVITIES ON THOROUGHFARES AND TRADING IN THOROUGHFARES AND PUBLIC PLACES LOCAL LAW

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**Local Government Act 1995**

SHIRE OF LAKE GRACE

**ACTIVITIES ON THOROUGHFARES AND TRADING IN  
THOROUGHFARES AND PUBLIC PLACES LOCAL LAW**

**PART 1 - PRELIMINARY**

**1.1 Citation**

This local law may be cited as the *Shire of Lake Grace Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law*.

**1.2 Definitions**

In this local law unless the context otherwise requires -

"**Act**" means the *Local Government Act 1995*;

"**applicant**" means a person who applies for a permit;

"**authorized person**" means a person appointed by the local government under section 9.10 of the Act to perform any of the functions of an authorized person under this local law;

"**built-up area**" has the meaning given to it in the *Road Traffic Code 2000* ;

"**bulk rubbish container**" means a bin or container designed or used for holding a substantial quantity of rubbish and which is unlikely to be lifted without mechanical assistance, but does not include a bin or container used in connection with the local government's regular domestic rubbish collection service;

"**carriageway**" has the meaning given to it in the *Road Traffic Code 2000* ;

"**CEO**" means the chief executive officer of the local government;

"**commencement day**" means the day on which this local law comes into operation;

"**Council**" means the council of the local government;

"**district**" means the district of the local government;

"**footpath**" has the meaning given to it in the *Road Traffic Code 2000* ;

"**garden**" means any part of a thoroughfare planted, developed or treated, otherwise than as a lawn, with one or more plants;

"**intersection**" has the meaning given to it in the *Road Traffic Code 2000* ;

"**kerb**" includes the edge of a carriageway;

"**lawn**" means any part of a thoroughfare which is planted only with grass, or with a similar plant, but will include any other plant provided that it has been planted by the local government;

"**liquor**" has the meaning given to it in section 3 of the *Liquor Control Act 1988* ;

"**local government**" means the Shire of Lake Grace;

"**local government property**" means anything except a thoroughfare –

(a) which belongs to the local government;

(b) of which the local government is the management body under the *Land Administration Act 1997*; or

(b) which is an 'otherwise unvested facility' within section 3.53 of the Act;

"**lot**" has the meaning given to it in the *Planning and Development Act 2005* ;

"**owner**" or "**occupier**" in relation to land does not include the local government;

"**permissible verge treatment**" means any one of the 4 treatments described in clause 2.6(2), and includes any reticulation pipes and sprinklers;

"**permit**" means a permit issued under this local law;

"**permit holder**" means a person who holds a valid permit;

"**person**" does not include the local government;

"**premises**" for the purpose of the definition of "public place" in both this clause and clause 6.1, means a building or similar structure, but does not include a carpark or a similar place;

"**public place**" includes any thoroughfare or place which the public are allowed to use, whether or not the thoroughfare or place is on private property, but does not include –

- (a) premises on private property from which trading is lawfully conducted under a written law; and
- (b) local government property;

"**Regulations**" means the *Local Government (Functions and General) Regulations 1996*;

"**sign**" includes a notice, flag, mark, structure or device on which may be shown words, numbers, expressions or symbols;

"**thoroughfare**" has the meaning given to it in the Act, but does not include a private thoroughfare which is not under the management or control of the local government;

"**town planning scheme**" means a town planning scheme of the local government made under the *Planning and Development Act 2005*;

"**townsite**" means each of the townsites of Lake Grace, Newdegate, Lake King and Varley which are –

- (a) constituted under section 26(2) of the *Land Administration Act 1997*; or
- (b) referred to in clause 37 of Schedule 9.3 of the Act;

"**vehicle**" includes –

- (a) every conveyance and every object capable of being propelled or drawn on wheels, tracks or otherwise; and
- (b) an animal being ridden or driven,  
but excludes –
  - (a) a wheel-chair or any device designed for use by a physically impaired person on a footpath; and
  - (b) a pram, a stroller or a similar device; and

"**verge**" means that part of a thoroughfare between the carriageway and the land which abuts the thoroughfare, but does not include any footpath.

### 1.3 Application

This local law applies throughout the district of the Shire of Lake Grace.

### 1.4 Repeal

- (1) The following local laws are repealed –
  - By-laws relating to-
    - Removal and Disposal of Obstructing Animals or Vehicles, published in the Government Gazettes of 6 February 1969 and 16 March 1990;
    - Prevention of Damage to Streets, published in the Government Gazette of 6 February 1969;
    - Control of Hawkers, published in the Government Gazettes of 6 February 1969 and 18 April 1975 (metric conversion); and
    - Eating Areas, published in the Government Gazette of 1 September 1995.
- (2) Where a policy was made or adopted by the local government under or in relation to a local law repealed by this local law, then the policy is to no longer have any effect on and from the commencement day.
- (3) The Council may resolve that notwithstanding subclause (2) specified policies continue, or are to be taken to have continued, to have effect on and from the commencement day.

## PART 2 – ACTIVITIES ON THOROUGHFARES AND PUBLIC PLACES

### *Division 1 - General*

#### 2.1 General prohibitions

A person shall not -

- (a) Plant any plant (except grasses or a similar plant) within 6 metres of an intersection ;
- (b) damage a lawn or a garden or remove any plant or part of a plant from a lawn or a garden unless –
  - (i) the person is the owner or the occupier of the lot abutting that portion of the thoroughfare and the lawn or the garden or the particular plant has not been installed or planted by the local government; or
  - (ii) the person is acting under the authority of a written law;
- (c) plant any plant (except grass or a similar plant) on a thoroughfare so that it is within 2m of a carriageway;
- (d) place on any footpath any fruit, fruit skins or other substance or fluid (whether vegetable or otherwise, but not water) which may create a hazard for any person using the footpath;

- (e) unless at the direction of the local government, damage, remove or interfere with any signpost, direction plate, guidepost, notice, shelter, shed, fence or any structure erected on a thoroughfare by the local government or a person acting under the authority of a written law;
- (f) play or participate in any game or sport so as to cause danger to any person or thing or impede the movement of vehicles or persons on a thoroughfare; or
- (g) within a mall, arcade or verandah of a shopping centre, ride any skateboard, rollerblades or similar device.

## **2.2 Activities allowed with a permit - general**

- (1) A person shall not, without a permit –
  - (a) dig or otherwise create a trench through or under a kerb or footpath;
  - (b) subject to Division 3 of this Part, throw, place or deposit any thing on a verge except for removal by the local government under a bulk rubbish collection, and then only during the period of time advertised in connection with that collection by the local government;
  - (c) cause any obstruction to a vehicle or a person using a thoroughfare as a thoroughfare;
  - (d) cause any obstruction to a water channel or a water course in a thoroughfare;
  - (e) throw, place or drain offensive, noxious or dangerous fluid onto a thoroughfare;
  - (f) damage a thoroughfare;
  - (g) light any fire or burn any thing on a thoroughfare other than in a stove or fireplace provided for that purpose or under a permit issued under clause 5.13;
  - (h) fell any tree onto a thoroughfare;
  - (i) unless installing a permissible verge treatment -
    - (i) lay pipes under or provide taps on any verge; or
    - (ii) place or install any thing on any part of a thoroughfare, and without limiting the generality of the foregoing, any gravel, stone, flagstone, cement, concrete slabs, blocks, bricks, pebbles, plastic sheeting, kerbing, wood chips, bark or sawdust;
  - (j) provide, erect, install or use in or on any building, structure or land abutting on a thoroughfare any hoist or other thing for use over the thoroughfare;
  - (k) on a public place use anything or do anything so as to create a nuisance;
  - (l) place or cause to be placed on a thoroughfare a bulk rubbish container; or
  - (m) interfere with the soil of, or anything in a thoroughfare or take anything from a thoroughfare.
- (2) The local government may exempt a person from compliance with subclause (1) on the application of that person.

## **2.3 No possession and consumption of liquor on thoroughfare**

- (1) A person shall not consume any liquor or have in her or his possession or under her or his control any liquor on a thoroughfare unless –
  - (a) that is permitted under the *Liquor Control Act 1988* or under another written law; or
  - (b) the person is doing so in accordance with a permit.
- (2) Subclause (1) does not apply where the liquor is in a sealed container.

### *Division 2 - Verge treatments* Subdivision 1 - Preliminary

## **2.4 Interpretation**

In this Division, unless the context otherwise requires -

"**acceptable material**" means any material which will create a hard surface and which appears in Schedule 2 .

## **2.5 Application**

This Division only applies to a townsite within Lake Grace, Newdegate, Lake King and Varley.

### Subdivision 2 - Permissible verge treatments

## **2.6 Permissible verge treatments**

- (1) An owner or occupier of land which abuts on a verge may on that part of the verge directly in front of her or his land install a permissible verge treatment.

- (2) The permissible verge treatments are –
- (a) the planting and maintenance of a lawn;
  - (b) the planting and maintenance of a garden provided that -
    - (i) clear sight visibility is maintained at all times for a person using the abutting thoroughfare in the vicinity of an intersection or bend in the thoroughfare; and
    - (ii) where there is no footpath, a pedestrian has safe and clear access of a minimum width of 2 metres along that part of the verge immediately adjacent to the kerb;
  - (c) the installation of an acceptable material; or
  - (d) a combination of any of the above.

### **2.7 Only permissible verge treatments to be installed**

- (1) A person shall not install or maintain a verge treatment which is not a permissible verge treatment.
- (2) The owner and occupier of the lot abutting a verge treatment referred to in subclause (1) are each to be taken to have installed and maintained that verge treatment for the purposes of this clause and clause 2.8.

### **2.8 Obligations of owner or occupier**

An owner or occupier who installs or maintains a permissible verge treatment shall -

- (a) keep the permissible verge treatment in a good and tidy condition and ensure, where the verge treatment is a garden or lawn, that a footpath on the verge and a carriageway adjoining the verge is not obstructed by the verge treatment;
- (b) not place any obstruction on or around the verge treatment; and
- (c) not disturb a footpath on the verge.

### **2.9 Notice to owner or occupier**

The local government may give a notice in writing to the owner or the occupier of a lot abutting on a verge to make good, within the time specified in the notice, any breach of a provision of this Division.

#### Subdivision 3 - Existing verge treatments

### **2.10 Transitional provision**

- (1) In this clause –  
**"former provisions"** means the local law of the local government which permitted certain types of verge treatments, whether with or without the consent of the local government, and which was repealed by this local law.
- (2) A verge treatment which –
- (a) was installed prior to the commencement day; and
  - (b) on the commencement day is a type of verge treatment which was permitted under and complied with the former provisions,
- is to be taken to be a permissible verge treatment for so long as the verge treatment remains of the same type and continues to comply with the former provisions.

#### Subdivision 4 - Public works

### **2.11 Power to carry out public works on verge**

Where the local government or an authority empowered to do so under a written law disturbs a verge, the local government or the authority -

- (a) is not liable to compensate any person for that disturbance;
- (b) may backfill with sand, if necessary, any garden or lawn; and
- (c) is not liable to replace or restore any –
  - (i) verge treatment and, in particular, any plant or any acceptable material or other hard surface; or
  - (ii) sprinklers, pipes or other reticulation equipment.

#### *Division 3 - Property numbers*

##### Subdivision 1 - Preliminary

### **2.12 Interpretation**

In this Division, unless the context requires otherwise -

"**Number**" means a number of a lot with or without an alphabetical suffix indicating the address of the lot by reference to a thoroughfare.

*Subdivision 2 - Assignment and marking of numbers*

**2.13 Assignment of numbers**

The local government may assign a Number to a lot in the district and may assign another Number to the lot instead of that previously assigned

*Division 4 - Fencing*

**2.14 Public place – Item 4(1) of Division 1, Schedule 3.1 of Act**

The following places are specified as a public place for the purpose of item 4(1) of Division 1 of Schedule 3.1 of the Act –

- (a) a public place, as that term is defined in clause 1.2; and
- (b) local government property.

*Division 5 - Signs erected by the local government*

**2.15 Signs**

- (1) A local government may erect a sign on a public place specifying any conditions of use which apply to that place.
- (2) A person shall comply with a sign erected under subclause (1).
- (3) A condition of use specified on a sign erected under subclause (1) is to be for the purpose of giving notice of the effect of a provision of this local law.

**2.16 Transitional**

Where a sign erected on a public place has been erected under a local law of the local government repealed by this local law, then on and from the commencement day, it is to be taken to be a sign erected under clause 2.15 if –

- (a) the sign specifies a condition of use relating to the public place which gives notice of the effect of a provision of this local law; and
- (b) the condition of use specified is not inconsistent with any provision of this local law.

*Division 6 - Driving on a closed thoroughfare*

**2.17 No driving on closed thoroughfare**

- (1) A person shall not drive or take a vehicle on a closed thoroughfare unless –
  - (a) that is in accordance with any limits or exceptions specified in the order made under section 3.50 of the Act; or
  - (b) the person has first obtained a permit.
- (2) In this clause –  
"**closed thoroughfare**" means a thoroughfare wholly or partially closed under section 3.50 or 3.50A of the Act.

**PART 3 – ADVERTISING SIGNS ON THOROUGHFARES**

*Division 1 - Preliminary*

**3.1 Interpretation**

In this Part, unless the context otherwise requires -

"**advertising sign**" means a sign used for the purpose of advertisement and includes an "election sign";

"**direction sign**" means a sign which indicates the direction of another place, activity or event, but does not include any such sign erected or affixed by the local government or the Commissioner of Main Roads;

"**election sign**" means a sign or poster which advertises any aspect of a forthcoming Federal, State or Local Government election; and

"**portable direction sign**" means a portable free standing direction sign; and

"**portable sign**" means a portable free standing advertising sign.

*Division 2 - Permit*

**3.2 Advertising signs and portable direction signs**

- (1) A person shall not, without a permit –
  - (a) erect or place an advertising sign on a thoroughfare; or
  - (b) post any bill or paint, place or affix any advertisement on a thoroughfare.
- (2) Notwithstanding subclause (1), a permit is not required in respect of a portable direction sign which neither exceeds 500mm in height nor 0.5m<sup>2</sup> in area, provided that the sign is placed or erected on a thoroughfare on an occasional basis only to direct attention to a place, activity or event during the hours of that activity or event.
- (3) Notwithstanding subclause (1), a person shall not erect or place an advertising sign -
  - (a) on a footpath;
  - (b) over any footpath where the resulting vertical clearance between the sign and the footpath is less than 2.5m;
  - (c) on a carriageway;
  - (d) in any other location where, in the opinion of the local government, the sign is likely to obstruct lines of sight along a thoroughfare or cause danger to any person using the thoroughfare; or
  - (e) on any natural feature, including a rock or tree, on a thoroughfare, or on any bridge or the structural approaches to a bridge.

**3.3 Matters to be considered in determining application for permit**

In determining an application for a permit for the purpose of clause 3.2(1), the local government is to have regard to -

- (a) any other written law regulating the erection or placement of signs within the district;
- (b) the dimensions of the sign;
- (c) other advertising signs already approved or erected in the vicinity of the proposed location of the sign;
- (d) whether or not the sign will create a hazard to persons using a thoroughfare; and
- (e) the amount of the public liability insurance cover, if any, to be obtained by the applicant.

*Division 3 – Conditions on permit*

**3.4 Conditions on portable sign**

If the local government approves an application for a permit for a portable sign, the application is to be taken to be approved subject to the following conditions –

- (a) the portable sign shall -
  - (i) not exceed 1m in height;
  - (ii) not exceed an area of 1m<sup>2</sup> on any side;
  - (iii) relate only to the business activity described on the permit;
  - (iv) contain letters not less than 200mm in height;
  - (v) not be erected in any position other than immediately adjacent to the building or the business to which the sign relates;
  - (vi) be removed each day at the close of the business to which it relates and not be erected again until the business next opens for trading;
  - (vii) be secured in position in accordance with any requirements of the local government;
  - (viii) be placed so as not to obstruct or impede the reasonable use of a thoroughfare or access to a place by any person; and
  - (ix) be maintained in good condition; and
- (b) no more than one portable sign shall be erected in relation to the one building or business.

**3.5 Conditions on election sign**

If the local government approves an application for a permit for the erection or placement of an election sign on a thoroughfare, the application is to be taken to be approved subject to the sign –

- (a) being erected at least 30m from any intersection;
- (b) being free standing and not being affixed to any existing sign, post, power or light pole, or similar structure;

- (c) being placed so as not to obstruct or impede the reasonable use of a thoroughfare, or access to a place by any person;
- (d) being placed so as not to obstruct or impede the vision of a driver of a vehicle entering or leaving a thoroughfare or crossing;
- (e) being maintained in good condition;
- (f) not being erected until the election to which it relates has been officially announced;
- (g) being removed within 24 hours of the close of polls on voting day;
- (h) not being placed within 100m of any works on the thoroughfare;
- (i) being securely installed;
- (j) not being an illuminated sign;
- (k) not incorporating reflective or fluorescent materials; and
- (l) not displaying only part of a message which is to be read with other separate signs in order to obtain the whole message.

## **PART 4 – OBSTRUCTING ANIMALS, VEHICLES OR SHOPPING TROLLEYS**

### *Division 1 - Animals and vehicles*

#### **4.1 Leaving animal or vehicle in public place or on local government property**

- (1) A person shall not leave an animal or a vehicle, or any part of a vehicle, in a public place or on local government property so that it obstructs the use of any part of that public place or local government property, unless that person has first obtained a permit or is authorized to do so under a written law.
- (2) A person will not contravene subclause (1) where the animal is secured or tethered for a period not exceeding 1 hour and provided with an ample and accessible supply of water for the time it is tethered.
- (3) A person will not contravene subclause (1) where the vehicle is left for a period not exceeding 24 hours.

#### **4.2 Prohibitions relating to animals**

- (1) In subclause (2), "owner" in relation to an animal includes –
  - (a) an owner of it;
  - (b) a person in possession of it;
  - (c) a person who has control of it; and
  - (d) a person who ordinarily occupies the premises where the animal is permitted to stay.
- (2) An owner of an animal shall not –
  - (a) allow the animal to enter or remain for any time on any thoroughfare except for the use of the thoroughfare as a thoroughfare and unless it is led, ridden or driven;
  - (b) allow an animal which has a contagious or infectious disease to be led, ridden or driven in a public place; or
  - (c) train or race the animal on a thoroughfare.
- (3) An owner of a horse shall not lead, ride or drive a horse on a thoroughfare in a built-up area, unless that person does so under a permit or under the authority of a written law.

## **PART 5 - ROADSIDE CONSERVATION**

### *Division 1 - Preliminary*

#### **5.1 Interpretation**

In this Part -

"**MRWA**" means Main Roads Western Australia;

"**protected flora**" has the meaning given to it in section 6(1) of the *Wildlife Conservation Act 1950*;

"**rare flora**" has the meaning given to it in section 23F of the *Wildlife Conservation Act 1950*;

"**Roadside Conservation Committee**" means the Roadside Conservation Committee appointed by the Minister for Environment.

"**special environmental area**" means an area designated as such under clause 5.7.



## **5.2 Application**

This Part does not apply to the townsite.

### *Division 2 - Flora roads*

## **5.3 Declaration of flora road**

The local government may declare a thoroughfare which has, in the opinion of the local government, high quality roadside vegetation to be a flora road.

## **5.4 Construction works on flora roads**

Construction and maintenance work carried out by the local government on a flora road is to be in accordance with the 'Handbook of Environmental Practice for Road Construction and Road Maintenance Works (April 2005)'.

## **5.5 Signposting of flora roads**

The local government may signpost flora roads with the standard MRWA 'flora road' sign.

## **5.6 Driving only on carriageway of flora roads**

- (1) A person driving or riding a vehicle on a flora road shall only drive or ride the vehicle on the carriageway.
- (2) Subclause (1) does not apply where -
  - (a) conditions on the thoroughfare do not reasonably permit a vehicle to remain on the carriageway;
  - (b) there is no carriageway; or
  - (c) an exemption from the application of subclause (1) has been obtained from the local government.

### *Division 3 - Special environmental areas*

## **5.7 Designation of special environmental areas**

The local government may designate a thoroughfare, or any part of a thoroughfare, as a special environmental area which -

- (a) as protected flora or rare flora; or
- (b) in the opinion of the local government, has environmental, aesthetic or cultural significance.

## **5.8 Marking of special environmental areas**

The local government is to mark and keep a register of each thoroughfare, or part of a thoroughfare, designated as a special environmental area.

### *Division 4 – Planting in thoroughfares*

## **5.9 Permit to plant**

A person shall not plant any plant or sow any seeds in a thoroughfare without first obtaining a permit.

## **5.10 Relevant considerations in determining application**

In determining an application for a permit for the purpose of clause 5.9, the local government is to have regard to -

- (a) existing vegetation within that part of the thoroughfare in which the planting is to take place; and
- (b) the diversity of species and the prevalence of the species which are to be planted or sown.

### *Division 5 – Clearance of Vegetation*

5.11 and 5.12 deleted

### *Division 6 - Fire management*

## **5.13 Permit to burn thoroughfare**

A person shall not burn part of a thoroughfare without first obtaining a permit or unless acting under the authority of any other written law.

#### **5.14 Application for permit**

In addition to the requirements of clause 7.1(2), an application for a permit for the purposes of clause 5.13 shall –

- (a) include a sketch plan showing the portions of a thoroughfare which are proposed to be burned; and
- (b) advise of the estimated fire intensity and the measures to be taken to protect upper storey vegetation from the burn.

#### **5.15 When application for permit can be approved**

The local government may approve an application for a permit for the purpose of clause 5.13 only if the burning of the particular part of the thoroughfare will -

- (a) reduce a fire hazard and alternative means of reducing that hazard, such as slashing or the use of herbicides, are considered by the local government to be not feasible or more detrimental to native flora and fauna than burning; or
- (b) in the opinion of the local government, be beneficial for the preservation and conservation of native flora and fauna.

#### **5.16 Prohibitions on burning**

Notwithstanding anything to the contrary in this local law, an application for a permit for the purpose of clause 5.13 is not to be approved by the local government for burning between 31 August and 1 May of the following year where the intensity of the burn could damage native flora and fauna.

### *Division 7 - Firebreaks*

#### **5.17 Permit for firebreaks on thoroughfares**

A person shall not construct a firebreak on a thoroughfare without first obtaining a permit.

#### **5.18 When application for permit cannot be approved**

- (1) The local government is not to approve an application for a permit for the purpose of clause 5.17 where the thoroughfare is less than 20m wide.
- (2) Subclause (1) does not apply where the firebreak is, in the opinion of the local government, desirable for the protection of roadside vegetation.

### *Division 8 - Commercial wildflower harvesting on thoroughfares*

#### **5.19 General prohibition on commercial wildflower harvesting**

Subject to clause 5.20, a person shall not commercially harvest native flora on a thoroughfare.

#### **5.20 Permit for revegetation projects**

- (1) A person shall not collect seed from native flora on a thoroughfare without first obtaining a permit.
- (2) The local government may approve an application for a permit under subclause (1) only where-
  - (a) the seed is required for a revegetation project in any part of the district; and
  - (b) the thoroughfare, or the relevant part of it, is not a special environmental area.
- (3) Unless the local government specifically provides to the contrary on a permit, if the local government approves an application for a permit for the purpose of subclause (1) it is to be taken to be approved subject to the following conditions –
  - (a) the collection of the seed is to be carried out so as not to endanger the long time survival of the native flora on the thoroughfare; and
  - (b) any licence or approval which may be required under any other written law is to be obtained by the applicant.

## **PART 6 - TRADING IN THOROUGHFARES AND PUBLIC PLACES**

*Division 1 - Stallholders and traders*

Subdivision 1 - Preliminary

**6.1 Interpretation**

In this Division, unless the context otherwise requires -

**"Competition Principles Agreement"** means the Competition Principles Agreement executed by each State and Territory of the Commonwealth and the Commonwealth of Australia on 11 April 1995;

**"public place"** includes -

- (a) any thoroughfare or place which the public are allowed to use whether or not the thoroughfare or place is on private property; and
- (b) local government property,  
but does not include premises on private property from which trading is lawfully conducted under a written law.

**"stall"** means a movable or temporarily fixed structure, stand or table in, on or from which goods or services are sold, hired or offered for sale or hire;

**"stallholder"** means a person in charge of a stall;

**"stallholder's permit"** means a permit issued to a stallholder;

**"trader"** means a person who carries on trading;

**"trader's permit"** means a permit issued to a trader; and

**"trading"** includes –

- (a) the selling or hiring of, the offering for sale or hire of or the soliciting of orders for goods or services in a public place;
- (b) displaying goods in any public place for the purpose of –
  - (i) offering them for sale or hire;
  - (ii) inviting offers for their sale or hire;
  - (iii) soliciting orders for them; or
  - (iv) carrying out any other transaction in relation to them; and
- (c) the going from place to place, whether or not public places, and –
  - (i) offering goods or services for sale or hire;
  - (ii) inviting offers or soliciting orders for the sale or the hire of goods or services; or
  - (iii) carrying out any other transaction in relation to goods or services,  
but does not include –
- (d) the setting up of a stall or the conducting of a business at a stall under the authority of a stallholder's permit;
- (e) the selling or the offering for sale of goods and services to, or the soliciting of orders for goods and services from a person who sells those goods or services;
- (f) the selling or the offering for sale or hire by a person of goods of her or his own manufacture or services which he or she provides; and
- (g) the selling or hiring or the offering for sale or hire of –
  - (i) goods by a person who represents a manufacturer of the goods; or
  - (ii) services by a person who represents a provider of the services,  
which are sold directly to consumers and not through a shop.

Subdivision 2 - Permits

**6.2 Stallholder's permit**

(1) A person shall not conduct a stall on a public place unless that person is –

- (a) the holder of a valid stallholder's permit; or
- (b) an assistant authorised by the holder of a valid stallholder's permit.

(2) Every application for a stallholder's permit shall –

- (a) state the full name and address of the applicant;
- (b) deleted
- (c) specify the proposed location of the stall;
- (d) specify the period of time for which the permit is sought, together with the proposed days and hours of operation;

- (e) specify the proposed goods or services to be sold or hired or offered for sale or hire from the stall.
- (f) deleted

### **6.3 Trader's permit**

- (1) A person shall not carry on trading unless that person is –
  - (a) the holder of a valid trader's permit; or
  - (b) an assistant specified in a valid trader's permit.
- (2) Every application for a trader's permit shall –
  - (a) state the full name and address of the applicant;
  - (b) specify the proposed number of assistants, if any, to be engaged by the applicant in trading, as well as their names and addresses if already engaged;
  - (c) specify the location or locations in which the applicant proposes to trade;
  - (d) specify the period of time for which the permit is sought, together with the proposed days and hours of trading;
  - (e) specify the proposed goods or services which will be traded; and
  - (f) be accompanied by an accurate plan and description of any proposed structure or vehicle which may be used by the applicant in trading.
- (3) The conditions subject to which the local government may approve an application for a trader's permit include that the permit holder is permitted to remain at a particular location for as long as there is a customer making a purchase, but if there is no customer making a purchase the permit holder must move on from that location within a reasonable time of the last purchase having been made.

### **6.4 No permit required to sell newspaper**

Notwithstanding any other provision of this local law, a person who sells, or offers for sale, a newspaper is not required to obtain a permit.

### **6.5 Relevant considerations in determining application for permit**

- (1) In determining an application for a permit for the purposes of this Division, the local government is to have regard to –
  - (a) any relevant policies of the local government;
  - (b) the desirability of the proposed activity;
  - (c) the location of the proposed activity;
  - (d) the principles set out in the Competition Principles Agreement; and
  - (e) such other matters as the local government may consider to be relevant in the circumstances of the case.
- (2) The local government may refuse to approve an application for a permit under this Division on any one or more of the following grounds –
  - (a) that the applicant has committed a breach of any provision of this local law or of any written law relevant to the activity in respect of which the permit is sought;
  - (b) that the applicant is not a desirable or suitable person to hold a permit;
  - (c) that –
    - (i) the applicant is an undischarged bankrupt or is in liquidation;
    - (ii) the applicant has entered into any composition or arrangement with creditors; or
    - (iii) a manager, an administrator, a trustee, a receiver, or a receiver and manager has been appointed in relation to any part of the applicant's undertakings or property; or
  - (d) that the needs of the district, or the part for which the permit is sought, are adequately catered for by established shops or by persons who have valid permits to carry on trading or to conduct a stall; or
  - (e) such other grounds as the local government may consider to be relevant in the circumstances of the case.

## 6.6 Conditions of permit

- (1) If the local government approves an application for a permit under this Division subject to conditions, those conditions may include –
  - (a) the place, the part of the district, or the thoroughfare to which the permit applies;
  - (b) the days and hours during which a permit holder may conduct a stall or trade;
  - (c) the number, type, form and construction, as the case may be, of any stand, table, structure or vehicle which may be used in conducting a stall or in trading;
  - (d) the goods or services in respect of which a permit holder may conduct a stall or trade;
  - (e) the number of persons and the names of persons permitted to conduct a stall or trade;
  - (f) the requirement for personal attendance at the stall or the place of trading by the permit holder and the nomination of assistants, nominees or substitutes for the permit holder;
  - (g) whether and under what terms the permit is transferable;
  - (h) any prohibitions or restrictions concerning the -
    - (i) causing or making of any noise or disturbance which is likely to be a nuisance to persons in the vicinity of the permit holder;
    - (ii) the use of amplifiers, sound equipment and sound instruments;
    - (iii) the use of signs; and
    - (iv) the use of any lighting apparatus or device;
  - (i) the manner in which the permit holder's name and other details of a valid permit are to be displayed;
  - (j) the care, maintenance and cleansing of the stall or any structure used for trading and the place of the stall or any structure;
  - (k) the vacating of the place of a stall or trading when the stall is not being conducted or trading is not being carried on;
  - (l) the acquisition by the stallholder or trader of public risk insurance including public liability insurance, vehicle third party insurance under the provisions of the *Motor Vehicle (Third Party Insurance) Act 1943* and where employees are engaged workers compensation insurance under the provisions of the *Workers Compensation and Injury Management Act 1981*;
  - (m) the period for which the permit is valid; and
  - (n) the designation of any place or places where trading is wholly or from time to time prohibited by the local government.
- (2) Where a permit holder by reason of illness, accident or other sufficient cause is unable to comply with this local law, the local government may at the request of that permit holder authorize another person to be a nominee of the permit holder for a specified period, and this local law and the conditions of the permit shall apply to the nominee as if he or she was the permit holder.

## 6.7 Exemptions from requirement to pay fee or to obtain a permit

- (1) In this clause –

**"charitable organisation"** means an institution, association, club, society or body whether incorporated or not, the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature and from which any member does not receive any pecuniary profit except where the member is an employee or the profit is an honorarium; and

**"commercial participant"** means any person who is involved in operating a stall or in conducting any trading activity for personal gain or profit.
- (2) The local government may waive the requirements of clause 6.6(1)(l) of this local law and any fee required to be paid by an applicant for a stallholder's permit or a trader's permit on making an application for or on the issue of a permit, or may return any such fee which has been paid, if the stall is conducted or the trading is carried on -
  - (a) on a portion of a public place adjoining the normal place of business of the applicant; or
  - (b) by a charitable organisation that does not sublet space to, or involve commercial participants in the conduct of a stall or trading, and any assistants that may be specified in the permit are members of that charitable organisation.

- (3) The local government may exempt a person or a class of persons, whether or not in relation to a specified public place, from the requirements of this Division.

*Subdivision 3 - Conduct of stallholders and traders*

**6.8 Conduct of stallholders and traders**

- (1) A stallholder while conducting a stall or a trader while trading shall –
- (a) display her or his permit to do so in a conspicuous place on the stall, vehicle or temporary structure or if there is no stall, vehicle or temporary structure, carry the permit with her or him while conducting a stall or trading;
  - (b) not display a permit unless it is a valid permit; and
  - (c) when selling goods by weight, carry and use for that purpose, scales tested and certified in accordance with the provisions of the *National Measurement Act 1960* (Cth).
- (2) A stallholder or trader shall not –
- (a) attempt to conduct a business within a distance of 300m of any shop or permanent place of business that is open for business and has for sale any goods or services of the kind being offered for sale by the stall holder or trader.
  - (b) deposit or store any box or basket containing goods on any part of a thoroughfare so as to obstruct the movement of pedestrians or vehicles;
  - (c) act in an offensive manner;
  - (d) use or cause to be used any apparatus or device including any flap or shelf, whereby the dimensions of a stall, vehicle or structure are increased beyond those specified in the permit; or
  - (e) in the case of a trader, carry on trading from a public place, unless there is adequate parking for customers' vehicles reasonably close to the place of trading.

*Division 2 - Outdoor eating facilities on public places*

**6.9 Interpretation**

In this Division -

"**Facility**" means an outdoor eating facility or establishment on any part of a public place, but does not include such a facility or establishment on private land;

"**permit holder**" means the person to whom a permit has been issued for the purpose of clause 6.10; and

"**public place**" has the meaning given to it in clause 6.1.

**6.10 Permit required to conduct Facility**

A person shall not establish or conduct a Facility without a permit.

**6.11 Matters to be considered in determining application**

In determining an application for a permit for the purpose of clause 6.10, the local government may consider in addition to any other matter it considers relevant, whether or not -

- (a) the Facility is conducted in conjunction with and as an extension of food premises which abut on the Facility, and whether the applicant is the person conducting such food premises;
- (b) any abutting food premises are registered in accordance with the *Food Act 2008* and whether the use of the premises is permitted under the town planning scheme;
- (c) deleted
- (d) users of the Facility will have access to proper and sufficient sanitary and ablutionary conveniences;
- (e) the Facility would -
  - (i) obstruct the visibility or clear sight lines at an intersection of thoroughfares of any person; or
  - (ii) impede pedestrian access; and
- (f) the tables, chairs and other equipment to be used may obstruct or impede the use of the public place for the purpose for which it was designed.

#### **6.12 Obligations of permit holder**

- (1) The permit holder for a Facility shall –
  - (a) deleted
  - (b) ensure that the eating area is kept in a clean and tidy condition at all times;
  - (c) maintain the chairs, tables and other structures in the eating area in a good, clean and serviceable condition at all times;
  - (d) be solely responsible for all and any costs associated with the removal, alteration, repair, reinstatement or reconstruction of any part of the public place arising from the conduct of the Facility;
  - (e) be solely responsible for all rates and taxes levied upon the land occupied by the Facility; and
  - (f) provide a certificate of currency of public liability insurance to an amount of \$10,000,000.
- (2) Whenever, in the opinion of the local government, any work is required to be carried out to a Facility, the local government may give a notice to the permit holder for the Facility to carry out that work within the time limited by the notice.
- (3) In subclause (2), “work” includes the removal, alteration, repair, reinstatement or reconstruction of any part of a public place arising from or in connection with the setting up or conduct of a Facility.

#### **6.13 Removal of Facility unlawfully conducted**

Where a Facility is conducted without a permit, or in contravention of a condition of a permit, any tables, chairs, umbrellas or other equipment may be removed by an authorized person and impounded in accordance with the Act.

#### **6.14 Use of Facility by public**

- (1) A person shall not occupy a chair or otherwise use the equipment in a Facility the subject of a permit unless the person uses them for the purpose of consuming food or drinks provided by the Facility.
- (2) A person shall leave a Facility when requested to do so by the permit holder.

#### **6.15 Temporary removal of Facility may be requested**

- (1) The permit holder for a Facility is to temporarily remove the Facility when requested to do so on reasonable grounds by an authorized person or a member of the Police Service or an emergency service in the event of an emergency.
- (2) The permit holder may replace the Facility removed under subclause (1) as soon as the person who directed her or him to remove it allows it to be replaced.

### **PART 7 - PERMITS**

#### *Division 1 – Applying for a permit*

#### **7.1 Application for permit**

- (1) Where a person is required to obtain a permit under this local law, that person shall apply for the permit in accordance with subclause (2).
- (2) An application for a permit under this local law shall -
  - (a) be in the form determined by the local government;
  - (b) be signed by the applicant;
  - (c) provide the information required by the form; and
  - (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
- (3) The local government may require an applicant to provide additional information reasonably related to an application before determining an application for a permit.

- (4) The local government may require an applicant to give local public notice of the application for a permit.
- (5) The local government may refuse to consider an application for a permit which is not in accordance with subclause (2).

### **7.2 Decision on application for permit**

- (1) The local government may –
  - (a) approve an application for a permit unconditionally or subject to any conditions; or
  - (b) refuse to approve an application for a permit.
- (2) If the local government approves an application for a permit, it is to issue to the applicant a permit in the form determined by the local government.
- (3) If the local government refuses to approve an application for a permit, it is to give written notice of that refusal to the applicant.
- (4) Where a clause of this local law refers to conditions which may be imposed on a permit or which are to be taken to be imposed on a permit, the clause does not limit the power of the local government to impose other conditions on the permit under subclause (1)(a).
- (5) Where a clause of this local law refers to the grounds on which an application for a permit may be or is to be refused, the clause does not limit the power of the local government to refuse the application for a permit on other grounds under subclause (1)(b).

### *Division 2 - Conditions*

### **7.3 Conditions which may be imposed on a permit**

The local government may approve an application for a permit subject to conditions relating to -

- (a) the payment of a fee;
- (b) the duration and commencement of the permit;
- (c) the commencement of the permit being contingent on the happening of an event;
- (d) the rectification, remedying or restoration of a situation or circumstance reasonably related to the application;
- (e) the approval of another application for a permit which may be required by the local government under any written law;
- (f) the area of the district to which the permit applies;
- (g) where a permit is issued for an activity which will or may cause damage to a public place, the payment of a deposit or bond against such damage;
- (h) the obtaining of public risk insurance in an amount and on terms reasonably required by the local government; and
- (i) the provision of an indemnity from the permit holder indemnifying the local government in respect of any injury to any person or any damage to any property which may occur in connection with the use of the public place by the permit holder.

### **7.4 Imposing conditions under a policy**

- (1) In this clause –  
"policy" means a policy of the local government adopted by the Council containing conditions subject to which an application for a permit may be approved under clause 7.2(1)(a).
- (2) Under clause 7.2(1)(a) the local government may approve an application subject to conditions by reference to a policy.
- (3) The local government is to give a copy of the policy, or the part of the policy which is relevant to the application for a permit, with the form of permit referred to in clause 7.2(2).
- (4) An application for a permit is to be taken not to have been approved subject to the conditions contained in a policy until the local government gives the permit holder a copy of the policy or the part of the policy which is relevant to the application.



- (5) Sections 5.94 and 5.95 of the Act shall apply to a policy and for that purpose a policy is to be taken to be information within section 5.94(u)(i) of the Act.

#### **7.5 Compliance with and variation of conditions**

- (1) Where an application for a permit has been approved subject to conditions, or where a permit is to be taken to be subject to conditions under this local law, the permit holder shall comply with each of those conditions.
- (2) The local government may vary the conditions of a permit, and the permit holder shall comply with those conditions as varied.

### *Division 3 - General*

#### **7.6 Duration of permit**

A permit is valid for one year from the date on which it is issued, unless it is –

- (a) otherwise stated in this local law or in the permit; or  
(b) cancelled under clause 7.10.

#### **7.7 Renewal of permit**

- (1) A permit holder may apply to the local government in writing prior to expiry of a permit for the renewal of the permit.
- (2) The provisions of –  
(a) this Part; and  
(b) any other provision of this local law relevant to the permit which is to be renewed, shall apply to an application for the renewal of a permit with the necessary modifications .

#### **7.8 Transfer of permit**

(1) An application for the transfer of a valid permit is to –

- (a) be made in writing;  
(b) be signed by the permit holder and the proposed transferee of the permit;  
(c) provide such information as the local government may require to enable the application to be determined; and  
(d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.

- (2) The local government may approve an application for the transfer of a permit, refuse to approve it or approve it subject to any conditions.
- (3) Where the local government approves an application for the transfer of a permit, the transfer may be effected by –  
(a) an endorsement on the permit signed by the CEO; or  
(b) issuing to the transferee a permit in the form determined by the local government.
- (4) Where the local government approves an application for the transfer of a permit, it is not required to refund any part of any fee paid by the former permit holder.

#### **7.9 Production of permit**

A permit holder is to produce to an authorized person her or his permit immediately upon being required to do so by that authorized person.

#### **7.10 Cancellation of permit**

- (1) Subject to clause 8.1, a permit may be cancelled by the local government on any one or more of the following grounds –  
(a) the permit holder has not complied with a -  
(i) condition of the permit; or  
(ii) provision of any written law which may relate to the activity regulated by the permit;  
or

- (b) if it is relevant to the activity regulated by the permit –
  - (i) the permit holder has become bankrupt, or gone into liquidation;
  - (ii) the permit holder has entered into any composition or arrangement with creditors; or
  - (iii) a manager, an administrator, a trustee, a receiver, or a receiver and manager is appointed in relation to any part of the permit holder's undertakings or property.
- (2) On the cancellation of a permit the permit holder –
  - (a) shall return the permit as soon as practicable to the local government; and
  - (b) is to be taken to have forfeited any fees paid in respect of the permit.

## **PART 8 - OBJECTIONS AND APPEALS**

### **8.1 Application of Part 9 Division 1 of Act**

When the local government makes a decision -

- (a) under clause 7.2(1); or
  - (b) as to whether it will renew, vary, or cancel a permit,
- the provisions of Division 1 of Part 9 of the Act and regulation 33 of the Regulations apply to that decision.

## **PART 9 - MISCELLANEOUS NOTICES**

### **9.1 Notice to redirect or repair sprinkler**

Where a lawn or a garden is being watered with a sprinkler which is on the lawn or the garden, in a manner which causes or may cause an inconvenience or obstruction to any person using a thoroughfare, the local government may give a notice to the owner or the occupier of the land abutting on the lawn or the garden, requiring the owner or the occupier or both to move or alter the direction of the sprinkler or other watering equipment.

### **9.2 Hazardous plants**

- (1) Where a plant in a garden creates or may create a hazard for any person using a thoroughfare, the local government may give a notice to the owner or the occupier of the land abutting on the garden to remove, cut, move or otherwise deal with that plant so as to remove the hazard.
- (2) Subclause (1) does not apply where the plant was planted by the local government.

### **9.3 Notice to repair damage to thoroughfare**

Where any portion of a thoroughfare has been damaged, the local government may by notice to the person who caused the damage order the person to repair or replace that portion of the thoroughfare to the satisfaction of the local government.

### **9.4 Notice to remove thing unlawfully placed on thoroughfare**

Where any thing is placed on a thoroughfare in contravention of this local law, the local government may by notice in writing to the owner or the occupier of the property which abuts on that portion of the thoroughfare where the thing has been placed, or such other person who may be responsible for the thing being so placed, require the relevant person to remove the thing.

## **PART 10 - ENFORCEMENT**

### *Division 1 - Notices given under this local law*

### **10.1 Offence to fail to comply with notice**

Whenever the local government gives a notice under this local law requiring a person to do any thing, if the person fails to comply with the notice, the person commits an offence.

### **10.2 Local government may undertake requirements of notice**

Where a person fails to comply with a notice referred to in clause 10.1, the local government may do the thing specified in the notice and recover from that person, as a debt, the costs incurred in so doing.

*Division 2 - Offences and penalties*

Subdivision 1 - General

**10.3 Offences**

- (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.
- (2) Any person who commits an offence under this local law is liable, upon conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.

*Subdivision 2 - Infringement notices and modified penalties*

**10.4 Prescribed offences**

- (1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the Act.
- (2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 1.
- (3) For the purpose of guidance only, before giving an infringement notice to a person in respect of the commission of a prescribed offence, an authorized person should be satisfied that –
  - (a) commission of the prescribed offence is a relatively minor matter; and
  - (b) only straightforward issues of law and fact are involved in determining whether the prescribed offence was committed, and the facts in issue are readily ascertainable.

**10.5 Forms**

Unless otherwise specified, for the purposes of this local law -

- (a) where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the Regulations;
- (b) the form of the infringement notice given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the Regulations; and
- (c) the form of the notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the Regulations.

**SCHEDULE 1  
PRESCRIBED OFFENCES**

<b>ITEM</b>	<b>CLAUSE</b>	<b>DESCRIPTION</b>	<b>MODIFIED PENALTY \$</b>
1	2.1(a)	Plant any plant within 6 metres of the intersection	150
2	2.1(b)	Damaging lawn or garden	150
3	2.1(c)	Plant (except grass) on thoroughfare within 2m of carriageway	150
4	2.1(d)	Placing hazardous substance on footpath	150
5	2.1(e)	Damaging or interfering with signpost or structure on thoroughfare	450
6	2.1(f)	Playing games so as to impede vehicles or persons on thoroughfare	150
7	2.1(g)	Riding of skateboard or similar device on mall or verandah of shopping centre	150
8	2.2(1)(a)	Digging a trench through a kerb or footpath without a permit	150
9	2.2(1)(b)	Throwing or placing anything on a verge without a permit	150
10	2.2(1)(c)	Causing obstruction to vehicle or person on thoroughfare without a permit	150
11	2.2(1)(d)	Causing obstruction to water channel on thoroughfare without a permit	300
12	2.2(1)(e)	Placing or draining offensive fluid on thoroughfare without a permit	300
13	2.2(1)(f)	Damaging a thoroughfare	150
14	2.2(1)(g)	Lighting a fire on a thoroughfare without a permit	450
15	2.2(1)(h)	Felling tree onto thoroughfare without a permit	150
16	2.2(1)(i)	Installing pipes or stone on thoroughfare without a permit	150
17	2.2(1)(j)	Installing a hoist or other thing on a structure or land for use over a thoroughfare without a permit	450
18	2.2(1)(k)	Creating a nuisance on a public place without a permit	150
19	2.2(1)(l)	Placing a bulk rubbish container on a thoroughfare without a permit	150
20	2.2(1)(m)	Interfering with anything on a thoroughfare without a permit	150
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25	2.15(2)	Failure to comply with sign on public place	150
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28	3.2(3)	Erecting or placing of advertising sign in a prohibited area	150
29	4.1(1)	Animal or vehicle obstructing a public place or local government property	150
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32	4.2(2)(c)	Training or racing animal on thoroughfare in built-up area	150
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37	5.17	Construction of firebreak on thoroughfare without a permit	500
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**SCHEDULE 2  
ACCEPTABLE MATERIALS**

**1. General**

All forms of loose aggregate materials such as pebbles, stones, crushed brick and gravel are acceptable. The materials shall be no larger than 50mm and no smaller than 10mm in diameter. The material must be contained within the verge area at all times.

**2. Paving**

The verge may be fully paved subject to a street tree being planted in the verge if one does not already exist. Where street trees are present there must be an area of open space a minimum of one metre in diameter from the edge of the tree to the edge of the paving.

Paving is to consist of porous pavers or similar material is to be installed in a manner that can easily be removed to access underground services.

In situations where it is found by the local government that 100% paving of the verge is causing flooding the Shire may require the area of paving to be reduced.

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# **Shire of Lake Grace**



## **BUSH FIRE BRIGADES LOCAL LAW**

*June 2016*

**HISTORY: *Shire of Lake Grace Bush Fire Brigades Local Law***

<b>Date:</b>	<b>Action: (i.e. Adoption and Gazettal of the Local Law)</b>
28 February 2001	Council adopted the Bush Fire Brigades Local Law
27 March 2001	Bush Fire Brigades Local Law gazetted
18 November 2015	Council adopted the Bush Fire Brigades Amendment Local Law 2015
15 December 2015	Bush Fire Brigades Amendment Local Law 2015 gazetted

**DOCUMENT CONTROL: *Bush Fire Brigades Local Law***

<b>Date:</b>	<b>Local Law Document for Publishing</b>
June 2016	Consolidated Document includes December 2015 Amendments



**BUSH FIRES ACT 1954**

**SHIRE OF LAKE GRACE**

**BUSH FIRE BRIGADES LOCAL LAW**

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**BUSH FIRES ACT 1954**

SHIRE OF LAKE GRACE

**BUSH FIRE BRIGADES LOCAL LAW**

**PART 1 - PRELIMINARY**

**1.1 Citation**

This local law may be cited as the Shire of Lake Grace Bush Fire Brigades Local Law.

**1.2 Definitions**

(1) In this local law unless the context otherwise requires –

“**Act**” means the *Bush Fires Act 1954*;

“**brigade area**” is defined in clause 2.2(1)(b);

“**brigade member**” means a fire fighting member, associate member or a cadet member of a bush fire brigade;

“**brigade officer**” means a person holding a position referred to in clause 2.2 (1)(c), whether or not he or she was appointed by the local government or elected at an annual general meeting of a bush fire brigade or otherwise appointed to the position;

“**bush fire brigade**” is defined in section 7 of the Act;

“**Bushfire Management Committee**” means the person appointed to a bush fire management committee under and in accordance with section 67 of the Act.

“**Bush Fire Operating Procedures**” means the Bush Fire Operating Procedures adopted by the local government as amended from time to time;

“**CEO**” means the chief executive officer of the Shire of Lake Grace;

“**Council**” means the Council of the local government;

“**Department**” has the meaning given by section 3 of the *Fire and Emergency Services Act 1998*;

“**district**” means the district of the local government;

“**fire fighting member**” is defined in clause 4.2;

“**local government**” means the Shire of Lake Grace;

“**Regulations**” means Regulations made under the Act; and

“**Rules**” means the Rules Governing the Operation of Bush Fire Brigades set out in the First Schedule.

(2) In this local law, unless the context otherwise requires, a reference to –

(a) a Captain;

(b) a Fire Control Officer;

(c) an Equipment Officer;

(d) a Secretary.

(e) a Treasurer; or

(f) a Secretary / Treasurer combined,

(g) any other position(s) deemed necessary for the effective management of Brigade activities.

means a person holding that position in a bush fire brigade.

**1.3 Repeal**

The Local Laws relating to Shire of Lake Grace, published in the Government Gazette of 17 January 1992, are repealed.

**1.4 Application**

This local law applies throughout the district.

## **PART 2 – ESTABLISHMENT OF BUSH FIRE BRIGADES**

### *Division 1 – Establishment of a bush fire brigade*

#### **2.1 Establishment of a bush fire brigade**

- (1) The local government may establish a bush fire brigade for the purpose of carrying out normal brigade activities.
- (2) A bush fire brigade is established on the date of the local government’s decision under subclause (1).

#### **2.2 Name and officers of bush fire brigade**

- (1) On establishing a bush fire brigade under clause 2.1(1) the local government is to –
  - (a) give a name to the bush fire brigade;
  - (b) specify the area in which the bush fire brigade is primarily responsible for carrying out the normal brigade activities (the “**brigade area**”); and
  - (c) appoint –
    - (i) a Captain;
    - (ii) a Fire Control Officer
    - (iii) additional Fire Control Officers if the local government considers it necessary;
    - (iv) an Equipment Officer;
    - (v) a Secretary; and
    - (vi) a Treasurer; or
    - (vii) a Secretary/Treasurer combined,
    - (viii) any other position(s) deemed necessary for the effective management of brigade activities e.g. a training officer.
- (2) When considering the appointment of persons to the positions in subclause (1)(c), the local government is to have regard to the qualifications and experience which may be required to fill each position.
- (3) A person appointed to a position in subclause (1)(c) is to be taken to be a brigade member.
- (4) The appointments referred to in subclause (1)(c) expire at the completion of the first annual general meeting of the bush fire brigade.
- (5) If a position referred to in subclause (1)(c) becomes vacant prior to the completion of the first annual general meeting, then the local government is to appoint a person to fill the vacancy in accordance with subclause (2).

### *Division 2 – Command at a fire*

#### **2.3 Ranks within the bush fire brigade**

- (1) Where under the Act and Bush Fire Operating Procedures members of the bush fire brigade have command of a fire, unless a bushfire control officer is in attendance at the fire, the Captain has full control over other persons fighting the fire, and is to issue instructions as to the methods to be adopted by the firefighters.
- (2) In the absence of the Captain, the Fire Control Officer, in the order of seniority determined, is to exercise all the powers and duties of the Captain.
- (3) Where a bushfire control officer is in attendance at a fire which the members of the bush fire brigade have command under the Act and the Bush Fire Operating Procedures, the most senior bushfire control officer has full control over other persons fighting the fire and is to issue instructions as to the methods to be adopted by the firefighters.

### *Division 3 – Application of Rules to a bush fire brigade*

#### **2.4 Rules**

- (1) The Rules govern the operation of a bush fire brigade.
- (2) A bush fire brigade and each brigade member is to comply with the Rules.

2.5 *deleted*

*Division 4 – Transitional*

**2.6 Existing Bush Fire Brigades**

- (1) Where a local government has established a bush fire brigade prior to the commencement date, then on and from the commencement day –
  - (a) the bush fire brigade is to be taken to be a bush fire brigade established under and in accordance with this local law;
  - (b) the provisions of this local law apply to the bush fire brigade save for clause 2.2; and
  - (c) any rules governing the operation of the bush fire brigade are to be taken to have been repealed and substituted with the Rules.
- (2) In this clause –

“**commencement day**” means the day on which this local law comes into operation.

*Division 5 – Dissolution of bush fire brigade*

**2.7 Dissolution of bush fire brigade**

In accordance with section 41(3) of the Act, the local government may cancel the registration of a bush fire brigade if it is of the opinion that the bush fire brigade is not complying with the Act, this local law, the Bush Fire Operating Procedures or the Rules, or is not achieving the objectives for which it was established.

**2.8 New arrangement after dissolution**

If a local government cancels the registration of a bush fire brigade, alternative fire control arrangements are to be made in respect of the brigade area.

**PART 3 - ORGANISATION AND MAINTENANCE OF BUSH FIRE BRIGADES**

*Division 1 – Local government responsibility*

**3.1 Local government responsible for structure**

The Council is to ensure that there is an appropriate structure through which the organisation of bush fire brigades is maintained.

**3.2 Officers to be supplied with Act**

The local government is to supply each brigade officer with a copy of the Act, the Regulations, the Bush Fire Operating Procedures, this local law and any other written laws which may be relevant to the performance of the brigade officers’ functions, and any amendments which are made thereto from time to time.

*Division 2 – Chief Bush Fire Control Officer*

**3.3 Managerial role of Chief Bush Fire Control Officer**

Subject to any directions by the local government the Chief Bush Fire Control Officer has primary managerial responsibility for the organisation and maintenance of bush fire brigades.

**3.4 Chief Bush Fire Control Officer may attend meetings**

The Chief Bush Fire Control Officer or her or his nominee (who is to be a bush fire control officer) may attend as a non-voting representative of the local government at any meeting of a bush fire brigade.

### **3.5 Duties of Chief Bush Fire Control Officer**

The duties of the Chief Bush Fire Control Officer include –

- (a) provide leadership to volunteer bush fire brigades;
- (b) monitor bush fire brigades' resourcing, equipment (including protective clothing) and training levels and report thereon with recommendations at least once a year to the local government;
- (c) liaise with the local government concerning fire prevention / suppression matters generally and directions to be issued by the local government to bush fire control officers (including those who issue permits to burn) bush fire brigades or brigade officers;
- (d) ensure that bush fire brigades are registered with the local government and that lists of brigade members are maintained.

#### *Division 3 – Annual general meetings of bush fire brigades*

### **3.6 Holding of annual general meeting**

A bush fire brigade is to hold its annual general meeting during the month of September each year.

### **3.7 Nomination of bush fire control officers to Bush Fire Management Committee**

At the annual general meeting of a bush fire brigade, one brigade member is to be nominated to the Bush Fire Management Committee to serve as the bush fire control officer for the brigade area until the next general meeting.

### **3.8 Nomination of bush fire control officer to the local government**

If the local government has not established a Bush Fire Management Committee, then at the annual general meeting of a bush fire brigade, the bush fire brigade is to nominate one brigade member to the local government to serve as the bush fire control officer for the brigade area until the next annual general meeting.

### **3.9 Minutes to be tabled before the Bush Fire Management Committee**

- (1) The Secretary is to forward a copy of the minutes of the annual general meeting of a bush fire brigade to the Chief Bush Fire Control Officer within one month after the meeting.
- (2) The Chief Bush Fire Control Officer is to table the minutes of a bush fire brigade's annual general meeting at the next meeting of the –
  - (a) Bush Fire Management Committee; or
  - (b) Council, if there is no Bush Fire Management Committee,following their receipt under subclause (1).

#### *Division 4 – Bush Fire Management Committee*

### **3.10 Functions of Management Committee**

The Bush Fire Management Committee is to have the functions set out in section 67 of the Act and is to include such number of nominees of the bush fire brigades as is determined by the local government.

### **3.11 Management Committee to nominate bush fire control officers**

As soon as practicable after the annual general meeting of each bush fire brigade in the district, the Bush Fire Management Committee is to nominate to the local government from the persons nominated by each bush fire brigade a person for the position of a bush fire control officer for the brigade area.

### **3.12 Local government to have regard to nominees**

When considering persons for the position of a bush fire control officer, the local government is to have regard to those persons nominated by the Bush Fire Management Committee, but is not bound to appoint the persons nominated.



### **3.13 Management Committee to consider bush fire brigade motions**

The Bush Fire Management Committee is to make recommendations to the local government on all motions received by the Bush Fire Management Committee from bush fire brigades.

## **PART 4 – TYPES OF BUSH FIRE BRIGADE MEMBERSHIP**

### **4.1 Types of membership of bush fire brigade**

The membership of a bush fire brigade consists of the following –

- (a) fire fighting members;
- (b) associate members;
- (c) cadet members; and
- (d) honorary life members.

### **4.2 Fire fighting members**

Fire fighting members are those persons being at least 16 years of age who undertake all normal bush fire brigade activities.

### **4.3 Associate members**

Associate members are those persons who are willing to supply free vehicular transport for fire fighting members or fire fighting equipment, or who are prepared to render other assistance required by the bush fire brigade.

### **4.4 Cadet members**

Cadet members are –

- (a) to be aged 11 to 15 years;
- (b) to be admitted to membership only with the consent of their parent or guardian;
- (c) admitted for the purpose of training and are not to attend or be in attendance at an uncontrolled fire or other emergency incident;
- (d) to be supervised by a fire fighting member when undertaking normal brigade activities as defined by paragraphs (c), (d), (e), (f) and (g) of section 35A of the Act;
- (e) ineligible to vote at bush fire brigade meetings;
- (f) not to be assigned ranks under the Department's rank structure.

### **4.5 Honorary life member**

- (1) The bush fire brigade may by a simple majority resolution appoint a person as an honorary life member in recognition of services by that person to the bush fire brigade.
- (2) No membership fees are to be payable by an honorary life member.

### **4.6 Notification of membership**

No later than 31 May in each year, the bush fire brigade is to report to the Chief Fire Control Officer the name, contact details and type of membership of each brigade member.

## **PART 5 – APPOINTMENT DISMISSAL AND MANAGEMENT OF MEMBERS**

### **5.1 Rules to govern**

The appointment, dismissal and management of brigade members by the bush fire brigade are governed by the Rules.

## PART 6 – EQUIPMENT OF BUSH FIRES BRIGADES

### 6.1 Policies of local government

The local government may make policies under which it –

- (a) provides funding to bush fire brigades for the purchase of protective clothing, equipment and appliances; and
- (b) keeps bush fire brigades informed of opportunities for funding from other bodies.

### 6.2 Equipment in brigade area

Not later than 28 February in each year, the bush fire brigade is to report to the local government the nature, quantity and quality of all protective clothing, equipment and appliances of the bush fire brigade which are generally available within the brigade area (or at a station of the bush fire brigade).

### 6.3 Funding from local government budget

A request to the local government from the bush fire brigade for funding of protective clothing, equipment or appliance needs is to be received by the local government by 31 March in order to be considered in the next following local government budget, and is to be accompanied by the last audited financial statement and a current statement of assets and liabilities of the bush fire brigade.

### 6.4 Consideration in the local government budget

The local government may approve or refuse an application for funding depending upon the assessment of budget priorities for the year in question.

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*First Schedule*

## RULES GOVERNING THE OPERATION OF BUSH FIRE BRIGADES PART 1 - PRELIMINARY

### 1.1 Interpretation

- (1) In these Rules, unless the context otherwise requires, where a term is used in these Rules and is defined in the local law, the Act or the Regulations, then the term is to be taken to have the meaning assigned to it in the local law, the Act or the Regulations, as the case may be.
- (2) In these Rules, unless the context otherwise requires –
  - “**absolute majority**” means a majority of more than 50% of the number of:
    - (a) brigade members of the bush fire brigade, whether in attendance at the meeting or not, if the majority is required at a meeting of the bush fire brigade; or
    - (b) brigade officers of the bush fire brigade, whether in attendance at the meeting or not, if the majority is required at a meeting of the Committee.
  - “**Committee**” means the Committee of the bush fire brigade;
  - “**local law**” means the Shire of Lake Grace Bush Fire Brigades Local Law; and
  - “**normal brigade activities**” is defined by section 35A of the Act
- (3) Subject to these Rules, where a decision is to be made by the bush fire brigade, then the decision may be made by a resolution passed by a simple majority of the brigade members who are present in person or by proxy at the meeting.
- (4) Subject to these Rules, where a decision is to be made by the Committee, then the decision may be made by a resolution passed by a simple majority of the brigade officers who are present in person or by proxy at the meeting.

## **PART 2 – OBJECTS AND MEMBERSHIP OF BUSH FIRE BRIGADE**

### **2.1 Objects of bush fire brigade**

The objects of the bush fire brigade are to carry out –

- (a) the normal brigade activities; and
- (b) the functions of the bush fire brigade which are specified in the Act, the Regulations and the local law.

### **2.2 Committee to determine applications**

Applications for membership are to be determined by the Committee.

### **2.3 Conditions of membership**

In relation to any type of membership, as described in Part 4 of the local law, the bush fire brigade may establish policies pertaining to –

- (a) the qualifications required;
- (b) fees payable, if any;
- (c) a requirement to serve a probationary period;
- (d) procedures to be employed by the Committee prior to approval of an application for membership,

and the Committee is to act within the parameters of any such policy in determining applications for membership.

### **2.4 Applications for membership**

An application for membership is to be in writing and is to be submitted to the Secretary in the form as determined by the Local Government from time to time.

### **2.5 Decision on application for membership**

- (1) The Committee may –
  - (a) approve an application for membership unconditionally or subject to any conditions; or
  - (b) refuse to approve an application for membership.
- (2) If the Committee refuses to approve an application for membership, it is to give written reasons for the refusal, as soon as practicable after the decision is made, to the applicant and the advice that the applicant has the right to object to the local government.

### **2.6 Department to be notified of registrations**

If any application for membership is approved, the Secretary of the bush fire brigade is to supply registration details to the Department within 14 days of a person being admitted to membership in the form required by the Department from time to time.

### **2.7 Termination of membership**

- (1) Membership of the bush fire brigade terminates if the member –
  - (a) dies;
  - (b) gives written notice of resignation to the Secretary;
  - (c) is, in the opinion of the Committee, permanently incapacitated by mental or physical ill-health;
  - (d) is dismissed by the Committee; or
  - (e) ceases to be a member or is taken to have resigned under subclause (2)
- (2) A brigade member whose membership fees are more than one year in arrears is to be taken to have resigned from the bush fire brigade.

## **2.8 Suspension of membership**

- (1) Membership of the bush fire brigade may be suspended at any time if, in the opinion of the Committee, circumstances warrant suspending the member.
- (2) The period of suspension shall be at the discretion of the Committee.
- (3) Upon the expiry of the period of suspension the Committee may:
  - (a) extend the period of suspension;
  - (b) terminate the membership; or
  - (c) reinstate the membership.

## **2.9 Existing liabilities to continue**

- (1) The resignation, or dismissal of a member under clause 2.7 does not affect any liability of the brigade member arising prior to the date of resignation or dismissal.

## **2.10 Member has right of defence**

A brigade member is not to be dismissed under clause 2.7(1)(d) without being given the opportunity to meet with the Committee and answer any charges which might give grounds for dismissal.

## **2.11 Objection Rights**

A person whose -

- (a) application for membership is refused under clause 2.5(1)(b);
- (b) membership is terminated under clause 2.7(1)(c), clause 2.7(1)(d) or clause 2.8(3)(b); or
- (c) membership is suspended under clause 2.8(1) or clause 2.8(3)(a).

has the right of objection to the local government which may dispose of the objection by –

- (a) dismissing the objection;
- (b) varying the decision objected to; or
- (c) revoking the decision objected to, with or without –
  - (i) substituting for it another decision; or
  - (ii) referring the matter, with or without directions, for another decision by the Committee.

## **PART 3 – FUNCTIONS OF BRIGADE OFFICERS**

### **3.1 Chain of command during fire fighting activities**

Subject to the Act and the local law, the command procedures to apply during fire fighting activities are as detailed in the local government's Bush Fire Operating Procedures.

### **3.2 Duties Of Captain**

- (1) Subject to subclause (2) below, the Captain is to preside at all meetings.
- (2) In the absence of the Captain, the meeting may elect another person to preside at the meeting.

### **3.3 Secretary**

- (1) The Secretary is to –
  - (a) be in attendance at all meetings and keep a correct minute and account of the proceedings of the bush fire brigade in a book which shall be open for inspection by brigade members at any reasonable time;
  - (b) answer all correspondence or direct it appropriately, and keep a record of the same;
  - (c) prepare and send out all necessary notices of meetings;
  - (d) receive membership fees, donations and other monies on behalf of the bush fire brigade, and remit them to the Treasurer upon receipt;
  - (e) complete and forward an incident report form in the form required by the Department to the Chief Bush Fire Control Officer and the Department within 14 days after attendance by the bush fire brigade at an incident.
  - (f) maintain a register of all current brigade members which includes each brigade member's contact details and type of membership.

- (g) provide no later than 31 May in each year, a report to the Chief Bush Fire Control Officer detailing the name, contact details and type of membership of each brigade member.
- (2) Where a bush fire brigade attends an incident on more than one day, the incident report form is to be completed and forwarded under subclause (1)(e) within 14 days after the last day of attendance.

### **3.4 Treasurer**

The Treasurer is to –

- (a) receive donations and deposits from the Secretary, and deposit all monies to the credit of the bush fire brigade's bank account;
- (b) pay accounts as authorized by the Committee;
- (c) keep a record of all monies received and payments made, maintain the accounts and prepare the balance sheet for each financial year;
- (d) be the custodian of all monies of the bush fire brigade; and
- (e) regularly inform the Secretary of the names of those brigade members who have paid their membership fees.
- (f) report on the financial position at meetings of the bush fire brigade or Committee.

### **3.5 Equipment Officer**

The Equipment Officer is responsible for the custody and maintenance in good order and condition of all protective clothing, equipment and appliances provided by the local government to the bush fire brigade (or of the bush fire brigade).

### **3.6 Storage of equipment**

- (1) The Equipment Officer may store all of the equipment of the bush fire brigade at a place approved by the Captain (the “station”).
- (2) If there is to be more than one station in the brigade area, the Equipment Officer is to appoint in respect of each station a person who is responsible for the custody and maintenance in good order and condition of all equipment and appliances at the station, subject to any direction of the Equipment Officer.

### **3.7 Equipment Officer to report**

The Equipment Officer is to provide, no later than 31 May of each year, a report to the local government and bush fire brigade captain describing the nature, quantity and quality of all protective clothing, equipment and appliances of the bush fire brigade which are generally available within the bush fire brigade area (or at a station of the bush fire brigade).

## **PART 4 – COMMITTEE**

### **4.1 Management of bush fire brigade**

- (1) Subject to the provisions of these Rules, the administration and management of the affairs of the bush fire brigade are vested in the Committee.
- (2) Without limiting the generality of subclause (1), the Committee is to have the following functions –
  - (a) to recommend to the local government amendments to these Rules;
  - (b) to draft the annual budget for the bush fire brigade and present it at the annual general meeting of the bush fire brigade;
  - (c) to propose a motion for consideration at any meeting of the bush fire brigade;
  - (d) to recommend to the local government equipment which needs to be supplied by the local government to the bush fire brigade;
  - (e) to invest or place on deposit any of the funds of the bush fire brigade not immediately required to perform the normal brigade activities;
  - (f) to delegate to a person, as from time to time thought fit, any functions (being less than the total functions of the Committee) on any conditions it thinks fit;

- (g) to do all things necessary or convenient in order to perform any of its functions and to secure the performance of the normal brigade activities by the bush fire brigade; and
- (h) deal with membership applications, grievances, disputes and disciplinary matters.

#### **4.2 Constitution of Committee**

- (1) The Committee of the bush fire brigade is to consist of the brigade officers being the Captain, Secretary, Treasurer, Equipment Officer and the Fire Control Officers of the bush fire brigade.
- (2) The brigade officers are to -
  - (a) be elected at the annual general meeting of the bush fire brigade;
  - (b) hold office until the next annual general meeting; and
  - (c) be eligible for re-election at the next annual general meeting.
- (3) Any brigade officer may be removed from office by an absolute majority decision of the brigade members present in person or by proxy at a special meeting called for such a purpose.
- (4) The Committee may appoint a brigade member to fill a vacancy in any office arising from a resolution under subclause (3) or which has arisen for any other reason.

### **PART 5 – MEETINGS OF BUSH FIRE BRIGADE**

#### **5.1 Ordinary meetings**

- (1) Ordinary meetings may be called at any time by the Secretary by giving at least 7 days notice to all brigade members and to the Chief Bush Fire Control Officer, for the purpose of –
  - (a) organising and checking equipment;
  - (b) requisitioning new or replacement equipment;
  - (c) organising field excursions, training sessions, hazard reduction programs, and the preparation of fire-breaks;
  - (d) establishing new procedures in respect of any of the normal brigade activities; and
  - (e) dealing with any general business.
- (2) In a notice given under subclause (1), the Secretary is to specify the business which is to be conducted at the meeting.
- (3) Business may be conducted at an ordinary meeting of the bush fire brigade notwithstanding that it was not specified in a notice given under subclause (1) in relation to that meeting.

#### **5.2 Special meetings**

- (1) The Secretary is to call a special meeting when 5 or more brigade members request one in writing.
- (2) At least 2 days notice of a special meeting is to be given by the Secretary, to all brigade members and to the Chief Bush Fire Control Officer.
- (3) In a notice given under subclause (2) the Secretary is to specify the business which is to be conducted at the meeting.
- (4) No business is to be conducted at a special meeting beyond that specified in a notice given under subclause (2) in relation to that meeting.

#### **5.3 Annual general meeting**

- (1) At least 7 days notice of the annual general meeting is to be given by the Secretary to all brigade members and to the Chief Bush Fire Control Officer.
- (2) At the annual general meeting the bush fire brigade is to –
  - (a) elect the brigade officers from among the brigade members;
  - (b) consider the Captain's report on the year's activities;
  - (c) adopt the annual financial statements;
  - (d) appoint an Auditor for the ensuing financial year in accordance with clause 5.6; and
  - (e) deal with any general business.
- (3) In a notice given under subclause (1), the Secretary is to specify the business which is to be conducted at the meeting.

- (4) Business may be conducted at an annual general meeting notwithstanding that it was not specified in a notice given under subclause (1) in relation to that meeting.

#### **5.4 Quorum**

- (1) The quorum for a meeting of the bush fire brigade is at least 30% of the number of officers (whether vacant or not) or members of the bush fire brigade.
- (2) No business is to be transacted at a meeting of the bush fire brigade unless a quorum of brigade members is present in person or by proxy.

#### **5.5 Voting**

Each brigade member is to have one vote, however in the event of an equality of votes, the Captain (or person presiding) may exercise a casting vote.

#### **5.6 Auditor**

- (1) At the annual general meeting a person, not being a brigade member, is to be appointed as the Auditor of the bush fire brigade for the ensuing financial year.
- (2) The Auditor is to audit the accounts of the bush fire brigade not less than 7 days before the annual general meeting and is to certify to their correctness or otherwise and present a report at the annual general meeting.

### **PART 6 – MEETINGS OF COMMITTEE**

#### **6.1 Meetings of Committee**

- (1) The Committee is to meet for the despatch of business, adjourn and otherwise regulate its meeting as it thinks fit.
- (2) The Captain or Secretary may convene a meeting of the Committee at any time.

#### **6.2 Quorum**

No business is to be transacted at a meeting of the Committee unless a quorum of 3 brigade officers are present in person.

#### **6.3 Voting**

Each brigade officer is to have one vote, however in the case of an equality of votes, the Captain (or person presiding) may exercise a casting vote.

### **PART 7 – GENERAL ADMINISTRATION MATTERS**

#### **7.1 Fees**

- (1) The membership fees, if any, for each type of member for the ensuing 12 months are to be determined by the bush fire brigade at the annual general meeting.
- (2) Subject to subclause (3), a member is to pay the membership fees for her or his type of membership on or before 31 May.
- (3) The bush fire brigade may exempt a brigade member, or a class of membership, from the payment of membership fees, for such period and on such conditions as the bush fire brigade may determine.

#### **7.2 Funds**

The funds of the bush fire brigade are to be used solely for the purpose of promoting the objects of the bush fire brigade.

#### **7.3 Financial year**

The financial year of the bush fire brigade is to commence on 1 July and is to end on 30 June of the following year.

#### **7.4 Banking**

- (1) The funds of the bush fire brigade are to be placed in a bank account and are to be drawn by whatever means is considered by the Bush Fire Brigade to be the most convenient including the use of electronic fund transfers.
- (2) If the Secretary/Treasurer is a combined position, the Captain and Secretary/Treasurer are to sign the cheques referred to in subclause (1).

#### **7.5 Disclosure of interests**

- (1) A brigade member shall disclose to the bush fire brigade or Committee any financial interest (whether direct or indirect) he or she may have in any matter being considered by the bush fire brigade or Committee, as appropriate.
- (2) If a financial interest has been disclosed under subclause (1), then the bush fire brigade or Committee, as appropriate, is to decide, in the absence of the brigade member who disclosed that interest, whether or not the brigade member is to be permitted to vote on that matter.
- (3) Where the bush fire brigade or Committee, as appropriate, decides under subclause (2), that a brigade member is not to be permitted to vote on a matter, and the brigade member votes on the matter, then her or his vote is to be taken to have no effect and is not to be counted.

#### **7.6 Disagreements**

- (1) Any disagreement between brigade members may be referred to either the Captain or to the Committee.
- (2) Where a disagreement in subclause (1) is considered by the Captain or the Committee to be of importance to the interests of the bush fire brigade, then the Captain or the Committee, as the case may be, is to refer the disagreement to the annual general meeting, an ordinary meeting or a special meeting of the bush fire brigade.
- (3) The local government is the final authority on matters affecting the bush fire brigade, and may resolve any disagreement which is not resolved under subclause (1) or (2).

### **PART 8 – NOTICES AND PROXIES**

#### **8.1 Notices**

- (1) Notices of meetings of the bush fire brigade are to be in writing and sent by facsimile or ordinary post or by electronic communication to the registered address of each brigade member.
- (2) Notices of meetings of the Committee may be given in writing in accordance with subclause (1) or by such other means as the Committee may decide (by an absolute majority) at a meeting of the Committee.
- (3) Any accidental omission to give notice of a meeting to, or non-receipt by a person entitled to receive such notice, is not to invalidate the meeting the subject of the notice or any resolutions passed at the meeting.
- (4) Where any notice other than a notice of meeting is to be given under these Rules, the notice is to be –
  - (a) in writing;
  - (b) unless otherwise specified, given to or by the Secretary;
  - (c) given by –
    - (i) personal delivery;
    - (ii) post;
    - (iii) facsimile transmission; or
    - (iv) an electronic communication;
  - (d) taken to have been received, as the case may be –
    - (i) at the time of personal delivery;
    - (ii) 2 business days after posting;
    - (iii) on the printing of the sender's transmission report; or
    - (iv) at the time when the electronic communication becomes capable of being retrieved by the addressee.
    - (v)



**8.2 Proxies**

- (1) Where under these Rules a brigade member may vote by proxy, in order for the proxy to so vote, the brigade member or the proxy shall give a notice in the form as determined by the local government, to the Secretary or the person presiding at the meeting before the start of the meeting at which the proxy is to be used.
- (2) A proxy is to be valid for the meeting for which it is given and for any adjournments of that meeting.
- (3) A proxy shall be valid for the number of votes to which the brigade member is entitled.
- (4) If the donor of the proxy does not give any indication of the manner in which the proxy is to vote, the proxy shall be entitled to vote or not vote as he or she thinks fit.
- (5) A proxy shall be entitled to speak on behalf of the donor of the proxy.
- (6) All forms appointing proxies deposited under sub-clause (1) are to be retained by the Secretary for not less than 28 days after the conclusion of the meeting to which they relate but if there is any objection to the validity of any vote at the meeting, they are to be retained until the determination of that objection.
- (7) The form appointing a proxy shall be in writing and signed by the brigade member appointing the proxy and shall be in or substantially in the form set out below -

# Shire of Lake Grace



## DOGS LOCAL LAW

*June 2016*

**HISTORY: *Shire of Lake Grace Dogs Local Law***

<b>Date:</b>	<b>Detail: (i.e. Adoption and Gazettal of the Local Law)</b>
28 February 2001	Council adopted the Dogs Local Law
27 March 2001	Dogs Local Law gazetted
18 November 2015	Council adopted the Dogs Amendment Local Law 2015
15 December 2015	Dogs Amendment Local Law 2015 gazetted

**DOCUMENT CONTROL: *Dogs Local Law***

<b>Version:</b>	<b>Local Law Document for Publishing</b>
June 2016	Consolidated Document including original Local Law and December 2015 Amendments.

**Dog Act 1976**

SHIRE OF LAKE GRACE

**DOGS LOCAL LAW**

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## **DOG ACT 1976**

### **SHIRE OF LAKE GRACE**

## **DOGS LOCAL LAW**

### **PART 1 - PRELIMINARY**

#### **Citation**

1.1 This local law may be cited as the Shire of Lake Grace Dogs Local Law.

#### **Repeal**

1.2 The By-laws relating to Dogs published in the Government Gazette of 13 January 1984 and 7 July 1989 are repealed.

#### **Definitions**

1.3 In this local law unless the context otherwise requires -

“Act” means the *Dog Act 1976*;

“authorized person” means a person authorized by the local government to perform all or any of the functions conferred on an authorized person under this local law;

“CEO” means the Chief Executive Officer of the local government;

“dangerous dog” has the meaning given to it in the Act;

“district” means the district of the local government;

“dog management facility” has the meaning given to it in the Act;

“local government” means the Shire of Lake Grace.

“Regulations” means the *Dog Regulations 2013*;

“Schedule” means a schedule to this local law;

“thoroughfare” has the meaning given to it in section 1.4 of the *Local Government Act 1995*;

“town planning scheme” means a town planning scheme made by the local government under the *Planning and Development Act 2005* which applies throughout the whole or a part of the district; and

“townsite” has the meaning given to it in the Act.

#### **Application**

1.4 This local law applies throughout the district.

### **PART 2 - IMPOUNDING OF DOGS**

#### **Charges and costs**

2.1 The following are to be imposed and determined by the local government under sections 6.16 - 6.19 of the *Local Government Act 1995* -

- (a) the charges to be levied under section 29(4) of the Act relating to the seizure and impounding of a dog;
- (b) the additional fee payable under section 29(4) of the Act where a dog is released at a time or on a day other than those determined under clause 2.2; and
- (c) the costs of the destruction and the disposal of a dog referred to in section 29(15) of the Act.

#### **Attendance of pound keeper at pound**

2.2 The authorized person is to be in attendance at the pound for the release of dogs at the times and on the days of the week as are determined by the CEO.

**Release of impounded dog**

- 2.3 (1) A claim for the release of a dog seized and impounded is to be made to the authorised person or in the absence of the authorised person, to the CEO.
- (2) The authorised person is not to release a dog seized and impounded to any person unless that person has produced, to the satisfaction of the authorised person, satisfactory evidence-
- (a) of her or his ownership of the dog or of her or his authority to take delivery of it; or
  - (b) that he or she is the person identified as the owner on a microchip implanted in the dog.

**No breaking into or destruction of pound**

- 2.4 A person who -
- (a) unless he or she is the pound keeper or a person authorized to do so, releases or attempts to release a dog from a pound; or
  - (b) destroys, breaks into, damages or in any way interferes with or renders not dog-proof -
    - (i) any pound; or
    - (ii) any vehicle or container used for the purpose of catching, holding or conveying a seized dog,
- commits an offence.

**Penalty:** Where the dog is a dangerous dog, \$2,000; otherwise \$1,000.

**PART 3 - REQUIREMENTS AND LIMITATIONS ON THE KEEPING OF DOGS**

**Dogs to be confined**

- 3.1 (1) An occupier of premises on which a dog is kept must -
- (a) cause a portion of the premises on which the dog is kept to be fenced in a manner capable of confining the dog;
  - (b) ensure the fence used to confine the dog and every gate or door in the fence is of a type, height and construction which having regard to the breed, age, size and physical condition of the dog is capable of preventing the dog at all times from passing over, under or through it;
  - (c) ensure that every gate or door in the fence is kept closed at all times when the dog is on the premises (unless the gate is temporarily opened in a manner that ensures that the dog remains confined) and is fitted with a proper latch or other means of fastening it;
  - (d) maintain the fence and all gates and doors in the fence in good order and condition; and
  - (e) where no part of the premises consists of open space, yard or garden or there is no open space or garden or yard of which the occupier has exclusive use or occupation, ensure that other means exist on the premises (other than the tethering of the dog) for effectively confining the dog within the premises.
- (2) Where an occupier fails to comply with subclause (1), he or she commits an offence.

**Limitation on the number of dogs**

- 3.2 (1) This clause does not apply to premises which have been -
- (a) licensed under Part 4 as an approved kennel establishment; or
  - (b) granted an exemption under section 26(3) of the Act.

- (2) The limit on the number of dogs which may be kept on any premises is, for the purpose of section 26(4) of the Act -
  - (a) 2 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated within a townsite; or
  - (b) 4 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated outside a townsite.

## **PART 4 - APPROVED KENNEL ESTABLISHMENTS**

### **Interpretation**

- 4.1 In this Part and in Schedule 2 -
- “licence” means a licence to keep an approved kennel establishment on premises;
  - “licensee” means the holder of a licence;
  - “premises”, in addition to the meaning given to it in section 3 of the Act, means the premises described in the application for a licence; and
  - “transferee” means a person who applies for the transfer of a licence to her or him under clause 4.14.

### **Application for licence for approved kennel establishment**

- 4.2 An application for a licence must be made in the form of that in Schedule 1, and must be lodged with the local government together with -
- (a) plans and specifications of the kennel establishment, including a site plan;
  - (b) copies of the notices to be given under clause 4.3;
  - (c) written evidence that either the applicant or another person who will have the charge of the dogs, will reside on the premises or, in the opinion of the local government, sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare;
  - (d) a written acknowledgement that the applicant has read and agrees to comply with any code of practice relating to the keeping of dogs nominated by the local government; and
  - (e) the fee for the application for a licence referred to in clause 4.10(1).

### **Notice of proposed use**

- 4.3 (1) An applicant for a licence must give notice of the proposed use of the premises as an approved kennel establishment after the application for a licence has been lodged –
- (a) once in a newspaper circulating in the district; and
  - (b) to the owners and occupiers of any premises adjoining the premises.
- (2) The notices in subclause (1) must specify that -
- (a) any written submissions as to the proposed use are to be lodged with the CEO within 14 days of the date the notice is given; and
  - (b) the application and plans and specifications may be inspected at the offices of the local government.
- (3) Where –
- (a) the notices given under subclause (1) do not clearly identify the premises; or
  - (b) a notice given under subclause (1)(a) is of a size or in a location in the newspaper which, in the opinion of the local government, would fail to serve the purpose of notifying persons of the proposed use of the premises,

then the local government may refuse to determine the application for a licence until the notices or notice, as the case may be, is given in accordance with its directions.



**Exemption from notice requirements**

4.4 Where an application for a licence is made in respect of premises on which an approved kennel establishment is either a -

- (a) permitted use; or
- (b) use which the local government may approve subject to compliance with specified notice requirements,

under a town planning scheme, then the requirements of clauses 4.2(b), 4.3 and 4.5(a) do not apply in respect of the application for a licence.

**When application can be determined**

4.5 An application for a licence is not to be determined by the local government until -

- (a) the applicant has complied with clause 4.2;
- (b) the applicant submits proof that the notices referred to in clause 4.3(1) have been given in accordance with that clause; and
- (c) the local government has considered any written submissions received within the time specified in clause 4.3(2)(a) on the proposed use of the premises.

**Determination of application**

4.6 In determining an application for a licence, the local government is to have regard to –

- (a) the matters referred to in clause 4.7;
- (b) any written submissions received within the time specified in clause 4.3(2)(a) on the proposed use of the premises;
- (c) any economic or social benefits which may be derived by any person in the district if the application for a licence is approved;
- (d) the effect which the kennel establishment may have on the environment or amenity of the neighbourhood;
- (e) whether the approved kennel establishment will create a nuisance for the owners and occupiers of adjoining premises; and
- (f) whether or not the imposition of and compliance with appropriate conditions of a licence will mitigate any adverse effects of the approved kennel establishment identified in the preceding paragraphs.

**Where application cannot be approved**

4.7 The local government cannot approve an application for a licence where -

- (a) an approved kennel establishment cannot be permitted by the local government on the premises under a town planning scheme; or
- (b) an applicant for a licence or another person who will have the charge of the dogs will not reside on the premises, or, in the opinion of the local government, sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare.

**Conditions of approval**

4.8 (1) The local government may approve an application for a licence subject to the conditions contained in Schedule 2 and to such other conditions as the local government considers appropriate.

- (2) In respect of a particular application for a licence, the local government may vary any of the conditions contained in Schedule 2.

**Compliance with conditions of approval**

4.9 A licensee who does not comply with the conditions of a licence commits an offence.

**Penalty:** A fine of \$5,000 and for each and separate and further offence committed by the person under section 71 of the *Interpretation Act 1984* a fine of \$100.

### **Fees**

- 4.10 (1) On lodging an application for a licence, the applicant is to pay a fee to the local government.
- (2) On the issue or renewal of a licence, the licensee is to pay a fee to the local government.
- (3) On lodging an application for the transfer of a valid licence, the transferee is to pay a fee to the local government.
- (4) The fees referred to in subclauses (1) to (3) are to be imposed and determined by the local government under sections 6.16 - 6.19 of the Local Government Act 1995.

### **Form of licence**

- 4.11 The licence is to be in the form determined by the local government and is to be issued to the licensee.

### **Period of licence**

- 4.12 (1) The period of effect of a licence is set out in section 27(5) of the Act.
- (2) A licence is to be renewed if the fee referred to in clause 4.10(2) is paid to the local government prior to the expiry of the licence.
- (2) On the renewal of a licence the conditions of the licence at the time of its renewal continue to have effect.

### **Variation or cancellation of licence**

- 4.13 (1) The local government may vary the conditions of a licence.
- (2) The local government may cancel a licence –
- (a) on the request of the licensee;
  - (b) following a breach of the Act, the Regulations or this local law; or
  - (c) if the licensee is not a fit and proper person.
- (3) The date a licence is cancelled is to be, in the case of –
- (a) paragraph (a) of subclause (2), the date requested by the licensee; or
  - (b) paragraphs (b) and (c) of subclause (2), the date determined under section 27(6) of the Act.
- (3) If a licence is cancelled the fee paid for that licence is not refundable for the term of the licence that has not yet expired.

### **Transfer**

- 4.14 (1) An application for the transfer of a valid licence from the licensee to another person must be –
- (a) made in the form determined by the local government;
  - (b) made by the transferee;
  - (c) made with the written consent of the licensee; and
  - (d) lodged with the local government together with –
    - (i) written evidence that a person will reside at or within reasonably close proximity to the premises the subject of the licence; and
    - (ii) the fee for the application for the transfer of a licence referred to in clause 4.10(3).
- (2) The local government is not to determine an application for the transfer of a valid licence until the transferee has complied with subclause (1).
- (3) The local government may approve, whether or not subject to such conditions as it considers appropriate, or refuse to approve an application for the transfer of a valid licence.
- (4) Where the local government approves an application for the transfer of a valid licence, then on the date of approval, unless otherwise specified in the notice issued under clause 4.15(b), the transferee becomes the licensee of the licence for the purposes of this local law.

**Notification**

- 4.15 The local government is to give written notice to -
- (a) an applicant for a licence of the local government’s decision on her or his application;
  - (b) a transferee of the local government’s decision on her or his application for the transfer of a valid licence;
  - (c) a licensee of any variation made under clause 4.13(1);
  - (d) a licensee when her or his licence is due for renewal and the manner in which it may be renewed;
  - (e) a licensee when her or his licence is renewed;
  - (f) a licensee of the cancellation of a licence under clause 4.13(2)(a); and
  - (g) a licensee of the cancellation of a licence under paragraphs (b) or (c) of clause 4.13(2), which notice is to be given in accordance with section 27(6) of the Act.
  - (h)

**Inspection of kennel**

- 4.16 With the consent of the occupier, an authorized person may inspect an approved kennel establishment at any time.

*PART 5 – Deleted (as per Dogs Amendment Local Law 2015)*

**PART 6 - MISCELLANEOUS**

**Offence to excrete**

- 6.1 (1) A dog must not excrete on –
- (a) any thoroughfare or other public place; or
  - (b) any land which is not a public place without the consent of the occupier.
- (2) Subject to subclause (3), if a dog excretes contrary to subclause (1), every person liable for the control of the dog at that time commits an offence.  
Penalty: \$200.
- (3) The person liable for the control of the dog does not commit an offence against subclause (2) if any excreta is removed immediately by that person.

**PART 7 - ENFORCEMENT**

**Interpretation**

- 7.1 In this Part -
- “infringement notice” means the notice referred to in clause 7.3; and
  - “notice of withdrawal” means the notice referred to in clause 7.6(1).

**Modified penalties**

- 7.2 (1) The offences contained in Schedule 3 are offences in relation to which a modified penalty may be imposed.
- (2) The amount appearing in the third column of Schedule 3 directly opposite an offence is the modified penalty payable in respect of that offence if -
- (a) the dog is not a dangerous dog; or
  - (b) the dog is a dangerous dog, but an amount does not appear in the fourth column directly opposite that offence.

(3) The amount appearing in the fourth column of Schedule 3 directly opposite an offence is the modified penalty payable in respect of that offence if the dog is a dangerous dog.

**Issue of infringement notice**

7.3 Where an authorized person has reason to believe that a person has committed an offence in respect of which a modified penalty may be imposed, he or she may issue to that person a notice in the form of Form 8 of Schedule 1 of the Regulations.

**Failure to pay modified penalty**

7.4 Where a person who has received an infringement notice fails to pay the modified penalty within the time specified in the notice, or within such further time as may in any particular case be allowed by the CEO, he or she is deemed to have declined to have the offence dealt with by way of a modified penalty.

**Payment of modified penalty**

7.5 A person who has received an infringement notice may, within the time specified in that notice or within such further time as may in any particular case be allowed by the CEO, send or deliver to the local government the amount of the penalty, with or without a reply as to the circumstances giving rise to the offence, and the local government may appropriate that amount in satisfaction of the penalty and issue an acknowledgment.

**Withdrawal of infringement notice**

- 7.6 (1) Whether or not the modified penalty has been paid, an authorized person may withdraw an infringement notice by sending a notice in the form of Form 9 of Schedule 1 of the Regulations.
- (2) A person authorized to issue an infringement notice under clause 7.3 cannot sign or send a notice of withdrawal.
- (3)

**Service**

7.7 An infringement notice or a notice of withdrawal may be served on a person personally, or by leaving it at or posting it to her or his address as ascertained from her or him, or as recorded by the local government under the Act, or as ascertained from inquiries made by the local government.

SCHEDULE 1  
(clause 4.2)

*Local laws relating to dogs*

**APPLICATION FOR A LICENCE FOR AN APPROVED KENNEL ESTABLISHMENT**

I/we (full name) .....  
of (postal address) .....  
(telephone number) .....  
(facsimile number) .....  
(E-mail address) .....

Apply for a licence for an approved kennel establishment at (address of premises) .....  
.....

For (number and breed of dogs) .....

\* (insert name of person) ..... will be residing at the premises on and from  
(insert date) .....

\* (insert name of person) ..... will be residing (sufficiently close to the  
premises so as to control the dogs and so as to ensure their health and welfare) at .....  
..... (insert address of residence)  
on and from ..... (insert date).

Attached are -

- (a) a site plan of the premises showing the location of the kennels and yards and all other buildings and structures and fences;
- (b) plans and specifications of the kennel establishment;
- (c) copy of notice of proposed use to appear in newspaper;
- (d) copy of notice of proposed use to be given to adjoining premises;
- (e) written evidence that a person will reside -
  - (i) at the premises; or
  - (ii) sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare; and
- (f) if the person in item (e) is not the applicant, written evidence that the person is a person in charge of the dogs.

I confirm that I have read and agree to comply with the Code of Practice known as ....., in the keeping of dogs at the proposed kennel establishment.

Signature of applicant .....

Date .....

\* delete where inapplicable.

Note: a licence if issued will have effect for a period of 12 months – section 27.5 of the Dog Act.

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OFFICE USE ONLY

Application fee paid on .

SCHEDULE 2

(clause 4.8(1))

**CONDITIONS OF A LICENCE FOR AN APPROVED KENNEL ESTABLISHMENT**

An application for a licence for an approved kennel establishment may be approved subject to the following conditions -

- (a) each kennel, unless it is fully enclosed, must have a yard attached to it;
  - (b) each kennel and each yard must be at a distance of not less than -
    - (i) 25m from the front boundary of the premises and 5m from any other boundary of the premises;
    - (ii) 10m from any dwelling; and
    - (iii) 25m from any church, school room, hall, factory, dairy or premises where food is manufactured, prepared, packed or stored for human consumption;
  - (c) each yard for a kennel must be kept securely fenced with a fence constructed of link mesh or netting or other materials approved by the local government;
  - (d) the minimum floor area for each kennel must be calculated at 2.5 times the length of the breed of dog (when it is fully grown), squared, times the number of dogs to be housed in the kennel and the length of the dog is to be determined by measuring from the base of the tail to the front of its shoulder;
  - (e) the floor area of the yard attached to any kennel or group of kennels must be at least twice the floor area of the kennel or group of kennels to which it is attached;
  - (f) the upper surface of the kennel floor must be –
    - (i) at least 100mm above the surface of the surrounding ground;
    - (ii) smooth so as to facilitate cleaning;
    - (iii) rigid;
    - (iv) durable;
    - (v) slip resistant;
    - (vi) resistant to corrosion;
    - (vii) non-toxic;
    - (viii) impervious;
    - (ix) free from cracks, crevices and other defects; and
    - (x) finished to a surface having a fall of not less than 1 in 100 to a spoon drain which in turn must lead to a suitably sized diameter sewerage pipe which must be properly laid, ventilated and trapped in accordance with the health requirements of the local government;
  - (g) all kennel floor washings must pass through the drain in item (f)(x) and must be piped to approved apparatus for the treatment of sewage in accordance with the health requirements of the local government;
  - (h) the kennel floor must have a durable upstand rising 75mm above the floor level from the junction of the floor and external and internal walls, or internal walls must be so constructed as to have a minimum clearance of 50mm from the underside of the bottom plate to the floor;
  - (i) where a yard is to be floored, the floor must be constructed in the same manner as the floor of any kennel;
- from the floor, the lowest internal height of a kennel must be, whichever is the lesser of -
- 2m; or
  - 4 times the height of the breed of dog in the kennel, when it is fully grown, measured from the floor to the uppermost tip of its shoulders while in a stationary upright position;
- (k) the walls of each kennel must be constructed of concrete, brick, stone or framing sheeted internally and externally with good quality new zincalume or new pre-finished colour coated steel sheeting or new fibrous cement sheeting or other durable material approved by the local government;
  - (l) all external surfaces of each kennel must be kept in good condition;

- (m) the roof of each kennel must be constructed of impervious material;
- (n) all kennels and yards and drinking vessels must be maintained in a clean condition and must be cleaned and disinfected when so ordered by an authorized person;
- (o) all refuse, faeces and food waste must be disposed of daily into the approved apparatus for the treatment of sewage;
- (p) noise, odours, fleas, flies and other vectors of disease must be effectively controlled;
- (q) suitable water must be available at the kennel via a properly supported standpipe and tap; and
- (r) the licensee or the person nominated in the application for a licence, must, in accordance with the application for the licence, continue to reside -
  - (i) at the premises; or
  - (ii) in the opinion of the local government, sufficiently close to the premises so as to control the dogs, and to ensure their health and welfare.

SCHEDULE 3  
(clause 7.2)

**OFFENCES IN RESPECT OF WHICH MODIFIED PENALTY APPLIES**

Item No	Offence	Nature of offence	Modified penalty \$	Dangerous Dog Modified Penalty \$
1	3.1	Failing to provide means for effectively confining a dog	200	400
2	4.9	Failing to comply with the conditions of a licence	200	
3	6.1(2)	Dog excreting in prohibited place	60	

# Shire of Lake Grace



## EXTRACTIVE INDUSTRIES LOCAL LAW

*June 2016*



**HISTORY: *Shire of Lake Grace Extractive Industries Local Law***

<b>Date:</b>	<b>Detail: (i.e. Adoption and Gazettal of the Local Law)</b>
27 September 2000	Council adopted the Extractive Industries Local Law
20 October 2000	Extractive Industries Local Law gazetted
18 November 2015	Council adopted the Extractive Industries Amendment Local Law 2015
15 December 2015	Extractive Industries Amendment Local Law 2015 gazetted

**DOCUMENT CONTROL: *Extractive Industries Local Law***

<b>Version:</b>	<b>Local Law Document for Publishing</b>
June 2016	Consolidated Document including original Local Law and December 2015 Amendments.

*Local Government Act 1995*

SHIRE OF LAKE GRACE

**EXTRACTIVE INDUSTRIES LOCAL LAW**

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## **LOCAL GOVERNMENT ACT 1995**

### **SHIRE OF LAKE GRACE**

#### **EXTRACTIVE INDUSTRIES LOCAL LAW**

Under the powers conferred by the Local Government Act 1995 and by all other powers, the local government of the Shire of Lake Grace resolved to make the following local laws on the 27 September 2000.

#### **PART 1 - PRELIMINARY**

##### **DEFINITIONS**

- 1.1 In this local law, unless the context otherwise requires -
- “Act” means the Local Government Act 1995;
  - “carry on an extractive industry” means quarrying and excavating for stone, gravel, sand, clay, limestone, loam and other material;
  - “CEO” means the Chief Executive Officer of the local government;
  - “district” means the district of the local government;
  - “excavation” includes quarry;
  - “licence” means a licence issued under this local law;
  - “licensee” means the person named in the licence as the licensee;
  - “Local Government” means the Shire of Lake Grace.
  - “occupier” has the meaning given to it in the Act;
  - “owner” has the meaning given to it in the Act;
  - “person” does not include a Local Government;
  - “secured sum” means the sum required to be paid or the amount of a bond, guarantee or other security under clause 5.1;
  - “schedule” means the Schedule to this local law;
  - “site” means the land specified by the local government in a licence.

##### **APPLICATION**

- 1.2 The provisions of this local law -
- (a) subject to paragraphs (b), (c) and (d) -
    - (i) apply and have force and effect throughout the whole of the district; and
    - (ii) apply to every excavation whether commenced prior to or following the coming into operation of this local law;
  - (b) do not apply to the extraction of minerals under the Mining Act 1978;
  - (c) do not apply to the carrying on of an extractive industry on Crown land; and
  - (d) do not affect the validity of any licence issued under the local law repealed by clause 1.3 of this local law if that licence is currently in force at the date of gazettal of this local law.

##### **REPEAL**

- 1.3 The local laws of the Shire of Lake Grace relating to Extractive Industries published in the *Government Gazette* on the 6<sup>th</sup> February, 1969 and the 18<sup>th</sup> April, 1975, are repealed.

#### **PART 2 - LICENSING REQUIREMENTS FOR AN EXTRACTIVE INDUSTRY**

##### **Extractive industries prohibited without licence**

- 2.1 A person must not carry on an extractive industry -
- (a) unless the person is the holder of a valid and current licence; and

- (b) otherwise than in accordance with any terms and conditions set out in, or applying in respect of, the licence.

Penalty \$5000 and a daily penalty not exceeding a fine of \$500 in respect of each day or part of a day during which an offence has continued.

### **Applicant to advertise proposal**

2.2 (1) Unless the local government first approves otherwise, a person seeking the issue of a licence must, before applying to the local government for a licence -

- (a) forward by registered mail a notice in the form determined by the local government from time to time to -
    - (i) the owners and occupiers of all land adjoining the land upon which it is proposed to excavate, or within an area determined by the local government as likely to be affected by the granting of a licence, advising of the application and specifying that they may, within twenty-one days from the date of service of the letter, object to or make representations in writing in respect of the issue of a licence by the local government.
    - (ii) every authority or person having control or jurisdiction over any of the things referred to in clause 2.3(1)(a)(vii) and (viii) within 500 metres from the boundaries of the land, or within an area determined by the local government as likely to be affected by the granting of a licence; and
  - (b) as soon as practicable after complying with the requirements of paragraph (a) -
    - (i) forward a copy of the notice to the CEO; and
    - (ii) publish the notice in a newspaper circulating in the area in which the proposed excavation is located.
- (2) The local government may, within 14 days after receiving a copy of a notice referred to in sub-clause (1), cause to be displayed, or require the proposed applicant to display, in a prominent position on the land one or more notices -
- a) in the form determined by the local government from time to time;
  - b) the content, size and construction of which have been approved by the CEO;
  - c) specifying particulars of the proposed excavation; and
  - d) inviting objections or comments within 21 days from the placement of the notice.

### **Application for licence**

2.3 (1) Subject to subclause (3), a person seeking the issue of a licence in respect of any land must apply in the form determined by the local government from time to time and must forward the application duly completed and signed by each of the applicant, the owner of the land and any occupier of the land to the CEO together with -

- (a) 3 copies of a plan of the excavation site to a scale of between 1:500 and 1:2000 showing -
  - (i) where the proposed excavation surface area is –
    - (I) not to exceed 5ha, the existing and proposed land contours based on the Australian Height Datum and plotted at 1 metre contour intervals;
    - (II) to be greater than 5ha, the existing and proposed land contours based on the Australian Height Datum and plotted at 5 metre contour intervals;
  - (ii) the land on which the excavation site is to be located;
  - (iii) the external surface dimensions of the land;
  - (iv) the location and depth of the existing and proposed excavation of the land;
  - (v) the location of existing and proposed thoroughfares or other means of vehicle access to and egress from the land and to public thoroughfares in the vicinity of the land;
  - (vi) the location of buildings, treatment plant, tanks and other improvements and developments existing on, approved for or proposed in respect of the land;

- (vii) the location of existing power lines, telephone cables and any associated poles or pylons, sewers, pipelines, reserves, bridges, railway lines and registered grants of easement or other encumbrances over, on, under or adjacent to or in the vicinity of the land;
  - (viii) the location of all existing dams, watercourses, drains or sumps on or adjacent to the land;
  - (ix) the location and description of existing and proposed fences, gates and warning signs around the land; and
  - (x) the location of the areas proposed to be used for stockpiling excavated material, treated material, overburden and soil storage on the land and elsewhere;
- b) 3 copies of a works and excavation programme containing -
- (i) the nature and estimated duration of the proposed excavation for which the licence is applied;
  - (ii) the stages and the timing of the stages in which it is proposed to carry out the excavation;
  - (iii) details of the methods to be employed in the proposed excavation and a description of any on-site processing works;
  - (iv) details of the depth and extent of the existing and proposed excavation of the site;
  - (v) an estimate of the depth of and description of the nature and quantity of the overburden to be removed;
  - (vi) a description of the methods by which existing vegetation is to be cleared and topsoil and overburden removed or stockpiled;
  - (vii) a description of the means of access to the excavation site and the types of thoroughfares to be constructed;
  - (viii) details of the proposed number and size of trucks entering and leaving the site each day and the route or routes to be taken by those vehicles;
  - (ix) a description of any proposed buildings, treatment plant, tanks and other improvements;
  - (x) details of drainage conditions applicable to the land and methods by which the excavation site is to be kept drained;
  - (xi) a description of the measures to be taken to minimise dust nuisance, erosion, watercourse siltation and dangers to the general public;
  - (xii) a description of the measures to be taken to comply with the Environmental Protection (Noise) Regulations 1997;
  - (xiii) a description of the existing site environment and a report on the anticipated effect that the proposed excavation will have on the environment in the vicinity of the land;
  - (xiv) details of the nature of existing vegetation, shrubs and trees and a description of measures to be taken to minimise the destruction of existing vegetation; and
  - (xv) a description of the measures to be taken in screening the excavation site, or otherwise minimising adverse visual impacts, from nearby thoroughfares or other areas;
- (c) 3 copies of a rehabilitation and decommissioning programme indicating -
- (i) the objectives of the programme, having due regard to the nature of the surrounding area and the proposed end-use of the excavation site;
  - (ii) whether restoration and reinstatement of the excavation site is to be undertaken progressively or upon completion of excavation operations;
  - (iii) how each face is to be made safe and batters sloped
  - (iv) the method by which topsoil is to be replaced and revegetated;
  - (v) the numbers and types of trees and shrubs to be planted and other landscaping features to be developed;
  - (vi) how rehabilitated areas are to be maintained; and

- (vii) the programme for the removal of buildings, plant, waste and final site clean up;
  - (d) evidence that a datum peg has been established on the land related to a point approved by the local government on the surface of a constructed public thoroughfare or such other land in the vicinity;
  - (e) a certificate from a licensed surveyor certifying the correctness of -
    - (i) the plan referred to in paragraph (a); and
    - (ii) the datum peg and related point referred to in paragraph (d);
  - (f) evidence that the requirements of clause 2.2(1) and (2) have been carried out;
  - (g) copies of all land use planning approvals required under any planning legislation;
  - (h) the consent in writing to the application from the owner of the excavation site;
  - (i) evidence that a notice of clearing has been given to the Commissioner of Soil and Land Conservation if that is required under Regulation 4 of the Soil and Land Conservation Regulations, 1992; and
  - (j) any other information that the local government may reasonably require; and
  - (k) the licence application fee specified by the local government from time to time.
- (2) All survey data supplied by an applicant for the purpose of sub clause (1) must comply with Australian Height Datum and Australian Map Grid standards.
- (3) Where in relation to a proposed excavation –
- (a) the surface area is not to exceed 5000 square metres; and
  - (b) the extracted material is not to exceed 5000 cubic metres;
- the local government may exempt a person making application for a licence under subclause (1) from supplying any of the data specified in paragraphs (b), (d), (e) and (i) of subclause (1).

### **PART 3 - DETERMINATION OF APPLICATION**

#### **Determination of application**

- 3.1 (1) The local government may refuse to consider an application for a licence that does not comply with the requirements of clause 2.3, and in any event shall refuse an application for a licence where planning approval for an extractive industry use of the land has not first been obtained.
- (2) The local government may, in respect of an application for a licence -
- (a) refuse the application; or
  - (b) approve the application -
    - (i) over the whole or part of the land in respect of which the application is made; and
    - (ii) on such terms and conditions, if any, as it sees fit.
- (3) Where the local government approves an application for a licence, it must -
- (a) determine the licence period, not exceeding 21 years from the date of issue; and
  - (b) approve the issue of a licence in the form determined by the local government from time to time.
- (4) Where the local government approves the issue of a licence, the CEO upon receipt by the local government of -
- (a) payment of the annual licence fee, or the relevant proportion of the annual licence fee to 30 June next, imposed and determined by the local government from time to time under and in accordance with section 6.16 to 6.19 of the Act;
  - (b) payment of the secured sum if any, imposed under clause 5.1;
  - (c) the documents, if any, executed to the satisfaction of the CEO, under clause 5.1, shall issue the licence to the applicant.
  - (d) a copy of the public liability insurance policy required under clause 7.1 (1).
- (5) Without limiting subclause (2), the local government may impose conditions in respect of the following matters -
- a) the orientation of the excavation to reduce visibility from other land;

- b) the appropriate siting of access thoroughfares, buildings and plant;
- c) the stockpiling of material;
- d) the hours during which any excavation work may be carried out;
- e) the hours during which any processing plant associated with, or located on, the site may be operated;
- f) requiring all crushing and treatment plant to be enclosed within suitable buildings to minimise the emission of noise, dust, vapour and general nuisance to the satisfaction of the local government;
- g) the depths below which a person must not excavate;
- h) distances from adjoining land or thoroughfares within which a person must not excavate;
- i) the safety of persons employed at or visiting the excavation site;
- j) the control of dust and wind-blown material;
- k) the planting, care and maintenance of trees, shrubs and other landscaping features during the time in which the extractive industry is carried out in order to effectively screen the area to be excavated and to provide for progressive rehabilitation;
- l) the prevention of the spread of dieback or other disease;
- m) the drainage of the excavation site and the disposal of water;
- n) the restoration and reinstatement of the excavation site, the staging of such works, and the minimising of the destruction of vegetation;
- o) the provision of retaining walls to prevent subsidence of any portion of the excavation or of land abutting the excavation;
- p) requiring the licensee to furnish to the local government a surveyor's certificate each year, prior to the renewal fee being payable, to certify the quantity of material extracted and that material has not been excavated below the final contour levels outlined within the approved excavation programme;
- q) requiring the licensee to enter into an agreement with the local government by which it agrees to pay any extraordinary expenses incurred by the local government in repairing damage caused to thoroughfares in the district by heavy or extraordinary traffic conducted by or on behalf of the licensee under the licence;
- r) requiring the licensee to enter into an agreement with the local government in respect of any condition or conditions imposed under this local law; and
- s) any other matter for properly regulating the carrying on of an extractive industry.

#### **Payment of annual licence fee**

3.2 On or before 30 June in each year, a licensee must pay to the local government the annual licence fee, within 60 days determined by the local government from time to time under and in accordance with section 6.16 to 6.19 of the Act..

### **PART 4 - TRANSFER, CANCELLATION AND RENEWAL OF LICENCE**

#### **Transfer of licence**

- 4.1 (1) An application for the transfer of a licence must -
- a) be made in writing;
  - b) be signed by the licensee and the proposed transferee of the licence;
  - c) be accompanied by the current licence;
  - d) be accompanied by the consent in writing to the transfer from the owner of the excavation site;
  - e) include any information that the local government may reasonably require; and
  - f) be forwarded to the CEO together with the fee determined by the local government from time to time.



- (2) Upon receipt of any application for the transfer of a licence, the local government may -
  - a) refuse the application; or
  - b) approve the application on such terms and conditions, if any, as it sees fit.
- (3) Where the local government approves an application for the transfer of a licence, the local government shall transfer the licence by an endorsement on the licence in the form determined by the local government from time to time, signed by the CEO.
- (4) Where the local government approves the transfer of a licence it shall not be required to refund any part of the fees paid by the former licensee in respect of the transferred licence.

### **Cancellation of licence**

- 4.2 (1) The local government may cancel a licence where the licensee has -
- (a) been convicted of an offence against -
    - (i) this local law; or
    - (ii) any other law relating to carrying on an extractive industry; or
  - (b) transferred or assigned or attempted to transfer or assign the licence without the consent of the local government;
  - (c) permitted another person to carry on an extractive industry otherwise than in accordance with the terms and conditions of the licence and of the provisions of this local law;
  - (d) failed to pay the annual licence fee under clause 3.2; or
  - (e) failed to have a current public liability insurance policy under clause 7.1(1) or failed to provide a copy of the policy or evidence of its renewal as the case may be, under clause 7.1(2).
- (2) Where the local government cancels a licence under this clause -
- a) the local government shall advise the licensee in writing of the cancellation;
  - b) the cancellation takes effect on and from the day on which the licensee is served with the cancellation advice; and
  - c) the local government shall not be required to refund any part of the fees paid by the licensee in respect of the cancelled licence.
  - d)

### **Renewal of licence**

- 4.3 (1) A licensee who wishes to renew a licence must apply in writing to the local government at least 45 days before the date of expiry of the licence and must submit with the application for renewal -
- a) the fee determined by the local government from time to time;
  - b) a copy of the current licence;
  - c) a plan showing the contours of the excavation carried out to the date of that application;
  - d) details of the works, excavation and rehabilitation stages reached and of any changes or proposed changes with respect to any of the things referred to in clauses 2.3(1) (b) and (c); and
  - e) any other things referred to in clauses 2.3 and 3.1.
  - f)
- (2) The local government may waive any of the requirements specified in clause 4.3 (1) (d) or (e).
- (3) If -
- a) an application to renew a licence is in relation to land in respect of which the current licence was issued less than 12 months prior to the date from which the new licence if granted would apply; and

- b) the methods to be employed in the proposed land excavation are identical to those being employed at the date of the application,  
then the applicant shall not be obliged, unless otherwise required by the local government to submit details of any of the things referred to in clauses 2.3 and 3.1.
- (4) Upon receipt of an application for the renewal of a licence, the local government may -
  - a) refuse the application; or
  - b) approve the application on such terms and conditions, if any, as it sees fit.

## **PART 5 - SECURED SUM AND APPLICATION THEREOF**

### **Security for restoration and reinstatement**

5.1 (1) For the purpose of ensuring that an excavation site is properly restored or reinstated, the local government may require that -

- a) as a condition of a licence; or
- b) before the issue of a licence,

the licensee must give to the local government a bond, bank guarantee or other security, of a kind and in a form acceptable to the local government, in or for a sum determined by the local government from time to time.

- (2) (1) If a licensee fails to carry out or complete the restoration and reinstatement works required by the licence conditions either –
  - (a) within the time specified in those conditions; or
  - (b) where no such time has been specified, within 60 days of the completion of the excavation or portion of the excavation specified in the licence conditions,

then, subject to the local government giving the licensee 14 days notice of its intention to do so –

- (i) the local government may carry out or cause to be carried out the required restoration and reinstatement work or so much of that work that remains undone; and
- (ii) the licensee shall pay to the local government on demand all costs incurred by the local government or which the local government may be required to pay under this clause.

### **Use by the local government of secured sum**

5.2 (1) If a licensee fails to carry out or complete the restoration and reinstatement works required by the licence conditions either -

- a) within the time specified in those conditions; or
- b) where no such time has been specified, within a reasonable period of time from the completion of the excavation or portion of the excavation specified in the licence conditions,

then -

- c) the local government may carry out or cause to be carried out the required restoration and reinstatement work or so much of that work as remains undone; and
- d) the licensee must pay to the local government on demand all costs incurred by the local government or which the local government may be required to pay under this clause.

(2) The Shire of Lake Grace may apply the proceeds of any bond, bank guarantee or other security provided by the licensee under clause 5.1 towards its costs under this clause.

(3) The liability of a licensee to pay the local government's costs under this clause is not limited to the amount, if any, secured under clause 5.1.

## PART 6 - LIMITATIONS AND PROHIBITIONS

### Limits on excavation near boundary

6.1 Subject to any licence conditions imposed by the local government, a person shall not, without the written approval of the local government, excavate within -

- a) 20 metres of the boundary of any land on which the excavation site is located;
- b) 20 metres of any land affected by a registered grant of easement;
- c) 40 metres of any thoroughfare; or
- d) 40 metres of any watercourse.

Penalty \$2,000

### Prohibitions

6.2 A licensee must -

- a) not remove any trees or shrubs within 40 metres (or such lesser distance as may be allowed, in writing, by the local government) of the boundary of any thoroughfare on land in respect of which a licence has been granted, except for the purpose of constructing access thoroughfares, erecting buildings or installing plant for use in connection with the excavation and then only with the express approval of the local government and subject to any conditions which the local government may impose in accordance with clause 3.1;
- b) where the local government so requires, securely fence the excavation to a standard determined by the local government and keep the gateways locked when not actually in use in order to prevent unauthorised entry;
- c) erect and maintain warning signs along each of the boundaries of the area excavated under the licence so that each sign -
  - (i) is not more than 200 metres apart;
  - (ii) is not less than 1.8 metres high and not less than 1 metre wide; and
  - (iii) bears the words “DANGER EXCAVATIONS KEEP OUT”;
- d) except where the local government approves otherwise, drain and keep drained to the local government’s satisfaction any excavation to which the licence applies so as to prevent the accumulation of water;
- e) not store, or permit to be stored, any explosives or explosive devices on the site to which the licence applies other than with the approval of the local government and the Department of Mines and Petroleum;
- f) not fill or excavate, other than in accordance with the terms and conditions of the licence, the site plans and the works and excavation programme approved by the local government;
- g) restore and reinstate the excavation site in accordance with the terms and conditions of the licence, the site plans and the works and excavation programme approved by the local government;
- h) take all reasonable steps to prevent the emission of dust, noise, vibration and other forms of nuisance from the excavation site; and
- i) otherwise comply with the conditions imposed by the local government in accordance with clause 3.1.

Penalty \$5,000 for each offence, and if an offence is of a continuing nature, to a daily penalty not exceeding a fine of \$500.00 in respect of each day or part of a day during which the offence has continued.

### Blasting

6.3 (1) A person must not carry out or permit to be carried out any blasting in the course of excavating unless -

- a) the local government has otherwise given approval in respect of blasting generally or in the case of each blast;

- b) subject to sub-clause (2), the blasting takes place only between the hours of 8.00am and 5.00pm, or as determined by the local government, on Mondays to Fridays inclusive;
- c) the blasting is carried out in strict accordance with the AS2187 SAA Explosives Code, the Mines Safety and Inspection Act 1994, the Environmental Protection Act 1986, and all relevant local laws of the local government; and
- d) in compliance with any other conditions imposed by the local government concerning-
  - (i) the time and duration of blasting;
  - (ii) the purposes for which the blasting may be used; and
  - (iii) such other matters as the local government may reasonably require in the interests of the safety and protection of members of the public and of property within the district.

Penalty \$5,000.00 for each offence, and if the offence is of a continuing nature, to a daily penalty not exceeding a fine of \$500.00 in respect of each day or part of a day during which the offence has continued.

(2) A person must not carry out or permit to be carried out any blasting on a Saturday, Sunday or Public Holiday except with the prior approval of the local government.

Penalty \$2,000

## **PART 7 - MISCELLANEOUS PROVISIONS**

### **Public liability**

7.1 (1) A licensee must have at all times a current public liability insurance policy taken out in the joint names of the licensee and the local government indemnifying the licensee and the local government for a sum of not less than \$10,000,000 in respect of any one claim relating to any of the excavation operations.

(2) The licensee shall provide to the local government a copy of the policy taken out under sub-clause (1), within 14 days after the issue of that policy and shall provide to the local government evidence of renewal within 14 days of each renewal date.

### **Mines safety and inspection act and environmental protection act**

7.2 (1) In any case where the Mines Safety and Inspection Act 1994 or the Environmental Protection Act 1986 applies to any excavation carried on or proposed to be carried on at a site, the licensee in respect of that site must -

- a) comply with all applicable provisions of that Act or those Acts; and
- b) provide to the local government within 14 days full particulars of any inspection or report made under that Act or those Acts.
- c)

(2) In this clause, the Mines Safety and Inspection Act 1994 and the Environmental Protection Act 1986 include all subsidiary legislation made under those Acts.

### **Notice of cessation of operations**

7.3 (1) Where a licensee intends to cease carrying on an extractive industry -

- a) temporarily for a period in excess of 12 months; or
- b) permanently,

the licensee must, as well as complying with clause 7.4, give the local government written notice of the cessation not later than 1 week after those operations have ceased.

(2) Where a licensee has given written notice to the local government of the intention to permanently cease carrying on an extractive industry on the site to which the licence applies the licence is deemed to have expired on the date such cessation is so notified.

(3) The temporary or permanent cessation of the carrying on of an extractive industry on a site or the deemed expiration or cancellation of a licence does not entitle the licensee to any refund of any licence fee.

#### **Works to be carried out on cessation of operations**

7.4 Where the carrying on of an extractive industry on the site permanently ceases or on the expiration or cancellation of the licence applicable to the site, whichever first occurs, the licensee must, as well as complying with the provisions of clause 7.3 -

- a) restore and reinstate the excavated site in accordance with the proposals approved by the local government or in such other manner as the local government may subsequently agree in writing with the licensee;
- b) ensure that any face permitted to remain upon the excavation site is left safe with all loose materials removed and where the excavation site is -
  - (i) sand, the sides are sloped to a batter of not more than 1:3 (vertical:horizontal); and
  - (ii) limestone or material other than sand, the sides are sloped to a batter which, in the opinion of the local government, would enable the site to be left in a stable condition;
- c) ensure that the agreed floor level of the excavation is graded to an even surface or is otherwise in accordance with the rehabilitation and decommissioning programme approved by the local government;
- d) ensure that all stockpiles or dumps of stone, sand or other materials are left so that no portion of that material can escape onto land not owned or occupied by the licensee nor into any stream, watercourse or drain that is not wholly situated within the land owned or occupied by the licensee;
- e) erect retaining walls where necessary to prevent subsidence of land in the vicinity of any excavation;
- f) remove from the site all buildings, plant and equipment erected, installed or used for or in relation to the carrying on of an extractive industry on the site and fill all holes remaining after such removal to the level of the surrounding ground and compact such filled holes sufficiently to prevent settling; and
- g) break up, scarify, cover with topsoil and plant with grass, trees and shrubs all parts of the site where buildings, plant and equipment were erected or installed and all areas which were used for stockpiling unless otherwise specified under this local law.

Penalty \$5,000 for each offence, and if the offence is of a continuing nature, to a daily penalty not exceeding a fine of \$500.00 in respect of each day or part of a day during which the offence has continued.

### **PART 8 - OBJECTIONS & APPEALS**

8.1 When the local government makes a decision as to whether it will -

- a) grant a person a licence under this local law; or
- b) renew, vary, or cancel a licence that a person has under this local law,

the provisions of Division 1 of Part 9 of the Act and regulation 33 of the Local Government (Functions and General) Regulations 1996 shall apply to that decision.

### **PART 9 – MODIFIED PENALTIES**

#### **Modified Penalties**

9.1 An offence against a clause specified in the Schedule is a prescribed offence for the purposes of section 9.16(1) of the Act.

9.2 The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in the Schedule.

**Forms**

- 9.3 For the purposes of this local law –
- (a) the form of the infringement notice given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*; and
  - (b) the form of notice sent under section 9.20 of the Act withdrawing an infringement notice is that of Form 3 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*.

**SCHEDULE**

**Prescribed Offences**

[Clause 9]		
Clause	Description	Modified Penalty \$
2.1	Carry on extractive Industry without licence or in breach of terms and conditions	300
6.1	Excavate not within boundary limits	200
6.2(a)	Remove trees or shrubs without approval	300
6.2(b)	Gateways not kept locked where required	300
6.2(c)	Warning signs not erected or maintained as required	300
6.2(d)	Excavation not drained as required	300
6.2(e)	Store without required approval explosives or explosive devices	300
6.2(f)	Fill or excavate in breach of licence	300
6.2(h)	Did not take reasonable steps to prevent the emission of dust, noise, vibration and other forms of nuisance from the excavation site	300
6.3(1)(a)	Blasting without approval of the local government	200
6.3(1)(b)	Blasting outside times authorised	300
6.3(1)(d)	Blasting in breach of conditions imposed by the local government	300
6.3(2)	Blasting without approval on Saturday, Sunday or public holiday	200

**Form 1  
(Newspaper Notice)**

**NOTICE OF APPLICATION  
FOR AN EXTRACTIVE INDUSTRY LICENCE**

Take notice that [1] .....  
.....  
intends to apply to the [2] for an extractive industry licence to excavate  
[3] .....  
on land situated at [4] .....  
.....  
being [5] .....

Any person who wishes to object or otherwise comment upon this proposal, should do so in writing to the Chief Executive Officer, [2] [6], not later than [7] .....

- [1] Insert the name of the applicant.
- [2] Insert the name of the local government
- [3] Insert the material(s) proposed to be excavated.
- [4] Insert the postal address of the land subject of the application.
- [5] Insert the title description of the land subject of the application.
- [6] Insert the address of the local government
- [7] Insert the date which should not be less than 21 days from the date when the advertisement is to first appear in the newspaper.

**Form 2  
(Site Notice)**

**NOTICE OF APPLICATION  
FOR AN EXTRACTIVE INDUSTRY LICENCE**

Take notice that [1] .....  
.....  
intends to apply to the [2] for an extractive industry licence to excavate  
[3] .....  
.....  
on land situated at [4] .....  
.....  
being [5] .....

Any person who wishes to object or otherwise comment upon this proposal, should do so in writing to the Chief Executive Officer, [2], [6], not later than [7] .....

- [1] Insert the name of the applicant.
- [2] Insert name of local government
- [3] Insert the material(s) to be excavated.
- [4] Insert the postal address of the land subject of the application.
- [5] Insert the title description of the land subject of the application.
- [6] Insert address of local government
- [7] Insert the date which is to be 21 days after the date on which the notice is placed on the land.

**Form 3**  
*Shire of Lake Grace*  
**APPLICATION**  
**FOR AN EXTRACTIVE INDUSTRY LICENCE**

1. Name .....(Applicant)
2. Address .....
3. Telephone ..... Fax .....
4. Address and locality of proposed excavation site .....
5. Lot No ..... 6. Location No .....
7. Plan or Diagram No .....
8. Certificate of Title Volume ..... Folio .....
9. Owner of the land .....

10. Address of owner of the land .....

11. Material to be excavated .....

12. If the application covers land that is the subject of an existing licence:  
Date of Issue of that licence .....
- Date of expiration of that licence .....
- Conditions applicable to that licence .....

13. Term of licence sought .....

14. Submitted with this application are:
- a) 3 copies of excavation site plans
  - b) 3 copies of works and excavation programme
  - c) 3 copies of rehabilitation and decommissioning programme
  - d) datum peg evidence
  - e) licensed surveyor's certificate certifying the correctness of (a) and (d)
  - f) evidence of compliance with clause 2.2 (1) and (2)
  - g) copies of all land use planning approvals
  - h) written consent of the owner of the excavation site
  - i) any other information that the local government has required
  - j) licence application fee of \$.....

The applicant applies for a licence in respect of the proposed excavation site in accordance with and subject to the Shire of Lake Grace Local Law relating to Extractive Industries.

Dated this ..... day of ..... 19 .....

.....  
Signature of Applicant

.....  
Signature of Owner of the land

.....  
Signature of existing licensee  
(if applicable)



**Form 4**  
*Shire of Lake Grace*  
**EXTRACTIVE INDUSTRY LICENCE**

Licensee .....

Address .....

.....

Land Description .....

.....

Material to be Excavated .....

Term of Licence .....

Date of Expiry .....

This licence is issued in accordance with the [1] Local Law relating to Extractive Industries subject to the following conditions:

.....

.....

.....

.....

Dated this ..... day of ..... 19 .....

.....  
Chief Executive Officer

\_\_\_\_\_

**Form 5**  
**TRANSFER ENDORSEMENT**

This licence is transferred to .....

of .....

.....

from the date of the endorsement until .....

subject to each of the above conditions and the following additional conditions -

Dated this ..... day of ..... 19 .....

.....  
Chief Executive Officer  
Shire of Lake Grace

\_\_\_\_\_

# **Shire of Lake Grace**



## **FENCING LOCAL LAW**

*June 2016*

**HISTORY: *Shire of Lake Grace Fencing Local Law***

<b>Date:</b>	<b>Detail: (i.e. Adoption and Gazettal of the Local Law)</b>
28 February 2001	Council adopted the Local Law relating to Fencing
27 March 2001	Local Law relating to Fencing gazetted
18 November 2015	Council adopted the Fencing Amendment Local Law 2015
15 December 2015	Fencing Amendment Local Law 2015 Amendment Local Law 2015 gazetted

**DOCUMENT CONTROL: *Fencing Local Law***

<b>Version:</b>	<b>Local Law Document for Publishing</b>
June 2016	Consolidated Document including original Local Law and December 2015 Amendments.

**LOCAL GOVERNMENT ACT 1995**

**SHIRE OF LAKE GRACE**

**LOCAL LAWS RELATING TO FENCING**

**CONTENTS**

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3. Interpretation
4. Fees and Charges

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**PART 3 – GENERAL**

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8. Maintenance of Fences
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**PART 4 – FENCING MATERIALS**

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11. Barbed Wire and Broken Glass Fences

**PART 5 - ELECTRIFIED AND RAZOR WIRE FENCES**

12. Requirements for a Licence
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**PART 6 - NOTICES OF BREACH**

15. Notices of Breach

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16. Offences and Penalties
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18. Form of Notices

**SCHEDULE 1**

Specifications for a Sufficient Fence on a Residential Lot

**SCHEDULE 2**

Specifications for a Sufficient Fence on a Commercial Lot and an Industrial Lot

**SCHEDULE 3**

Specifications for a Sufficient Fence on a Rural Lot

## LOCAL GOVERNMENT ACT 1995

*Shire of Lake Grace*

### LOCAL LAWS RELATING TO FENCING

Under the powers conferred by the *Local Government Act 1995* and by all other powers the Council of the Shire of Lake Grace resolved to make the following local laws on the 28<sup>th</sup> day of February 2001.

#### PART 1 - PRELIMINARY

##### 1. Citation

These Local Laws may be cited as the Shire of Lake Grace Local Laws Relating to Fencing.

##### 2. Application of Local Laws

These Local Laws apply to the following townsites-

Lake Grace  
Newdegate  
Lake King  
Varley

##### 3. Interpretation

In these Local Laws, unless the context requires otherwise:

“Act” means the *Dividing Fences Act 1961*;

“AS/NZS” means an Australian/New Zealand Standard published by the Standards Association of Australia;

“boundary fence” has the meaning given to it for the purposes of the Act;

“Building Surveyor” means a Building Surveyor of the local government;

“CEO” means the Chief Executive Officer of the local government;

“Commercial Lot” means a lot where a commercial use -

- (a) is or may be permitted under the town planning scheme; and
- (b) is or will be the predominant use of the lot;

“dangerous” in relation to any fence means:

- (a) an electrified fence other than a fence in respect of which a licence under Part 6 of these Local Laws has been issued and is current;
- (b) a fence containing barbed wire other than a fence erected and maintained in accordance with these Local Laws;
- (c) a fence containing exposed broken glass, asbestos fibre, razor wire or any other potentially harmful projection or material; or
- (d) a fence which is likely to collapse or fall, or part of which is likely to collapse or fall, from any cause;

“district” means the district of the local government;

“dividing fence” has the meaning given to it in and for the purposes of the Act;

“electrified fence” means a fence carrying or designed to carry an electric charge;

“fence” means any structure, including a retaining wall, used or functioning as a barrier, irrespective of where it is located and includes any gate;

“frontage” means the boundary line between a lot and the thoroughfare upon which that lot abuts;

“height” in relation to a fence means the vertical distance between:

- (a) the top of the fence at any point; and
- (b) the ground level or, where the ground levels on each side of the fence are not the same, the higher ground level, immediately below that point;

“Industrial Lot” means a lot where an industrial use -

- (a) is or may be permitted under the town planning scheme; and
- (b) is or will be the predominant use of the lot;

“local government” means the Shire of Lake Grace

“lot” has the meaning given to it in and for the purposes of the *Planning and Development Act 2005*;

“notice of breach” means a notice referred to in clause 15(1);

“occupier: has the meaning given to it in the *Local Government Act 1995*;

“owner” has the meaning given to it in the Act;

“Residential Lot” means a lot where a residential use -

- (a) is or may be permitted under the town planning scheme; and
- (b) is or will be the predominant use of the lot;

“retaining wall” means any structure which prevents the movement of soil in order to allow ground levels of different elevations to exist adjacent to one another;

“Rural Lot” means a lot where a rural use -

- (a) is or may be permitted under the town planning scheme; and
- (b) is or will be the predominant use of the lot;

“Schedule” means a Schedule to these Local Laws;

“setback area” has the meaning given to it for the purposes of the town planning scheme;

“Special Rural Lot” means a lot where a special rural use -

- (a) is or may be permitted under the town planning scheme; and
- (b) is or will be the predominant use of the lot;

“sufficient fence” means a fence described in clause 5; and

“town planning scheme” means a town planning scheme of the local government made under the *Planning and Development Act 2005*. .

#### **4. Fees & Charges**

All fees and charges applicable under these Local Laws shall be as determined by the local government from time to time in accordance with section 6.16 of the *Local Government Act 1995*.

### **PART 2 - SUFFICIENT FENCES**

#### **5. Sufficient Fences**

- (1) A person shall not erect a dividing fence or a boundary fence that is not a sufficient fence unless all owners of lands which adjoins the relevant boundary agree to erect a fence which though different does not fail to comply with the requirements of a sufficient fence.
- (2) Subject to sub-clauses (3) and (4), a sufficient fence -
  - (a) on a Residential Lot is a dividing fence or a boundary fence constructed and maintained in accordance with the specifications and requirements of Schedule 1 .
  - (b) on a Commercial Lot and on an Industrial Lot is a dividing fence or a boundary fence constructed and maintained in accordance with the specifications and requirements of Schedule 2 ;
  - (c) on a Rural Lot and on a Special Rural Lot is a dividing fence or a boundary fence constructed and maintained in accordance with the specifications and requirements of the Third Schedule;
- (3) Where a fence is erected on or near the boundary between -
  - (a) a Residential Lot and an Industrial Lot, a sufficient fence is a dividing fence constructed and maintained in accordance with the specifications and requirements of Schedule 1 ;
  - (b) a Residential Lot and a Commercial Lot, a sufficient fence is a dividing fence constructed and maintained in accordance with the specifications and requirements of Schedule 2 ;
  - (c) a Residential Lot and a Rural Lot, a sufficient fence is a dividing fence constructed and maintained in accordance with the specifications and requirements of Schedule 3 ;
  - (d) a Residential Lot and a Special Rural Lot, a sufficient fence is a dividing fence constructed and maintained in accordance with the specifications and requirements of Schedule 1 ; and
  - (e) a Special Rural Lot and a Rural Lot, a sufficient fence is a dividing fence constructed and maintained in accordance with the specifications and requirements of Schedule 3 .
- (4) Unless the Building Surveyor specifies otherwise, a sufficient fence on a boundary between lots other than those specified in subclause (3) is a dividing fence constructed in accordance with the specifications and requirements of Schedule 2 .

- (5) Notwithstanding any other provisions in these Local Laws, a fence constructed of stone or concrete shall be a sufficient fence only if it is designed by a structural engineer where:
- (a) it is greater than 1800mm in height; or
  - (b) the Building Surveyor so requires.

### **PART 3 - GENERAL**

#### **6. Fences Within Front Setback Areas**

- (1) A person shall not, without the written consent of the Building Surveyor, erect a free-standing fence greater than 1200mm in height, within the front set-back area of a Residential Lot within the district.
- (2) The Building Surveyor may approve the erection of a fence greater than 1200mm but not exceeding 1500mm in the front setback area of a Residential Lot. .

#### **7. Fences on a Rural Lot**

A person shall not without the written consent of the Building Surveyor, erect a fence on a Rural Lot, within 7.5m of a thoroughfare of a height exceeding 1500mm.

#### **8. Maintenance of Fences**

An owner and occupier of a lot on which a fence is erected shall maintain the fence in good condition and so as to prevent it from becoming dangerous, dilapidated, or unsightly.

#### **9. General Discretion of the Local Government**

- (1) Notwithstanding the provisions of clause 5, the local government may approve the erection or repair of a dividing fence which is not a sufficient fence where all owners of the lots to be separated by the dividing fence make an application for approval for that purpose.
- (2) In determining whether to grant its approval under subclause (1), the local government may consider whether the erection or retention of the fence would have an adverse effect on –
- (a) the safe or convenient use of any land;
  - (b) the safety or convenience of any person; or
  - (c) the visual amenity of the locality

### **PART 4 - FENCING MATERIALS**

#### **10. Fencing Materials**

- (1) A person shall construct a fence on a Residential Lot, a Commercial Lot or an Industrial Lot from only brick, stone, concrete, wrought iron, tubular steel framed, link mesh, timber, plastic coated or galvanised link mesh, corrugated fibre reinforced cement sheeting, colour bonded metal or a material approved by the Building Surveyor.
- (2) Where the Building Surveyor approves the use of pre-used materials in the construction of a fence under subclause (1), that approval shall be conditional on the applicant for approval painting or treating the pre-used material as directed by the Building Surveyor.

#### **11. Barbed Wire and Broken Glass Fences**

- (1) This clause does not apply to a fence constructed wholly or partly of razor wire.
- (2) An owner or occupier of a Residential Lot or a Commercial Lot shall not erect or affix to any fence on such a lot any barbed wire or other material with spiked or jagged projections, unless the prior written approval of the Building Surveyor has been obtained.
- (3) An owner or occupier of an Industrial Lot shall not erect or affix on any fence bounding that Lot any barbed wire or other materials with spiked or jagged projections unless the wire or materials are carried on posts at an angle of 45 degrees, and unless the bottom row of wire or other materials is set back 150mm from the face of the fence and is not nearer than 2000mm from the ground level.

- (4) If the posts which carry the barbed wire or other materials referred to in subclause (3) are angled towards the outside of the lot bounded by the fence the face of the fence must be set back from the lot boundary a sufficient distance to ensure that the angled posts, barbed wire or other materials do not encroach on adjoining land.
- (5) An owner or occupier of a lot shall not affix or allow to remain as part of any fence or wall, whether internal or external, on that lot any broken glass.
- (6) An owner or occupier of a Rural Lot shall not place or affix barbed wire upon a fence on that Lot where the fence is adjacent to a thoroughfare or other public place unless the barbed wire is fixed to the side of the fence posts furthest from the thoroughfare or other public place.

## **PART 5 - ELECTRIFIED AND RAZOR WIRE FENCES**

### **12. Requirements for a Licence**

- (1) An owner or occupier of a lot, other than a Rural Lot, shall not:
  - (a) have and use an electrified fence on that lot without first obtaining a licence under subclause (2); or
  - (b) construct a fence wholly or partly of razor wire on that lot without first obtaining a licence under subclause (3).
- (2) A licence to have and use an electrified fence shall not be issued:
  - (a) in respect of a lot which is or which abuts a Residential Lot;
  - (b) unless the fence complies with AS/NZS 3016:2002; and
  - (c) unless provision is made so as to enable the fence to be rendered inoperable during the hours of business operations, if any, on the lot where it is erected.
- (3) A licence to have a fence constructed wholly or partly of razor wire shall not be issued:
  - (a) if the fence is within 3m of the boundary of the lot;
  - (b) where any razor wire used in the construction of the fence is less than 2000mm or more than 2400mm above the ground level.
- (4) An application for a licence under this clause must –
  - (a) Be in the form determined by the local government –
  - (b) Be accompanied by any fee imposed by the local government under sections 6.16. to 6.19 of the *Local Government Act 1995*; and
  - (c) include -
    - (i) a written consent signed by the owner of the land on which the fence is located or proposed to be located – unless the applicant is the owner of that land; and
    - (ii) any further information which may be required by the local government.
- (5) An application for a licence referred to in subclauses (2) or (3) may be:
  - (a) approved by the local government;
  - (b) approved by the local government subject to such conditions as it thinks fit; or
  - (c) refused by the local government.

### **13. Transfer of a Licence**

A licence referred to in clause 12 shall transfer with the land to any new occupier or owner of the lot, except where the licence has been cancelled under clause 14.

### **14. Cancellation of a Licence**

Subject to Division 1 Part 9 of the *Local Government Act 1995*, the local government may cancel a licence issued under this Part if -

- (a) the fence no longer satisfies the requirements specified in clause 12(2) or 12(3) as the case may be; or
- (b) the licence holder breaches any condition upon which the licence has been issued.



## PART 6 - NOTICES OF BREACH

### 15. Notices of Breach

- (1) Where a breach of any provision of these Local Laws has occurred in relation to a fence on a lot, the local government may give a notice in writing to the owner or occupier of that lot ('notice of breach').
- (2) A notice of breach shall:
  - (a) specify the provision of these Local Laws which has been breached;
  - (b) specify the particulars of the breach; and
  - (c) state that the owner or occupier of the lot is required to remedy the breach within 28 days from the giving of the notice.
- (3) Should an owner or occupier fail to comply with a notice of breach, the local government may by its employees, agents or contractors enter upon the lot to which the notice relates and remedy the breach, and may recover the expenses of so doing from the owner or occupier of the lot, as the case may be, in a court of competent jurisdiction.
- (4) The provisions of this clause are subject to section 3.25 and item 12 of Division 1 of Schedule 3.1. of the *Local Government Act 1995* and any power of entry exercised by the local government under these local laws is subject to Part 3, Division 3 of the *Local Government Act 1995*.

## PART 7 - OFFENCES

### 16. Offences and Penalties

- (1) An owner or occupier who fails to comply with a notice of breach commits an offence and is liable upon conviction to a maximum penalty of \$5000 and, if the offence is a continuing offence, a maximum daily penalty of \$500.
- (2) A person who fails to comply with or who contravenes any provision of these Local Laws commits an offence and is liable to a maximum penalty of \$5000 and, if the offence is a continuing offence, a maximum daily penalty of \$500.

### 17. Modified Penalties

- (1) An offence against any provision of these Local Laws is a prescribed offence for the purposes of section 9.16 (1) of the *Local Government Act 1995*.
- (2) Unless otherwise specified, the amount of the modified penalty for an offence against any provision of these Local Laws is \$200.

### 18. Form of Notices

For the purposes of these Local Laws –

- (a) the form of the infringement notice referred to in section 9.17 of the *Local Government Act 1995* is to be in or substantially in the form of Form 2 of Schedule 1 of the Local Government (Functions and General) Regulations 1996;
- (b) the form of the notice referred to in section 9.20 of the Local Government Act 1995 is to be in or substantially in the form of Form 3 in Schedule 1 of the Local Government (Functions and General) Regulations 1996.

**Schedule 1**

**SPECIFICATIONS FOR A SUFFICIENT FENCE ON A RESIDENTIAL LOT**

Each of the following is a “sufficient fence” on a Residential Lot:

- A. A picket timber fence which satisfies the following specifications:
- (a) corner posts to be 125mm x 125mm x 2400mm and intermediate posts to be 125mm x 75mm x 2400mm spaced at 2400mm centres;
  - (b) corner posts to be strutted two ways with 100mm x 50mm x 450mm sole plates and 75mm x 50mm struts;
  - (c) intermediate posts to be doubled yankee strutted with 150mm x 25mm x 450mm struts;
  - (d) all posts to have tops with a 60mm weather cut and to be sunk at least 600mm into the ground;
  - (e) rails to be 75mm x 50mm with each rail spanning two bays of fencing double railed or bolted to each post with joints staggered;
  - (f) the fence to be covered with 75mm x 20mm sawn pickets, 1800mm in height placed 75mm apart and affixed securely to each rail; and
  - (g) the height of the fence to be 1800mm except with respect to the front set back area for which there is no minimum height but which is subject to clause 7.
- B. A fence constructed of corrugated fibre reinforced pressed cement or steel sheeting which satisfies the following specifications:
- (a) a minimum in-ground length of 25 per cent of the total length of the sheet, but in any case shall have a minimum in-ground depth of 600mm;
  - (b) the total height and depth of the fence to consist of a single continuous fibre reinforced cement or steel sheet;
  - (c) the sheets to be lapped and capped with extruded “snap-fit” type capping in accordance with the manufacturers written instructions; and
  - (d) the height of the fence to be 1800mm except with respect to the front set back area for which there is no minimum height but which is subject to clause 7.
- C. A fence constructed of brick, stone or concrete, which satisfies the following specifications:
- (a) footings of minimum 225mm x 150mm concrete 15MPA or 300mm x 175mm brick laid in cement mortar;
  - (b) fences to be offset a minimum of 200mm at maximum 3000mm centres or 225mm x 100mm engaged piers to be provided at maximum 3000mm centres;
  - (c) expansion joints in accordance with the manufacturer’s written instructions; and
  - (d) the height of the fence to be 1800mm except with respect to the front set back area for which there is no minimum height but which is subject to clause 7.
- D. A composite fence having a minimum overall height of 1800mm except with respect to the front set back area for which there is no minimum height but which is subject to clause 7, which satisfies the following specifications for the brick construction:
- (1)
    - (a) brick piers of minimum 345mm x 345mm at 1800mm centres bonded to a minimum height base wall of 514mm;
    - (b) each pier shall be reinforced with one R10 galvanised starting rod 1500mm high with a 250mm horizontal leg bedded into a 500mm x 200mm concrete footing and set 65mm above the base of the footing. The top of the footing shall be 1 course (85mm) below ground level;
    - (c) the minimum ultimate strength of brickwork shall be 20MPA. Mortar shall be a mix of 1 part cement, 1 part lime and 6 parts sand;
    - (d) the ground under the footings is to be compacted to 6 blows per 300mm and checked with a standard falling weight penetrometer; and
    - (e) control joints in brickwork shall be provided with double piers at a maximum of 6 metre centres; or
  - (2)
    - (a) brick piers of a minimum 345mm x 345mm x 2700mm centres bonded to the base all; and
    - (b) each pier shall be reinforced with two R10 galvanised starting rods as previously specified;

**Schedule 2**

**SPECIFICATIONS FOR A SUFFICIENT FENCE ON A COMMERCIAL LOT  
AND AN INDUSTRIAL LOT**

Each of the following is a “sufficient fence” on a Commercial Lot and an Industrial Lot:

- A. A fence constructed of galvanised or PVC coated rail-less link mesh, chain mesh or steel mesh which satisfies the following specifications:
- (a) corner posts to be minimum 50mm normal bore x 3.5mm and with footings of a 225mm diameter x 900mm;
  - (b) intermediate posts to be minimum 37mm nominal bore x 3.15mm at maximum 3.5m centres and with footings of a 225mm diameter x 600mm;
  - (c) struts to be minimum 30mm nominal bore x 3.15mm fitted at each gate and two at each corner post and with footings 225mm x 600mm;
  - (d) cables to be affixed to the top, centre and bottom of all posts and to consist of two or more 3.15mm wires twisted together or single 4mm wire;
  - (e) rail-less link, chain or steel mesh is to be to a height of 2000mm on top of which are to be three strands of barbed wire carrying the fence to a height of 2400mm in accordance with clause 12(3) of these Local Laws; and
  - (f) galvanised link mesh wire to be 2000mm in height and constructed of 50mm mesh 2.5mm galvanised iron wire and to be strained, neatly secured and laced to the posts and affixed to cables. Vehicle entry gates shall provide an opening of not less than 3.6m and shall be constructed of 25mm tubular framework with one horizontal and one vertical stay constructed of 20mm piping and shall be covered with 50mm x 2.5mm galvanised link mesh strained to framework. Gates shall be fixed with a drop bolt and locking attachment.
- B. A fence of fibre reinforced cement sheet or steel sheeting constructed to the minimum specifications referred to in Item B of the First Schedule.
- C. A fence constructed of aluminium sheeting when supported on posts and rails provided that it is used behind a building line and is of a minimum height of 1800mm but no greater than 2400mm.
- D. Fences of timber, brick, stone or concrete constructed to the minimum specifications referred to in the First Schedule.

**Schedule 3**

**SPECIFICATIONS FOR A SUFFICIENT FENCE ON A RURAL LOT**

- (1) In the case of a non-electrified fence, a sufficient fence on a Rural Lot is a fence of posts and wire construction, the minimum specifications for which are:
- (a) wire shall be high tensile wire and not less than 2.5mm. A minimum of five wires shall be used, generally with the lower wires spaced closer together than the higher wires so as to prevent smaller stock passing through, and connected to posts in all cases.
  - (b) posts shall be of indigenous timber or other suitable material including -
    - timber impregnated with a termite and fungicidal preservative;
    - standard iron star pickets; or
    - concrete;cut not less than 1800mm long x 50mm diameter at small end if round or 125mm x 60mm if split or sawn. Posts to be set minimum 600mm in the ground and 1200mm above the ground; and
  - (c) strainer posts shall be not less than 2250mm long and 50mm diameter at the small end (tubular steel to be 50mm in diameter) and shall be cut from indigenous timber or other suitable material. These shall be placed a minimum of 1000mm in the ground.
- (2) An electrified fence having four wires only is a sufficient fence if constructed generally in accordance with (1).

# **Shire of Lake Grace**



## **HEALTH LOCAL LAW 2016**

January 2017

**HISTORY: *Shire of Lake Grace Health Local Laws***

<b>Date:</b>	<b>Detail: (i.e. Adoption and Gazettal of the Local Law)</b>
28 February 2001	Health local Laws 2000 adopted by Council
30 March 2001	Shire of Lake Grace Health Local Laws gazetted and published on 3 April 1925 repealed
30 March 2001	Shire of Lake Grace Health Local Laws gazetted and published on 8 March 1946 repealed
30 March 2001	Shire of Lake Grace Health Local Laws gazetted and published on 8 March 1957 repealed
30 March 2001	Shire of Lake Grace Health Local Laws gazetted and published on 21 August 1981 repealed
28 September 2016	Council adopted the Health Local Law 2016
20 December 2016	Health Local Law 2016 gazetted and Health Local Laws 2000 repealed

**DOCUMENT CONTROL: *Health Local Law 2016***

<b>Version:</b>	<b>Local Law Document for Publishing</b>
January 2017	Health Local Law 2016



Shire of Lake Grace

## Health Local Law 2016

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### **Division 1 — General**

#### **10.1** Offences and penalties

**HEALTH ACT 1911**

**LOCAL GOVERNMENT ACT 1995**

**SHIRE OF LAKE GRACE**

**HEALTH LOCAL LAW 2016**

Under the powers conferred by section 342 of the *Health Act 1911*, subdivision 2 of Division 2 of Part 3 of the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Lake Grace resolved on 28 September 2016 to make the following local law.

**Part 1 — Preliminary**

**1.1 Citation**

This local law may be cited as the *Shire of Lake Grace Health Local Law 2016*.

**1.2 Commencement**

This local law comes into operation on the date of its publication in the *Government Gazette*.

**1.3 Application**

This local law applies throughout the district.

**1.4 Repeal**

The *Shire of Lake Grace Health Local Laws 2000* published in the *Government Gazette* on 30 March 2001 is repealed.

**1.5 Interpretation**

- (1) In this local law, unless the context otherwise requires —

*Act* means the *Health Act 1911*;

*adequate supply of water* means a flow of water of not less than 0.076 litres per second;

*approved* means approved by the local government;

*AS* means an Australian Standard published by the Standards Association of Australia;

*AS* or *AS/NZS* means an Australian Standard or Australian/New Zealand Standard published by the Standards Association of Australia;

*AS/NZS ISO 717.1:2004* means the standard published by Standards Australia as AS/NZS ISO 717.1:2004 and called “Acoustics—Rating of sound insulation in buildings and of building elements—Airborne sound insulation”, as amended from time to time;

**AS 1530.2—1993** means the standard published by Standards Australia as AS 1530.2—1993 and called “Methods for fire tests on building materials, components and structures — Part 2: Test for flammability of materials”, as amended from time to time;

**AS/NZS 1530.3:1999** means the standard published by Standards Australia as AS/NZS 1530.3:1999 and called “Methods for fire tests on building materials, components and structures — Part 3: Simultaneous determination of ignitability, flame propagation, heat release and smoke release”, as amended from time to time;

**AS 1668.2—2012** means the standard published by Standards Australia as AS 1668.2—2012 and called “The use of ventilation and air-conditioning in buildings — Part 2: Ventilation design for indoor-air contaminant control (excluding requirements for the health aspects of tobacco smoke exposure)”, as amended from time to time;

**AS 2001.5.4—2005** means the standard published by Standards Australia as AS 2001.5.4—2005 and called “Methods of test for textiles — Method 5.4: Dimensional change — Domestic washing and drying procedures for textile testing (ISO 6330:2000, MOD)”, as amended from time to time;

**AS/NZS 3666.2:2011** means the standard published by Standards Australia as AS/NZS 3666.2:2011 and called “Air-handling and water systems of buildings — Microbial control — Operation and maintenance”, as amended from time to time;

**Building Code** means the latest edition of the Building Code of Australia published from time to time by, or on behalf of, the Australian Building Codes Board as amended from time to time, but not including explanatory information published with that Code;

**CEO** means the Chief Executive Officer of the local government;

**district** means the district of the local government;

**dwelling house** means a place of residence containing at least one sleeping room and includes a room or outbuilding separate from, but ancillary to, the building in which the sleeping room is located;

**EHO** means an Environmental Health Officer appointed by the local government under the Act and includes any acting or Assistant Environmental Health Officer, so appointed;

**Energy Safety WA** means the Energy Safety division of the Department of Commerce;

**habitable room** means a room used for normal domestic activities, and —

- (a) includes a bedroom, living room, lounge room, music room, television room, kitchen, dining room, sewing room, study, play-room, family room and sun-room or the like; but
- (b) excludes a bathroom, laundry, water closet, pantry, walk-in wardrobe, corridor, lobby, photographic dark room, clothes-drying room, and other spaces of a specialised nature occupied neither frequently nor for extended periods;

**hot water** means water at a temperature of at least 65 degrees Celsius;

**local government** means the Shire of Lake Grace;

**local planning scheme** has the meaning given to it by the *Planning and Development Act 2005*;

**medical officer** means the medical officer appointed by the local government under the Act and includes an acting medical officer so appointed;

**nuisance** has the meaning given in section 182 of the Act;

**offensive matter** means and includes dust, mud, ashes, rubbish, filth, blood, offal, manure, soil or any other material which is offensive and which is placed or found in or about any house, stable, cowhouse, pigsty, lane, yard, street or place whatsoever;

**public place** includes every place to which the public ordinarily have access, whether by payment of a fee or not;

**sanitary convenience** includes urinals, water-closets, earth-closets, privies, sinks, baths, wash troughs, apparatus for the treatment of sewage, ash-pits, ash-tubs, or other receptacles for the deposit of ashes, faecal matter or refuse and all similar conveniences;

**sewage** means any kind of sewage, nightsoil, faecal matter or urine, and any waste composed wholly or in part of liquid;

**sewer** includes sewers and drains of every description, except drains to which the word “drain” as defined in the Act applies, including water channels constructed of stone, brick, concrete, or any other material, including the property of the local government;

**street** includes any highway, and any public bridge, and any road, lane, footway, square, court, alley or passage, whether a thoroughfare or not;

**toilet** means a water closet, earth closet, privy or urinal and includes a room or cubicle in which one or more of these is located;

**townsite** means all townsites within the district which are —

- (a) constituted under section 26(2) of the *Land Administration Act 1997*; or
- (b) referred to in clause 37 of Schedule 9.3 of the *Local Government Act 1995*;

**vectors of disease** means an arthropod or rodent that transmits, by biological or mechanical means, an infectious agent from a source or reservoir to a person, and includes fleas, bedbugs, crab lice, body lice and head lice;

**water** means drinking water within the meaning of the *Australian Drinking Water Guidelines 2011* as published by the National Health and Medical Research Council and as amended from time to time; and

**window** means a glass panel, roof light, glass brick, glass louvre, glazed sash, glazed door or other device which transmits natural light directly from outside a building to the room concerned when in the closed position.

- (2) Where in this local law, a duty or liability is imposed on an owner or occupier, the duty or liability shall be taken to be imposed jointly and severally on each of the owner or occupier.

- (3) Where under this local law, an act is required to be done or forbidden to be done in relation to any premises, the owner or occupier of those premises has, unless the contrary intention appears, the duty of causing to be done the act so required to be done, or of preventing from being done the act so forbidden to be done, as the case may be.

## **Part 2 — Sanitation**

### **Division 1 — Sanitary conveniences**

#### **2.1 Interpretation**

In this Part, unless the context otherwise requires —

*festival* includes a fair, function or event;

*organiser* means a person —

- (a) to whom approval has been granted by the local government to conduct the festival; or
- (b) responsible for the conduct of the festival;

*public sanitary convenience* means a sanitary convenience to which the public ordinarily has access, whether by payment of a fee or not;

*temporary sanitary convenience* means a sanitary convenience, temporarily placed for use by —

- (a) patrons in conjunction with a festival; or
- (b) employees at construction sites or the like; and

*urinal* includes—

- (i) an individual stall or wall-hung urinal; or
- (ii) each 600mm length of a continuous urinal trough; or
- (iii) a closet pan used in place of a urinal.

#### **2.2 Dwelling house**

- (1) A person shall not use or occupy, or permit to be used or occupied, a dwelling house unless it has at least 1 toilet.
- (2) A room in which a toilet is located must have adequate lighting.

#### **2.3 Premises other than a dwelling house**

- (1) The owner of premises other than a dwelling house shall not use or occupy, or permit to be used or occupied, the premises unless —
  - (a) the premises have toilets in accordance with the Building Code and this Part, including disabled access facilities;
  - (b) the toilets required by this clause are situated within a reasonable distance of the premises and are easily accessible to the persons for whom they are provided; and
  - (c) the premises have hand wash basins that are —
    - (i) in accordance with the Building Code;

- (ii) for the use of persons employed or engaged on the premises;
  - (iii) provided with an adequate supply of water supplied by taps located over each hand wash basin;
  - (iv) separate from any trough, sink or hand wash basin used in connection with any process carried out on the premises; and
  - (v) situated within a reasonable distance of the sanitary conveniences and easily accessible to the person for whom they are provided.
- (2) The occupier of premises other than a dwelling house shall ensure that —
- (a) clean toilet paper is available at all times in each cubicle;
  - (b) a sanitary napkin disposal facility is provided in each toilet set aside for the use of females; and
  - (c) each hand wash basin is provided with —
    - (i) an adequate supply of soap or other hand cleaning substances; and
    - (ii) hand drying facilities, situated adjacent to, and visible from, the hand wash basin.
- (3) Where more than 1 toilet is provided on premises other than a dwelling house, the entrance to each toilet shall bear a suitable sign indicating for which sex its use is intended.

#### **2.4 Outdoor festivals**

- (1) The organiser of an outdoor event must provide sanitary conveniences in accordance with the recommendations contained within the Department of Health's *Guidelines for concerts, events and organised gatherings*; and
- (2) Where, under subclause (1), the number of a particular sanitary convenience to be provided is not a whole number, that number shall be rounded up to the next higher whole number.

#### **2.5 Temporary works**

A person who undertakes temporary work at any place shall ensure every temporary sanitary convenience is installed and maintained in accordance with the requirements of the *Health (Temporary Sanitary Conveniences) Regulations 1997*.

#### **2.6 Maintenance of sanitary conveniences and fittings**

- (1) The occupier of any premises shall —
- (a) keep clean, in good condition and repair; and
  - (b) whenever required by an EHO, effectively disinfect and clean,
- all sanitary conveniences including sanitary fittings, in or on the premises.
- (2) The owner of any of premises shall —
- (a) keep or cause to be kept in good repair; and
  - (b) maintain an adequate supply of water to,
- all sanitary conveniences, including sanitary fittings in or on the premises.



## **2.7 Toilets**

- (1) Toilets on a premises shall be maintained in accordance with the following requirements —
  - (a) the door to a toilet, other than an internal door, shall be properly screened to a continuous height of 1.8 metres from the floor; and
  - (b) a toilet or its entrance, which is visible from overlooking windows, shall be properly screened.
- (2) Toilets on premises other than a dwelling house shall be maintained in accordance with the following additional requirements —
  - (a) a toilet for the exclusive use of males shall not adjoin any toilet for the exclusive use of females unless the toilets are separated by a wall extending from the floor to the ceiling and of sufficient density to have a sound transmission class of not less than 50 as required by AS/NZS ISO 717.1 :2004; and
  - (b) where more than 1 toilet is provided on the premises, the entrance to each toilet shall bear a suitable sign indicating for which sex its use is intended.

## **2.8 Ventilation of toilet**

A toilet in any premises shall be ventilated in accordance with the *Sewerage (Lighting, Ventilation and Construction) Regulations 1971* and the Building Code.

## **2.9 Public sanitary conveniences**

- (1) A person shall not —
  - (a) foul;
  - (b) damage or vandalise; or
  - (c) write on or otherwise deface,a public sanitary convenience or sanitary fixtures or fittings or the premises in or on which the sanitary convenience is located.
- (2) A person shall not live or sleep in or on the premises in which a public sanitary convenience is located or use it for a purpose other than that for which it was intended.

## **2.10 Lighting**

The owner and occupier of premises in which a sanitary convenience or a public sanitary convenience is located shall provide and maintain adequate electric lighting for persons using the convenience.

## **2.11 Installation**

Every sanitary convenience shall be installed in accordance with the requirements of the *Country Areas Water Supply Act 1947* and the *Water Services Act 2012* and shall have an adequate supply of water.

## **Division 2 — Bathrooms, laundries and kitchens**

### **2.12 Bathrooms**

- (1) A person shall not use or occupy, or permit to be used or occupied, a dwelling house without a bathroom that —

- (a) is adequately lined with an impervious material and has an adequate ceiling;
  - (b) complies with the *Health Act (Laundries and Bathrooms) Regulations*; and
  - (c) is equipped with —
    - (i) a hand wash basin; and
    - (ii) either a shower in a shower recess or a bath.
- (2) All baths, showers, hand wash basins and similar fittings shall be provided with an adequate supply of hot and cold water.

### **2.13 Laundries**

- (1) A laundry must conform to the provisions of the Building Code.
- (2) Where, in any building, a laundry is situated adjacent to a kitchen or a room where food is stored or consumed, the laundry shall be separated from the kitchen or room where food is stored or consumed by a wall extending from the floor to the roof or ceiling.
- (3) Where there is an opening in a wall between a laundry and a kitchen or room where food is stored or consumed, the opening shall —
- (a) not be more than 1220 millimetres wide; and
  - (b) have a door which when closed shall completely fill the opening.

### **2.14 Washing or keeping of clothes in kitchens**

A person shall not, in any kitchen or other place where food is kept —

- (a) wash or permit to be washed any clothing or bedding; or
- (b) keep or permit to be kept any soiled clothing or bedding.

### **2.15 Kitchens**

- (1) A person shall not use or occupy, or permit to be used or occupied, a dwelling house without a kitchen equipped with —
- (a) a cooking facility which is adequate in the opinion of an EHO; and
  - (b) a sink which shall —
    - (i) be at least 380 millimetres long, 300 millimetres wide and 150 millimetres deep; and
    - (ii) have an adequate supply of hot and cold water.
- (2) The occupier of a dwelling house shall ensure that the cooking facility and sink are kept clean, in good order and repair and fit for use.
- (3) A cooking facility shall—
- (a) be installed in accordance with the requirements of Energy Safety WA and the manufacturers written specifications of the product; and
  - (b) not be installed or used in any room other than a kitchen.
- (4) Mechanical ventilation extraction is to be provided in a kitchen and the exhaust air shall be —
- (a) carried to the outside air as directly as practicable unless adequately filtered for recirculation; and

- (b) boxed throughout.
- (5) In this clause, a **cooking facility** includes a stove, oven, facility or appliance used for or in connection with the cooking of food.

## **Part 3 — Housing and general**

### **Division 1 — Maintenance of dwelling houses**

#### **3.1 Dwelling house maintenance**

The owner or occupier of a dwelling house shall maintain the dwelling house and any adjacent buildings in sound condition and fit for use and, in particular, shall —

- (a) maintain all roofs, guttering and downpipes in sound weatherproof condition;
- (b) maintain any footings, foundations and walls, either external or internal, in a sound condition;
- (c) replace any missing, broken, decayed or termite-eaten timber or other deteriorated material in any verandah, roof, walls, steps, handrails, floors or their supports with material of sound quality;
- (d) comply with the directions of an EHO to treat the premises for the purpose of controlling any termites;
- (e) maintain any brick, stone, mortar or cement work in a sound condition;
- (f) maintain, repair or replace any flashings or ant caps which are missing or defective;
- (g) maintain all ventilators in good order and repair;
- (h) maintain all floors even and level in surface and free from cracks and gaps;
- (i) maintain all ceilings, internal wall finishes, skirtings, architraves and other fixtures and fittings complete and with smooth unbroken surfaces;
- (j) maintain all doors and windows in good working order and weatherproof condition;
- (k) retain all natural lighting free from any obstruction which would reduce the natural lighting, below the ratio of 10 per cent of the floor area;
- (l) maintain all pipes, fittings and fixtures connected with water supply, drainage or sewage so that they comply in all respects with the provisions of the *Water Services Act 2012* and any other legal requirements to which they are subject; and
- (m) maintain all electric wiring, gas services and fittings to comply in all respects with the requirements of all relevant public authorities.

### **Division 2 — Ventilation of dwelling houses**

#### **3.2 Exemption for short term hostels and recreational campsites**

This Division shall not apply to short term hostels and recreational campsites referred to in Part 8.

#### **3.3 Overcrowding**

The owner or occupier of a dwelling house shall not permit —

- (a) a room in the dwelling house that is not a habitable room to be used for sleeping purposes;
- (b) a habitable room in the dwelling house to be used for sleeping purposes unless—
  - (i) for every person over the age of 10 years using the room there is at least 14 cubic metres of air space per person; and
  - (ii) for every person up to, and including the age of 10 years, there is at least 8 cubic metres of air space per person; or
- (c) any garage or shed to be used for sleeping purposes.

### **3.4 Calculate sufficient space**

For the purpose of clause 3.3, in calculating the space required for each person —

- (a) each room is to be considered separately and sufficient space is to be allowed in each room for the number of persons present in the room at any one time; and
- (b) a deduction is to be made for the space occupied by furniture, fittings and projections of the walls into a room.

### **3.5 Ventilation**

- (1) A person shall not use or occupy, or permit to be used or occupied, a house unless the house is properly ventilated.
- (2) For the purpose of subclause (1) a house shall be deemed to be properly ventilated if it complies with the Building Code, including the provision of —
  - (a) natural ventilation; or
  - (b) a mechanical ventilation or air-conditioning system complying with AS 1668.2—2012.
- (3) The owner of a house provided with a mechanical ventilation or air-conditioning system shall ensure that the system is —
  - (a) maintained in good working condition and in accordance with AS/NZS 3666.2:2011; and
  - (b) in use at all times the building is occupied, if it is a building without approved natural ventilation.
- (4) If, in the opinion of an EHO, a house is not properly ventilated, the local government may, by notice, require the owner of the house to —
  - (a) provide a different, or additional method of ventilation; or
  - (b) cease using the house until it is properly ventilated.

### **3.6 Subfloor ventilation**

The owner or occupier of a house shall make provision for subfloor ventilation by ensuring that air bricks and other openings are kept clear of refuse, vegetation, building materials, dirt and the like.

### **Division 3 — Water supply**

#### **3.7 Water supply**

- (1) The owner of a dwelling house shall ensure that it is connected with a separate and independent water supply from the mains of a licensed water service operator or a water supply to the satisfaction of the local government.
- (2) The water supply shall at all times be capable of delivering an adequate supply of water to each tap in the house.
- (3) The water supply to toilets or for garden use may be from a source other than drinking water.

#### **3.8 Rain water tanks**

- (1) The owner or occupier of a dwelling house for which part of the water supply is drawn from a rain water tank shall —
  - (a) maintain in a clean condition —
    - (i) the roof, guttering and downpipes forming the catchment for the tank; and
    - (ii) the guttering and downpipes appurtenant to the roof;
  - (b) ensure that each rain water tank is fitted with a tight-fitting mosquito proof cover which shall not be removed at any time except for the purpose of cleaning, repairing or maintaining the tank; and
  - (c) thoroughly clean and disinfect such tank, at least once in each year, or whenever directed by an EHO to do so.
- (2) The owner or occupier of a house for which its entire water supply is drawn from a rain water tank shall ensure that the storage capacity of the tank is not less than 90 000 litres.
- (3) The owner or occupier of any non-residential premises on which rainwater and/or borewater is used for human consumption shall —
  - (a) once every calendar month, have the bacterial quality of each individual water source tested in accordance with the Australian Drinking Water Guidelines 2011, published by the National Health and Medical Research Council;
  - (b) disinfect the water supply prior to entry into the premises and monitor and record the level of disinfection and pH of the water on a daily basis;
  - (c) where chlorine is used as the method of disinfection, ensure a free residual chlorine level of between 0.2 milligrams per litre and 0.5 milligrams per litre in the water received from any outlet used for drinking purposes; and
  - (d) ensure the pH of the water received from any outlet used for drinking purposes is maintained between 7.2 and 7.8.

#### **3.9 Wells**

The owner or occupier of any premises must not use, or permit for human consumption, the use of the water of any bore or well unless the bore or well is —

- (a) at least 30 metres from any soak well or other possible source of pollution unless otherwise approved by the Executive Director, Public Health; and
- (b) covered with a tight-fitting cover without openings of any sort other than those essential for the insertion of a pump.

### **3.10 Pollution**

A person must not deposit on or under any land, any sewage, offensive matter or any other thing, which may pollute or render unfit for human consumption, water from a well or other underground source.

## **Division 4 — Second-hand furniture, bedding and clothing**

### **3.11 Prohibition on sale**

A person shall not offer for sale or sell any second-hand furniture, bedding or clothing which is filthy or infested with vectors of disease.

### **3.12 Prohibition of possession**

A dealer in second-hand furniture, bedding or clothing shall not have on any premises used for the operation of the business, any second-hand furniture, bedding or clothing which is filthy or infested with vectors of disease.

## **Division 5 — Morgues**

### **3.13 Licensing of morgues**

- (1) All morgues, other than those of any public hospital or any local government or police morgue, shall be licensed annually in accordance with the requirements of this Division.
- (2) The annual fee for a licence for a place for the temporary reception and keeping of the bodies of the dead awaiting burial or cremation shall be the fee as fixed from time to time by the local government under section 344C of the Act.
- (3) An application for a morgue licence shall be in the form approved by the local government from time to time.
- (4) A licence shall —
  - (a) be in the form as determined by the local government from time to time; and
  - (b) expire on 30 June after the date of its issue.
- (5) A licence shall not be granted in respect of any premises unless —
  - (a) provision has been made for the keeping of the bodies of the dead at a temperature not exceeding zero degrees Celsius;
  - (b) the walls are constructed of stone or brickwork or other approved material;
  - (c) the interior surface of all walls is covered with glazed tiles or is rendered impervious so as to be non-absorbent and washable;
  - (d) all floors are constructed of impervious material, having a fall to an outlet discharging over a trapped gully; and
  - (e) the premises are adequately ventilated by direct communication with the outside air.

## **Part 4 — Waste food and liquid refuse**

### **Division 1 — Liquid refuse**

#### **4.1 Interpretation**

In this Division, unless the context otherwise requires —

*approved carrier* means a carrier licensed under the *Environmental Protection (Controlled Waste) Regulations 2004*.

*liquid refuse* includes all washings from windows and vehicles, overflow, bleed off, condensate and drainage from air-conditioning equipment including cooling towers and evaporative coolers and other liquid used for cooling purposes and swimming pool discharges; and

*liquid waste* means bathroom, kitchen, scullery and laundry wastes, all washings from animal and poultry pens and any other domestic or trade wastes that are discharged by means of a drain to a receptacle for drainage.

#### **4.2 Deposit of liquid refuse**

- (1) A person shall not deposit, or cause, or permit to be deposited, liquid refuse or liquid waste —
  - (a) on a street;
  - (b) in a stormwater disposal system; or
  - (c) on any land or place other than a place or depot duly authorised for that purpose.

#### **4.3 Disposal of liquid waste**

- (1) The owner or occupier of premises shall —
  - (a) provide, by one of the methods prescribed in this clause, for the disposal of all liquid waste produced on the premises; and
  - (b) at all times maintain in good working order and condition any apparatus used for the disposal of liquid waste.
- (2) Liquid waste shall be disposed of by one of the following methods —
  - (a) discharging it into the sewerage system of a licensed water service operator in a manner approved by the licensed water service operator;
  - (b) discharging it into an apparatus for the treatment of sewage and disposal of effluent and liquid waste approved by the Executive Director Public Health or the local government; or
  - (c) collection and disposal at an approved liquid waste disposal site in a manner approved by the Executive Director Public Health.

#### **4.4 Approval for septic tank pump outs and removal of liquid waste**

A person shall not collect, remove or dispose of the contents of a septic tank, the pump outs from holding tanks or an apparatus for the treatment of sewage and other liquid wastes, unless—

- (a) he or she is an approved carrier;

- (b) with the written approval of the local government; and
- (c) in accordance with any terms and conditions imposed by the local government or the Executive Director Public Health in connection with the approval under subclause (b).

## **Division 2 — Transport of butchers' waste**

### **4.5 Interpretation**

In this Division, unless the context otherwise requires —

*butchers' waste* includes animal skeletons and rib cages from a boning room and the inedible products of an abattoir.

### **4.6 Restriction of vehicles**

A person shall not use, for the transport of butchers' waste —

- (a) a vehicle or container not approved by the local government;
- (b) a vehicle used for the transport of food or drugs; or
- (c) anything intended to be used for the packing or handling of food or drugs.

### **4.7 Transport of butchers' waste**

- (1) A person shall not transport butchers' waste other than in —
  - (a) a compartment complying with the following specifications —
    - (i) the floor and 4 walls to be made of an approved impervious material and the walls to be not less than 910 millimetres high;
    - (ii) all joints to be sealed, welded, soldered or brazed and made watertight;
    - (iii) the loading doors, if any, to be watertight and kept closed at all times except when loading; and
    - (iv) the top to be completely covered by a tarpaulin or other impervious sheet material approved by an EHO, carried over, and secured to the outside of the walls at least 300 millimetres from the top so as to keep the load out of sight of the public; or
    - (v) a watertight durable and impervious container fitted with a lid which can be tightly closed.
- (2) A person shall not transport any butchers' waste in a vehicle unless the vehicle and its fittings, including the compartment or container referred to in this clause, are —
  - (a) maintained in good order and condition; and
  - (b) thoroughly cleaned at the conclusion of each day's work.
- (3) A person shall not load, transport, or unload butchers' waste in a manner that is or may be offensive due to —
  - (a) the sight of animal skeletons, bones, offal or waste matter;
  - (b) the odour of putrefaction, offal or waste matter; or
  - (c) the presence of blood and particles of flesh or fat dropping onto the surface of the street pavement or ground.



## **Part 5 — Nuisances and general**

### **Division 1 — Nuisances**

#### **5.1 Interpretation**

In this Part, unless the context otherwise requires —

*fertiliser* includes manure; and

*public vehicle* means any vehicle to which the public ordinarily has access, whether by payment of a fee or not and includes a taxi or bus.

#### **5.2 Footpaths etc, to be kept clean**

An owner or occupier of premises shall take reasonable steps to keep any footpath, pavement, area or right of way immediately adjacent to the premises, clear of any rubbish, matter or other things coming from or belonging to the premises.

#### **5.3 Public vehicles to be kept clean**

The owner or person in control of a public vehicle must —

- (a) maintain the vehicle at all times —
  - (i) in a clean condition; and
  - (ii) free from vectors of disease; and
- (b) whenever directed to do so by an EHO, thoroughly clean and disinfect the vehicle as directed.

#### **5.4 Transportation, use and storage of offal or blood**

A person must not transport or store offal or blood, for the purpose of being used as manure, unless it has been sterilised by steam and properly dried.

#### **5.5 Use or storage of fertiliser**

An owner or occupier of premises must not use, or keep for the purpose of use as fertiliser any —

- (a) pig manure;
- (b) human faeces; or
- (c) urine.

#### **5.6 Storage and dispatch of artificial fertiliser**

An owner or occupier of premises where artificial fertiliser is stored in bulk for sale must —

- (a) keep all artificial fertiliser in a building —
  - (i) of which the walls, floors and ceilings or undersides of the roof are constructed of durable and non-absorbent materials finished internally with a smooth surface; and
  - (ii) that is free from damp and properly ventilated;
- (b) take reasonable steps to prevent the emission of dust or offensive effluvia from the building; and

- (c) ensure that all artificial fertiliser dispatched from the premises is handled and loaded in such a manner as to prevent any nuisance arising during transit.

#### **5.7 Storage of fertiliser in a house**

The owner or occupier of a house where fertiliser or compost is stored or used shall take reasonable steps to —

- (a) prevent the escape of odours, dust or particles of fertiliser or compost;
- (b) treat the fertiliser or compost in such a manner as to effectively prevent it attracting or being a breeding place for flies or other vectors of disease; and
- (c) store only such amounts of fertiliser or compost —
  - (i) that can be readily used within a reasonable period; or
  - (ii) as may be directed by the EHO.

### **Division 2 — Keeping of animals**

#### **5.8 Slaughter of animals**

- (1) Subject to subclause (2), a person, unless exempted under Regulation 20 of the *Food Regulations 2009*, shall not slaughter any animal within the district.
- (2) Subclause (1) does not apply to —
  - (a) euthanasia of animals by veterinarians or other duly authorised persons;
  - (b) slaughter of animals for the purposes of pet meat and game meat operations;
  - (c) slaughter of animals for human consumption in abattoirs approved by the local government; and
  - (d) farming or grazing property occupiers preparing meat for their own consumption.

#### **5.9 Disposal of dead animals**

- (1) An owner or operator of a veterinary practice where dead animals are kept for more than 12 hours shall refrigerate the carcasses prior to their removal and disposal, at an approved disposal site.
- (2) An owner or occupier of premises, other than a veterinary practice, on which there is a dead animal, shall, remove the carcass as soon as possible, for its disposal at an approved disposal site.
- (3) An owner, or a person having the care of any animal that dies or is killed in a public or private place, shall, as soon as possible, remove the carcass and arrange for its disposal at an approved disposal site, except where it may be buried on broadacre farmland by the owner.

### **Division 3 — Feedlots**

#### **5.10 Interpretation**

For the purpose of this division—

*animal* includes sheep, lambs, goats, deer, cattle and buffalo;

*birds* includes roosters, hens, geese, turkeys, ducks, poultry, emus and ostriches; and

**feedlot** means a confined area with watering and feeding facilities where animals or birds are held and fed for the purpose of weight gain.

**5.11 Premises to be approved**

- (1) No premises shall be used as a feedlot unless approved by the local government.
- (2) Subject to subclause (3), no premises shall be approved as a feedlot by the local government unless every portion of such feedlot complies with the minimum separation distances listed in Table 1.
- (3) Sites unable to satisfy the separation requirements may be approved at the discretion of the local government, if the local government is satisfied that approving the feedlot will not give rise to a health nuisance.

**Table 1 Required buffer distances for feedlots**

<b>Buffer</b>	<b>Distance</b>
Townsite boundaries	5000m
Isolated rural dwelling houses, dairies & industries	1000m
Public roads and recreation areas	100m
Neighbouring rural property boundaries	50m
Major water course and water impoundments	300m
Bores, wells or soaks used for drinking, stock or irrigation	300m
Minor water courses	100m

**5.12 Site conditions**

- (1) The owner or occupier of the approved feedlot shall take reasonable steps to ensure the premises—
  - (a) is sited on gently sloping land, no greater than 1:20 but not less than 1:100;
  - (b) is sited on soils composed of sandy loam soils with sufficient infiltration to avoid surface ponding and run-off;
  - (c) has a minimum groundwater clearance of 3 metres;
  - (d) drainage diverts all uncontaminated stormwater from the general waste stream; and
  - (e) has solid and liquid waste disposal arrangements that are not offensive or injurious to health.
- (2) The owner or occupier of the approved feedlot shall take reasonable steps to prevent the discharge of dust which may involve—
  - (a) reducing the stocking rate immediately to a level that does not cause the discharge of dust; or
  - (b) stabilisation of the soil surface to a level that does not cause the discharge of dust; or
  - (c) provision of adequate windbreaks to effectively prevent the discharge of dust.

## Division 4 — Piggeries

### 5.13 Interpretation

In this Division, unless the context otherwise requires –

*intensive piggery* means pigs are housed, fed and watered in breeding and growing sheds; and

*piggery* in relation to premises shall include any portion of premises to which pigs have access.

### 5.14 Premises to be approved

- (1) No premises shall be used as a piggery unless approved by the local government.
- (2) Subject to subclause (3), no premises shall be approved as a piggery by the local government, unless every portion of such piggery complies with the minimum separation distances listed in Table 2, or if it is an intensive piggery, the minimum distances listed in Table 3; and
- (3) Sites unsuitable to satisfy the separation requirements may be approved at the discretion of the local government, if the local government is satisfied that approving the piggery will not give rise to a health nuisance.

**Table 2**

#### Required buffer distances for piggeries

<b>Buffer</b>	<b>Distance</b>
Townsite boundaries	5000m
Isolated rural dwelling houses, dairies and industries	1000m
Public roads and recreation areas	100m
Neighbouring rural property boundaries	100m
Major water courses and water impoundments	300m
Bores, wells or soaks used for drinking, stock or irrigation	300m
Minor water courses	100m

### 5.15 Site conditions

The owner or occupier of premises shall take reasonable steps to prevent the discharge of dust which may involve –

- (a) reducing the stocking rate immediately to a level that does not cause the discharge of dust; or
- (b) stabilisation of the soil surface to a level that does not cause the discharge of dust; or
- (c) provision of adequate windbreaks to effectively prevent the discharge of dust.

### 5.16 Prevention of nuisances

In order to prevent dust, offensive fumes and effluent becoming a nuisance to the health of the inhabitants of the district, an intensive piggery shall comply with the minimum separation distances listed in Table 3.

**Table 3 – Required buffer distances for intensive piggeries**

	Townsite boundaries	Isolated rural dwelling houses, dairies, industries	Public roads, recreation areas	Neighbouring rural property boundaries	Surface water supply catchments	Water courses/rural water impoundments	Bores/wells Soaks drinking water supply
Piggeries and facilities catering for more than 5000 pigs	5000m	1000m	200m	100m	Not permitted	300m	300m
500—5000 pigs	3500m	1000m	150m	100m	Not permitted	300m	300m
50—499 pigs	2000m	1000m	100m	100m	Not permitted	300m	300m
Less than 50 pigs	1000m	1000m	100m	100m	Not permitted	200m	300m
Land used to dispose of raw or partly treated wastes	1000m	1000m	100m	50m	Not permitted	300m	300m
Land used to dispose of effectively treated wastes	200m	50m	50m	20m	Not permitted	100m	100m

## **Part 6 — Pest control**

### **Division 1 — Flies**

#### **6.1 Interpretation**

In this Division, unless the context otherwise requires —

*flies* means any of the two-winged insects constituting the order Diptera commonly known as flies.

#### **6.2 Fly breeding matter not to be left on premises unless covered or treated**

An owner or occupier of premises shall not place, throw, leave, or permit or cause to be placed, thrown or left in, on or about the premises, any matter or thing which is liable to attract or be a breeding place for flies, unless that matter or thing is covered, protected, treated or dealt with in such a manner as to effectively prevent it from attracting or being a breeding place for flies.

#### **6.3 Measures to be taken by an occupier**

An owner or occupier of premises shall ensure that —

- (a) rubbish receptacles are kept clean and tightly sealed at all times except when refuse is being deposited or emptied;
- (b) food scraps and uneaten pet food are wrapped tightly and deposited in a rubbish receptacle without delay;
- (c) lawn clippings used on gardens as mulch are raked out thinly;
- (d) fertilisers are dug well into the soil;
- (e) compost heaps are kept well covered;
- (f) barbecues are kept clean and free from food scraps;
- (g) anything that is buried and may attract or be a breeding place for flies is covered with at least 100 millimetres of soil; and
- (h) excrement from pets is collected and properly disposed of without delay.

#### **6.4 EHO may give notice directing measures to be taken**

Where, in the opinion of an EHO, flies are prevalent or are breeding on any premises, an EHO may give to the owner or occupier of the premises notice in writing directing him or her to take, within the time specified in the notice, such measures as in the opinion of an EHO are necessary to —

- (a) control the prevalence;
- (b) effect the eradication; or
- (c) effectively prevent the breeding,

of flies.

#### **6.5 Local government may execute work and recover costs**

- (1) Where —
  - (a) a person is required under this Division or directed by a notice given under clause 6.4, to execute any work; and
  - (b) that person fails or neglects to comply with the requirement,

the local government may execute the work and may recover from that person the cost of executing the work in addition to any penalty for which that person may be liable under this local law.

- (2) The costs and expenses incurred by the local government in the execution of a power under subclause (1) may be recovered in a court of competent jurisdiction from the person referred to in subclause (1).
- (3) The local government shall not be liable to pay compensation or damages of any kind to the person referred to in subclause (1) in relation to any action taken by the local government under this clause, except to the extent the person has suffered unreasonable loss or damage because the action taken by the local government was negligent or in breach of its duty.

## **Division 2 — Mosquitoes**

### **6.6 Interpretation**

In this Division, unless the context otherwise requires —

*mosquitoes* means any of the two winged insects constituting the family Diptera Culicidae commonly known as mosquitoes.

### **6.7 Measures to be taken to prevent mosquitoes breeding**

- (1) An owner or occupier of premises shall ensure that the premises are kept free from possible mosquito breeding sites and shall —
  - (a) follow any direction or notice of an EHO for the purpose of —
    - (i) controlling the prevalence of mosquitoes;
    - (ii) eradication of mosquitoes; or
    - (iii) effectively preventing the breeding of mosquitoes; and
  - (b) assist an EHO to locate any possible mosquito breeding sites that may be present in or about the premises.
- (2) An owner or occupier of any premises where water is kept in a horse trough, poultry drinking vessel or other receptacle shall —
  - (a) frequently change the water; and
  - (b) keep the water clean and free from vegetable matter and slime.
- (3) An owner or occupier of premises, where a septic tank is installed, shall ensure the fixture is in a sound condition at all times, and mesh having openings no larger than 1.2 millimetres, covers any educt vent to the system.
- (4) Where there is a swimming pool on any premises where the circulation system does not function, or has not been used such that the pool water is green or stagnant and suitable for breeding mosquitoes, the owner or occupier shall, when required by a notice issued by an EHO —
  - (a) reactivate the pool circulation system within a time specified and operate it so that the water is filtered for as many hours as may be specified; and/or
  - (b) chlorinate and adjust the pH of the pool to —
    - (i) 4 milligrams per litre free chlorine; and
    - (ii) pH within the range 7.2–7.6; or

- (c) empty or drain the pool; or
  - (d) add a larvicide to the pool at the specified rate; and
  - (e) maintain the pool water free of mosquito breeding.
- (5) An owner or occupier of land shall cause all drains and channels in or on the land to be kept in good order and free from obstruction.

#### **6.8 Local government may execute work and recover costs**

- (1) Where —
- (a) a person is required under this Division or directed by a notice given under clause 6.7 to execute any work; and
  - (b) that person fails or neglects to comply with the requirement,
- the local government may execute the work and recover from that person the cost of executing the work, in addition to any penalty for which that person may be liable.
- (2) The costs and expenses incurred by the local government in the execution of a power under subclause (1) may be recovered in a court of competent jurisdiction from that person.
- (3) The local government is not liable to pay compensation or damages of any kind to the person referred to in subclause (1) in relation to any action taken by the local government under this clause, except to the extent the person has suffered unreasonable loss or damage because the action taken by the local government was negligent or in breach of its duty.

### **Division 3 — Rodents**

#### **6.9 Interpretation**

In this Division, unless the context otherwise requires —

*rodents* means those animals belonging to the order Rodentia and includes rats and mice but does not include native rodents, laboratory bred rats and mice, or those animals kept as pets in an enclosure designed for the purpose of keeping as pets, animals of that kind.

#### **6.10 Measures to be taken to eradicate rodents**

- (1) An owner or occupier of any premises, shall at all times take reasonable steps to eradicate any rodents and prevent the harbourage or potential harbourage of rodents in or on the premises.
- (2) An EHO may direct, orally or in writing, an owner or occupier of premises to take whatever action, in the opinion of an EHO, is necessary or desirable to prevent or deter the presence of rodents in or on the premises.
- (3) An owner or occupier shall, within the time specified, comply with any direction given by an EHO under this clause.

#### **6.11 Food and wastes to be kept in rodent proof receptacles**

A person must not store, or allow to be stored, on any premises, any food, refuse or other waste matter unless it is contained in a rodent proof receptacle or compartment, which is kept effectively protected against access by rodents.



#### **6.12 Restrictions on keeping of rodents**

A person or body who keeps rodents shall —

- (a) at all times ensure that all live rodents are kept in the effective control of a person or in locked cages; and
- (b) if a rodent escapes, forthwith take all reasonable steps to destroy or recapture the rodent.

### **Division 4 — Cockroaches**

#### **6.13 Interpretation**

In this Division, unless the context otherwise requires —

*cockroach* means any of the various orthopterous insects commonly known as cockroaches.

#### **6.14 Measures to be taken to eradicate cockroaches**

- (1) An owner or occupier of premises shall take reasonable steps to eradicate any cockroaches in or on the premises.
- (2) An EHO may direct, orally or in writing, an owner or occupier of premises to take whatever action that, in the opinion of the EHO, is necessary or desirable to prevent or deter the presence of cockroaches in or on the premises.
- (3) An owner or occupier shall, within the time specified, comply with any direction given by an EHO under this clause.

### **Division 5 — Argentine Ants**

#### **6.15 Interpretation**

In this Division, unless the context otherwise requires —

*Argentine Ant* means an ant belonging to the species *Linepithema humile* (formally *Iridomyrmex humilis*).

#### **6.16 Measures to be taken to keep premises free from Argentine Ants**

An owner or occupier of premises shall ensure that the premises are kept free from Argentine Ant colonies and shall —

- (a) take all steps to locate any nests if Argentine Ants are noticed in, on or about the premises;
- (b) properly treat all nests of Argentine Ants with an approved residual based insecticide; and
- (c) whenever required by an EHO —
  - (i) treat any area or infestation with an insecticide referred to in subclause (b); and
  - (ii) remove any objects, including timber, firewood, compost or pot plants in accordance with a direction from an EHO.

## **Division 6 — European Wasps**

### **6.17 Interpretation**

In this Division, unless the context otherwise requires —

*European Wasp* means a wasp belonging to the species *Vespula germanica*.

### **6.18 Measures to be taken to keep premises free from European Wasp nests**

An owner or occupier of premises shall ensure that the premises are kept free from European Wasp nests and shall —

- (a) follow any direction of an EHO for the purpose of destroying the European Wasps and their nests; and
- (b) assist an EHO, or his or her representative, to trace any nest that may be present in, on or about the premises.

## **Division 7 — Arthropod vectors of disease**

### **6.19 Interpretation**

In this Division, unless the context otherwise requires —

*arthropod vectors of disease* includes –

- (a) fleas (*Siphonaptera*);
- (b) bedbugs (*Cimex lectularius*);
- (c) pubic lice (*Phthirus pubis*);
- (d) body lice (*Pediculus humanus humanus*, also known as *Pediculus humanus corporis*); and
- (e) head lice (*Pediculus humanus capitis*).

### **6.20 Responsibility of the owner or occupier**

The owner or occupier of premises shall —

- (a) take reasonable steps to keep the premises and any person residing in or on the premises, free from any arthropod vectors of disease; and
- (b) comply with the direction of an EHO to treat the premises, or anything on the premises, for the purpose of destroying any arthropod vectors of disease.

## **Part 7 — Infectious diseases**

### **Division 1 — General provisions**

#### **7.1 Requirements on owner or occupier to clean, disinfect and disinfect**

- (1) The local government or an EHO may, by notice in writing, direct an owner or occupier of premises, within the time and in the manner specified in the notice, to clean, disinfect and disinfect —
  - (a) the premises; or
  - (b) such things in or on the premises as are specified in the notice,or both, to the satisfaction of the EHO.

- (2) An owner or occupier shall comply with a notice given under subclause (1).

## **7.2 EHO may disinfect or disinfest premises**

- (1) Where the CEO or the medical officer is satisfied that any case of infectious disease has occurred on any premises, the CEO or the medical officer may direct an EHO, other local government officer or other person to disinfect and disinfest the premises or any part of the premises and anything in or on the premises.
- (2) Where in the opinion of the CEO or the medical officer, where the owner or occupier directed in subclause (1) does not disinfect or disinfest the premises in a reasonable period or where as a matter of urgency, the premises or any part of the premises and anything in or on the premises must be disinfected or disinfested by the action of the CEO.
- (3) An owner or occupier of premises shall permit, and provide access to enable an EHO, other local government officer or other person to carry out the direction given under subclause (1).
- (4) The local government may recover, in a court of competent jurisdiction, the cost of carrying out the work under this clause from the owner or occupier of the premises in or on which the work was carried out.
- (5) The local government shall not be liable to pay compensation or damages of any kind to the owner or occupier of premises in relation to any action taken by the local government or any of its staff or employees under this clause, except to the extent the person has suffered unreasonable loss or damage because the action taken by the local government was negligent or in breach of its duty.

## **7.3 Insanitary houses, premises and things**

- (1) An owner or occupier of any house or premises shall maintain the house or premises free from any insanitary condition or thing.
- (2) Where an EHO considers that a house is insanitary, the EHO may, by notice in writing, direct an owner of the house, within the time and in the manner specified in the notice, to destroy or amend the house.
- (3) Where an EHO considers that —
  - (a) a house or premises is not being maintained in a sanitary condition; or
  - (b) any thing is insanitary,

the EHO may, by notice in writing, direct, as the case may be —

- (i) the owner or occupier of the house or premises to amend any insanitary condition; or
- (ii) the owner or occupier of the thing to destroy or amend it,

within the time and in the manner specified in the notice.

- (4) A person to whom a notice has been given under subclauses (2) or (3) shall comply with the terms of the notice.

## **7.4 Persons in contact with an infectious disease sufferer**

If a person in any house is, or is suspected of, suffering from an infectious disease, any occupant of the house or any person who enters or leaves the house —

- (a) shall obey such instructions or directions as the local government or the medical officer may issue; and
- (b) may be removed, at the direction of the local government or the medical officer to isolation in an appropriate place to prevent or minimise the risk of the infection spreading and if so removed, shall remain in that place until the medical officer otherwise directs.

#### **7.5 Declaration of infected house or premises**

- (1) To prevent or check the spread of infectious disease, the local government or the medical officer may from time to time declare any house or premises to be infected.
- (2) A person shall not enter or leave any house or premises declared to be infected, without the written consent of the medical officer or an EHO.

#### **7.6 Destruction of infected animals**

- (1) An EHO, upon being satisfied that an animal is or may be infected or is liable to be infected or to convey infection may, by notice in writing, direct that the animal be examined by a registered veterinary officer and all steps taken to enable the condition to be controlled or eradicated or the animal destroyed and disposed of —
  - (a) in the manner and within the time specified in the notice; and
  - (b) by the person in whose possession, or upon whose premises, the animal is located.
- (2) A person who has in his or her possession or upon premises occupied by him or her, an animal which is the subject of a notice under subclause (1), shall comply with the terms of the notice.

#### **7.7 Disposal of a body**

- (1) An occupier of premises in or on which is located the body of a person who has died of an infectious disease shall, subject to subclause (2), cause the body to be buried or disposed of in such manner, within such time and with such precautions as may be directed by the medical officer.
- (2) A body shall not be removed from premises where death occurred except to a cemetery or morgue.

#### **7.8 Local government may carry out work and recover costs**

- (1) Where —
  - (a) a person is required under this Division or by a notice given under this Division, to carry out any work; and
  - (b) that person fails or neglects to comply with the requirement,that person commits an offence and the local government may carry out the work or arrange for the work to be carried out by another.
- (2) The costs and expenses incurred by the local government in the execution of a power under this clause may be recovered in a court of competent jurisdiction from the person referred to in subclause (1)(a).
- (3) The local government shall not be liable to pay compensation or damages of any kind to the person referred to in subclause (1)(a) in relation to any action taken by the local government under this clause, except to the extent the person has suffered

unreasonable loss or damage because the action taken by the local government was negligent or in breach of its duty.

## **Division 2 — Disposal of used condoms and needles**

### **7.9 Disposal of used condoms**

- (1) An occupier of premises on or from which used condoms are produced shall ensure that the condoms are —
  - (a) placed in a sealed impervious container and disposed of in a sanitary manner; or
  - (b) disposed of in such a manner as may be directed by an EHO.
- (2) A person shall not dispose of a used condom in a public place except in accordance with subclause (1).

### **7.10 Disposal of used needles**

A person shall not dispose of a used hypodermic syringe or needle in a public place unless it is placed in an impenetrable, leak-proof container and deposited in a refuse receptacle.

## **Part 8 — Lodging houses**

### **Division 1 — Registration**

#### **8.1 Interpretation**

- (1) In this Part, unless the context otherwise requires —

*bed* means a single sleeping berth only, and a double bed provided for the use of couples has the same floor space requirements as 2 single beds;

*bunk* means a sleeping berth comprising 1 of 2 beds arranged vertically;

*dormitory* means a building or room utilised for sleeping purposes at a short term hostel or a recreational campsite;

*Food Standards Code* means the Australia New Zealand Food Standards Code as defined in the Commonwealth *Food Standards Australia New Zealand Act 1991*;

*keeper* means a person whose name appears on the register of keepers, in respect of a lodging house, as the keeper of that lodging house;

*laundry unit* means a group of facilities consisting of —

  - (a) a washing machine with a capacity of not less than 4 kilograms weight of dry clothing;
  - (b) 1 wash trough of not less than 36 litres capacity, connected to both hot and cold water;
  - (c) either an electric drying cabinet or not less than 30 metres of clothes line; and
  - (d) a hot water system that —
    - (i) is capable of delivering an adequate supply of water at a temperature of at least 65 degrees Celsius for each washing machine provided with the communal facilities; and

- (ii) has a delivery rate of not less than 0.076 litres per second to each washing machine;

***lodger*** means a person who obtains, for hire or reward, board or lodging in a lodging house;

***lodging house*** includes a recreational campsite, a serviced apartment, a short term hostel and any premises used for transient workforce accommodation;

***lodging house manager*** means a person duly appointed by the keeper in accordance with this Division to reside in, and have the care and management of, a lodging house;

***recreational campsite*** means a lodging house —

- (a) situated on a campsite principally used for —
  - (i) recreational, sporting, religious, ethnic or educational pursuits; or
  - (ii) conferences or conventions; and
- (b) where the period of occupancy of any lodger is not more than 14 consecutive days,

and includes youth camps, youth education camps, church camps and riding schools but does not include a camp or caravan within the meaning of the *Caravan Parks and Camping Grounds Act 1995*;

***register of lodgers*** means the register kept in accordance with section 157 of the Act and this Part;

***resident*** means a person other than a lodger, who resides in a lodging house;

***serviced apartment*** means a lodging house in which each sleeping apartment, or group of sleeping apartments in common occupancy, is provided with its own sanitary conveniences and may have its own cooking facilities; and

***short term hostel*** means a lodging house where the period of occupancy of any lodger is not more than 14 consecutive days and includes a youth hostel or a backpacker hostel.

- (2) Where in this Part an act is required to be done or forbidden to be done in relation to any lodging house, the keeper of the lodging house has, unless the contrary intention appears, the duty of causing the act to be done, or of preventing the act so forbidden from being done, as the case may be.

## **8.2 Lodging house not to be kept unless registered**

A person shall not keep or cause or allow to be kept a lodging house unless —

- (a) the lodging house is constructed in accordance with the requirements of this Part;
- (b) the lodging house is registered by the local government under clause 8.4;
- (c) the name of the person keeping or proposing to keep the lodging house is entered in the register of keepers; and
- (d) when required by the local government either —
  - (i) the keeper; or
  - (ii) a lodging house manager who, with the written approval of an EHO, has been appointed by the keeper to have the care and management of the lodging house,

resides or intends to reside continuously in the lodging house whenever there is 1 or more lodgers in the lodging house.

### **8.3 Application for registration**

An application for registration of a lodging house shall be —

- (a) in the form approved by the local government from time to time;
- (b) duly completed and signed by the proposed keeper; and
- (c) accompanied by —
  - (i) the approved fee as fixed from time to time by the local government under section 344C of the Act; and
  - (ii) detailed plans and specifications of the lodging house.

### **8.4 Approval of application**

The local government may approve, with or without conditions, an application by issuing to the applicant a certificate of registration in the form approved by the local government from time to time.

### **8.5 Renewal of registration**

A person who keeps a lodging house which is registered under this Part shall —

- (a) during the month of June in each year apply to the local government for the renewal of the registration of the lodging house in the form approved by the local government from time to time; and
- (b) pay the approved fee as fixed from time to time by the local government under section 344C of the Act at the time of making each application for renewal.

### **8.6 Notification upon sale or transfer**

If the owner of a lodging house sells or transfers, or agrees to sell or transfer, the lodging house to another person, he or she shall, within 14 days of the date of sale, transfer or agreement, give to the local government, in the form approved by the local government from time to time, written notice of the full name, address and occupation of the person to whom the lodging house has been, or is to be, sold or transferred.

### **8.7 Revocation of registration**

- (1) Subject to subclause (3), the local government may, at any time, revoke the registration of a lodging house for any reason which, in the opinion of the local government, justifies the revocation.
- (2) Without limiting the generality of subclause (1), the local government may revoke a registration upon any one or more of the following grounds —
  - (a) that the lodging house has not, to the satisfaction of the local government, been kept free from vectors of disease or remained in a clean and sanitary condition;
  - (b) that the keeper has —
    - (i) been convicted of an offence against this local law in respect of the lodging house;
    - (ii) not complied with a requirement of this Part; or
    - (iii) not complied with a condition of registration;

- (c) that the local government, having regard to a report from the Police Service, is satisfied that the keeper or lodging house manager is not a fit and proper person; and
  - (d) that, by reason of alterations or additions or neglect to repair and renovate, the condition of the lodging house is such as to render it, in the opinion of the local government, unfit to remain registered.
- (3) Before revoking the registration of a lodging house under this local law, the local government shall give notice to the keeper requiring him or her, within a time specified in the notice, to show cause why the registration should not be revoked.
- (4) Whenever the local government revokes the registration of a lodging house, it shall give the keeper notice of the revocation and the registration shall be revoked as from the date on which the notice is served on the keeper.

## **Division 2 — Construction and use requirements**

### **8.8 General construction requirements**

The construction of a lodging house shall comply with the Building Code and the Act.

### **8.9 Sanitary conveniences**

- (1) A keeper shall maintain in good working order and condition and in convenient positions on the premises —
- (a) toilets; and
  - (b) bathrooms, each fitted with a hand wash basin and either a shower or a bath,
- in accordance with the requirements of the Building Code.
- (2) A bathroom or toilet which is used as a private bathroom or toilet to the exclusion of other lodgers or residents shall not be counted for the purposes of subclause (1).
- (3) Each bath, shower and hand wash basin shall be provided with an adequate supply of hot and cold water.
- (4) The walls of each shower and bath shall be of an impervious material to a minimum height of 1.8 metres above the floor level.
- (5) Each toilet and bathroom shall —
- (a) be so situated, separated and screened as to ensure privacy;
  - (b) be apportioned to each sex;
  - (c) have a distinct sign displayed in a prominent position denoting the sex for which the toilet or bathroom is provided; and
  - (d) be provided with adequate electric lighting and ventilation.
- (6) Paragraphs (b) and (c) of subclause (5) do not apply to a serviced apartment.

### **8.10 Laundry**

- (1) A keeper shall —
- (a) subject to subclause (2) —
    - (i) in the case of a recreational campsite, provide on the premises a laundry consisting of at least one 45 litre stainless steel trough; and



- (ii) in any other case, provide on the premises a laundry unit for each 15 lodgers;
  - (b) at all times maintain each laundry or laundry unit in a proper sanitary condition and in good repair;
  - (c) provide an adequate supply of hot and cold water to each wash trough, sink, or washing machine; and
  - (d) ensure that the floor area of each laundry or laundry unit is properly surfaced with an even fall to a floor waste.
- (2) An EHO may approve the provision of a reduced number of laundry units if suitable equipment of a commercial type is installed.

### **8.11 Kitchen**

A keeper of a lodging house shall provide in that lodging house a kitchen —

- (a) which has a minimum floor area of —
  - (i) where lodgers prepare their own meals – 0.65 square metres per person; or
  - (ii) where meals are provided by the keeper or lodging house manager – 0.35 square metres per person; or
  - (iii) where a kitchen and dining room are combined – 1 square metre per person, but in any case not less than 16 square metres;
- (b) which has adequate —
  - (i) food storage facilities and cupboards to prevent contamination of food, or cooking or eating utensils, by dirt, dust, flies or other vectors of disease of any kind; and
  - (ii) refrigerator space for storage of perishable goods; and
- (c) that complies with the requirements of Standard 3.2.3 - Food Premises and Equipment of the Food Standards Code as amended from time to time.

### **8.12 Dining room**

The keeper of a lodging house shall provide in that lodging house a dining room —

- (a) located in close proximity to, or combined with, the kitchen;
- (b) the floor area of which shall be 0.5 square metres per person or not less than 10 square metres whichever is the greater; and
- (c) which shall be —
  - (i) adequately furnished to accommodate, at any one time, half of the number of lodgers; and
  - (ii) provided with a suitable floor covering.

### **8.13 Lounge room**

The keeper of a lodging house shall provide in that lodging house, a lounge room —

- (a) with a floor area of —
  - (i) where the lounge is not combined with the dining room, not less than 0.6 square metres per person; or
  - (ii) where the lounge room is combined with a dining room, not less than 1.2 square metres per person,

but in either case having a minimum of 13 square metres; and

- (b) which shall be —
  - (i) adequately furnished to accommodate, at any one time, half of the number of lodgers; and
  - (ii) provided with a suitable floor covering.

#### **8.14 Fire prevention and control**

- (1) The keeper of a lodging house must —
  - (a) in each passage in the lodging house provide an emergency light —
    - (i) in the position and pattern approved by an EHO; and
    - (ii) which must be kept separate from the general lighting system and kept illuminated during the hours of darkness;
  - (b) provide an approved fire blanket positioned within 2 metres of the cooking area in each kitchen;
  - (c) ensure that each exit sign and fire-fighting appliance is clearly visible, accessible and maintained in good working order at all times;
  - (d) ensure all fire-fighting equipment and fire detection and alarm systems are adequately maintained at all times in such a condition as will enable their proper performance; and
  - (e) ensure that a lodger or other person does not smoke in any dormitory, kitchen, dining room, or other enclosed public place within a lodging house.
- (2) The keeper of a lodging house must ensure that all buildings comprising the lodging house are fitted with fire protection equipment in accordance with the Building Code.

#### **8.15 Obstruction of passages and stairways**

A keeper shall not cause or allow furniture, fittings or other things to be placed either temporarily or permanently in or on —

- (a) a stairway, stair landing, fire-escape, window or common passageway; or
- (b) part of the lodging house in common use or intended or adapted for common use,

in such a manner as to form an obstruction to the free passage of lodgers, residents or persons in or occupying the lodging house.

#### **8.16 Fitting of locks**

A person shall not fit, or cause or permit to be fitted, to an exit door a lock or other device which prevents the door being opened from within a lodging house.

#### **8.17 Restriction on use of rooms for sleeping**

- (1) Subject to subclause (3) and clause 8.31, a keeper shall not use or permit to be used as a sleeping apartment, a room in a lodging house —
  - (a) which contains food;
  - (b) which contains or is fitted with a cooking appliance or kitchen sink;
  - (c) which is used as a kitchen, scullery, storeroom, dining room, general sitting room or lounge room, or for the preparation or storage of food;

- (d) which is not reasonably accessible without passing through a sleeping or other room in the private occupation of another person;
  - (e) which, except in the case of a short term hostel or a recreational campsite, contains less than 5.5 square metres of clear space for each lodger occupying the room;
  - (f) which is naturally illuminated by windows having a ratio of less than 0.1 square metres of unobstructed glass to every 1.0 square metre of floor area;
  - (g) which is ventilated at a ratio of less than 0.5 square metres of unobstructed ventilating area to every 10 square metres of floor area;
  - (h) in which the lighting or ventilation referred to in subclauses (f) and (g) is obstructed or is not in good and efficient order;
  - (i) which is not free from internal dampness;
  - (j) of which any part of the floor is below the level of the adjoining ground; or
  - (k) the floor of which is not fitted with an approved carpet or vinyl floor covering or other floor treatment approved by an EHO.
- (2) For the purposes of this clause, 2 children under the age of 10 years are counted as 1 lodger.
- (3) Paragraphs (a), (b) and (c) of subclause (1) do not apply to a serviced apartment.

#### **8.18 Sleeping accommodation—short term hostels and recreational campsites**

- (1) A keeper of a short term hostel or recreational campsite shall provide clear floor space of not less than —
- (a) 4 square metres per person in each dormitory utilising beds; and
  - (b) 2.5 square metres per person in each dormitory utilising bunks.
- (2) The calculation of floor space in subclause (1) shall exclude the area occupied by any large items of furniture, such as wardrobes, but may include the area occupied by beds.
- (3) The minimum height of any ceiling in a short term hostel or recreational campsite shall be 2.4 metres in any dormitory utilising beds, and 2.7 metres in any dormitory utilising bunks.
- (4) The minimum floor area requirements in subclause (1) will only apply if there are ventilation, separation distances, fire egress and other safety requirements in accordance with the Building Code.
- (5) The keeper of any short term hostel or recreational campsite shall provide —
- (a) fixed outlet ventilation at a ratio of 0.15 square metres to each 10 square metres of floor area of the dormitories, and shall ensure that dormitories are provided with direct ventilation to the open air from a point within 230 millimetres of the ceiling level through a fixed open window or vents, carried as direct to the open air as is practicable; and
  - (b) mechanical ventilation in lieu of fixed ventilation, subject to the approval of the local government.
- (6) The keeper of any short term hostel or recreational campsite shall provide —
- (a) beds with a minimum size of —
    - (i) in short term hostels — 800 millimetres x 1.9 metres; and

- (ii) in recreational campsites — 750 millimetres x 1.85 metres; and
  - (b) storage space for personal effects, including backpacks, so that cleaning operations are not hindered and access spaces are not obstructed.
- (7) The keeper of any short term hostel or recreational campsite shall —
  - (a) arrange at all times a distance of 750 millimetres between beds, and a distance of 900 millimetres between bunks;
  - (b) ensure that, where bed or bunk heads are placed against the wall on either side of a dormitory, there is a passageway of at least 1.35 metres between each row of beds and a passageway of at least 2 metres between each row of bunks, and shall ensure that the passageway is kept clear of obstruction at all times; and
  - (c) ensure all doors, windows and ventilators are kept free of obstruction.
- (8) The keeper of a short term hostel or recreational campsite shall ensure that —
  - (a) materials used in dormitory areas comply with AS 1530.2—1993 and AS/NZS 1530.3:1999 as follows —
    - (i) Drapes, curtains, blinds and bedcovers —
      - a maximum Flammability Index of 6;
    - (ii) Upholstery & bedding —
      - a maximum Spread of Flame Index of 6; and
      - a maximum Smoke Developed Index of 5;
    - (iii) Floor coverings —
      - a maximum Spread of Flame Index of 7; and
      - a maximum Smoke Developed Index of 5;
  - (b) Fire retardant coatings used to make a material comply with the indices set out in subclause (8)(a) must be —
    - (i) certified by the manufacturer as approved for use with the fabric to achieve the required indices;
    - (ii) certified by the manufacturer to retain its fire retardative effect after a minimum of 5 commercial dry cleaning or laundering operations carried out in accordance with AS 2001.5.4—2005, Procedure 7A, using ECE reference detergent; and
    - (iii) certified by the applicator as having been carried out in accordance with the manufacturer's specifications;
  - (c) emergency lighting is provided in accordance with the Building Code;
  - (d) a lodger or other person does not smoke in any kitchen, dining room or other enclosed public place within a short term hostel or recreational campsite; and
  - (e) all mattresses in a short term hostel or recreational campsite are fitted with a mattress protector.

### **8.19 Furnishing of rooms**

- (1) A keeper shall —
  - (a) furnish each sleeping room with a sufficient number of beds and sufficient bedding of good quality;
  - (b) ensure that each bed —
    - (i) has a bed head, mattress and pillow; and

- (ii) is provided with a pillow case, mattress cover, 2 sheets, a blanket or rug and, from 1 May to 30 September, not less than 1 additional blanket or rug; and
  - (c) furnish each bedroom so that there are adequate storage facilities for belongings within the room.
- (2) A keeper shall not cause or allow any tiered beds or bunks to be used in a sleeping apartment.
- (3) The sheets and blankets required to be provided by subclause (1)(b)(ii), shall be deemed to have been provided by the keeper, where the keeper offers them for hire to the lodgers. In such circumstances, each lodger must either provide his own clean sheets or hire them from the keeper.
- (4) In a short-term hostel or recreational campsite, the storage facilities required by subclause (1)(c) may be located in a separate secure storage room or locker room.

### **8.20 Ventilation**

If, in the opinion of an EHO, a kitchen, bathroom, toilet, laundry or habitable room is not adequately or properly ventilated, he or she may direct the keeper to provide a different or additional method of ventilation.

### **8.21 Numbers to be placed on doors**

- (1) A keeper shall number each room available to a lodger or provide an alternative means of identification approved by an EHO.
- (2) The number or alternate means of identification is to be legible and easily identified.

## **Division 3 — Management and care**

### **8.22 Keeper or lodging house manager to reside in the lodging house**

No keeper of a lodging house shall be absent from such house, unless

- (a) a manager is left in charge, or
- (b) other care arrangement as approved in writing by the local government is in place.

### **8.23 Register of lodgers**

- (1) A keeper shall keep a register of lodgers in the form approved by the local government from time to time.
- (2) The register of lodgers shall be —
  - (a) kept in the lodging house; and
  - (b) open to inspection at any time on demand by any member of the Police Service or by an EHO.

### **8.24 Keeper to report**

A keeper shall, whenever required by the local government, report to the local government, in the form approved by the local government from time to time, the name of each lodger who lodged in the lodging house during the preceding day or night.

### **8.25 Certificate in respect of sleeping accommodation**

- (1) An EHO may issue to a keeper, a certificate, in respect of each room, which shall be in the form approved by the local government from time to time.
- (2) The certificate issued under subclause (1) shall specify the maximum number of persons permitted to occupy each room of a sleeping apartment at any one time.
- (3) When required by an EHO, a keeper shall exhibit the certificate issued under this clause in a conspicuous place in the room to which it refers.
- (4) A person shall not cause or allow a greater number of persons than is specified on a certificate issued under this clause to occupy the room to which it refers.

### **8.26 Duplicate keys and inspection**

Each keeper and lodging house manager of a lodging house shall —

- (a) retain possession of a duplicate key to the door of each room; and
- (b) when required by an EHO, open the door of any room for the purposes of inspection by the EHO.

### **8.27 Room occupancy**

- (1) A keeper of a lodging house shall not —
  - (a) cause or allow more than the maximum number of persons permitted by the certificate of registration of the lodging house to be lodged at any one time in the lodging house;
  - (b) cause or allow to be placed or kept in any sleeping apartment —
    - (i) a larger number of beds; or
    - (ii) larger quantity of bedding, than is required to accommodate and provide for the maximum number of persons permitted to occupy the sleeping apartment at any one time; and
  - (c) use, or cause, or allow to be used, for sleeping purposes, a room that —
    - (i) has not been certified for that purpose; and
    - (ii) the local government has forbidden to be used as a sleeping apartment.
- (2) For the purpose of this clause, 2 children under 10 years of age shall be counted as 1 lodger.

### **8.28 Maintenance of a room by a lodger or resident**

- (1) A keeper may permit, or contract with, a lodger or resident to service, clean or maintain the room or rooms occupied by the lodger or resident.
- (2) Where permission is given or a contract entered into under subclause (1), the keeper shall —
  - (a) inspect each room the subject of the permission or agreement at least once a week; and
  - (b) ensure that each room is being maintained in a clean condition.
- (3) A lodger or resident who contracts with a keeper to service, clean or maintain a room occupied by him or her, shall maintain the room in a clean condition.

## 8.29 Cleaning and maintenance requirements

- (1) In this clause —  
*bed linen* includes sheets, pillow cases and mattress covers.
- (2) A keeper of a lodging house shall —
  - (a) maintain in a clean, sound and undamaged condition —
    - (i) the floor, walls, ceilings, woodwork and painted surfaces;
    - (ii) the floor coverings and window treatments; and
    - (iii) the toilet seats;
  - (b) maintain in a clean condition and in good working order —
    - (i) all fixtures and fittings; and
    - (ii) windows, doors and door furniture;
  - (c) ensure that the internal walls of each bathroom and toilet are painted so as to maintain a smooth impervious washable surface;
  - (d) ensure that all floors are kept clean at all times;
  - (e) ensure that —
    - (i) all bed linen, towels, and house linen in use are washed at least once a week;
    - (ii) within a reasonable time of a bed having been vacated by a lodger or resident, or prior to the room being re-let, the bed linen is removed and washed;
    - (iii) a person does not occupy a bed which has been used by another person unless the bed has been provided with clean bed linen;
    - (iv) all beds, bedsteads, blankets, rugs, covers, bed linen, towels and house linen are kept clean, in good repair and free from vectors of disease;
    - (v) when any vectors of disease are found in a bed, furniture, room or sleeping apartment, immediate effective action is taken to eradicate the vectors of disease; and
    - (vi) a room which is not free from vectors of disease is not used as a sleeping apartment;
  - (f) when so directed by an EHO, ensure that —
    - (i) a room, together with its contents, and any other part of the lodging house, is cleaned and disinfected; and
    - (ii) a bed or other article of furniture is removed from the lodging house and properly disposed of;
  - (g) ensure that the yard is kept clean at all times;
  - (h) provide all bedrooms, passages, common areas, toilets, bathrooms and laundries with adequate lighting; and
  - (i) comply with any direction, whether orally or in writing, given by an EHO.

## 8.30 Responsibilities of lodgers and residents

A lodger or resident shall not —

- (a) use any room available to lodgers —
  - (i) as a shop, store or factory; or

- (ii) for manufacturing or trading services;
- (b) keep or store in or on the lodging house any goods or materials that are inflammable or offensive;
- (c) use a bath or hand wash basin other than for ablutionary purposes;
- (d) use a bathroom facility or fitting for laundry purposes;
- (e) use a sink installed in a kitchen or scullery for any purpose other than the washing and cleaning of cooking and eating utensils, other kitchenware and culinary purposes;
- (f) deposit rubbish or waste food other than into a proper rubbish receptacle;
- (g) in a kitchen or other place where food is kept —
  - (i) wash or permit the washing of clothing or bedding; or
  - (ii) keep or permit to be kept any soiled clothing or bedding;
- (h) subject to clause 8.31 —
  - (i) keep, store, prepare or cook food in any sleeping apartment; or
  - (ii) unless sick or invalid and unable to leave a sleeping apartment for that reason, use a sleeping apartment for dining purposes;
- (i) place or keep, in any part of a lodging house, any luggage, clothing, bedding, or furniture that is infested with vectors of disease;
- (j) store or keep such a quantity of furniture, material or goods within the lodging house —
  - (i) in any kitchen, living or sleeping apartment so as to prevent the cleaning of the floors, walls, fittings or fixtures; or
  - (ii) in a sleeping apartment so as to decrease the air space to less than the minimum required by this Part;
- (k) obstruct or prevent the keeper or lodging house manager from inspecting or examining the room or rooms occupied by the lodger or resident; or
- (l) fix any fastener or change any lock to a door or room without the written approval of the keeper.

### **8.31 Approval for storage of food**

- (1) An EHO may –
  - (a) approve the storage of food within a refrigerator or sealed container in a sleeping apartment; and
  - (b) withdraw the approval if a nuisance or vectors of disease infestation is found to exist in the lodging house.
- (2) The keeper of a serviced apartment may permit the storage and consumption of food within that apartment if suitable storage and dining facilities are provided.

## **Part 9 — Offensive trades**

### **Division 1 — General**

#### **9.1 Interpretation**

In this Part, unless the context otherwise requires —



**occupier** in relation to premises includes the person registered as the occupier of the premises specified in the certificate of registration;

**offensive trade** means any 1 or more of the trades, businesses or occupations usually carried on, in, or connected with, the following works or establishments —

- (a) fat rendering premises;
- (b) fish processing establishments (not including retail fish shops) in which whole fish are cleaned and prepared on site;
- (c) shellfish and crustacean processing establishments (not including retail fish shops) where shellfish and crustaceans are processed, cleaned or prepared on site;
- (d) flock factories;
- (e) laundries and dry cleaning premises;
- (f) fellmongering, not including a premises where pre-treated skins and hides are sorted and boxed for distribution; and
- (g) any trade as defined in section 186 of the Act; and

**premises** includes houses.

## **9.2 Consent to establish an offensive trade**

A person seeking the consent of the local government under section 187 of the Act to establish an offensive trade shall make an application in the form approved by the local government from time to time and in accordance with the local government's local planning scheme.

## **9.3 False statement**

A person who makes a false statement in an application under clause 9.2 commits an offence.

## **9.4 Registration of premises**

An application for the registration of premises pursuant to section 191 of the Act shall be —

- (a) in the form approved by the local government from time to time;
- (b) accompanied by the fee prescribed in the *Health (Offensive Trades Fees) Regulations 1976*; and
- (c) lodged with the local government.

## **9.5 Certificate of registration**

Upon the registration of premises for the carrying on of an offensive trade, the local government shall issue to the applicant a certificate in the form approved by the local government from time to time.

## **9.6 Change of occupier**

Where there is a change of occupier of the premises registered pursuant to this Division, the new occupier shall forthwith notify the CEO in writing of such change.

## **9.7 Alterations to premises**

While any premises remain registered under this Division, a person shall not, without the written permission of the local government, make or permit any change or alteration whatever to the premises.

### **Division 2 — General duties of an occupier**

## **9.8 Interpretation**

In this Division, unless the context otherwise requires —

*occupier* means the occupier, or where there is more than 1 occupier, each of the occupiers of the premises in or upon which an offensive trade is carried on; and

*premises* means those premises in or upon which an offensive trade is carried on.

## **9.9 Cleanliness**

The occupier shall—

- (a) ensure the premises is kept and maintained in a clean and sanitary condition and that floors, walls, ceilings and other portions of the premises are kept in a state of good repair;
- (b) ensure all fittings, fixtures, appliances, machinery, implements, shelving, furniture, bins, sinks, drain boards, grease traps, tubs, vessels and other things used on or in connection with the premises are kept in a clean and sanitary condition and in a good state of repair;
- (c) keep the premises free from any offensive odour arising from the premises;
- (d) keep in a clean and tidy condition, all yards, footpaths, passageways, paved areas, stores or outbuildings used in connection with the premises; and
- (e) clean daily, and at all times keep and maintain all sanitary conveniences and all sanitary fittings and grease traps on the premises, in a clean and sanitary condition.

## **9.10 Rats and other vectors of disease**

The occupier shall take reasonable steps to —

- (a) ensure that the premises are kept free from rodents, cockroaches, flies and other vectors of disease; and
- (b) provide in and on the premises all effective means and methods for the eradication and prevention of rodents, cockroaches, flies and other vectors of disease.

## **9.11 Sanitary conveniences and hand wash basins**

The occupier shall provide on the premises, in an approved position, sufficient sanitary conveniences and hand wash basins, each with an adequate supply of hot and cold water, for use by employees and by all other persons lawfully upon the premises.

## **9.12 Painting of walls etc**

The occupier shall cause the internal surface of every wall, the underside of every ceiling or roof, and all fittings as may be directed in and on the premises, to be cleaned and painted when instructed by an EHO.

### 9.13 Effluvia, vapours, gases or dust

The occupier shall —

- (a) provide, use and maintain in a state of good repair and working order, appliances and preventive measures capable of effectively destroying, or of rendering harmless, all offensive effluvia, vapours, dust or gases arising in any process of his or her business or from any material, residue or other substance which may be kept or stored upon the premises; and
- (b) manage and operate the premises such that odours emanating from the premises do not unreasonably interfere with the health, welfare, convenience, comfort or amenity of any person.

### 9.14 Offensive material

The occupier shall —

- (a) provide on the premises, impervious receptacles of sufficient capacity to receive all offensive material and trade refuse produced upon the premises in any one day;
- (b) keep airtight covers on the receptacles, except when it is necessary to place something in or remove something from them;
- (c) cause all offensive material and trade refuse to be placed immediately in the receptacles;
- (d) cause the contents of the receptacles to be removed from the premises at least once in every working day or at such other intervals as may be approved or directed by an EHO; and
- (e) cause all receptacles after being emptied to be cleaned immediately with an efficient disinfectant.

### 9.15 Storage of materials

The occupier shall cause all material on the premises to be stored so as not to be offensive or injurious to health whether by smell or otherwise and so as to prevent the creation of a nuisance.

### 9.16 Specified offensive trades

- (1) For the purposes of this clause, *specified offensive trade* means one or more of the offensive trades carried on, in, or connected with, the following works or premises —
  - (a) fish processing premises, fish curing premises, and shellfish and crustacean processing establishments; and
  - (b) laundries, dry cleaning premises and dye works.
- (2) Where premises are used for, or in relation to, a specified offensive trade, the occupier shall —
  - (a) cause the floor of the premises to —
    - (i) be properly paved and drained with impervious material;
    - (ii) have a smooth surface; and
    - (iii) have a fall to a bucket trap or spoon drain in such a way that all liquids falling on the floor shall be conducted by the trap or drain to a drain inlet situated inside the building where the floor is situated;

- (b) cause the angles formed by the walls with any other wall, and by the wall with the floor, to be coved to a radius of not less than 25 millimetres; and
- (c) cause all liquid refuse to be –
  - (i) cooled to a temperature not exceeding 26 degrees Celsius and in accordance with the *Water Services Act 2012*, before being discharged into any drain outlet from any part of the premises; and
  - (ii) directed through such screening or purifying treatment as an EHO may from time to time direct.

#### **9.17 Directions**

- (1) An EHO may give to the occupier, directions to prevent or diminish the offensiveness of a trade or to safeguard public health.
- (2) The occupier shall comply with any directions given under this clause.

#### **9.18 Other duties of occupier**

In addition to the requirements of this Division, the occupier shall comply with all other requirements of this Part that apply to the particular offensive trade or trades conducted on the premises.

### **Division 3 — Fish premises**

#### **9.19 Interpretation**

In this Division, unless the context otherwise requires —

*fish premises* may include a fish-processing establishment, fish curing establishment and a shellfish and crustacean-processing establishment.

#### **9.20 Duties of an occupier**

The occupier of a fish premises shall —

- (a) not suffer or permit any decomposing fish to be kept on the premises where his trade is carried on for a longer period than is reasonably necessary to dispose of them;
- (b) cause all decomposing fish to be immediately deposited in an impervious receptacle furnished with an airtight cover; and
- (c) cause the brine of pickle to be removed as often as is necessary to prevent it from becoming offensive.

#### **9.21 Disposal of waste**

The occupier of a fish premises shall cause all offal and wastes, all rejected and unsaleable fish and any rubbish or refuse which is likely to be offensive or a nuisance to be —

- (a) placed in the receptacles referred to in clause 9.14 and disposed of in accordance with that clause; or
- (b) kept in a frozen state in an approved enclosure before its removal from the premises.

## 9.22 Fish containers

The occupier of a fish premises shall not allow any container used for the transport of fish to —

- (a) remain on the premises longer than is necessary for it to be emptied; or
- (b) be kept so as to cause a nuisance or to attract flies.

## Division 4 — Laundries, dry cleaning establishments and dye works

### 9.23 Interpretation

In this Division, unless the context otherwise requires —

***dry cleaning establishment*** means premises where clothes or other articles are cleaned by use of solvents without using water, but does not include premises in which perchlorethylene or arklone is used as dry cleaning fluid in a machine operating on a full cycle and fully enclosed basis;

***dye works*** means a place where articles are commercially dyed, but does not include dye works in which provision is made for the discharge of all liquid waste into a public sewer;

***exempt laundromat*** means a premises in which —

- (a) laundering is carried out by members of the public using machines or equipment provided by the owners or occupiers of those establishments;
- (b) laundering is not carried out by those owners or occupiers for or on behalf of other persons; and
- (c) provision is made for the discharge of all liquid waste into a public sewer;

***laundromat*** means a public place with coin operated washing machines, spin dryers or dry cleaning machines; and

***laundry*** means any place where articles are laundered with commercial grade machinery but does not include an exempt laundromat.

### 9.24 Receiving depot

An owner or occupier of premises shall not use or permit the premises to be used as a receiving depot for a laundry, dry cleaning establishment or dye works except with the written permission of an EHO who may at any time by written notice withdraw such permission.

### 9.25 Reception room

- (1) The occupier of a laundry, dry cleaning establishment or dye works shall —
  - (a) provide a reception room in which all articles brought to the premises for treatment shall be received and shall not receive or permit to be received any such articles except in that room; and
  - (b) cause such articles as may be directed by an EHO to be thoroughly disinfected to the satisfaction of the officer.
- (2) A person shall not bring or permit food to be brought into the reception room referred to in this clause.

**9.26 Walls and floors**

The occupier of a laundry, dry cleaning establishment or dye works shall cause —

- (a) the internal surfaces of all walls to be rendered with a cement plaster with a steel float finish or other approved material to a height of 2 metres and to be devoid of holes, cracks or crevices;
- (b) the floor to be impervious, constructed of concrete and finished to a smooth surface; and
- (c) every floor and wall of any building on the premises to be kept at all times in good order and repair, so as to prevent the absorption of any liquid which may be splashed or spilled or may fall or be deposited on it.

**9.27 Laundry floor**

The occupier of a laundry shall provide in front of each washing machine, a non-corrosive grating, at least 910 millimetres in width and so constructed as to prevent any person from standing in water on the floor.

**9.28 Escape of dust**

The occupier of a dry cleaning establishment shall provide reasonable means to prevent the escape into the open air of all dust or other material from the premises.

**9.29 Precautions against combustion**

The occupier of a dry cleaning establishment where volatile liquids are used shall take all proper precautions against combustion and shall comply with all directions given by an EHO for that purpose.

**9.30 Trolleys**

The occupier of a laundry or dry cleaning establishment shall —

- (a) provide trolleys for the use of transporting dirty and clean linen; and
- (b) ensure that each trolley is —
  - (i) clearly designated to indicate the use for which it is intended;
  - (ii) lined internally with a smooth, impervious, non-absorbent material that is easily cleaned; and
  - (iii) thoroughly cleaned and disinfected on a regular basis.

**9.31 Sleeping on premises**

A person shall not use or permit any room in a laundry, dry cleaning establishment or dye works to be used for sleeping purposes.

**Part 10 — Offences and penalties**

**Division 1 — General**

**10.1 Offences and penalties**

- (1) A person who contravenes a provision of this local law commits an offence.

- (2) A person who commits an offence under subclause (1) is liable —
    - (a) to a penalty which is not more than \$2 500 and not less than —
      - (i) in the case of a first such offence, \$250;
      - (ii) in the case of a second such offence, \$500; and
      - (iii) in the case of a third or subsequent such offence, \$1 250; and
    - (b) if the offence is a continuing offence a daily penalty which is not more than \$250 and not less than \$125.
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# Shire of Lake Grace



## **LAKE GRACE, NEWDEGATE, LAKE KING AND VARLEY PUBLIC CEMETERIES LOCAL LAW**

*January 2017*



**HISTORY: Lake Grace, Newdegate, Lake King and Varley Public Cemeteries Local Law**

<b>Date:</b>	<b>Detail: (i.e. Adoption and Gazettal of the Local Law)</b>
27 September 2000	Council adopted the Lake Grace, Newdegate, Lake King and Varley Public Cemeteries Local Law
20 October 2000	Activities on Thoroughfares and Trading in Public Places Local Law gazetted
18 November 2015	Council adopted the Cemeteries Amendment Local Law 2015
15 December 2015	Cemeteries Amendment Local Law 2015 gazetted
25 February 2016	<p>Letter from Joint Standing Committee on Delegated Legislation identifying errors requiring rectification.</p> <p>23 March 2016 Ordinary Meeting of Council:</p> <p><b>RESOLUTION 12263</b> - Moved Cr Clarke, Seconded Cr Walker That Council resolves:</p> <ol style="list-style-type: none"> <li>1. To advise the Chair of the Joint Standing Committee on Delegated Legislation that it gives the following undertakings: <ul style="list-style-type: none"> <li>• within 6 months, amend the local law so that clause 1.2(3) is repealed and clause 6.1 clarified;</li> <li>• make any consequential amendments necessarily arising from those amendments;</li> <li>• provide the JSCDL with a copy of the minutes of the meeting at which the Council resolves to provide these undertakings; and</li> <li>• where the Local Law is made publicly available, whether in hard copy or electronic form, that the law be accompanied by a copy of these undertakings;</li> </ul> </li> <li>2. To authorise the Shire President to formally advise the Chair of the Joint Standing Committee on Delegated Legislation of these undertakings; and</li> <li>3. To prepare a draft amendment to the Cemeteries Local Law to rectify the errors identified by the Joint Standing Committee on Delegated Legislation.</li> </ol> <p style="text-align: right;"><b>MOTION CARRIED 9/0</b></p>
18 October 2016	Cemeteries Amendment Local Law 2016 adopted
20 December 2016	Cemeteries Amendment Local Law 2016 Gazetted

**DOCUMENT CONTROL: Lake Grace, Newdegate, Lake King and Varley Public Cemeteries Local Law**

<b>Version:</b>	<b>Local Law Document for Publishing</b>
January 2017	Consolidated Document including original Local Law, December 2015 Amendment and December 2016 Amendment.

# **CEMETERIES ACT 1986**

## *Shire of Lake Grace*

Local Laws Relating to the Lake Grace, Newdegate, Lake King and Varley Public Cemeteries.

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## Shire of Lake Grace

### Local Laws Relating to the Lake Grace, Newdegate, Lake King and Varley Public Cemeteries

#### **PART 1—PRELIMINARY**

##### **1.1 Citation**

This Local Law may be cited as the Local Laws Relating to the Lake Grace, Newdegate, Lake King and Varley Public Cemeteries, 2000.

##### **1.2 Interpretation**

(1) In this Local Law unless the context otherwise requires:

“Act” means the Cemeteries Act 1986;

“animal” means any animal;

“assistance animal” means an animal who is being used as an assistance animal as defined in the *Disability Discrimination Act 1992* (Commonwealth);

“ashes” means so much of the remains of a dead body after the due processes of cremation as may be contained in a standard sized cremation urn;

“authorised officer” means an employee of the Board authorised by the Board for the purposes of performing any function or exercising any power conferred upon an authorised officer by this Local Law;

“Board” means the Shire of Lake Grace;

“burial” has the same meaning as given in the Act;

“cemetery” means the Shire of Lake Grace Cemeteries, which the Governor, by order, has placed under the care control and management of the Board;

“dead body” has the same meaning given to it in the Act;

“CEO” means the chief executive officer for the time being, of the Board;

“funeral” includes the burial of a dead body and all associated possessions and ceremonials but does not include so much of the ceremonial that is solely a religious rite;

“Funeral Director” means a person holding a current funeral director’s licence; “grant” means a grant issued by the Board, of an exclusive right of burial in a grave;

“grave” means a specified area of the cemetery for burial;

“memorial” means a memorial plaque or memorial as described in this local law or as otherwise approved by the Board;

“monumental mason” means a person holding a current monumental mason’s licence;

“personal representative” means the administrator or executor of an estate of a deceased person;

“set fee” refers to fees and charges set by a resolution of the Board and published in the Government Gazette, under section 53 of the Act;

“single funeral permit” means a permit issued by the Board under section 20 or 21 of the Act which entitles the holder to conduct at the cemetery a funeral of a person named in the permit.

(2) Unless otherwise defined herein the terms and expressions used in this local law shall have the same meaning given to them in the Act.

*Clause 1 2 Subclause (3) deleted*

##### **1.3 Application**

This local law applies to the Lake Grace, Newdegate, Lake King and Varley Public Cemeteries.

#### **1.4 Repeal**

The following Local Law is repealed:—

By-Laws relating to Lake Grace, Newdegate, Lake King and Varley Public Cemeteries published in the Government Gazettes of 27 November 1959, 2 February 1973, 14 October 1983, 20 April 1990 and 15 December 1992.

### **PART 2—ADMINISTRATION**

#### **2.1 Powers and Functions of CEO**

Subject to any directions given by the Board, the CEO shall exercise all the powers and functions of the Board in respect of the cemetery.

### **PART 3—APPLICATION FOR FUNERALS**

#### **3.1 Application for Burial**

- (1) A person may apply for approval to bury a dead body in the cemetery in the form determined by the Board from time to time.
- (2) An application under subclause (1) is to be accompanied by the set fee.

#### **3.2 (deleted)**

#### **3.3 Applications to be Accompanied by Certificates etc**

All applications referred to in clauses 3.1 and 3.2 shall be accompanied by either a medical certificate of death or a Coroner's order of burial, and a certificate issued under clause 3.4, in respect of the body.

#### **3.4 Certificate of Identification**

- (1) After a dead body is placed in a coffin and prior to a dead body being removed to the cemetery, a person who personally knew the deceased shall identify the dead body and shall complete a certificate of identification in the form determined by the Board from time to time, unless:
  - (a) in the opinion of the Funeral Director, the dead body is not in a fit state to be viewed; or
  - (b) after reasonable effort the Funeral Director is unable to arrange for a person to identify the dead body.
- (2) Where:
  - (a) in the opinion of the Funeral Director, the dead body is not in a fit state to be viewed; or
  - (b) after reasonable effort the Funeral Director is unable to arrange for a person to identify the dead body,

then the Funeral Director shall complete a certificate in the form determined by the Board from time to time.

#### **3.5 Minimum Notice Required**

All bookings to hold a funeral shall be made with the Board not less than two working days prior to the time proposed for burial on the application, otherwise an extra charge may be made.

## **PART 4—FUNERAL DIRECTORS**

### **4.1 Funeral Director’s Licence Expiry**

A funeral director’s licence shall expire on 30 June in each year.

### **4.2 Single Funeral Permits**

Every application for a single funeral permit made under section 20 or 21 of the Act shall include coffin specifications and details of the vehicle transporting the dead body to the gravesite.

### **4.3 Application Refusal**

The Board may refuse an application for a single funeral permit if, in the opinion of the Board, either the coffin specifications or the details of the vehicle transporting the dead body to the gravesite are not structurally sound or are otherwise inadequate or inappropriate, or on any other grounds.

## **PART 5—FUNERALS**

### *Division 1—General*

### **5.1 Requirements for Funerals and Coffins**

A person shall not bring a dead body into the cemetery unless:

- (a) the Board has approved an application for the burial of that dead body in accordance with Part 3 of this Local Law;
- (b) it is enclosed in a coffin which in the opinion of the Board is structurally sound and bears the name of the deceased person indelibly inscribed in legible characters on a plate on the coffin’s lid;
- and
- (c) under the plate referred to in paragraph (b) there is a substantive lead strip bearing the surname of the deceased person stamped in legible characters, each character being not less than 10 mm in height .

### **5.2 Funeral Processions**

The time fixed by the Board for any burial shall be the time at which the funeral procession is to arrive at the cemetery gates, and, if not punctually observed, then the applicant who applied to hold the funeral under clause 3.1 shall pay the set fee for being late.

### **5.3 Vehicle Access and Speed Limitations**

(1) Subject to clause 5.3(2), every funeral procession shall enter by the principal entrance, and no vehicle except the hearse, and official mourning coaches, shall be permitted to enter the cemetery.

(2) This clause shall not apply to persons using wheelchairs or motorised wheelchairs.

(3) Vehicles shall proceed within the cemetery by the constructed roadway or other areas designated for the use of vehicles and shall not exceed the speed indicated by signs.

**5.4 Deleted**

**5.5 Deleted**

## **5.6 Conduct of Funeral by Board**

When conducting a funeral under section 22 of the Act the Board may:

- a) require a written request for it to conduct a funeral to be lodged with it;
- b) in its absolute discretion, charge any person requesting it to conduct a funeral the set fee for the conduct of that funeral by it;
- c) where no fee or a reduced fee has been charged by it for the conduct of the funeral, determine the manner in which the funeral shall be conducted;
- d) bury a dead body only when a permit to bury has been obtained for that body;
- e) specify an area in the cemetery where the dead body is to be buried or the ashes placed;
- f) conduct the funeral notwithstanding the failure of a person to make any application or to obtain any consent required under this *Local Law*;
- g) do not require anything which it considers is necessary or convenient for the conduct of a funeral by it.

### *Division 2 – Cremation (deleted)*

## **5.7 – 5.11 – (deleted)**

### *Division 3—Placement of Ashes*

## **5.12 Disposal of Ashes**

(1) The personal representative of a deceased person whose body has been cremated may apply, in an application under clause 3.1 or otherwise, for permission to dispose of the ashes in the cemetery and upon payment of the set fee the Board may grant permission for the ashes to be disposed of by one of the following methods:

- Niche Wall
- Family Grave
- Scattering to the Winds
- Other memorials approved by the Board.

(2) Subject to sub-clauses (3) and (4), a person shall not place the ashes of a deceased person in the cemetery.

(3) An authorised officer may place the ashes of a deceased person in a cemetery in accordance with the Board approval provided:

- (a) the person requesting the placement of the ashes has the permission of the Board, and
- (b) the ashes are placed within an area set aside for that purpose by the Board.

(4) An authorised officer may place the ashes of a deceased person within a grave in accordance with the Board approval, provided the person requesting the placement of the ashes has the written permission of the Board and the approval of the holder of the right of burial of the grave.

## **5.13 – (deleted)**

## **5.14 – (deleted)**

## PART 6—BURIALS

### 6.1 Depth of Graves

- (1) A person shall not bury a coffin within the cemetery so that the distance from the top of the coffin to the original surface of the ground is less than 750mm.
- (2) A person, with the permission of the CEO or authorized officer may bury a coffin so that the distance from the top of the coffin to the original surface of the ground is not less than 600mm.
- (3) The permission of the authorized officer in subclause (2) will only be granted where in the opinion of the authorized officer exceptional circumstances require granting of that permission.

### 6.2 Re-opening a Grave

- (1) Subject to subclause (2), if for the purpose of re-opening a grave in the cemetery, the Board finds it necessary to remove plants, grass, shrubs or other like matter from the grave, then the person ordering the reopening of that grave shall bear the cost of the removal and any necessary reinstatement.
- (2) If the Minister orders the exhumation of a body in accordance with section 58 of the Act, then the Minister may further order how and by whom the cost referred to in subclause (1) should be met.
- (3) In this clause, the word “**Minister**” has the same meaning as is given to that expression in the Act.

### 6.3 Exhumation of a Coffin

- (1) Subject to subclause (2), a person shall not exhume a coffin in the cemetery for the purposes of re-burial within twelve (12) months after the date of its interment.
- (2) Subclause (1) shall not apply where the exhumation is ordered or authorized pursuant to the Act.
- (3) Subject to subclause (1) and (2) prior to any other exhumation, the holder of a grant must have applied in writing to the Board requesting the exhumation and the Board has authorized the exhumation.

### 6.4 Opening of Coffin

- (1) A person shall not open a coffin in the cemetery unless-
  - (a) The coffin is opened for the purposes of the exhumation of a dead body; or
  - (b) That person has produced to the Board an order signed by the Commissioner of Police and the Board has approved the opening of that coffin.
- (2) In this clause “**Commissioner of Police**” means a Commissioner of Police for the time being appointed under the *Police Act 1982* and includes a person for the time being acting in that capacity in the absence of the Commissioner of Police.

## PART 7—MEMORIALS AND OTHER WORK

### *Division 1—General*

#### 7.1 Application for Monumental Work

A Board may require the written consent of the holder of the right of burial of the grave to accompany an application under section 30 of the Act.



## **7.2 Specifications and Size of Monuments**

- (1) A monument to be erected in the cemetery must be of stone or concrete and must conform with the following specifications.
  - a. Overall height of base and headstone above original surface of grave to be not more than 1.50 metres.
  - b. Height of base above original surface of grave to be not less than 150 mm nor more than 450mm.
  - c. Length of the base to be not more than 1.2 metres.
  - d. Width of the base to be not more than 300mm.
- (2) A memorial plaque of stainless steel, natural stone or bronze may be attached to a headstone in the cemetery in conformity with the provisions of subclause (1) and which is not more than 380 mm in length and 280 mm in width.
- (3) The number of each grave shall be indelibly and legibly inscribed on the base of all monuments erected upon it.
- (4) Trade names or makes may be displayed on any monumental works with the permission of the Board.
- (5) No portion of a headstone shall protrude outside the area of the perimeter of the base.

## **7.3 Removal of Rubbish**

All refuse, rubbish or surplus material remaining after memorial works are completed under a permit issued under section 30 of the Act shall be immediately removed from the cemetery by the person carrying out the same.

## **7.4 Operation of Work**

All material required in the erection and completion of any work shall, as far as possible, be prepared before being taken to the cemetery, and all materials required by tradesmen shall be admitted at such entrance as the CEO or an authorised officer shall direct.

## **7.5 Removal of Sand, Soil or Loam**

No sand, earth or other material shall be taken from any part of the cemetery for use in the erection of any memorial or work except with the written approval of the Board.

## **7.6 Hours of Work**

Persons shall not be permitted to carry out memorial or other work on graves within the cemetery other than during the hours of 8.00 am and 6.00 pm on weekdays, and 8.00 am and noon on Saturdays, without the written permission of the Board.

## **7.7 Unfinished Work**

Should any work by masons or others be not completed before 6.00pm on weekdays and noon on Saturdays, they shall be required to leave the work in a neat and safe condition to the satisfaction of the CEO or an authorised officer.

## **7.8 Use of Wood**

No wooden fence, railing, cross or other wooden erection shall be allowed on or around any grave without the prior approval of the Board.

## **7.9 Plants and Trees**

No trees or shrubs shall be planted on any grave or within the cemetery except such as shall be approved by the CEO.

## **7.10 Supervision**

All workers, whether employed by the Board or by any other person, shall at all times whilst within the boundaries of the cemetery be subject to the supervision of the CEO or an authorised officer and shall obey such directions as the CEO or an authorised officer may give.

## **7.11 Australian War Graves**

Notwithstanding anything in this Local Law to the contrary, the Office of Australian War Graves:

- (a) may place a memorial on a military grave; and
- (b) is not required to pay the set fee for any memorial that is placed upon a military grave.

## **7.12 Placing of Glass Domes and Vases**

A person shall not place glass domes, vases or other grave ornaments outside the perimeter of a grave in the cemetery as defined in the plans kept and maintained under section 40 (2) of the Act.

*Division 2 – Lawn Section (deleted)*

### **7.13 – 7.14 (deleted)**

*Division 3 – Memorial Plaque Section (deleted)*

### **7.15 (deleted)**

*Division 4—Licensing of Monumental Masons*

## **7.16 Monumental Mason's Licence**

- (1) The Board may upon receipt of an application in writing by any person and upon payment of the set fee issue to the applicant a monumental mason's licence.
- (2) A licence issued under subclause (1) authorises the holder to carry out monumental works within the cemetery subject to the provisions of this *Local Law* and such conditions as the Board shall specify upon the issue of that licence.

## **7.17 Expiry Date, Non -Transferability**

A monumental mason's licence:

- (a) shall, subject to clause 7.20, be valid from the date specified therein until the 30th day of June next following; and
- (b) is not transferable.

## **7.18 Carrying out Monumental Work**

A person shall not carry out monumental work within the cemetery unless that person:

- (a) is the holder of a current monumental mason's licence issued pursuant to clause 7.16 or does so as the employee of a person who holds such a licence; or
- (b) is authorised by the Board to do so.

## **7.19 Responsibilities of the Holder of a Monumental Mason's Licence**

The holder of a monumental mason's licence shall be responsible for the compliance by every person purporting to be authorised to carry out monumental works within the cemetery pursuant to that licence with all the requirements and conditions of the licence, this Local Law, the Act and any other written law which may affect the carrying out of monumental works.

## **7.20 Cancellation of a Monumental Mason’s Licence**

- (1) The Board may by notice in writing to the holder of a monumental mason’s licence terminate the licence on any of the following grounds:
  - (a) that the holder of the licence has committed a breach of the requirements and conditions of the licence, this Local Law, the Act or any other written law which may affect the carrying out of monumental works;
  - (b) that, in the opinion of the Board, the conduct of the holder of the licence or any person in the employ of that holder in carrying out or attempting to carry out any works within the cemetery, is inappropriate or unbecoming; or
  - (c) that the holder of the licence has purported to transfer the licence issued to that holder.
- (2) Upon the termination of a monumental mason’s licence under this clause no part of any fee paid for the issue of that licence is refundable by the Board.
- (3) An aggrieved person whose licence has been terminated under subclause (1) may appeal to a Local Court against a decision of Board under this clause in the manner stated in section 19 (3) of the Act.

## **PART 8—GENERAL**

### **8.1 Animals**

Subject to clause 8.2, a person shall not bring an animal into or permit an animal to enter or remain in the cemetery, other than with the approval of the CEO or an authorised officer.

### **8.2 Assistance Animals**

Clause 8.1 shall not apply to a hearing impaired person or a person who is blind or partially blind and is accompanied by a hearing or guide dog.

### **8.3 Damaging and Removing of Objects**

Subject to clause 8.4(3), a person shall not damage, remove or pick any tree, plant, shrub or flower in the cemetery or any other object or thing on any grave or memorial or which is the property of the Board without the permission of the Board.

### **8.4 Flowers**

- (1) All flowers must be placed in vases or receptacles.
- (2) No person shall plant trees, shrubs or plants in the cemetery without the prior approval of the Board.
- (3) A person may remove withered flowers from a grave or memorial and these are to be placed in a receptacle provided by the Board for that purpose.

A person may remove withered flowers from a grave or memorial and these are to be placed in a receptacle provided by the Board for that purpose.

### **8.5 Littering and Vandalism**

A person shall not:

- (a) break or cause to be broken any glass, ceramic or other material in or upon the cemetery;
- (b) discard, deposit, leave or cause to be discarded, deposited or left any refuse or litter in or upon the cemetery other than in a receptacle provided for that purpose.

### **8.6 Advertising**

Subject to clause 7.2 (4), a person shall not carry on or advertise any trade, business or profession within the cemetery without the prior written approval of the Board which consent may be granted subject to such conditions as the Board thinks fit.

### **8.7 Obeying Signs and Directions**

A person shall obey all signs displayed, marked, placed or erected by the Board within the cemetery and any other lawful direction by the CEO or an authorised officer.

### **8.8 Removal from the Cemetery**

Any person failing to comply with any provisions of this Local Law or behaving in a manner that in the opinion of the Board, the CEO or an authorised officer is inappropriate in the cemetery may in addition to any penalty provided by this Local Law be ordered to leave the cemetery by the Board, the CEO or an authorised officer.

### **8.9 Fireworks or Firearms**

- (1) A person shall not bring or discharge any fireworks within the cemetery.
- (2) A person shall not bring or discharge any firearms within the cemetery except members of the police service and in the case of a military funeral when firearms may be brought into the cemetery and discharged by members of the Australian Defence Force.

## **PART 9—OFFENCES AND MODIFIED PENALTIES**

### **9.1 General**

A person who commits a breach of any provisions of this Local Law commits an offence and shall on conviction be liable to a penalty not exceeding \$500.00 and if the offence is a continuing one to a further penalty not exceeding \$20.00 for every day or part of a day during which the offence has continued.

### **9.2 Modified Penalties**

- (1) The offences specified in the First Schedule are offences which may be dealt with under section 63 of the Act.
- (2) The modified penalty payable in respect of an offence specified in the First Schedule is set out in the fourth column of the First Schedule.
- (3) The prescribed form of the infringement notice referred to in section 63(1) of the Act is set out in the Second Schedule.
- (4) The prescribed form of the notice with drawing an infringement notice referred to in section 63(3) of the Act is set out in the Third Schedule.

**First Schedule**

Cemeteries Act, 1986

Shire of Lake Grace

Local Laws Relating to the Lake Grace, Newdegate, Lake King and Varley Public Cemeteries

Modified Penalties

Item No.	Clause	Nature of Offence	Modified Penalty
1	5.4	Excessive speed	\$50 .00
2	5.4	Unauthorised use—driving of vehicles	\$50 .00
3	7.3	Placing and removal of rubbish and surplus materials	\$50 .00
4	7.7	Leaving uncompleted works in an untidy or unsafe condition	\$50 .00
5	8.1	Animal at large	\$50 .00
6	8.5	Dumping of Rubbish	\$50 .00
7	8.6	Unauthorised advertising, and/or trading	\$50 .00
8	8.7	Disobeying sign or lawful direction	\$50 .00

**Second Schedule**

Cemeteries Act, 1986

Shire of Lake Grace

Local Laws Relating to the Lake Grace, Newdegate, Lake King and Varley Public Cemeteries

**Infringement Notice**

TO: \_\_\_\_\_  
(Name)

\_\_\_\_\_  
\_\_\_\_\_  
(Address)

It is alleged that at \_\_\_\_:\_\_\_\_ hours on \_\_\_\_\_ day  
of \_\_\_\_\_ 19 \_\_\_\_ at \_\_\_\_\_

you committed the offence indicated below by an (x) in breach of clause ..... of the Local Laws  
Relating to the Lake Grace, Newdegate, Lake King and Varley Public Cemeteries.

\_\_\_\_\_  
(Authorised Person)

Offence

- Animal at large
- Dumping rubbish
- Excessive speed in vehicle
- Leaving uncompleted works in an untidy or unsafe condition
- Non removal of rubbish
- Unauthorised advertising or trading
- Unauthorised vehicle use
- Disobeying sign or lawful direction
- Other Offence \_\_\_\_\_  
\$ \_\_\_\_\_

You may dispose of this matter:

By payment of the penalty as shown within 21 days of the date of this notice (or the date of the giving  
of this notice if that is a different date) to the Chief Executive Officer of the Shire of Lake Grace at 1  
Bishop Street, Lake Grace between the hours of 9 am to 4.30 pm Monday to Friday.

Please make cheques payable to Shire of Lake Grace. Payments by mail should be addressed to:

The Chief Executive Officer  
Shire of Lake Grace  
1 Bishop Street, Lake Grace WA 6353

If the penalty is not paid within the time specified, then a complaint of the alleged offence may be  
made and heard and determined by a court.

**Third Schedule**

Cemeteries Act, 1986

Shire of Lake Grace

Local Laws Relating to the Lake Grace, Newdegate, Lake King and Varley Public Cemeteries

Withdrawal of Infringement Notice

No. \_\_\_\_\_  
Date \_\_\_\_/\_\_\_\_/\_\_\_\_

To (1) \_\_\_\_\_

Infringement Notice No \_\_\_\_\_ dated \_\_\_\_/\_\_\_\_/\_\_\_\_ for the alleged offence of (2)

Penalty (3) \$ \_\_\_\_\_ is withdrawn.

(Delete whichever does not apply)

\* No further action will be taken.

\* It is proposed to institute court proceedings for the alleged offence.

(1) Insert name and address of alleged offender.

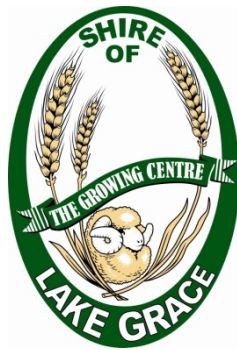
(2) Insert short particulars of offence alleged.

(3) Insert amount of penalty prescribed.

\_\_\_\_\_  
(Authorised Person)

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# Shire of Lake Grace



## LOCAL GOVERNMENT PROPERTY LOCAL LAW 2015

*June 2016*



**HISTORY: *Shire of Lake Grace Local Government Property Local Law***

<b>Date:</b>	<b>Detail: (i.e. Adoption and Gazettal of the Local Law)</b>
28 February 2001	Council adopted the Local Government Property Local Law
27 March 2001	Shire of Lake Grace Local Government Property Local Law gazetted
18 November 2015	Council adopted the Local Government Property Local Law 2015
21 June 2016	Local Government Property Local Law 2015 gazetted

**DOCUMENT CONTROL: *Local Government Property Local Law 2015***

<b>Version:</b>	<b>Local Law Document for Publishing</b>
June 2016	Local Government Property Local Law 2015

**LOCAL GOVERNMENT ACT 1995**

**SHIRE OF LAKE GRACE**

**LOCAL GOVERNMENT PROPERTY LOCAL LAW 2015**

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## LOCAL GOVERNMENT ACT 1995

### SHIRE OF LAKE GRACE

#### LOCAL GOVERNMENT PROPERTY LOCAL LAW 2015

Under the powers conferred by *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Lake Grace resolved on the 18 November 2015 to make the following local law.

#### Part 1 - Preliminary

##### 1.1 Citation

This local law may be cited as the *Shire of Lake Grace Local Government Property Local Law 2015*.

##### 1.2 Commencement

This local law comes into operation 14 days after the date on which it is published in the *Government Gazette*.

##### 1.3 Application

This local law applies throughout the district.

##### 1.4 Repeal

The *Shire of Lake Grace Local Government Property Local Law* published in the *Government Gazette* of the 27 March 2001 is repealed.

##### 1.5 Definitions

(1) In this local law unless the context otherwise requires—

**Act** means the *Local Government Act 1995*;

**applicant** means a person who applies for a permit under clause 3.2;

**assistance animal** means an animal who is being used as an assistance animal as defined in the *Disability Discrimination Act 1992* (Commonwealth);

**authorised person** means a person authorised by the local government under section 9.10 of the Act to perform any of the functions of an authorised person under this local law;

**building** means any building which is local government property and includes a—

- (a) hall or room; and
- (b) corridor, stairway or annexe of any hall or room.

**CEO** means the chief executive officer of the local government;

**children's playground** means an area set aside for use by children and noted by the presence of dedicated children's playground equipment and the presence of either white sand or other form of soft fall surface;

**Code** means the Code of Practice for the Design, Operation, Management and Maintenance of Aquatic Facilities, as published by the Executive Director Public Health, from time to time, in accordance with the provisions of section 344A(2) of the *Health Act 1911*.

**costs** of the local government include its administrative costs;

**commencement day** means the day on which this local law comes into operation;

**Council** means the council of the local government;

**date of publication** means, where local public notice is required to be given of a matter under this local law, the date on which notice of the matter is published in a newspaper circulating generally throughout the district;

**determination** means a determination made under clause 2.1;

**district** means the district of the local government;

**function** means an event or activity characterised by all or any of the following –

- (a) formal organisation and preparation;
- (b) its occurrence is generally advertised or notified in writing to particular persons;
- (c) organisation by or on behalf of a club;
- (d) payment of a fee to attend it; and
- (e) systematic recurrence in relation to the day, time and place;

**liquor** has the same meaning as is given to it in section 3 of the *Liquor Control Act 1988*;

**local government** means the Shire of Lake Grace;

**local government property** means anything except a thoroughfare—

- (a) which belongs to the local government;
- (b) of which the local government is the management body under the *Land Administration Act 1997*; or
- (c) which is an 'otherwise unvested facility' within section 3.53 of the Act;

**local public notice** has the same meaning as in section 1.7 of the Act;

**Manager** means the person for the time being employed by the local government to control and manage a pool area or other facility which is local government property and includes the person's assistant or deputy;

**permit** means a permit issued under this local law;

**permit holder** means a person who holds a valid permit;

**person** does not include the local government;

**pool area** means any swimming and wading pools and spas and all buildings, structures, fittings, fixtures, machinery, chattels, furniture and equipment forming part of or used in connection with such swimming and wading pools and spas which are local government property;

**prohibited drug** is given its meaning under section 4 of the *Misuse of Drugs Act 1981*;

**Regulations** means the *Local Government (Functions and General) Regulations 1996*;

**sign** includes a notice, flag, mark, structure or device approved by the local government on which may be shown words, numbers, expressions or symbols;

**trading** means the selling or hiring, or the offering for sale or hire of goods or services, and includes displaying goods for the purpose of—

- (a) offering them for sale or hire;
- (b) inviting offers for their sale or hire;
- (c) soliciting orders for them; or
- (d) carrying out any other transaction in relation to them;

**vehicle** includes—

- (a) every conveyance and every object capable of being propelled or drawn on wheels, track or otherwise; and
- (b) an animal being ridden or driven,

but excludes—

- (c) a wheel-chair or any device designed for use, by a physically impaired person on a footpath;
- (d) a pram, a stroller or a similar device; and
- (e) a boat.

## **1.6 Interpretation**

In this local law a reference to local government property includes a reference to any part of that local government property.

## **1.7 Overriding power to hire and agree**

Despite anything to the contrary in this local law, the CEO or an authorised person, on behalf of the local government may—

- (a) hire local government property to any person; or
- (b) enter into an agreement with any person regarding the use of any local government property.

## **1.8 Application as to assistance animals**

This local law is subject to any written law and any law of the Commonwealth about assistance animals as defined in the *Disability Discrimination Act 1992* (Commonwealth) section 9(2).

# **PART 2 – DETERMINATIONS IN RESPECT OF LOCAL GOVERNMENT PROPERTY**

## *Division 1 - Determinations*

### **2.1 Determinations as to use of local government property**

The local government may make a determination in accordance with clause 2.2

- (a) Setting aside specified local government property for the pursuit of all or any of the activities referred to in clause 2.7;
- (b) prohibiting a person from pursuing all or any of the activities referred to in clause 2.8 on specified local government property;
- (c) as to the matters in clauses 2.7(2) and 2.8(2); and
- (d) as to any matter ancillary or necessary to give effect to a determination.

### **2.2 Procedure for making a determination**

- (1) The local government is to give local public notice of its intention to make a determination.
- (2) The local public notice referred to in subclause (1) is to state that—
  - (a) the local government intends to make a determination, the purpose and effect of which is summarised in the notice;
  - (b) a copy of the proposed determination may be inspected and obtained from the offices of the local government; and



- (c) submissions in writing about the proposed determination may be lodged with the local government within 21 days after the date of publication.
- (3) If no submissions are received in accordance with subclause (2)(c), the Council is to decide to—
  - (a) give local public notice that the proposed determination has effect as a determination on and from the date of publication;
  - (b) amend the proposed determination, in which case subclause (5) will apply; or
  - (c) not continue with the proposed determination.
  - (d)
- (4) If submissions are received in accordance with subclause (2)(c) the Council is to—
  - (a) consider those submissions; and
  - (b) decide—
    - (i) whether or not to amend the proposed determination; or
    - (ii) not to continue with the proposed determination.
- (5) If the Council decides to amend the proposed determination, it is to give local public notice –
  - (a) of the effect of the amendments; and
  - (b) that the proposed determination has effect as a determination on and from the date of publication.
- (6) If the Council decides not to amend the proposed determination, it is to give local public notice that the proposed determination has effect as a determination on and from the date of publication.
- (7) A proposed determination is to have effect as a determination on and from the date of publication of the local public notice referred to in subclauses (3), (5) and (6).
- (8) A decision under subclause (3) or (4) is not to be delegated by the Council.

### **2.3 Discretion to erect sign**

The local government may erect a sign on local government property to give notice of the effect of a determination which applies to that property.

### **2.4 Determination to be complied with**

A person shall comply with a determination.

## **2.5 Register of determinations**

- (1) The local government is to keep a register of determinations made under clause 2.1, and of any amendments to or revocations of determinations made under clause 2.6.
- (2) Sections 5.94 and 5.95 of the Act are to apply to the register referred to in subclause (1) and for that purpose the register is to be taken to be information within section 5.94(u)(i) of the Act.

## **2.6 Amendment or revocation of a determination**

- (1) The Council may amend or revoke a determination.
- (2) The provisions of clause 2.2 are to apply to an amendment of a determination as if the amendment were a proposed determination.
- (3) If the Council revokes a determination it is to give local public notice of the revocation and the determination is to cease to have effect on the date of publication.

### *Division 2 - Activities which may be pursued or prohibited under a determination*

## **2.7 Activities which may be pursued on specified local government property**

- (1) A determination may provide that specified local government property is set aside as an area on which a person may—
  - (a) bring, ride or drive an animal;
  - (b) take, ride or drive a vehicle, or a particular class of vehicle;
  - (c) fly or use a motorised model aeroplane;
  - (d) use a children's playground provided that the person is under an age specified in the determination, but the determination is not to apply to a person having the charge of a person under the specified age;
  - (e) deposit refuse, rubbish or liquid waste, whether or not of particular classes, and whether or not in specified areas of that local government property;
  - (f) play or practice—
    - (i) golf or archery;
    - (ii) pistol or rifle shooting, but subject to the compliance of that person with the *Firearms Act 1973*; or
    - (iii) a similar activity, specified in the determination, involving the use of a projectile which, in the opinion of the local government may cause injury or damage to a person or property; and

- (g) ride a bicycle, a skateboard, rollerblades, a sand board or a similar device.
- (2) A determination may specify the extent to which and the manner in which an activity referred to in subclause (1) may be pursued and in particular—
- (a) the days and times during which the activity may be pursued;
  - (b) that an activity may be pursued on a class of local government property, specified local government property or all local government property;
  - (c) that an activity is to be taken to be prohibited on all local government property other than that specified in the determination;
  - (d) may limit the activity to a class of vehicles, boats, equipment or things, or may extend it to all vehicles, boats, equipment or things;
  - (e) may specify that the activity can be pursued by a class of persons or all persons; and
  - (f) may distinguish between different classes of the activity.

## **2.9 Activities which may be prohibited on specified local government property**

- (1) In this clause—

*premises* means a building, stadium or similar structure which is local government property, but not an open space such as a park or a playing field.

- (2) A determination may provide that a person is prohibited from pursuing all or any of the following activities on specified local government property—
- (a) smoking on premises;
  - (b) riding a bicycle, a skateboard, rollerblades, a sandboard or a similar device;
  - (c) taking, riding or driving a vehicle on the property or a particular class of vehicle;
  - (d) riding or driving a vehicle of a particular class or any vehicle above a specified speed;
  - (e) the playing or practice of—
    - (i) golf, archery, pistol shooting or rifle shooting; or
    - (ii) a similar activity, specified in the determination, involving the use of a projectile which, in the opinion of the local government may cause injury or damage to a person or property; and
  - (f) the playing or practice of any ball game which may cause detriment to the property or any fauna on the property.

- (3) A determination may specify the extent to which and the manner in which a person is prohibited from pursuing an activity referred to in subclause (1) and, in particular—
- (a) the days and times during which the activity is prohibited;
  - (b) that an activity is prohibited on a class of local government property, specified local government property or all local government property;
  - (c) that an activity is prohibited in respect of a class of vehicles, boats, equipment or things, or all vehicles, boats, equipment or things;
  - (d) that an activity is prohibited in respect of a class of persons or all persons; and
  - (e) may distinguish between different classes of the activity.

*Division 3 - Transitional*

**2.9 Signs taken to be determinations**

- (1) Where a sign erected on local government property has been erected under a local law of the local government repealed by this local law, then it is to be taken to be and have effect as a determination on and from the commencement day, except to the extent that the sign is inconsistent with any provision of this local law or any determination made under clause 2.1.
- (2) Clause 2.5 does not apply to a sign referred to in subclause (1).

**PART 3 - PERMITS**

*Division 1 - Preliminary*

**3.1 Application of Part**

This Part does not apply to a person who uses or occupies local government property under a written agreement with the local government to do so.

*Division 2 - Applying for a permit*

**3.2 Application for permit**

- (1) Where a person is required to obtain a permit under this local law, that person shall apply for the permit in accordance with subclause (2).
- (2) An application for a permit under this local law shall—
- (a) be in the form determined by the local government;
  - (b) be signed by the applicant;
  - (c) provide the information required by the form; and

- (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
- (3) The local government may require an applicant to provide additional information reasonably related to an application before determining an application for a permit.
- (4) The local government may require an applicant to give local public notice of the application for a permit.
- (5) The local government may refuse to consider an application for a permit which is not in accordance with subclause (2) or where the requirements of subclause (3) or (4) have not been satisfied.

### **3.3 Decision on application for permit**

- (1) The local government may—
  - (a) approve an application for a permit unconditionally or subject to any conditions; or
  - (b) refuse to approve an application for a permit.
- (2) If the local government approves an application for a permit, it is to issue to the applicant, a permit in the form determined by the local government.
- (3) If the local government refuses to approve an application for a permit, it is to give written notice of that refusal to the applicant.
- (4) The local government may, at any time, amend a condition of approval and the amended condition takes effect when written notice of it is given to the permit holder.

#### *Division 3 - Conditions*

### **3.4 Conditions which may be imposed on a permit**

- (1) Without limiting the generality of clause 3.3(1)(a), the local government may approve an application for a permit subject to conditions relating to—
  - (a) the payment of a fee;
  - (b) compliance with a standard or a policy of the local government adopted by the local government;
  - (c) the duration and commencement of the permit;
  - (d) the commencement of the permit being contingent on the happening of an event;
  - (e) the rectification, remedying or restoration of a situation or circumstance reasonably related to the application;

- (f) the approval of another application for a permit which may be required by the local government under any written law;
  - (g) the area of the district to which the permit applies;
  - (h) where a permit is issued for an activity which will or may cause damage to local government property, the payment of a deposit or bond against such damage; and
  - (i) the obtaining of public risk insurance in an amount and on terms reasonably required by the local government.
- (2) Without limiting clause 3.3(1)(a) and subclause (1), the following paragraphs indicate the type and content of the conditions on which a permit to hire local government property may be issued—
- (a) when fees and charges are to be paid;
  - (b) payment of a bond against possible damage or cleaning expenses or both;
  - (c) restrictions on the erection of material or external decorations;
  - (d) rules about the use of furniture, plant and effects;
  - (e) limitations on the number of persons who may attend any function in or on local government property;
  - (f) the duration of the hire;
  - (g) the right of the local government to cancel a booking during the course of an annual or seasonal booking, if the local government sees fit;
  - (h) a prohibition on the sale, supply or consumption of liquor unless a liquor licence is first obtained for that purpose under the *Liquor Control Act 1988*;
  - (i) whether or not the hire is for the exclusive use of the local government property;
  - (j) the obtaining of a policy of insurance in the names of both the local government and the hirer, indemnifying the local government in respect of any injury to any person or any damage to any property which may occur in connection with the hire of the local government property by the hirer; and
  - (k) the provision of an indemnity from the hirer, indemnifying the local government in respect of any injury to any person or any damage to any property which may occur in connection with the hire of the local government property by the hirer.

### **3.5 Imposing conditions under a policy**

- (1) In this clause—
- policy** means a policy of the local government adopted by the Council containing conditions subject to which an application for a permit may be approved under clause 3.3(1)(a).

- (2) Under clause 3.3(1)(a) the local government may approve an application subject to conditions by reference to a policy.
- (3) The local government shall give a copy of the policy, or the part of the policy which is relevant to the application for a permit, with the form of permit referred to in clause 3.3(2).
- (4) An application for a permit shall be deemed not to have been approved subject to the conditions contained in a policy until the local government gives the permit holder a copy of the policy or the part of the policy which is relevant to the application.
- (5) Sections 5.94 and 5.95 of the Act shall apply to a policy and for that purpose a policy shall be deemed to be information within section 5.94(u)(i) of the Act.

### **3.6 Compliance with and variation of conditions**

Where an application for a permit has been approved subject to conditions, the permit holder shall comply with each of those conditions including any conditions as varied by the local government under clause 3.3(4).

#### *Division 4 - General*

### **3.7 Duration of permit**

A permit is valid for one year from the date on which it is issued, unless it is—

- (a) otherwise stated in this local law or in the permit; or
- (b) cancelled under clause 3.12.

### **3.8 Renewal of permit**

- (1) A permit holder may apply to the local government in writing prior to expiry of a permit for the renewal of the permit.
- (2) The provisions of this Part apply to an application for the renewal of a permit as though it were an application for a permit.

### **3.9 Transfer of permit**

- (1) An application for the transfer of a valid permit is to—
  - (a) be made in writing;
  - (b) be signed by the permit holder and the proposed transferee of the permit;
  - (c) provide such information as the local government may require to enable the application to be determined; and
  - (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.

- (2) The local government may approve an application for the transfer of a permit, refuse to approve it or approve it subject to any conditions.
- (3) Where the local government approves an application for the transfer of a permit, the transfer may be effected by an endorsement on the permit signed by the CEO.
- (4) Where the local government approves the transfer of a permit, it is not required to refund any part of any fee paid by the former permit holder.

### **3.10 Production of permit**

A permit holder is to produce to an authorised person her or his permit immediately upon being required to do so by that authorised person.

### **3.11 Cancellation of permit**

- (2) Subject to clause 7.1, a permit may be cancelled by the local government if the permit holder has not complied with a—
  - (a) condition of the permit; or
  - (b) determination or a provision of any written law which may relate to the activity regulated by the permit.
  - (c)
- (3) On the cancellation of a permit the permit holder—
  - (a) shall return the permit as soon as practicable to the CEO; and
  - (b) is to be taken to have forfeited any fees paid in respect of the permit.

#### *Division 5 - When a permit is required*

### **3.12 Activities needing a permit**

- (1) A person shall not without a permit—
  - (a) subject to subclause 3, hire local government property;
  - (b) advertise anything by any means on local government property;
  - (c) erect a structure for public amusement or for any performance, whether for gain or otherwise, on local government property;
  - (d) teach, coach or train, for profit, any person in a pool area or an indoor recreation facility which is local government property;
  - (e) plant any plant or sow any seeds on local government property;
  - (f) carry on any trading on local government property unless the trading is conducted -
    - (i) with the consent of a person who holds a permit to conduct a function, and where the trading is carried on under and in accordance with the permit; or



- (ii) by a person who has a licence or permit to carry on trading on local government property under any written law;
  - (g) unless an employee of the local government in the course of her or his duties or on an area set aside for that purpose—
    - (i) drive or ride or take any vehicle on to local government property; or
    - (ii) park or stop any vehicle on local government property;
  - (h) conduct a function on local government property;
  - (i) charge any person for entry to local government property, unless the charge is for entry to land or a building hired by a voluntary non-profit organisation;
  - (j) light a fire on local government property except in a facility provided for that purpose;
  - (k) parachute, hang-glide, abseil or base jump from or on to local government property;
  - (l) erect a building or a refuelling site on local government property;
  - (m) make any excavation on or erect or remove any fence on local government property;
  - (n) erect or install any structure above or below ground, which is local government property, for the purpose of supplying any water, power, sewer, communication, television or similar service to a person;
  - (o) de-pasture any horse, sheep, cattle, goat, camel, ass or mule on local government property;
  - (p) deposit or store any thing on local government property;
  - (q) conduct or take part in any gambling game or contest or bet, or offer to bet, publicly; or
  - (r) erect, install, operate or use any broadcasting, public address system, loudspeaker or other device for the amplification of sound on local government property.
- (2) The local government may exempt a person from compliance with subclause (1) on the application of that person.
- (3) The local government may exempt specified local government property or a class of local government property from the application of subclause (1)(a).

### **3.13 Permit required to camp outside a facility**

- (1) In this clause—

*facility* has the same meaning as is given to it in section 5(1) of the *Caravan Parks and Camping Grounds Act 1995*.

- (2) This clause does not apply to a facility operated by the local government.
- (3) Except in accordance with a determination or a permit, a person must not—
  - (a) camp on, lodge at or occupy any structure at night for the purpose of sleeping on local government property; or
  - (b) erect any tent, camp, hut or similar structure on local government property.
- (4) The maximum period for which the local government may approve an application for a permit in respect of paragraph (a) or (b) of subclause (3) is that provided in regulation 11(2)(a) of the *Caravan Parks and Camping Grounds Regulations 1997*.

### **3.14 Permit required for possession and consumption of liquor**

- (1) A person, on local government property, shall not consume any liquor or have in her or his possession or under her or his control any liquor, unless—
  - (a) that is permitted under the *Liquor Control Act 1988*; and
  - (b) a permit has been obtained for that purpose.
- (2) Subclause (1) does not apply where the liquor is in a sealed container.

#### *Division 6 - Responsibilities of permit holder*

### **3.15 Responsibilities of permit holder**

A holder of a permit shall in respect of local government property to which the permit relates—

- (a) ensure that an authorised person has unobstructed access to the local government property for the purpose of inspecting the property or enforcing any provision of this local law;
- (b) leave the local government property in a clean and tidy condition after its use;
- (c) report any damage or defacement of the local government property to the local government; and
- (d) prevent the consumption of any liquor on the local government property unless the permit allows it and a licence has been obtained under the *Liquor Control Act 1988* for that purpose.

## **PART 4 - BEHAVIOUR ON ALL LOCAL GOVERNMENT PROPERTY**

### *Division 1 - Behaviour on and interference with local government property*

#### **4.1 Behaviour which interferes with others**

A person shall not in or on any local government property behave in a manner which—

- (a) interferes with the enjoyment of a person who might use the property
- (b) causes a disturbance to nearby residents; or
- (c) creates a nuisance.

#### **4.2 Behaviour detrimental to property**

- (1) A person shall not behave in or on local government property in a way which is or might be detrimental to the property
- (4) In subclause (1)—

*detrimental to the property* includes—

- (a) removing any thing from the local government property such as a rock, a plant or a seat provided for the use of any person; and
- (b) destroying, defacing or damaging any thing on the local government property, such as a plant, a seat provided for the use of any person or a building.

#### **4.3 Taking or injuring any fauna**

- (1) A person shall not, take, injure or kill or attempt to take, injure or kill any fauna which is on or above any local government property, unless that person is authorised under a written law to do so.
- (2) In subclause (1)—

*fauna* means any animal indigenous to or which periodically migrates to any State or Territory of the Commonwealth or the territorial waters of the Commonwealth and includes in relation to any such animal –

- (a) any class of animal or individual member;
- (b) the eggs or larvae; or
- (c) the carcass, skin, plumage or fur.

#### **4.4 Intoxicated persons not to enter local government property**

A person shall not enter or remain on local government property while under the influence of liquor or a prohibited drug.

#### **4.5 No prohibited drugs**

A person shall not take a prohibited drug on to, or consume or use a prohibited drug on, local government property.

#### **4.6 No smoking**

A person must not smoke within a 5 metre radius of any entrance, exit or aperture of premises on local government property.

*Division 2 - Signs*

**4.7 Signs**

- (1) A local government may erect a sign on local government property specifying any conditions of use which apply to that property.
- (2) A person shall comply with a sign erected under subclause (1).
- (3) A condition of use specified on a sign erected under subclause (1) is –
  - (a) not to be inconsistent with any provision of this local law or any determination; and
  - (b) to be for the purpose of giving notice of the effect of a provision of this local law.

**PART 5 – MATTERS RELATING TO PARTICULAR LOCAL GOVERNMENT PROPERTY**

*Division 1 - Swimming pool areas*

**5.1 When entry must be refused**

- (1) A Manager or an authorised person shall refuse admission to, may direct to leave or shall remove or cause to be removed from a pool area any person who –
  - (a) in her or his opinion is—
    - (i) under the minimum age of that specified in the Code and who is unaccompanied by a responsible person over the age of that specified in the Code;
    - (ii) under the minimum age that specified in the Code and who is accompanied by a responsible person over the age of that specified in the Code where the responsible person is incapable of, or not providing, adequate supervision of, or care, for that person;
    - (iii) suffering from any contagious, infectious or cutaneous disease or complaint, or is in an unclean condition; or
    - (iv) under the influence of liquor or a prohibited drug.
  - (b) is to be refused admission under and in accordance with a decision of the local government for breaching any clause of this local law.
- (2) If a person referred to in paragraph (a) or (b) of subclause (1) is in a pool area, a Manager or an authorised person must—
  - (a) direct the person to leave;
  - (b) if the person refuses or fails to leave, remove the person or arrange for the person to be removed, from the pool area.

## **5.2 Consumption of food or drink may be prohibited**

A person shall not consume any food or drink in an area where consumption is prohibited by a sign.

### *Division 2 - Fenced or closed property*

## **5.3 No entry to fenced or closed local government property**

A person must not enter local government property which has been fenced off or closed to the public by a sign or otherwise, unless that person is authorised to do so by the local government.

### *Division 3 - Toilet blocks and change rooms*

## **5.4 Only specified gender to use entry of toilet block or change room**

- (1) Where a sign on a toilet block or change room specifies that a particular entry of the toilet block or change room is to be used by—
  - (a) females—then a person of the male gender shall not use that entry of the toilet block or change room;
  - (b) males—then a person of the female gender shall not use that entry of the toilet block or change room; or
  - (c) families—then, where the toilet block or change room is being used by a family, only an immediate member of that family may use that entry or the toilet block or change room.
- (2) Paragraphs (a) and (b) of subclause (1) do not apply to a child, when accompanied by a parent, guardian or caregiver, where the child is—
  - (a) under the age of 8 years; or
  - (b) otherwise permitted by an authorised person to use the relevant entry.

## **PART 6 - FEES FOR ENTRY ON TO LOCAL GOVERNMENT PROPERTY**

### **6.1 No unauthorised entry to function**

- (1) A person shall not enter local government property on such days or during such times as the property may be set aside for a function for which a charge for admission is authorised, except—
  - (a) through the proper entrance for that purpose; and
  - (b) on payment of the fee chargeable for admission at the time.
- (2) The local government may exempt a person from compliance with subclause (1)(b).

## **PART 7 - OBJECTIONS AND APPEALS**

### **7.1 Objections and review**

Division 1 of Part 9 of the Act and regulation 33 of the Regulations applies to a decision under this local law—

- (a) to grant a person a permit or consent under this local law; or
- (b) to renew, vary, or cancel a permit or consent that a person has under this local law.

## **PART 8 - MISCELLANEOUS**

### **8.1 Authorised person to be obeyed**

A person on local government property shall obey any lawful direction of an authorised person and shall not in any way obstruct or hinder an authorised person in the execution of her or his duties.

### **8.2 Persons may be directed to leave local government property**

An authorised person may direct a person to leave local government property where she or he reasonably suspects that the person has contravened a provision of any written law.

### **8.3 Disposal of lost property**

An article left on any local government property, and not claimed within a period of 3 months, may be disposed of by the local government in any manner it thinks fit.

### **8.4 Liability for damage to local government property**

- (1) Where a person unlawfully damages local government property, the local government may by notice in writing to that person require that person within the time required in the notice to, at the option of the local government, pay the costs of—
  - (a) reinstating the property to the state it was in prior to the occurrence of the damage; or
  - (b) replacing that property.
- (2) On a failure to comply with a notice issued under subclause (1), the local government may recover the costs referred to in the notice as a debt due to it.

## **PART 9 - ENFORCEMENT**

### *Division 1 - Notices given under this local law*

### **9.1 Offence to fail to comply with notice**

Whenever the local government gives a notice under this local law requiring a person to do any thing, if a person fails to comply with the notice, that person commits an offence.

## **9.2 Local government may undertake requirements of notice**

Where a person fails to comply with a notice referred to in clause 9.1, the local government may do the thing specified in the notice and recover from the person to whom the notice was given, as a debt, the costs incurred in so doing.

### *Division 2 - Offences and penalties*

#### Subdivision 1 - General

### **9.3 Offences and general penalty**

- (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.
- (2) Any person who commits an offence under this local law is liable, upon conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.

#### Subdivision 2 - Infringement notices and modified penalties

### **9.4 Prescribed offences**

- (1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the Act.
- (2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 1.
- (3) For the purpose of guidance only, before giving an infringement notice to a person in respect of the commission of a prescribed offence, an authorised person should be satisfied that—
  - (a) commission of the prescribed offence is a relatively minor matter; and
  - (b) only straightforward issues of law and fact are involved in determining whether the prescribed offence was committed, and the facts in issue are readily ascertainable.

### **9.5 Form of notices**

- (1) For the purposes of this local law—
  - (a) where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the Regulations;
  - (b) the form of the infringement notice given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the Regulations; and
  - (a) the form of the notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the Regulations.

- (2) Where an infringement notice is given under section 9.16 of the Act in respect of an alleged offence against clause 2.4, the notice is to contain a description of the alleged offence.

*Division 3 – Evidence in legal proceedings*

**9.6 Evidence of a determination**

- (1) In any legal proceedings, evidence of a determination may be given by tendering the register referred to in clause 2.5 or a certified copy of an extract from the register.
- (2) It is to be presumed, unless the contrary is proved, that the determination was properly made and that every requirement for it to be made and have effect has been satisfied.
- (3) Subclause (2) does not make valid a determination that has not been properly made.

**Schedule 1  
PRESCRIBED OFFENCES**

<b>ITEM</b>	<b>CLAUSE</b>	<b>DESCRIPTION</b>	<b>MODIFIED PENALTY \$</b>
1	2.4	Failure to comply with determination	125
2	3.6	Failure to comply with conditions of permit	125
3	3.12(1)	Failure to obtain a permit	125
4	3.13(3)	Failure to obtain permit to camp outside a facility	125
5	3.14(1)	Failure to obtain permit for liquor	125
6	3.15	Failure of permit holder to comply with responsibilities	125
7	4.2(1)	Behaviour detrimental to property	125
8	4.3(1)	Taking or injuring any fauna	250
9	4.4	Under influence of liquor	125
10	4.5	Under influence of a prohibited drug	125
11	4.6	Smoking within a 5 metre radius of any entrance, exit or aperture of premises on local government property	125
12	4.7(2)	Failure to comply with sign on local government property	125
13	5.2	Consuming food or drink in prohibited area	125
14	5.3	Unauthorised entry to fenced or closed local government property	125
15	5.4	Gender not specified using entry of toilet block or change room	125
16	6.1(1)	Unauthorised entry to function on local government property	125
17	9.1	Failure to comply with notice	250
18		All other offences not specified	125



# **SHIRE OF LAKE GRACE**

## **ANIMALS, ENVIRONMENT AND NUISANCE LOCAL LAW 2016**

***HISTORY: Shire of Lake Grace Animals, Environment and Nuisance Local Law***

<b>Date:</b>	<b>Detail</b>
28 September 2016	Council adopted the Animals, Environment and Nuisance Local Law
20 December 2016	Animals, Environment and Nuisance Local Law gazetted
20 February 2019	Council adopted the Animals, Environment and Nuisance Amendment Local Law 2019
6 September 2019	Animals, Environment and Nuisance Amendment Local Law 2019 gazetted

***DOCUMENT CONTROL: Animals, Environment and Nuisance Local Law***

<b>Version</b>	<b>Local Law Document for Publishing</b>
September 2019	Consolidated Document including original Local Law and September 2019 Amendments

## **Animals, Environment and Nuisance Local Law 2016**

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**SHIRE OF LAKE GRACE**

**ANIMALS, ENVIRONMENT AND NUISANCE LOCAL LAW 2016**

Under the powers conferred by the *Local Government Act 1995, Health Act 1911, Cat Act 2011* and under all other powers enabling it, the Council of the Shire of Lake Grace resolved on 28 September 2016 to make the following local law.

**Part 1 — Preliminary**

**1.1 Citation**

This local law may be cited as the *Shire of Lake Grace Animals, Environment and Nuisance Local Law 2016*.

**1.2 Commencement**

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

**1.3 Application**

This local law applies throughout the district.

**1.4 Interpretation**

- (1) In this local law, unless the context specifies otherwise —

*Act* means the *Local Government Act 1995*;

*affiliated person* means a person who is a member of a poultry or pigeon club incorporated under the *Associations Incorporation Act 2015*;

*amusement* means anything usually conducted for amusement at a fair, a carnival or a show, whether conducted at a fair, a carnival or a show or elsewhere;

*AS/NZS 3500* means the standard published by Standards Australia as AS/NZS 3500 called Plumbing and Drainage, as amended from time to time;

*authorised person* means a person appointed by the local government, under section 9.10 of the Act to perform all or any of the functions conferred on an authorised person under this local law;

*aviary bird* means any bird, other than poultry or pigeons, kept, or usually kept in an aviary or cage;

*beekeeper* has the meaning given to it in Regulation 3 of the *Biosecurity and Agriculture Management Regulations 2013*;

*birds* includes poultry;

**builder** means the holder of a building permit issued in respect of building works on a building site or a person in control of a building site;

**building permit** has the meaning given to it by the *Building Act 2011*;

**building site** means any lot for which a building permit is current;

**Code of Practice – Pigeon Keeping** means the Code of Practice for Pigeon Keeping and Racing in Western Australia as prescribed by the *Animal Welfare (General) Regulations 2003* as amended from time to time;

**cow** includes an ox, calf or bull;

**development** has the meaning given to it in the *Planning and Development Act 2005*;

**development approval** means a development approval under a local planning scheme;

**development site** includes any lot or lots for which there is currently a development or subdivision approval, and any lot or lots upon which construction work, earthworks, clearing of scrub, trees or overgrowth or any other site works are taking or have taken place;

**district** means the district of the local government;

**disused** means, in relation to any thing whatsoever, that the thing—

- (a) is not in use for the purpose for which it was designed or appears to have been designed or intended; or
- (b) has been stored or left stationary on land in the district for more than 1 month;

**dust** means any visible granular or particulate material which has or has the potential to become airborne and includes organic and non-organic matter and sand, but does not include smoke;

**dwelling** has the meaning given to it in the Residential Design Codes of Western Australia as amended from time to time;

**EHO** means an Environmental Health Officer appointed by the local government under the *Health Act 1911* and includes any acting or Assistant Environmental Health Officer so appointed;

**farm animal** includes a sheep, cow, goat, horse (excluding a miniature horse), deer, alpaca or pig (excluding a miniature pig);

**food premises** includes the meaning of “food” as given under section 9 of the *Food Act 2008* and the meaning of “food business”, as given under section 10 of the *Food Act 2008*;

**horse** means a stallion, mare, gelding, shetland pony, pony, colt or foal, and includes an ass, mule, donkey and any beast of whatever description used for burden or draught or for carrying persons;

**land** includes any building or structure on the land;

**liquid waste** means waste from any process or activity that is in liquid form and includes paint, fuel, grease, fat, oil, degreaser solvent, detergent, chemical, animal waste, food waste, effluent and all discharges of liquid to land, air or water that are not otherwise authorised by a written law but does not include uncontaminated stormwater;

**livestock** means any horse, cow, sheep, goat, swine, buffalo, deer, camel, llama or alpaca;

**livestock vehicle** means a vehicle that contains livestock or previously has been used for the carriage of livestock;

**local government** means the Shire of Lake Grace;

**local planning scheme** has the meaning given to it by the *Planning and Development Act 2005*;

**lot** has the meaning given to it by the *Planning and Development Act 2005*;

**miniature horse** means a horse which meets the standard and height for a miniature horse as described by the Miniature Horse Association of Australia Inc;

**miniature pig** means a pig that does not exceed 650 millimetres in height as an adult and weighs less than 55 kilograms;

**nuisance** means —

- (a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;
- (b) an unreasonable interference with the use and enjoyment of a person of his or her ownership or occupation of land; or
- (c) interference which causes material damage to land or other property on the land affected by the interference;

**occupier** means any person who is in control of any land or part of any land or authorised by the owner, lessee, licensee or any other person empowered to exercise control in relation to land to perform any work in relation to any land and includes a builder or contractor;

**permit** means a permit issued under this local law;

**permit holder** means a person who holds a valid permit;

**pigeon** includes homing pigeons and other domesticated breeds of the species *Columba livia*, but does not include native pigeons or doves whether or not the keeping of such birds is subject to the approval of the Department of Parks and Wildlife;

**pound** means any facility, or any replacement facility, established as a pound by the local government under section 11(1) of the *Dog Act 1976*;

**poultry** includes fowls, roosters, ducks, peafowls, turkeys, geese, guinea fowls, pheasants and other birds commonly kept for the production of eggs or meat for domestic consumption;

**refuse** means any waste material including bricks, lime, cement, concrete, rubble, stones, iron, timber, tiles, bags, plastics, ashes, vegetation, timber, wood or metal shavings, sawdust, and waste food, and includes any broken, used, derelict or discarded matter;

**Regulations** means the *Local Government (Functions and General) Regulations 1996*;

**residential building** has the meaning given to it in the Residential Design Codes of Western Australia as amended from time to time;



**residential zone** includes any area zoned “Residential” and “Urban Development” under a local planning scheme;

**rural zone** means any area zoned “Rural” or “Rural Residential” under a local planning scheme;

**sand** means granules or particles of rock, earth, clay, loam, silt and any other granular, particulate or like material including dust and gravel;

**stormwater** means any naturally occurring water that results from rainfall on or around a site, or water flowing onto the site;

**subdivision approval** means a subdivision approval under the *Planning and Development Act 2005*;

**thoroughfare** means any highway or thoroughfare which the public is entitled to use, including the verge and other things including bridges and culverts appurtenant to it;

**townsite** includes the townsites within the district which are —

- (a) constituted under section 26(2) of the *Land Administration Act 1997*; or
- (b) referred to in clause 37 of Schedule 9.3 of the Act;

**truck** means a motor vehicle having a tare weight in excess of 3,000 kilograms;

**unreasonable noise** has the meaning given to it by the *Environmental Protection Act 1986*; and

**vermin** includes rats, mice, flies, fleas, mites, lice, cockroaches and any other animal, whether vertebrate or invertebrate, which is known to be a vector of disease or likely to cause damage to human food, habitation or possessions.

- (2) Any other expression used in this local law and not defined herein shall have the meaning given to it in the Act.
- (3) Where, in this local law, a duty, obligation or liability is imposed on an “owner or occupier” the duty shall be deemed to be imposed jointly and severally on each owner and occupier.
- (4) Where, under this local law, the local government is authorised to carry out actions, or cause to be undertaken works, as a consequence of the failure of any person to comply with the terms of a notice or other conduct, the right to enter land is at all times subject to the provisions of Part 3, Division 3, subdivision 3 of the Act.

## **Part 2 — Keeping of animals**

### **Division 1 — Animals**

#### **2.1 Interpretation**

In this Division, unless the context otherwise requires —

**animal** includes cats, dogs, rabbits and ferrets or the like;

**catteries** are premises registered for the breeding or caring of cats;

**member of a cat organisation** means a person referred to in the *Cat Regulations 2012* regulation 23(c); and

*vectors of disease* means an arthropod or rodent that transmits, by biological or mechanical means, an infectious agent from a source or reservoir to a person, and includes fleas, bedbugs, crab lice, body lice and head lice.

## **2.2 Cleanliness**

An owner or occupier of premises in or on which a dog, cat or other animal is kept shall —

- (a) keep the premises free from excrement, filth, food waste and all other matter which is or is likely to become offensive or injurious to health, or to attract rats or other vectors of disease;
- (b) when so directed by an EHO, clean and disinfect the premises; and
- (c) keep the premises, so far as possible, free from flies or other vectors of disease, by spraying with a residual insecticide or other effective means.

## **2.3 Animal enclosures**

- (1) A person shall not keep or cause, or permit to be kept, any animals on premises which are not effectively drained or of which the drainage flows to the walls or foundations of any building.
- (2) The owner or occupier of premises where animals are kept shall, when directed by an EHO, pave, grade and drain the floors of all structures and the surface of the ground of all enclosures used for the keeping of animals.

## **2.4 Cats**

- (1) Subject to subclauses (6) and (7), a person shall not, without an exemption in writing from the local government, keep more than 3 cats over the age of 6 months on premises on any land within the district.
- (2) An owner or occupier of premises may apply in writing to the local government for exemption from the requirements of subclause (1).
- (3) The local government shall not grant an exemption under subclause (2) unless it is satisfied that the number of cats to be kept will not be a nuisance or injurious or dangerous to health.
- (4) An exemption granted under this clause shall specify —
  - (a) the owner or occupier to whom the exemption applies;
  - (b) the premises to which the exemption applies; and
  - (c) the maximum number of cats which may be kept on the premises.
- (5) A person who is granted an exemption under subclause (2) may be required by the local government to house or keep cats in such manner as directed by an EHO.
- (6) Subject to regulation 7 of the *Cat (Uniform Local Provisions) Regulations 2013* a person may keep more than 3 cats, over the age of 6 months, on premises used for veterinary purposes or as a pet shop, or if the person is a member of a cat organisation.
- (7) The occupier of any premises shall not keep a cattery on those premises, unless the cattery is registered with the local government and the occupier has complied with the following conditions —
  - (a) the occupier shall obtain approval from the local government to establish a cattery;

- (b) upon receiving approval to establish a cattery, the occupier shall apply for registration of the cattery in the form approved by the local government from time to time;
  - (c) the occupier shall have paid, to the local government, the annual registration fee as determined from time to time by the local government under sections 6.16 to 6.19 of the Act;
  - (d) the occupier shall provide, for every cat, a properly constructed shelter with an enclosure, which shall comply with the following conditions —
    - (i) every shelter shall have a floor area of not less than 0.50 square metres for every cat over the age of 3 months old that may be kept therein; and
    - (ii) the area of the enclosure appurtenant to any shelter or group of shelters forming a cattery shall not be less than 3 times the area of the shelter or group of shelters to which it is appurtenant;
  - (e) every shelter or enclosure shall be at least 10 metres from the boundary of any land not in the same ownership or possession, or at least 10 metres from any dwelling, church, schoolroom, hall, factory, dairy or premises wherein food is manufactured, packed or prepared for human consumption; and
  - (f) all enclosures, yards, runs and shelters within which cats are kept shall be maintained at all times in a clean condition and free from vectors of disease and shall at any time be cleaned, disinfected or otherwise dealt with as an EHO may direct.
- (8) A certificate of registration of a cattery issued by the local government shall —
- (a) be in the form approved by local government from time to time; and
  - (b) expire on 30 June next after the date of its issue.

## **Division 2 — *Keeping of birds***

### **2.5 Keeping of poultry and pigeons in a residential zone**

An owner or occupier of premises in a residential zone shall not keep or permit to be kept on the premises—

- (a) more than 12 poultry unless with the approval of the local government in which case the maximum number of poultry shall be 20; or
- (b) more than 12 pigeons unless the owner or occupier is an affiliated person in which case the maximum number of pigeons may be increased to 100.

### **2.6 Conditions for keeping of poultry**

- (1) A person who keeps poultry or permits poultry to be kept shall ensure that —
  - (a) no poultry shall be kept less than 9 metres from any residential building;
  - (b) no poultry is able to approach within 15 metres of a public thoroughfare, public building, commercial premises or food premises;
  - (c) all poultry is kept in a properly constructed and securely fastened structure;
  - (d) the structure has an impervious floor laid with a fall to the front of at least 1 in 50;
  - (e) all structures or enclosures within which poultry are kept are maintained at all times in a clean condition; and

- (f) all poultry is kept continually confined.
- (2) An owner or occupier of a premises who keeps poultry or permits poultry to be kept may apply in writing to the local government to vary the requirements of subclause 1 (d) and (f).

## **2.7 Roosters, geese, turkeys and peafowl**

Except on land with an area of 1 hectare or more or with the prior written permission of the local government, an owner or occupier of premises shall not keep any of the following —

- (a) roosters;
- (b) geese;
- (c) turkeys; or
- (d) peafowls.

## **2.8 Conditions for keeping of pigeons**

- (1) An owner or occupier of a premises who keeps pigeons, or permits pigeons to be kept, shall ensure that —
  - (a) all pigeons are kept in a properly constructed pigeon loft, except where registered homing pigeons are freed for exercise;
  - (b) all structures or enclosures within which pigeons are kept are maintained at all times in a clean condition;
  - (c) no opening to a pigeon loft, including openings for ventilation, is within 9 metres of any residential building; and
  - (d) no opening to a pigeon loft, including openings for ventilation, is within 15 metres of a public street, public building, commercial premises or food premises.
- (2) An affiliated person who keeps pigeons, or permits pigeons to be kept, shall do so in accordance with the Code of Practice – Pigeon Keeping, subject to the provisions of this local law.

## **2.9 Restrictions on pigeon nesting and perching**

The local government may order an owner or occupier of a house on or in which pigeons are, or are in the habit of nesting or perching, to take adequate steps to prevent them from continuing to do so.

## **2.10 Conditions of keeping aviary birds**

A person who keeps, or permits to be kept, aviary birds shall ensure that the aviary or cage is kept in clean condition and good repair at all times.

## **2.11 Nuisance caused by birds**

An owner or occupier of land shall not keep any bird or birds which —

- (a) are or create a nuisance; or
- (b) emit an unreasonable noise.

### **Division 3 — *Keeping of farm animals***

#### **2.12 Keeping of farm animals**

Subject to clause 2.13, an owner or occupier of land shall not keep, or allow to be kept, unless with the approval of the local government, any farm animal unless in a rural zone.

#### **2.13 Conditions for keeping farm animals**

- (1) An owner or occupier of premises upon which a farm animal or farm animals are kept, shall maintain the place or places where the animals are kept in clean condition and good repair at all times.
- (2) An owner or occupier of premises in a rural zone shall not keep more than 1 pig, except with the express written approval of the local government.

#### **2.14 Keeping a miniature horse**

- (1) An owner or occupier of a premises may keep only a sterilised miniature horse on land of not less than 1 000 square metres in area provided it is registered with the local government and the annual registration fee approved from time to time by the local government in accordance with sections 6.16 to 6.19 of the Act is paid.
- (2) An owner or occupier of premises shall —
  - (a) not keep more than 1 miniature horse on land zoned residential or special rural without the written approval of the local government or an authorised person; and
  - (b) not permit a miniature horse to come within 9 metres of any house.
- (3) The local government or an authorised person may prohibit the keeping of a miniature horse on any land or may state the conditions under which a miniature horse may be kept.

#### **2.15 Keeping a miniature pig**

- (1) The keeping of pigs in the district, other than the keeping of a miniature pig, is forbidden except on premises, in a rural zone or registered by the local government as an abattoir.
- (2) The local government or an authorised person may prohibit the keeping of a miniature pig on any land, or state the conditions under which the miniature pig may be kept.
- (3) A person may keep 1 miniature pig in any residential or rural or special rural zone provided it is registered with the local government and the annual registration fee approved from time to time by the local government in accordance with sections 6.16 to 6.19 of the Act is paid.
- (4) An owner or occupier of premises where a miniature pig is kept shall —
  - (a) not permit a miniature pig to come within 9 metres of any house;
  - (b) ensure the animal is sterilised and retain written proof of its sterilisation;
  - (c) confine the animal on the property at all times;
  - (d) ensure the animal does not cause a nuisance to any neighbour regarding noise, dust, or odour; and

- (e) maintain documentary evidence that the animal's veterinary treatment against roundworm and tapeworm is current.

#### **Division 4 — *Livestock***

##### **2.16 Livestock not to stray**

The owner or person in charge of livestock shall not permit that livestock to stray or to be at large in a thoroughfare, public place or upon private property without the consent of the property owner.

##### **2.17 Impounding of livestock**

- (1) An authorised person or a member of the Police Service may impound livestock found straying in contravention of clause 2.16.
- (2) Livestock being impounded shall be placed in the pound or secured on private property with the consent of the owner.

##### **2.18 Property to be fenced**

- (1) The owner or occupier of property on which livestock is kept, shall cause the property or a portion of the property to be fenced in a manner capable of confining the livestock, to that portion where the livestock is kept.
- (2) The minimum fencing requirements to confine livestock in a rural or special rural area shall be a fence of post and wire construction.

#### **Division 5 — *Keeping of bees***

##### **2.19 Permit required to keep bees**

- (1) Subject to the provisions of this clause, a person shall not keep bees or allow bees to be kept on land except in accordance with a valid permit issued in relation to the land.
- (2) Subclause (1) does not apply where—
  - (a) the land is outside the townsite; and
  - (b) the bees are kept—
    - (i) at least 500 metres from a thoroughfare; or
    - (ii) less than 500 metres from a thoroughfare but the vegetation or a screen or other barrier on the land is such as to encourage the bees to fly at a height over the thoroughfare as will not create a nuisance to users of the thoroughfare.
- (3) Subclause (1) does not apply where an occupier of land keeps bees on the land—
  - (a) for a continuous period not exceeding 8 weeks; and
  - (b) for the purpose of pollinating a crop on the land.
- (4) An occupier referred to in subclause (3), in keeping bees under that subclause, shall provide a good and sufficient water supply on the land which is readily accessible by the bees.
- (5) Subclause (1) does not apply where a person keeps bees on Crown land.

## **2.20 Application for a permit**

An applicant for a permit shall—

- (a) be a person registered as a beekeeper under regulation 13(7) of the *Biosecurity and Agriculture Management (Identification and Movement of Stock and Apiaries) Regulations 2013*;
- (b) provide such details as may be required by the local government;
- (c) apply in the form approved by the local government from time to time; and
- (d) pay any application fee imposed and determined by the local government under sections 6.16 to 6.19 of the Act.

## **2.21 Determination of application**

- (1) The local government may—
  - (a) refuse to determine an application for a permit which does not comply with clause 2.20;
  - (b) approve an application for a permit subject to the conditions referred to in clause 2.22(1) and to such other conditions as it considers appropriate; or
  - (c) refuse to approve an application for a permit.
- (2) Where an application for a permit is approved subject to conditions, the permit holder is to comply with those conditions or is to cause those conditions to be complied with.
- (3) Where the local government approves an application under subclause (1)(b), it is to issue to the applicant a permit in the form approved by the local government from time to time.
- (4) A permit is valid from the date of issue unless, and until, it is cancelled under this local law.

## **2.22 Conditions of approval**

- (1) Without limiting the generality of clause 2.21(1)(b) an application for a permit may be approved by the local government subject to the following conditions—
  - (a) the provision of a good and sufficient water supply on the land which is readily accessible by the bees on the land;
  - (b) each bee hive shall be—
    - (i) kept at a distance specified by the local government from any thoroughfare, public place or boundary of the land; or
    - (ii) located near a screen or other barrier so as to prevent the bees flying low over a thoroughfare, public place or adjoining land;
    - (iii) no more than 2 bee hives are to be kept on land of less than 2 000 square metres in area; and
    - (iv) no more than 15 bee hives are to be kept on land between 2 000 square metres and 20 000 square metres in area.
- (2) In respect of a particular application for a permit, the local government may vary any of the conditions referred to in subclause (1).

## **2.23 Variation or cancellation of permit and conditions**

- (1) The local government may vary the conditions of a permit after it has been issued.

- (2) The local government may cancel a permit on the request of a permit holder to do so.
- (3) Notwithstanding clause 2.27, a permit shall be cancelled on—
  - (a) the permit holder ceasing to be registered as a beekeeper under regulation 13(7) of the *Biosecurity and Agriculture Management (Identification and Movement of Stock and Apiaries) Regulations 2013*; or
  - (b) the expiration of a continuous period of 12 months during which the permit holder has not kept any bees on the land to which the permit relates, without any action required on the part of the local government.

#### **2.24 Permit holder to notify cessation of registration or keeping of bees**

- (1) In this clause a **permit holder** includes the holder of a permit cancelled by clause 2.23(3).
- (2) A permit holder is to notify the local government in writing as soon as practicable after—
  - (a) the permit holder ceases to be registered as a beekeeper under regulation 13(7) of the *Biosecurity and Agriculture Management (Identification and Movement of Stock and Apiaries) Regulations 2013*; or
  - (b) a continuous period of 12 months has passed during which the permit holder has not kept any bees on the land described in her or his permit.
- (3) A permit holder shall, within 7 days of the local government giving the permit holder a written notice to do so, provide to the local government—
  - (a) written proof of her or his registration as a beekeeper under Regulation 13(7) of the *Biosecurity and Agriculture Management (Identification and Movement of Stock and Apiaries) Regulations 2013*;
  - (b) in respect of land identified by the local government in its notice, a signed statement as to whether or not he or she has kept bees on the land within the 12 months preceding the date of the notice; or
  - (c) both.

#### **2.25 Permit not transferable**

A permit is personal to the permit holder, is not transferable and applies only to the land described in the permit.

#### **2.26 Nuisance**

A person shall not keep, or allow to be kept, bees or bee hives, or both, on land so as to create a nuisance.

#### **2.27 Notice to remove bees**

- (1) Whenever, in the opinion of the local government, a person has contravened any provision of the *Biosecurity and Agriculture Management (Identification and Movement of Stock and Apiaries) Regulations 2013* or of this local law which relates to the keeping of bees or bee hives, the local government may give the permit holder, in relation to that land, or if there is no valid permit in relation to that land, an owner or occupier of the land, a written notice requiring her or him to remove any bees or bee hives, or both, from the land within the time specified in the notice.



- (2) Subject to Division 1 of Part 9 of the Act, on the giving of a notice referred to in subclause (1), any valid permit given by the local government relating to the keeping of bees or bee hives on that land is cancelled from the time specified in the notice, being not less than 7 days from the date it is given.
- (3) Where a person fails to comply with a notice given under subclause (1), the local government may dispose of the bees or the bee hives or both, in such manner as it sees fit and recover the costs of so doing from the permit holder, or an owner or occupier, as the case may be, as a debt due to it.

## **Part 3 — Building, development and land care**

### **Division 1 — *Litter and refuse on building sites***

#### **3.1 Provision of refuse receptacles**

The owner or occupier of a building or development site shall at all times provide and maintain a refuse receptacle, available for use on the site, which includes a suitable cover, to the satisfaction of an authorised person, of such design as will —

- (a) contain any refuse likely to be produced on the site; and
- (b) prevent refuse being blown from the receptacle by wind.

#### **3.2 Control of refuse**

- (1) From the time of commencement of works on a building site or development site until the time of completion of such work, the owner or occupier of the site shall take all reasonable steps to —
  - (a) ensure all refuse on the site is placed and contained in the refuse receptacle and prevented from being blown from the site by wind;
  - (b) keep the site as free as is reasonably practicable from any refuse;
  - (c) keep the thoroughfare verge, and any other reserve, immediately adjacent to the site, free of refuse generated or originating from the building or development site; and
  - (d) ensure the refuse receptacle is emptied when full.
- (2) The owner or occupier of a building site or development site shall ensure that within 2 days of completion of works on the site—
  - (a) the site and the thoroughfare verge immediately adjacent to it, is cleared of all refuse generated or originating from the building or development site; and
  - (b) that all refuse receptacles are removed from the site.

#### **3.3 Unauthorised storage of materials**

- (1) All construction materials must be located on the building site or development site under construction, unless written approval has been given by the local government to store materials on another property (including a road reserve).
- (2) Written approval must be obtained from the local government prior to any proposal to store construction material on any thoroughfare verge.

## **Division 2 — *Prevention of dust and liquid waste***

### **3.4 Prohibited activities**

- (1) An owner and/or occupier of land or premises shall take all reasonable steps to —
  - (a) stabilise dust on the land;
  - (b) contain all liquid waste on the land; and
  - (c) ensure no dust or liquid waste is released or escapes from the land, whether by means of wind, water or any other cause.
- (2) Where the local government forms the opinion that an owner or occupier has not complied with subclause (1), the local government may serve on the owner and/or occupier of the land a notice requiring the owner and/or occupier to do one or more of the following—
  - (a) comply with subclause (1)(a) or (1)(b);
  - (b) clean up and properly dispose of any released or escaped dust or liquid waste;
  - (c) clean up and make good any damage resulting from the released or escaped dust or liquid waste; or
  - (d) take effective measures to stop any further release or escape of dust or liquid waste.
- (3) Where a notice is issued under subclause (2), the requirements set out in the notice must be complied with in the period as is specified in the notice.
- (4) Where the local government is of the opinion that dust or liquid waste may be released or escape as a result of an activity which is likely to be carried on from any land, the local government may give to the owner and/or occupier a notice providing that the activity may only be carried on subject to conditions specified in the notice.

## **Division 3 — *Smoke***

### **3.5 Burning of cleared vegetation prohibited**

An owner or occupier of any building or development site shall ensure that no vegetation or other material cleared from the site is burnt on the site unless authorisation in writing is given by the local government.

## **Division 4 — *Unightly land and disused materials***

### **3.6 Storage of vehicles, vessels and machinery**

The owner or occupier of a lot shall not —

- (a) store, or allow to remain in public view on any lot, more than 1 vehicle, vessel or machinery (whether licensed or not) in a state of disrepair;
- (b) store, or allow to remain in public view on any lot, any vehicle, vessel or machinery in a state of disrepair for a period in excess of 1 month;
- (c) store, or allow to remain in public view on any lot, any vehicle parts, vessel parts or machinery parts (including tyres);
- (d) wreck, dismantle or break up any vehicle, part or body of a vehicle, vessel or machinery except where performed —
  - (i) inside a building; or

- (ii) within an area enclosed by a fence or wall of not less than 1.8 metres in height and of such a nature as to screen all vehicles, parts or bodies of vehicles, vessels or machinery from the thoroughfare and from adjoining properties; or
- (e) wreck, dismantle or break up a vehicle, vessel or machinery so as to cause a nuisance.

### **3.7 Disposing of disused refrigerators or similar containers**

A person shall not place, leave or dispose of a disused refrigerator, ice chest, ice box, trunk, chest or other similar article having a compartment which has a capacity of 0.04 cubic metres or more on any land without first —

- (a) removing every door and lid and every lock, catch and hinge attached to a door or lid or otherwise rendering every door and lid incapable of being fastened.

## **Division 5 — Hazardous materials**

### **3.8 Hazardous trees**

- (1) Where a tree on a lot endangers any person or thing on adjoining land, the local government may give a notice to the owner or the occupier of the lot to remove, cut, move or otherwise deal with that tree so as to make the tree safe.
- (2) Where a tree on a lot presents a serious and immediate danger to any person or thing, the local government may take any remedial action it considers appropriate in order to make the tree safe without having given the owner or occupier notice pursuant to subclause (1).
- (3) The local government reserves its right to recover any costs incurred by the local government for remedial action taken in terms of subclause (2).

## **Part 4 — Nuisances and dangerous things**

### **Division 1 — Light**

#### **4.1 Use of exterior lights**

An owner or occupier of land on which floodlights or other exterior lights are erected or used, shall not allow the floodlights or other exterior lights to shine directly onto any other premises.

#### **4.2 Emission or reflection of light**

An owner or occupier of land shall ensure that —

- (a) artificial light is not emitted or reflected from anything on the land so as to illuminate premises outside that land to more than 50 lux; and
- (b) natural light is not reflected from anything on the land so as to create or cause a nuisance to the occupier of any other premises or to a person lawfully using a thoroughfare.

#### **4.3 Notice may require specified action to prevent emission or reflection of light**

- (1) Where —

- (a) floodlights or other exterior lights shine directly onto any other premises;
- (b) artificial light is emitted or reflected from anything on the land so as to illuminate premises outside the land to more than 50 lux; or
- (c) natural light is reflected from anything on the land so as to create or cause a nuisance to the occupier of any other premises or to a person lawfully using a thoroughfare,

the local government may by notice in writing direct the owner or occupier to take such actions as an authorised person considers necessary within the time specified in the notice.

- (2) The notice referred to in subclause (1) may direct that —
  - (a) floodlights or other exterior lights are used only during the hours specified in the notice;
  - (b) the direction in which the lights shine be altered as specified in the notice;
  - (c) any reflective surfaces be painted or otherwise treated so as to abate the nuisance; or
  - (d) any combination of these measures that the local government believes to be appropriate to the circumstances be undertaken.

## **Division 2 — *Smoke, fumes, odours and other emissions***

### **4.4 Burning rubbish, refuse or other material**

- (1) A person shall not on any land of an area 2000 square metres or less, set fire to rubbish, refuse or other materials on rural residential zoned property unless —
  - (a) written approval has first been obtained from the local government;
  - (b) the person demonstrates to the satisfaction of the local government that reasonable alternatives for the disposal of the rubbish, refuse or other material do not exist and the potential for pollution is low;
  - (c) the material does not include any plastic, rubber, food scraps or other material likely to cause the generation of smoke or odour in such quantity as to cause a nuisance to other persons;
  - (d) a haze alert has not been issued by the Bureau of Meteorology for the period during which burning is to take place; and
  - (e) the burning complies with the *Bush Fires Act 1954*, any annual fire hazard reduction notice issued by the local government under that Act and any conditions of approval as determined by the local government.
- (2) Subclause (1) shall not apply to any barbecue, solid fuel water heater, space heater or ovens fired with dry paper, dry wood, synthetic char or charcoal type fuel.
- (3) Subclause (1) is subject to any fire danger rating as determined by the Bureau of Meteorology.

### **4.5 Escape of smoke, fumes, odours and other emissions**

An owner or occupier of land or premises shall take all reasonable steps to not cause or permit the escape of smoke, fumes or odours from the land or premises in such quantity or of such a nature as to cause or to be a nuisance to any person.

### **Division 3 — Trucks**

#### **4.6 Livestock vehicles**

- (1) A person shall not park a vehicle containing livestock in a townsite for a period in excess of 30 minutes.
- (2) A person shall not park a vehicle which contains or has been used for the carriage of livestock so as to create or be a nuisance to any person, by reason of the odour emanating from the vehicle.
- (3) If a person parks a vehicle containing livestock in a townsite in accordance with subclause (1), then the person does not contravene subclause (2).

#### **4.7 Truck noise from residential land**

A person shall not start or drive a truck on land zoned, approved or used for residential purposes between the hours of 10.30pm and 6.30am on the following day without first obtaining the written consent of the local government.

### **Division 4 — Swimming pool backwash management**

#### **4.8 Containment and disposal of swimming pool and other wastewater**

- (1) The owner or occupier of land on which a swimming pool is constructed shall ensure that all backwash is not permitted to discharge onto or run-off onto adjacent land so as to cause a nuisance, or cause damage to any structures situated on adjacent land.
- (2) Subclause (1) shall not prevent the discharge of swimming pool backwash from a lot into a local government approved stormwater drain or road by a method approved by an authorised person.

### **Division 5 — Stormwater management**

#### **4.9 Containment of stormwater**

- (1) Subject to subclause (2), the owner or occupier of a lot shall ensure that all stormwater received by any building, house, other structure or any paved or sealed or other surfaced areas including any vehicle access ways on the lot is contained within the lot and is not permitted to discharge onto or run-off onto adjacent land so as to cause a nuisance, or cause damage to any structures situated on adjacent land.
- (2) Subclause (1) shall not prevent the discharge of stormwater from a lot into a local government approved stormwater drain or road.

#### **4.10 Guttering and Downpipes**

- (1) The owner or occupier of a lot shall ensure that each building or house on the lot is provided with adequate guttering and downpipes sufficient to receive, without overflow, all stormwater from the roof of the building or house, in accordance with AS/NZS 3500.
- (2) The owner or occupier of a lot shall ensure that all guttering and downpipes to each building or house on the lot are maintained in a good state of repair and free from obstruction.

#### **4.11 Stormwater disposal systems**

- (1) The owner or occupier of a lot shall ensure that all stormwater from the roof of each building or house on the lot, or the overflow from rainwater storage tanks, is discharged into a stormwater drainage system, or discharged by other methods approved by the local government, in accordance with AS/NZS 3500.
- (2) The owner or occupier of a lot shall ensure that all stormwater from paved areas or other surfaced areas including any vehicle access ways of the lot is discharged into a stormwater drainage system of adequate capacity in accordance with AS/NZS 3500.

### **Division 6 — *Amusement activities***

#### **4.12 Nuisance**

A person shall not, without written authorisation from the local government, provide or conduct any amusement on land so as to create or be a nuisance to any owner or occupier of land in the district.

#### **4.13 Abatement by authorised person**

Subject to subdivision 3 of Division 3 of Part 3 of the Act, an authorised person may enter on any land where an amusement is provided or conducted and may do any act or thing reasonably required to abate a nuisance referred to in clause 4.12.

### **Division 7 — *Advertising, bill posting and junk mail***

#### **4.14 Placement of advertisement, bill posting or junk mail**

- (1) A person shall not place in or on any letter box, gate, fence or generally leave or distribute to any property in the district, any handbill, poster, pamphlet, flyer or other form of advertising or promotional material, where there is clearly displayed a sign or notice which states “no junk mail” or words of similar effect.

#### **4.15 Exemptions**

Clause 4.14 does not apply to —

- (a) delivery of articles by Australia Post;
- (b) documents issued under or for the purposes of an Act of Parliament;
- (c) an authorised person or member of the Police Service acting in the course of their duties;
- (d) electoral materials; or
- (e) legal process.

### **Division 8 — *Bird nuisance***

#### **4.16 Restrictions on feeding of birds**

- (1) A person shall not feed a bird —
  - (a) so as to cause a nuisance, or
  - (b) with a food or substance that is not a natural food of a bird.

- (2) Where an authorised person forms the opinion that a person has not complied with subclause (1) the authorised person may serve the person a notice requiring the person to clean up and properly dispose of any feed or waste products specified in the notice.

## **Part 5 — Objections and review**

### **5.1 Objections and review**

When the local government makes a decision under this local law as to whether it will —

- (a) grant a person a permit or authorisation;
- (b) vary or cancel a permit or authorisation; or
- (c) give a person a notice,

the provisions of Division 1 of Part 9 of the Act and regulation 33 of the Regulations shall apply to that decision.

## **Part 6 — Enforcement**

### **Division 1 — *Notice of breach***

#### **6.1 Notice of breach**

- (1) Where a breach of any provision of this local law has occurred, the local government may give a notice in writing to the person alleged to be responsible for such a breach.
- (2) A notice issued pursuant to subclause (1) shall —
  - (a) specify the provision of this local law which has been breached;
  - (b) specify the particulars of the breach; and
  - (c) state the manner in which the recipient is required to remedy the breach to the satisfaction of the local government within a time period stipulated in the notice which shall be not less than 14 days from the giving of the notice.
- (3) It is an offence to fail to comply with a notice issued by the local government pursuant to subclause (1).

#### **6.2 Form of notices**

Where this local law refers to the giving of a notice other than the giving of an infringement notice and no particular form is prescribed, it will be sufficient that the notice be in writing giving adequate details to enable the owner, occupier or other person to whom the notice is issued to know the offence committed and the measures required to be taken or conditions with which compliance is required, as the case may be.

#### **6.3 When local government may undertake work required by notice**

- (1) This clause applies only in respect of a notice issued under clauses 3.8(1) and 4.3(1) of this local law.
- (2) Where a person fails to comply with a notice referred to in subclause (1) the local government may, subject to compliance with the requirements of subdivision 3 of Division 3 of Part 3 of the Act, do anything that it considers necessary to achieve, so far as is practicable, the purpose for which the notice was given.

- (3) The local government may recover the cost of anything it does under subclause (2) as a debt due from the person who failed to comply with the notice.

## **Division 2 — Offences and penalties**

### ***Subdivision 1 — General***

#### **6.4 Offences and penalties**

- (1) A person who —
  - (a) fails to do anything required or directed to be done under this local law;
  - (b) fails to comply with the requirements of a notice issued under this local law by an authorised person; or
  - (c) does anything which under this local law that person is prohibited from doing, commits an offence.
- (2) Where, under this local law, an act is required to be done or forbidden to be done in relation to any land or premises, the owner or occupier of the land or premises has the duty of causing to be done the act so required to be done, or of preventing from being done the act forbidden to be done.
- (3) A person who commits an offence under this local law is liable to a maximum penalty of \$5,000 and a maximum daily penalty of \$500 in respect of each day or part of a day during which the offence has continued.

### ***Subdivision 2 — Infringement notices and modified penalties***

#### **6.5 Modified penalties**

- (1) An offence against any provision of this local law is a prescribed offence for the purposes of section 9.16(1) of the Act.
- (2) Unless otherwise specified, the amount of the modified penalty for an offence against any provision of this local law is \$150.
- (3) An authorised person should be satisfied that —
  - (a) commission of the offence is a relatively minor matter; and
  - (b) only straightforward issues of law and fact are involved in determining whether the prescribed offence was committed, and the facts in issue are readily ascertainable,

before giving an infringement notice to a person in respect of the commission of an offence.

#### **6.6 Form of infringement notices**

- (1) For the purposes of this local law —
  - (a) where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the Regulations;
  - (b) the form of the infringement notice given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the Regulations; and



- (c) the form of the notice given under section 9.20 of the Act withdrawing an infringement notice is that of Form 3 in Schedule 1 of the Regulations.

\_\_\_\_\_  
This Local Law was made by the Shire of Lake Grace at an Ordinary Meeting held on 28 of September 2016.

Dated \_\_\_\_\_

The Common Seal of the )  
Shire of Lake Grace was )  
affixed by authority of a )  
resolution of the Council in )  
the presence of — )

\_\_\_\_\_  
Cr Jeanette De Landgraft  
President

\_\_\_\_\_  
Denise Gobbart  
Chief Executive Officer

Consented to \_\_\_\_\_  
**EXECUTIVE DIRECTOR  
PUBLIC HEALTH**

dated this 9 day of November 2016.

# Shire of Lake Grace



## STANDING ORDERS LOCAL LAW 2015

June 2016

**HISTORY: *Shire of Lake Grace Standing Orders Local Law***

<b>Date:</b>	<b>Detail: (i.e. Adoption and Gazettal of the Local Law)</b>
25 November 1998	Council adopted the Standing Orders Local Law (as published in the Govt Gazette 3 April 1998)
16 March 1999	Shire of Lake Grace Standing Orders Local Law gazetted (January 1983 Local Law repealed)
18 November 2015	Council adopted the Standing Orders Local Law 2015
21 June 2016	Standing Orders Local Law 2015 gazetted (March 1999 Local Law repealed)

**DOCUMENT CONTROL: *Standing Orders Local Law 2015***

<b>Version:</b>	<b>Local Law Document for Publishing</b>
June 2016	Standing Orders Local Law 2015

**Shire of Lake Grace**  
**Standing Orders Local Law 2015**

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## LOCAL GOVERNMENT ACT 1995

### SHIRE OF LAKE GRACE

#### STANDING ORDERS LOCAL LAW 2015

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Lake Grace resolved on the 18 November 2015 to make the following local law.

#### PART 1—PRELIMINARY

##### 1.1 Citation

This local law is the *Shire of Lake Grace Standing Orders Local Law 2015*.

##### 1.2 Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

##### 1.3 Application

All meetings of the Council, Committees and electors are to be conducted in accordance with the Act, the Regulations and this local law.

##### 1.4 Repeal

The *Shire of Lake Grace Standing Orders Local Law 1998* published in the *Government Gazette* on 16 March 1999 is repealed.

##### 1.5 Interpretation

(1) In these this local law, unless the contrary intention appears:

*Act* means the *Local Government Act 1995*;

*absolute majority* has the same meaning as given to it in the Act;

*CEO* means the Chief Executive Officer of the local government;

*Committee* means a Committee of the Council established under the Act;

*Council* means the Council of the local government;

*Councillor* has the same meaning as is given to it in the Act;

*deputation* means a verbal submission at a Council or Committee meeting on an agenda item made by a person who has a direct interest in the agenda item;

*employee* means an employee of the local government;

*implement* in relation to a decision, includes—



- (a) communicate notice of the decision to a person affected by, or with an interest in, the decision; and
- (b) take other action to give effect to the decision;

**local government** means the Shire of Lake Grace;

**member**

- (a) in relation to the Council means the President or a Councillor; and
- (b) in relation to a Committee, means a member of the Committee;

**Minister** means the Minister responsible for administering the Act;

**motion** means a proposition presented to the Council for its deliberation;

**President** means the President of the local government;

**Presiding Member** means

- (a) in respect of the Council, the Presiding Member in accordance with the Act;  
and
- (b) in respect of a Committee, the Presiding Member in accordance with the Act;

**Regulations** means a reference the *Local Government (Administration) Regulations 1996*;

**simple majority** means more than 50% of members present and voting.

**substantive motion** means an original motion or an original motion as amended, but does not include an amendment or a procedural motion;

**urgent business** means business dealt with in accordance with clause 3.10.

- (2) Unless otherwise defined, the terms used in this local law have the meaning given to them in the Act and the Regulations.

## PART 2–CALLING MEETINGS

### 2.1 Ordinary and special Council meetings

- (1) Ordinary and special Council meetings are dealt with in the Act.
- (2) An ordinary meeting of the Council held on a monthly basis or otherwise as determined by the Council, is for the purpose of considering and dealing with the ordinary business of the Council.
- (3) A special meeting of the Council is held for the purpose of considering and dealing with Council business that is urgent, complex in nature, for a particular purpose or confidential.

### 2.2 Calling Council meetings

The calling of Council meetings is dealt with in the Act.

### **2.3 Convening Council meetings**

The convening of Council meetings is dealt with in the Act.

### **2.4 Calling Committee meetings**

The CEO is to call a meeting of any Committee when requested to do so verbally or in writing by—

- (a) the President or the Presiding Member of a Committee; or
- (b) any two members of the Committee; or
- (c) if so decided by the Council.

### **2.5 Public notice of meeting**

Public notice of meetings is dealt with in the Regulations.

### **2.6 Production of documents**

- (1) In this clause the term “document” means a deed, book, report, paper or any other written material whatsoever or any other recorded or stored information.
- (2) Upon the request of a member, made at least 8 hours before a meeting, the CEO is to make available by the commencement of the meeting, any document of the local government that relates to an item on the agenda for the meeting.
- (3) Any document requested may be made available in the Council Chamber or in a place to which members have reasonable access within the Council’s administration building.
- (4) Notwithstanding subclause (1), (2) and (3), if the CEO considers that any document requested is confidential, the CEO may make it available in any circumstances necessary to protect the integrity of that document.

### **2.7 Conference of Committees**

Any two or more Committees may confer together by mutual agreement on any matter of joint interest.

## **PART 3–BUSINESS OF THE MEETING**

### **3.1 Business to be specified in the agenda**

- (1) No business is to be transacted at any ordinary meeting of the Council other than that specified in the agenda, without the approval of the Presiding Member or a decision of the Council or Committee.
- (2) No business is to be transacted at a special meeting of the Council other than that given in the notice as the purpose of the meeting.

- (3) No business is to be transacted at a Committee meeting other than that specified in the agenda of the meeting, without the approval of the Presiding Member or a decision of the Committee.
- (4) No business is to be transacted at an adjourned meeting of the Council or a Committee other than that–
  - (a) specified in the agenda of the meeting which had been adjourned; and
  - (b) which remains unresolved,except in the case of an adjournment to the next ordinary meeting of the Council or the Committee, when the business unresolved at the adjourned meeting is to have precedence at that ordinary meeting.

### **3.2 Order of business**

- (1) Unless otherwise decided by the Council the order of business at any ordinary meeting of the Council is to be as follows–
  1. Declaration of opening/Announcement of visitors
  2. Disclaimer reading
  3. Record of attendance/Apologies/Leave of Absence (previously approved)
  4. Response to previous public questions taken on notice
  5. Public question time
  6. Petitions/Deputations/Presentations
  7. Notations of interest
  8. Applications for leave of absence
  9. Announcements by the Presiding Member without discussion
  10. Confirmation of minutes
  11. Motions of which previous notice has been given
  12. Urgent business approved by the Presiding Member or by decision of Council
  13. Reports of Committees
  14. Reports of officers
  15. Questions of which due notice has been given
  16. Information bulletin
  17. Confidential items
  18. Date of next meeting
  19. Closure.
- (2) Unless otherwise decided by the members present, the order of business at any special meeting of the Council or at a Committee meeting is to be the order in which that business stands in the agenda of the meeting.
- (3) Notwithstanding subclauses (1) and (2) in the order of business for any meeting of the Council or a Committee, the provisions of the Act and Regulations relating to the time at which public question time is to be held are to be observed.
- (4) Notwithstanding subclause (1), the CEO may include on the agenda of a Council or Committee meeting in an appropriate place within the order of business any matter which must be decided, or which he or she considers is appropriately decided, by that meeting.

### **3.3 Public question time**

- (1) Procedures for public question time are dealt with in the Act and Regulations.
- (2) A member of the public who raises a question during question time is to state his or her name and address.
- (3) Questions asked by members of the public are not to be accompanied by any statement reflecting adversely upon any member or employee.

### **3.4 Petitions**

- (1) A petition, in order to be effective, is to—
  - (a) be addressed to the President;
  - (b) be made by electors of the district;
  - (c) state the request on each page of the petition;
  - (d) contain the names, addresses and signatures of the electors making the request, and the date each elector signed;
  - (e) contain a summary of the reasons for the request;
  - (f) state the name of the person upon whom, and an address at which, notice to the petitioners can be given;
  - (g) be in the form prescribed by the Act and *Local Government (Constitution) Regulations 1998* if it is—
    - (i) a proposal to change the method of filling the office of President; or
    - (ii) a submission about changes to wards, the name of a district or ward or the number of Councillors for a district or ward.
- (2) Following the presentation of a petition a member may move that the Council receive the petition and refer it to an appropriate Committee for consideration.

### **3.5 Confirmation of minutes**

- (1) When minutes of a meeting are submitted to an ordinary meeting of the Council or Committee for confirmation, if a member is dissatisfied with the accuracy of the minutes, then he or she is to—
  - (a) state the item or items with which he or she is dissatisfied; and
  - (b) propose a motion clearly outlining the alternative wording to amend the minutes.
- (2) Discussion of any minutes, other than discussion as to their accuracy as a record of the proceedings, is not permitted.

### **3.6 Announcements by the Presiding Member without discussion**

- (1) At any meeting of the Council or a Committee the Presiding Member may announce or raise any matter of interest or relevance to the business of the Council or Committee, or propose a change to the order of business.
- (2) Any member may move that a change in order of business proposed by the Presiding Member not be accepted and if carried by a majority of members present, the proposed change in order is not to take place.

### **3.7 Matters for which meeting may be closed to members of the public**

For the convenience of members of the public, the Council or Committee may identify by decision any matter on the agenda of the meeting requiring confidential consideration and that matter is to be deferred for consideration as the last item of the meeting.

### **3.8 Motions of which previous notice has been given**

- (1) Unless the Act, Regulations or this local law otherwise provide, a member may raise at a meeting such business as he or she considers appropriate, in the form of a motion, of which notice has been given in writing to the CEO and which has been included in the agenda.
- (2) A notice of motion under subclause (1) is to be given at least 7 clear working days before the meeting at which the motion is moved.
- (3) A notice of motion is to relate to the good government of persons in the district.
- (4) The CEO–
  - (a) with the concurrence of the President, may exclude from the agenda any notice of motion deemed to be out of order or likely to involve, a breach of this local law or any other written law; or
  - (b) may after consultation with the member who gave notice of the motion make such amendments to the form but not the substance thereof as will bring the notice of motion into due form; and
  - (c) may under his or her name provide relevant and material facts and circumstances pertaining to the notice of motion on such matters as policy, budget and law.
- (5) A motion of which notice has been given is to lapse unless–
  - (a) the member who gave notice thereof, or some other member authorised by him or her in writing moves the motion when called on; or
  - (b) the Council on a motion agrees to defer consideration of the motion to a later stage or date.
- (6) If a notice of motion is given and lapses in the circumstances referred to in subclause (5)(a), notice of motion in the same terms or the same effect is not to be given again for at least 3 months from the date of such lapse.

### **3.9 Questions by members of which due notice has been given.**

- (1) A question on notice is to be given by a member in writing to the CEO at least 4 clear working days before the meeting at which it is raised.
- (2) If the question referred to in subclause (1) is in order, the answer is, so far as is practicable, to be included in written form in the agenda of the meeting, or otherwise tabled at that meeting.
- (3) Every question and answer is to be submitted as briefly and concisely as possible and no discussion is to be allowed thereon, unless with the consent of the Presiding Member.

### **3.10 Urgent business approved by the Presiding Member or by decision**

- (1) Subject to subclauses (2) and (3), in cases of extreme urgency or other special circumstance, matters may, with the consent of the Presiding Member, or by decision of the members present, be raised without notice and decided by the meeting.
- (2) Before a matter may be raised under subclause (1) the Presiding Member or a member otherwise seeking to raise the matter is to state why the matter is considered to be of extreme urgency or other special circumstance.
- (3) If a member of the Council or Committee as the case requires, objects to a matter being raised without notice, any decision of the Council or Committee in regard to that matter does not have effect unless it has been made by an absolute majority.

### **3.11 Deputations**

- (1) A deputation wishing to be received by the Council or a Committee is to apply in writing to the CEO who is to forward the written request to the President, or the Presiding Member as the case may be.
- (2) The President, if the request is to attend a Council meeting, or the Presiding Member of the Committee, if the request is to attend a meeting of a Committee, may either approve the request, in which event the CEO is to invite the deputation to attend a meeting of the Council or Committee as the case may be, or may instruct the CEO to refer the request to the Council or Committee to decide by simple majority whether or not to receive the deputation.
- (3) A deputation invited to attend a Council or Committee meeting–
  - (a) is not to exceed 3 persons, all of whom may address or respond to specific questions from the members of the Council or Committee; and
  - (b) is not to address the Council or Committee for a period exceeding 15 minutes without the agreement of the Council or the Committee as the case requires.
- (4) Any matter which is the subject of a deputation to the Council or a Committee is not to be decided by the Council or that Committee until the deputation has completed its presentation.

### **3.12 Attending Committee meetings as an observer**

- (1) The President or a Councillor may attend any meeting of a Committee as an observer, even if the President or Councillor is not a member of that Committee.
- (2) A deputy to a member of a Committee appointed under clause 17.2 may attend a meeting of that Committee as an observer, even if the deputy is not acting in the capacity of the member.
- (3) The President or Councillor in the case of subclause (1), or deputy to a member attending a Committee meeting as an observer in the case of subclause (2) may, with the consent of the Presiding Member, speak, but cannot vote on any motion before the Committee.

## **PART 4—PUBLIC ACCESS TO AGENDA MATERIAL**

### **4.1 Inspection entitlement**

Members of the public have access to agenda material in the terms set out in the Regulations.

### **4.2 Confidentiality of information withheld**

- (1) Information withheld by the CEO from members of the public under the Regulations, is to be—
  - (a) identified in the agenda of a Council or Committee meeting under the item “Matters for which meeting may be closed to members of the public”; and
  - (b) marked “confidential” in the agenda; and
  - (c) kept confidential by members and employees until the Council or Committee resolves otherwise.
- (2) A member or an employee who has—
  - (a) confidential information under subclause (1); or
  - (b) information that is provided or disclosed for the purposes of or during a meeting, or part of a meeting, that is closed to the public,is not to disclose such information to any person other than a member or an employee to the extent necessary for the purpose of carrying out his or her duties.
- (3) Subclause (2) does not prevent a member or employee from disclosing information—
  - (a) at a closed meeting;
  - (b) to the extent specified by the Council and subject to such other conditions as the Council determines;
  - (c) that is already in the public domain;
  - (d) to an officer of the Department;
  - (e) to the Minister;
  - (f) to a legal practitioner for the purpose of obtaining legal advice; or
  - (g) if the disclosure is required or permitted by law.

**Penalty:** \$1,000

### **4.3 Media attendance**

Media persons are to be permitted to attend meetings of the Council or Committees that are open to the public, in such part of the Council Chamber or meeting room as may be set aside for their accommodation, but must withdraw during any period when the meeting is closed to the public.

### **4.4 Distinguished visitors**

If a distinguished visitor is present at a meeting of the Council or a Committee, the Presiding Member may –

- (a) invite the person to sit beside the Presiding Member or at the meeting table;
- (b) acknowledge the presence of the distinguished visitor at an appropriate time during the meeting;
- (c) direct that the presence of the distinguished visitor be recorded in the minutes.

## **PART 5–DISCLOSURE OF INTERESTS**

### **5.1 Disclosure of interests**

Disclosure of interests is dealt with in the Act.

## **PART 6–QUORUM**

### **6.1 Quorum for meetings**

The quorum for meetings is dealt with in the Act.

### **6.2 Loss of quorum during a meeting**

- (1) If at any time during the course of a meeting of the Council or a Committee a quorum is not present–
  - (a) in relation to a particular matter because of a member or members leaving the meeting after disclosing a financial interest, the matter is adjourned until either–
    - (i) a quorum is present to decide the matter; or
    - (ii) the Minister allows a disclosing member or members to preside at the meeting or to participate in discussions or the decision making procedures relating to the matter under the Act; or
  - (b) because of a member or members leaving the meeting for reasons other than disclosure of a financial interest, the Presiding Member is to suspend the proceedings of the meeting for a period of ten minutes, and if a quorum is not present at the end of that time, the meeting is deemed to have been adjourned and the Presiding Member is to reschedule it to some future time or date having regard to the period of notice which needs to be given under the Act, Regulations, or this local law when calling a meeting of that type.
- (2) Where debate on a motion is interrupted by an adjournment under subclause (1)(b)–
  - (a) the debate is to be resumed at the next meeting at the point where it was so interrupted; and
  - (b) in the case of a Council meeting.
    - (i) the names of members who have spoken on the matter prior to the adjournment are to be recorded in the minutes; and
    - (ii) the provisions of clause 9.5 of this local law apply when the debate is resumed.

## **PART 7–KEEPING OF MINUTES**

### **7.1 Content of minutes**

The content of minutes is dealt with in the Regulations.



## **7.2 Preservation of minutes**

Minutes including the agenda of each Council and Committee meeting are to be kept as a permanent record of the activities of the local government and are to be transferred to the Public Records Office, being a directorate of the Library and Information Service of Western Australia, in accordance with the retention and disposal policy determined by that office from time to time.

## **PART 8—CONDUCT OF PERSONS AT COUNCIL AND COMMITTEE MEETINGS**

### **8.1 Official titles to be used**

Members of the Council are to speak of each other in the Council or Committee by their respective titles of President or Councillor. Members of the Council, in speaking of or addressing employees, are to designate them by their respective official titles.

### **8.2 Members to occupy own seats**

- (1) At the first meeting held after each election day, the CEO is to allot by random draw, a position at the Council table to each Member.
- (2) Each Member is to occupy his or her allotted position at each Council meeting.

### **8.3 Leaving meetings**

During the course of a meeting of the Council or a Committee no member is to enter or leave the meeting without first advising the Presiding Member, in order to facilitate the recording in the minutes of the time of entry or departure.

### **8.4 Adverse reflection**

No member of the Council or a Committee is to use offensive or objectionable expressions in reference to any member, employee of the Council, or any other person.

**Penalty:** \$1,000

### **8.5 Recording of proceedings**

- (1) No person is to use any electronic, visual or audio recording device or instrument to record the proceedings of the Council or a Committee without the written permission of the Council.
- (2) Subclause (1) does not apply if the record is taken by or at the direction of the CEO, with the permission of the Council or Committee.
- (3) If a member of the Council or Committee specifically requests, immediately after their use, that any particular words used by a member be recorded in the minutes, the Presiding Member is to cause the words used to be taken down and read to the meeting for verification and to then be recorded in the minutes.

## **8.6 Prevention of disturbance**

- (1) Any member of the public addressing the Council or a Committee is to extend due courtesy and respect to the Council or Committee and the processes under which they operate and must take direction from the Presiding Member whenever called upon to do so.

**Penalty:** \$1,000

- (2) No person observing a meeting, is to create a disturbance at a meeting, by interrupting or interfering with the proceedings, whether by expressing approval or dissent, by conversing or by any other means.

**Penalty:** \$1,000

## **8.7 Protection of employees**

- (1) For the purpose of this clause, “complaint” means any expression of censure or dissatisfaction raised with the object, whether expressed or implied, of having remedial or disciplinary action taken against the employee concerned.
- (2) If at a meeting of the Council or a Committee, a complaint is received from a member of the Council or any other person about the ability, character or integrity of any employee or of any act or omission of an employee, and the person making the complaint has provided or is prepared to provide details of the complaint in writing and sign the complaint, the Council or Committee may–
  - (a) if the complaint is about the CEO, direct the signed written complaint to the President who is to refer the complaint to the Committee deemed most appropriate by the President to investigate and report upon the matter; or
  - (b) if the complaint is about any other employee, refer the signed written complaint to the CEO, who is to investigate the matter and report any action taken by him or her to the Council or Committee.
- (3) Where a complaint is received by the Council or a Committee and becomes the subject of an investigation and report under subclause (2), the employee about whom the complaint is made, is to be given the opportunity to answer the complaint in writing.

## **PART 9–CONDUCT OF MEMBERS DURING DEBATE**

### **9.1 Members to rise**

Every member of the Council wishing to speak is to indicate by show of hands or other method agreed upon by the Council. When invited by the Presiding Member to speak, members may rise and address the Council through the Presiding Member.

## **9.2 Priority**

In the event of two or more members of the Council or a Committee wishing to speak at the same time, the Presiding Member is to decide which member is entitled to be heard first. The decision is not open to discussion or dissent.

## **9.3 The Presiding Member to take part in debates**

Unless otherwise prohibited by the Act, and subject to compliance with procedures for the debate of motions contained in this local law, the Presiding Member may take part in a discussion of any matter before the Council or Committee as the case may be.

## **9.4 Relevance**

Every member of the Council or a Committee is to restrict his or her remarks to the motion or amendment under discussion, or to a personal explanation or point of order.

## **9.5 Limitation of number of speeches**

No member of the Council is to address the Council more than once on any motion or amendment before the Council unless they are, the mover of a substantive motion in reply, raising a point of order or making a personal explanation.

## **9.6 Duration of speeches**

All addresses are to be limited to a maximum of 5 minutes. Extension of time is permissible only with the agreement of a simple majority of members present, which is to be given without debate.

## **9.7 Members not to speak after conclusion of debate**

No member of the Council or a Committee is to speak to any question after it has been put by the Presiding Member.

## **9.8 Members not to interrupt**

No member of the Council or a Committee is to interrupt another member of the Council or Committee whilst speaking unless–

- (a) to raise a point of order;
- (b) to call attention to the absence of a quorum;
- (c) to make a personal explanation under clause 10.17; or
- (d) to move a motion under clause 11(1)(e).

## **9.9 Re-opening discussion on decisions**

No member of the Council or a Committee is to re-open discussion on any decision of the Council or Committee, except for the purpose of moving that the decision be revoked or changed.

## **PART 10–PROCEDURES FOR DEBATE OF MOTIONS**

### **10.1 Permissible motions on report recommendations**

A recommendation contained in a report to Council may be adopted without amendment or modification, failing which, it may be–

- (a) rejected by the Council and replaced by an alternative decision; or
- (b) amended or modified and adopted with such amendment or modification; or
- (c) referred back to a Committee or Council for further consideration.

### **10.2 Motions to be stated**

Any member of the Council or a Committee who moves a substantive motion or amendment to a substantive motion is to state the substance of the motion before speaking to it.

### **10.3 Motions to be supported**

No motion or amendment to a substantive motion is open to debate until it has been seconded, or, in the case of a motion to revoke or change the decision made at a Council or a Committee meeting, unless the motion has the support required under the Regulations.

### **10.4 Unopposed business**

- (1) Upon a motion being moved and seconded, the Presiding Member may ask the meeting if any member opposes it.
- (2) If no member signifies opposition to the motion the Presiding Member may declare the motion in subclause (1) carried without debate and without taking a vote on it.
- (3) A motion carried under subclause (2) is to be recorded in the minutes as a unanimous decision of the Council or Committee.
- (4) If a member signifies opposition to a motion the motion is to be dealt with according to this Part.
- (5) This clause does not apply to any motion or decision to revoke or change a decision which has been made at a Council or Committee meeting.

### **10.5 Only one substantive motion considered**

When a substantive motion is under debate at any meeting of the Council or a Committee, no further substantive motion is to be accepted.

### **10.6 Breaking down of complex questions**

The Presiding Member may order a complex question to be broken down and put in the form of several motions, which are to be put in sequence.

### **10.7 Order of call in debate**

The Presiding Member is to call speakers to a substantive motion in the following order–

- (a) The mover to state the motion;
- (b) A seconder to the motion;
- (c) The mover to speak to the motion;
- (d) The seconder to speak to the motion;
- (e) A speaker against the motion;
- (f) A speaker for the motion;
- (g) Other speakers against and for the motion, alternating in view, if any; and
- (h) Mover takes right of reply which closes debate.

### **10.8 Limit of debate**

The Presiding Member may offer the right of reply and put the motion to the vote if he or she believes sufficient discussion has taken place even though all members may not have spoken.

### **10.9 Member may require questions to be read**

Any member may require the question or matter under discussion to be read at any time during a debate, but not so as to interrupt any other member whilst speaking.

### **10.10 Consent of seconder required to accept alteration of wording**

The mover of a substantive motion may not alter the wording of the motion without the consent of the seconder.

### **10.11 Order of amendments**

Any number of amendments may be proposed to a motion, but when an amendment is moved to a substantive motion, no second or subsequent amendment is to be moved or considered until the first amendment has been withdrawn or lost.

### **10.12 Amendments must not negate original motion**

No amendment to a motion can be moved which negates the original motion or the intent of the original motion.

### **10.13 Mover of motion may speak on amendment**

Any Member may speak during debate on an amendment.

### **10.14 Substantive motion**

If an amendment to a substantive motion is carried, the motion as amended then becomes the substantive motion, on which any member may speak and any further amendment may be moved (subject to 10.12).

### **10.15 Withdrawal of motion or amendments**

Council or a Committee may, without debate, grant leave to withdraw a motion or amendment upon request of the mover of the motion or amendment and with the approval of the seconder provided that there is no voice expressed to the contrary view by any member, in which case discussion on the motion or amendment is to continue.

### **10.16 Limitation of withdrawal**

Where an amendment has been proposed to a substantive motion, the substantive motion is not to be withdrawn, except by consent of the majority of members present, until the amendment proposed has been withdrawn or lost.

### **10.17 Personal explanation**

No member is to speak at any meeting of the Council or a Committee, except upon the matter before the Council or Committee, unless it is to make a personal explanation. Any member of the Council or Committee who is permitted to speak under these circumstances is to confine the observations to a succinct statement relating to a specific part of the former speech which may have been misunderstood. When a member of the Council or Committee rises to explain, no reference is to be made to matters unnecessary for that purpose.

### **10.18 Personal explanation—when heard**

A member of the Council or a Committee wishing to make a personal explanation of matters referred to by any member of the Council or Committee then speaking, is entitled to be heard immediately, if the member of the Council or Committee then speaking consents at the time, but if the member of the Council or Committee who is speaking declines to give way, the explanation is to be offered at the conclusion of that speech.

### **10.19 Ruling on questions of personal explanation**

The ruling of the Presiding Member on the admissibility of a personal explanation is final unless a motion of dissent with the ruling is moved before any other business proceeds.

### **10.20 Right of reply**

- (1) The mover of a substantive motion has the right of reply. After the mover of the substantive motion has commenced the reply, no other member is to speak on the question.
- (2) The right of reply is to be confined to rebutting arguments raised by previous speakers and no new matter is to be introduced.

### **10.21 Right of reply provisions**

The right of reply is governed by the following provisions—

- (a) if no amendment is moved to the substantive motion, the mover may reply at the conclusion of the discussion on the motion;

- (b) if an amendment is moved to the substantive motion, the mover of the substantive motion is to take the right of reply subject to 10.12, at the conclusion of the vote on any amendments;
- (c) the mover of any amendment does not have a right of reply; and,
- (d) once the right of reply has been taken, there can be no further discussion, nor any other amendment and the original motion or the original motion as amended is immediately put to the vote.

## **PART 11–PROCEDURAL MOTIONS**

### **11.1 Permissible procedural motions**

In addition to proposing a properly worded amendment to a substantive motion, it is permissible for a member to move the following procedural motions:

- (a) that the Council or Committee proceed to the next business;
- (b) that the question be adjourned;
- (c) that the Council or Committee now adjourn;
- (d) that the question be now put;
- (e) that the member be no longer heard;
- (f) that the ruling of the Presiding Member be disagreed with; and
- (g) that the Council or Committee meet behind closed doors, if the meeting or part of the meeting to which the motion relates is a matter in respect of which the meeting may be closed to members of the public under the Act.

### **11.2 No debate on procedural motions**

- (1) The mover of a motion stated in each of paragraphs (a), (b), (c), (f) and (g) of clause 11.1 may speak to the motion for not more than five minutes, the seconder is not to speak other than to formally second the motion, and there is to be no debate on the motion.
- (2) The mover of a motion stated in each of paragraphs (d) and (e) of Clause 11.1 may not speak to the motion, the seconder is not to speak other than to formally second the motion, and there is to be no debate on the motion.

### **11.3 Procedural motions - closing debate - who may move**

No person who has moved, seconded, or spoken for or against the substantive motion, or any amendment may move any procedural motion which, if carried, would close the debate on the substantive motion or amendment.

### **11.4 Procedural motions - right of reply on substantive motion**

The carrying of a procedural motion which closes debate on the substantive motion or amendment and forces a decision on the substantive motion or amendment does not deny the right of reply to the mover of the substantive motion.

## **PART 12–EFFECT OF PROCEDURAL MOTIONS**

### **12.1 Council or Committee to proceed to the next business–effect of motion**

The motion “that the Council or Committee proceed to the next business”, if carried, causes the debate to cease immediately and for the Council or Committee to move to the next business of the meeting. No decision will be made on the substantive motion being discussed, nor is there any requirement for the matter to be again raised for consideration.

### **12.2 Question to be adjourned–effect of motion**

- (1) The motion “that the question be adjourned”, if carried, causes all debate on the substantive motion or amendment to cease but to continue at a time stated in the motion.
- (2) If the motion is carried at a meeting of the Council–
  - (a) the names of members who have spoken on the matter are to be recorded in the minutes; and
  - (b) the provisions of clause 9.5 apply when the debate is resumed.

### **12.3 Council or Committee to now adjourn–effect of motion**

- (1) The motion “that the Council or Committee now adjourn”, if carried, causes the meeting to stand adjourned until it is re-opened at which time the meeting continues from the point at which it was adjourned, unless the Presiding Member or a simple majority of members upon vote, determine otherwise.
- (2) Where debate on a motion is interrupted by an adjournment under subclause (1)–
  - (a) the debate is to be resumed at the next meeting at the point where it was so interrupted; and
  - (b) in the case of a Council meeting–
    - (i) the names of members who have spoken on the matter prior to the adjournment are to be recorded in the minutes; and
    - (ii) the provisions of clause 9.5 apply when the debate is resumed.

### **12.4 Question to be put–effect of motion**

- (1) The motion “that the question be now put”, if carried during discussion of a substantive motion without amendment, causes the Presiding Member to offer the right of reply and then immediately put the matter under consideration without further debate.
- (2) This motion, if carried during discussion of an amendment, causes the Presiding Member to put the amendment to the vote without further debate.
- (3) This motion, if lost, causes debate to continue.



### **12.5 Member to be no longer heard–effect of motion**

The motion “that the member be no longer heard”, if carried, causes the Presiding Member to not allow the speaker against whom the motion has been moved to speak to the current substantive motion or any amendment relating to it, except to exercise the right of reply if the person is the mover of the substantive motion.

### **12.6 Ruling of the Presiding Member disagreed with–effect of motion**

The motion “that the ruling of the Presiding Member be disagreed with”, if carried, causes the ruling of the Presiding Member about which this motion was moved, to have no effect and for the meeting to proceed accordingly.

### **12.7 Council or Committee to meet behind closed doors–effect of motion**

- (1) Subject to any deferral under clause 3.7 or other decision of the Council or Committee, this motion, if carried, causes the general public and any officer or employee the Council or Committee determines, to leave the room.
- (2) While a decision made under this clause is in force the operation of clause 9.5 limiting the number of speeches a member of the Council may make, is suspended unless the Council decides otherwise.
- (3) Upon the public again being admitted to the meeting, the Presiding Member, unless the Council or Committee decides otherwise, is to cause the motions passed by the Council or Committee whilst it was proceeding behind closed doors to be read out including the vote of a member or members to be recorded in the minutes in accordance with the Act.
- (4) A person who is a Council member, a Committee member, or an employee is not to publish, or make public any of the discussion taking place on a matter discussed behind closed doors, but this prohibition does not extend to the actual decision made as a result of such discussion and other information properly recorded in the minutes.

**Penalty:** \$1,000

## **PART 13–MAKING DECISIONS**

### **13.1 Question–when put**

When the debate upon any question is concluded and the right of reply has been exercised the Presiding Member shall immediately put the question to the Council or the Committee, and, if so desired by any member of the Council or Committee, shall again state it.

### **13.2 Question–method of putting**

If a decision of the Council or a Committee is unclear or in doubt, the Presiding Member shall put the motion or amendment as often as necessary to determine the decision from a show of hands or other method agreed upon so that no voter’s vote is secret, before declaring the decision.

## **PART 14–IMPLEMENTING DECISIONS**

### **14.1 Implementation of a decision**

- (1) If a notice of motion to revoke or change a decision of the Council or a Committee is received before any action has been taken to implement that decision, then no steps are to be taken to implement or give effect to that decision until such time as the motion of revocation or change has been dealt with, except that–
  - (a) if a notice of motion to revoke or change a decision of the Council or a Committee is given during the same meeting at which the decision was made, the notice of motion is of no effect unless the number of members required to support the motion under the Regulations indicate their support for the notice of motion at that meeting; and
  - (b) if a notice of motion to revoke or change a decision of the Council or a Committee is received after the closure of the meeting at which the decision was made, implementation of the decision is not to be withheld unless the notice of motion has the support in writing, of the number of members required to support the motion under the Regulations.
- (2) Implementation of a decision is only to be withheld under subclause (1) if the effect of the change proposed in a notice of motion would be that the decision would be revoked or would become substantially different.
- (3) The Council or a Committee shall not vote on a motion to revoke or change a decision of the Council or Committee whether the motion of revocation or change is moved with or without notice, if at the time the motion is moved or notice is given–
  - (a) action has been taken to implement the decision; or
  - (b) where the decision concerns the issue of an approval or the authorisation of a licence, permit or certificate, and where that approval or authorisation of a licence, permit or certificate has been put into effect by the Council in writing to the applicant or the applicant’s agent by an employee of the Council authorised to do so; without having considered a statement of impact prepared by or at the direction of the CEO of the legal and financial consequences of the proposed revocation or change.

## **PART 15–PRESERVING ORDER**

### **15.1 The Presiding Member to preserve order**

The Presiding Member is to preserve order, and may call any member or other person in attendance to order, whenever, in his or her opinion, there is cause for so doing.

### **15.2 Demand for withdrawal**

A member at a meeting of the Council or a Committee may be required by the Presiding Member, or by a decision of the Council or Committee, to apologise and unreservedly withdraw any expression which is considered to reflect offensively on another member or an employee, and if the member declines or neglects to do so, the Presiding Member may refuse to hear the member further upon the matter then under discussion and call upon the next speaker.

### **15.3 Points of order–when to raise–procedure**

- (1) Upon a matter of order arising during the progress of a debate, any member may raise a point of order including interrupting the speaker.
- (2) Any member, who is speaking when a point of order is raised, is to immediately stop speaking and be seated while the Presiding Member listens to the point of order.
- (3) A member raising a point of order is to specify one of the grounds of the breach of order before speaking further on the matter.
- (4) A member who is expressing a difference of opinion or contradicting a speaker is not to be taken as raising a point of order.

### **15.4 Points of order–when valid**

The following are to be recognised as valid points of order–

- (a) that the discussion is of a matter not before the Council or Committee;
- (b) that offensive or insulting language is being used;
- (c) drawing attention to the violation of any written law, or policy of the local government, provided that the member making the point of order states the written law or policy believed to be breached.

### **15.5 Points of order–ruling**

- (1) The Presiding Member is to give a decision on any point of order which is raised by either upholding or rejecting the point of order.
- (2) If a member persists in any conduct that the Presiding Member had ruled out of order under this clause, the Presiding Member may direct the member to refrain from taking part in the debate of that item, other than by voting and the member must comply with that direction.

**Penalty:** \$1,000

### **15.6 Points of order–ruling conclusive, unless dissent motion is moved**

The ruling of the Presiding Member upon any question of order is final, unless a majority of the members support a motion of dissent with the ruling.

### **15.7 Points of order take precedence**

Notwithstanding anything contained in this local law to the contrary, all points of order take precedence over any other discussion and until decided, suspend the consideration and decision of every other matter.

### **15.8 Precedence of Presiding Member**

- (1) When the Presiding Member rises during the progress of a debate, any member of the Council or Committee then speaking, or offering to speak, is to immediately sit down and every member of the Council or Committee present shall preserve strict silence so that the Presiding Member may be heard without interruption.

**Penalty:** \$500

- (2) Subclause (1) is not to be used by the Presiding Member to exercise the right provided in clause 9.3, but to preserve order.

### **15.9 Right of the Presiding Member to adjourn without explanation to regain order**

- (a) If a meeting ceases to operate in an orderly manner, the Presiding Member may use discretion to adjourn the meeting for a period of up to 15 minutes without explanation, for the purpose of regaining order.
- (b) Upon resumption, debate is to continue at the point at which the meeting was adjourned.
- (c) If, at any one meeting, the Presiding Member has cause to further adjourn the meeting, such adjournment may be to a later time on the same day or to any other day.
- (d) Where debate of a motion is interrupted by an adjournment under subclause (a), in the case of a Council meeting–
  - (i) the names of members who have spoken in the matter prior to the adjournment are to be recorded; and
  - (ii) the provisions of clause 9.5 apply when the debate is resumed.

## **PART 16–ADJOURNMENT OF MEETING**

### **16.1 Meeting may be adjourned**

The Council or a Committee may decide to adjourn any meeting to a later time on the same day, or to any other day.

### **16.2 Limit to moving adjournment**

No member is to move or second more than one motion of adjournment during the same sitting of the Council or Committee.

### **16.3 Unopposed business - motion for adjournment**

On a motion for the adjournment of the Council or Committee, the Presiding Member, before putting the motion, may seek leave of the Council or Committee to proceed to the transaction of unopposed business.

#### **16.4 Withdrawal of motion for adjournment**

A motion or an amendment relating to the adjournment of the Council or a Committee may be withdrawn by the mover, with the consent of the seconder, except that if any member objects to the withdrawal, debate of the motion is to continue.

#### **16.5 Time to which adjourned**

The time to which a meeting is adjourned for want of a quorum, by the Presiding Member to regain order, or by decision of the Council, may be to a specified hour on a particular day or to a time which coincides with the conclusion of another meeting or event on a particular day.

### **PART 17–COMMITTEES OF THE COUNCIL**

#### **17.1 Establishment and appointment of Committees**

A Committee is not to be established except on a motion setting out the proposed functions of the Committee and either–

- (a) the names of the Council members, employees and other persons to be appointed to the Committee; or
- (b) the number of Council members, employees and other persons to be appointed to the Committee and a provision that they be appointed by a separate motion.

#### **17.2 Appointment of deputy Committee members**

- (1) The Council may appoint one or more persons to be the deputy or deputies, as the case may be, to act on behalf of a member of a Committee whenever that member is unable to be present at a meeting thereof and where two or more deputies are so appointed they are to have seniority in the order determined by the Council.
- (2) Where a member of a Committee does not attend a meeting thereof a deputy of that member, selected according to seniority, is entitled to attend that meeting in place of the member and act for the member, and while so acting has all the powers of that member.

#### **17.3 Presentation of Committee reports**

When the report or recommendations of a Committee are placed before the Council, the adoption of recommendations of the Committee is to be moved by–

- (a) the Presiding Member of the Committee if the Presiding Member is a Council Member and is in attendance; or
- (b) a Council member who is a member of the Committee, if the Presiding Member of the Committee is not a Council member, or is absent; or
- (c) otherwise, by a Council member who is not a member of the Committee.

#### **17.4 Reports of Committees - questions**

Subject to clause 10.1, when a recommendation of any Committee is submitted for adoption by the Council, any member of the Council may direct questions directly relating to the recommendations through the Presiding Member to the Presiding Member or to any member of the Committee in attendance.

#### **17.5 This local law applies to Committees**

Where not otherwise specifically provided, this local law applies generally to the proceedings of Committees, except that the following do not apply to the meeting of a Committee–

- (a) Clause 8.2, in regard to seating;
- (b) Clause 9.1, in respect of the requirement to rise; and
- (c) Clause 9.5, limitation on the number of speeches.

### **PART 18–ADMINISTRATIVE MATTERS**

#### **18.1 Suspension of this local law**

- (1) The Council or a Committee may decide, by simple majority vote, to suspend temporarily one or more clauses of this local law.
- (2) The mover of a motion to suspend temporarily any one or more clauses of this local law is to state the clause or clauses to be suspended, and the purpose of the suspension.

#### **18.2 Cases not provided for in this local law**

The Presiding Member is to decide questions of order, procedure, debate, or otherwise in cases where this local law and the Act and Regulations are silent. The decision of the Presiding Member in these cases is final, except where a motion is moved and carried under clause 11.1(f).

### **PART 19–COMMON SEAL**

#### **19.1 The Council’s common seal**

- (1) The CEO is to have charge of the common seal of the local government, and is responsible for the safe custody and proper use of it.
- (2) The common seal of the local government may only be used on the authority of the Council given either generally or specifically and every document to which the seal is affixed must be signed by–
  - (a) the President and the CEO or an appropriate officer authorised;
  - (b) the Deputy President and the CEO or an appropriate officer authorised; or
  - (c) the CEO and an appropriate officer authorised.
- (3) The common seal of the local government is to be affixed to any local law which is made by the local government.

- (4) The CEO is to record in a register each date on which the common seal of the local government was affixed to a document, the nature of the document, and the parties to any agreement to which the common seal was affixed.
- (5) Any person who uses the common seal of the local government or a replica thereof without authority commits an offence. **Penalty:** \$1,000

**TRUST FUND**

Chq/EFT	Date	Description	Amount	Amount
1543	15/06/2023	Topdrive Drillers		-\$51.00
	15/06/2023	REFUND - STANDPIPE CARD BOND	\$51.00	
<b>TOTAL TRUST FUND</b>				<b>-\$51.00</b>

**MUNICIPAL FUND**

Chq/EFT	Date	Description	Amount	Amount
EFT25063	02/06/2023	AFGRI Equipment Australia		-\$3,255.02
	03/05/2023	2 x Mowing Head FixCut 31-2	\$117.00	
	17/05/2023	Spray Gun	\$171.00	
	29/05/2023	6500Hr Service - 2015 John Deere 770G Grader - LG.041	\$2,967.02	
EFT25064	02/06/2023	Anna Scheepers		-\$200.00
	20/05/2023	Contract - Cleaning of Varley Hall 08/05,12/05, 15/05 & 19/05/2023	\$200.00	
EFT25065	02/06/2023	Ascentive Pty Ltd		-\$7,513.55
	30/04/2023	Undertake Major Review of Shire of Lake Grace Strategic Community Plan - Claim 2	\$7,513.55	
EFT25066	02/06/2023	BGC Cement		-\$5,273.40
	29/05/2023	12 x 1 Tonne Bulker Bag Of GP Cement	\$5,273.40	
EFT25067	02/06/2023	BOC Gases Australia Limited		-\$12.95
	29/05/2023	Container Service: LG Pool - R400C oxygen medical C size	\$12.95	
EFT25068	02/06/2023	Beau Resources Pty Ltd		-\$132.14
	31/05/2023	Rates refund for assessment A6852 E70/06034 EXPLORATION LICENCE LAKE GRACE WA 6353	\$132.14	
EFT25069	02/06/2023	Best Office Systems		-\$3,856.94
	25/05/2023	Photocopier Charges May 23	\$3,856.94	
EFT25070	02/06/2023	Building and Energy Division Department of Mines, Industry Regulation and Safety		-\$1,337.46
	05/05/2023	BSL LG-B2223-15 Don Fleay, 10 Wattle Drive, Lake Grace	\$56.65	
	05/05/2023	BSL LG-B2223-16 Trevenen Building & Glass, 5 Banksia Place, Lake Grace	\$89.94	
	31/05/2023	BSL LG-B2223-17 - RSL Hall 24 Stubbs Street, Lake Grace	\$67.34	
	31/05/2023	BSL LG-B2223-18 Sportsmans Club, Lot 503 Stubbs Street, Lake Grace	\$185.54	
	31/05/2023	BSL LG-B2223-19 1033 Bidy Buniche Road, Buniche	\$937.99	
EFT25071	02/06/2023	Corsign WA		-\$2,035.00
	29/05/2023	Various Road Signs	\$2,035.00	
EFT25072	02/06/2023	ID Rent Pty Ltd		-\$4,702.50
	29/04/2023	Hire of Roller - 15 Days	\$4,702.50	
EFT25073	02/06/2023	JTAGZ PTY LTD		-\$160.60
	19/05/2023	Animal Tags - Yellow 75mm Wrap Strap #26001 - 26200	\$160.60	
EFT25074	02/06/2023	KIDSAFE WESTERN AUSTRALIA INC		-\$660.00
	26/05/2023	Playground Inspection - Lake Grace Rec Centre 27/04/2023	\$660.00	
EFT25075	02/06/2023	Lake Grace Plaza		-\$528.34
	24/05/2023	Cleaning Supplies - Lake Grace Public Buildings	\$493.90	
	24/05/2023	Lollies & Nuts for Council Meeting	\$34.44	
EFT25076	02/06/2023	Lake Grace Transport		-\$932.12
	25/05/2023	Freight	\$723.54	
	29/05/2023	Freight - Grader Parts	\$131.01	
	29/05/2023	Freight - Pool Chemicals	\$77.57	
EFT25077	02/06/2023	Lake Grace-Pingrup Football Club		-\$100.00
	29/05/2023	Number Plate Donation - 97LG	\$100.00	
EFT25078	02/06/2023	Lake King Agencies		-\$494.66
	22/05/2023	Cleaning Supplies - Lake King Public Toilets Cleaning	\$494.66	
EFT25079	02/06/2023	Local Government Professionals Australia WA Division		-\$50.00
	31/05/2023	Webinar - Centralised Registration System for Cats and Dogs 08/06/2023 - EA	\$50.00	
EFT25080	02/06/2023	Medelect		-\$290.95
	26/05/2023	Service & Repair Cryogun At Lake Grace Medical Centre	\$290.95	



EFT25081	02/06/2023	Michelle Slarke		<b>-\$10,890.00</b>
	24/05/2023	Interpretation Plan for AIM Hospital Museum - 50% on Completion	\$10,890.00	
EFT25082	02/06/2023	Moore Australia (WA) Pty Ltd		<b>-\$275.00</b>
	17/05/2023	2023 WALGA Tax Webinar - Series 1 - Getting Ready for Year End Reporting 02/06/2023- SFO	\$275.00	
EFT25083	02/06/2023	Mrs G's Catering		<b>-\$660.00</b>
	15/05/2023	Lunch for CEO Review & Budget Meeting 15/05/2023	\$186.00	
	26/05/2023	Catering for Council Meeting - 24/05/2023	\$474.00	
EFT25084	02/06/2023	Officeworks		<b>-\$769.82</b>
	22/05/2023	Various Stationery Items for Shire office, Visitor Centre & CESM	\$727.82	
	24/05/2023	Various Stationery Items for Visitor Centre	\$42.00	
EFT25085	02/06/2023	Pauley & Co		<b>-\$1,034.22</b>
	23/05/2023	Supply Metal Halide Globes x 2 & 1 x Igniter for Newdegate Hockey Field	\$1,034.22	
EFT25086	02/06/2023	Roamin Enterprises		<b>-\$28,352.50</b>
	04/05/2023	Fitzgerald Rd Slk 2. 46 - Install New Twin 450 HDPE to 12m, Form & Pour Headwalls, Stab & Compact	\$8,800.00	
	07/05/2023	Smerdon Rd SLK 0.01 - Install 375 HDPE to 15m, Form & Pour Headwalls, Stab & Compact	\$5,500.00	
	10/05/2023	Hadden Rd Slk 1.42 - Install Triple 450 Hdpe to 9m, Form & Pour Headwalls, Stab & Compact - Reform Roadway	\$8,800.00	
	14/05/2023	Oakey Rd Slk 0.068 - Install New 300 HDPE to 12m, Form & Pour Headwalls, Stab & Compact, Form Drains	\$5,252.50	
EFT25087	02/06/2023	S & L Trevenen		<b>-\$374,797.50</b>
	26/05/2023	Resheeting Old Ravensthorpe Road SLK 14.40-22.10 - 50% Deposit	\$163,047.50	
	26/05/2023	Gravel Sheet Biddy Camm Road SLK 122.200 - 127.200 as per RFQ 2023-05	\$211,750.00	
EFT25088	02/06/2023	SLR Tractors and Machinery Pty Ltd		<b>-\$2,608.60</b>
	30/05/2023	Slasher Parts	\$2,608.60	
EFT25089	02/06/2023	Team Global Express Pty Ltd		<b>-\$199.92</b>
	21/05/2023	Freight	\$110.09	
	29/05/2023	Freight	\$89.83	
EFT25090	02/06/2023	Telstra Limited		<b>-\$320.00</b>
	20/05/2023	Satellite phones BFB	\$320.00	
EFT25091	02/06/2023	Thinkproject Australia Pty Ltd		<b>-\$11,577.69</b>
	01/07/2023	Rental of the Pocket RAMM software for the period 01/07/2023 - 30/06/2024	\$1,698.07	
	01/07/2023	RAMM Transport Asset Annual Support & Maintenance Fee for the period 01/07/2023 - 30/06/2024	\$9,879.62	
EFT25092	02/06/2023	Truck Centre WA		<b>-\$1,048.73</b>
	29/05/2023	4 x Filters - 2022 Volvo 3-axle Prime Mover - 1HUA905	\$1,048.73	
EFT25093	02/06/2023	Varley Ag Solutions		<b>-\$561.99</b>
	16/05/2023	Forklift Hire	\$526.35	
	31/05/2023	Petrol for Mower - Varley Parks & Gardens	\$35.64	
EFT25094	02/06/2023	Wazzas Complete Sheep Management		<b>-\$5,923.50</b>
	29/05/2023	Contract - NGT Town Maintenance & Gardening 08/05/2023 - 24/05/2023	\$5,791.50	
	29/05/2023	Kanga Hire 08/05/2023 - 24/05/2023	\$132.00	
EFT25095	16/06/2023	Activ8me		<b>-\$34.95</b>
	01/06/2023	Newdegate Medical Centre - Satellite Internet May 2023	\$34.95	
EFT25096	16/06/2023	Anna Scheepers		<b>-\$200.00</b>
	03/06/2023	Contract - Cleaning of Varley Hall 22/05, 26/05, 29/05 & 02/06/2023	\$200.00	
EFT25097	16/06/2023	Ascentive Pty Ltd		<b>-\$4,323.00</b>
	31/05/2023	Undertake Major Review of Shire of Lake Grace Strategic Community Plan	\$4,323.00	
EFT25098	16/06/2023	Australia Day Council Of West Australia		<b>-\$720.00</b>
	31/05/2023	Australia Day - Gold Associate Member 2023/24	\$720.00	
EFT25099	16/06/2023	Australia Post		<b>-\$121.39</b>
	03/06/2023	Postage & Freight - May 2023	\$121.39	
EFT25100	16/06/2023	Australia's Golden Outback		<b>-\$350.00</b>
	08/06/2023	Gold Annual Membership - 1/07/2023 to 30/6/2024	\$350.00	
EFT25101	16/06/2023	BGL Solutions		<b>-\$3,447.62</b>

	11/06/2023	Liquid Fertiliser Supply & Spray - Lake Grace & Newdegate Sports Ovals	\$3,447.62	
EFT25102	16/06/2023	Building and Construction Industry Training Fund		<b>-\$522.36</b>
	06/06/2023	BCITF - LG-B2223-16, LG-B2223-17 & LG-B2223-18	\$522.36	
EFT25103	16/06/2023	Burgess Rawson Pty Ltd		<b>-\$266.83</b>
	14/06/2023	Reimbursement Of Water - Ngt Public Toilets.	\$266.83	
EFT25104	16/06/2023	CCL Hardware		<b>-\$26,374.31</b>
	30/05/2023	Fence - Lake Grace All Abilities Playground	\$22,167.50	
	31/05/2023	Hardware Supplies - May 2023	\$4,206.81	
EFT25105	16/06/2023	Chalice Mining Limited		<b>-\$153.92</b>
	07/06/2023	Rates refund for assessment A6822 LOT E70/05536 EXPLORATION LICENCE LAKE GRACE WA 6353	\$153.92	
EFT25106	16/06/2023	Circuitwest Inc		<b>-\$2,750.00</b>
	15/05/2023	Presenter Fee - Abra Da-Cameron by Cameron The Magician	\$2,750.00	
EFT25107	16/06/2023	Cloud Collections Pty Ltd		<b>-\$220.00</b>
	01/06/2023	Debt Collection Services - May 2023	\$220.00	
EFT25108	16/06/2023	Coastal Vegetation Management		<b>-\$8,580.00</b>
	08/06/2023	Forestry Mulching Approx. 1.5ha Around Phone Tower	\$8,580.00	
EFT25109	16/06/2023	Cr Anton Joseph Kuchling		<b>-\$633.32</b>
	31/05/2023	Councillor's Meeting Fees & IT Allowance	\$633.32	
EFT25110	16/06/2023	Cr Benjamin John Hyde		<b>-\$1,261.01</b>
	31/05/2023	Councillor's Meeting Fees, Travel & IT Allowance	\$1,261.01	
EFT25111	16/06/2023	Cr Debrah Susan Clarke		<b>-\$633.32</b>
	31/05/2023	Councillor's Meeting Fees & IT Allowance	\$633.32	
EFT25112	16/06/2023	Cr Jeffrey Vincent McKenzie		<b>-\$633.32</b>
	31/05/2023	Councillor's Meeting Fees & IT Allowance	\$633.32	
EFT25113	16/06/2023	Cr Leonard William Armstrong		<b>-\$5,457.49</b>
	31/05/2023	President's Meeting Fees, Travel & IT Allowance	\$5,457.49	
EFT25114	16/06/2023	Cr Rosalind Alice Lloyd		<b>-\$716.40</b>
	31/05/2023	Councillor's Meeting Fees, Travel & IT Allowance	\$716.40	
EFT25115	16/06/2023	Cr Ross Chappell		<b>-\$1,051.32</b>
	31/05/2023	Deputy President's Meeting Fees & IT Allowances	\$1,051.32	
EFT25116	16/06/2023	Cr Stephen Gordon Hunt		<b>-\$1,067.07</b>
	31/05/2023	Councillor's Meeting Fees, Travel & IT Allowance	\$1,067.07	
EFT25117	16/06/2023	Emu Essence Distributors Pty Ltd		<b>-\$35.10</b>
	04/06/2023	Consignments - May 2023	\$35.10	
EFT25118	16/06/2023	Enviro Pipes		<b>-\$17,652.27</b>
	08/06/2023	Corrugated Pipes - Drainage Upgrades Dykes Road	\$17,652.27	
EFT25119	16/06/2023	Executive Media Pty Ltd		<b>-\$2,100.00</b>
	29/05/2023	Advertising Caravanning Australia Winter 2023	\$2,100.00	
EFT25120	16/06/2023	Exurban Pty Ltd		<b>-\$1,279.65</b>
	03/06/2023	Town Planner Services - May 2023	\$1,279.65	
EFT25121	16/06/2023	Fair Dinkum Builds Busselton Sheds		<b>-\$14,281.00</b>
	12/06/2023	Newdegate Hockey Shed - Progress Payment 2	\$14,281.00	
EFT25122	16/06/2023	GS Mobile Mechanical Services		<b>-\$10,120.72</b>
	08/05/2023	Replace Hydraulic Hose - 2003 John Deere Backhoe LG3384	\$141.46	
	10/05/2023	Puncture Repair - 2021 Hino 3 Ton Tip Truck - LG029	\$67.10	
	01/06/2023	Hydraulic Hose Repair - 2020 CATERPILLAR 140 Motor Grader - LG393	\$280.72	
	02/06/2023	Filter Change & General Maintenance Check - 2022 Kawasaki Mower 1HPD680	\$730.95	
	02/06/2023	Oil Change, Air Filters & General Safety Check. 4 x Rear Tyre Replacement - 2015 Isuzu NPR Light Truck - LG.579	\$3,245.55	
	03/06/2023	Replace Hose - 2007 Earnshaw Dropdeck Float - LG2388	\$174.90	
	05/06/2023	Oil Change, Air Filters & General Safety Check - 2021 Isuzu 9 Ton Tip Truck - 1HGD799	\$1,248.89	
	05/06/2023	Oil Change, Air Filters & General Safety Check - 2021 Hino 3 Ton Tip Truck - LG029	\$1,364.00	
	05/06/2023	Oil Change, Air Filters & General Safety Check - 2021 Isuzu 8,7 ton Crew Cab - LG984	\$1,480.05	
	05/06/2023	Replace Shock Absorbers (Issue Found After Service) - 2021 Hino 3 Ton Tip Truck - LG029	\$556.60	
	05/06/2023	2 x Replacement Tyres - 2021 Ford Ranger dual cab CC XL LG049	\$830.50	
EFT25123	16/06/2023	Great Southern Fuel Supplies		<b>-\$2,833.75</b>

	31/05/2023	Fuel Card Purchases - May 2023	\$2,833.75	
EFT25124	16/06/2023	IT Vision Pty Ltd		<b>-\$4,262.50</b>
	30/05/2023	BPMS Rates Services - May 2023	\$4,262.50	
EFT25125	16/06/2023	Integrated ICT		<b>-\$2,339.19</b>
	31/01/2023	Monthly Cost - Veeam Cloud Connect & Cloud Storage - January 2023	\$142.12	
	31/05/2023	IT Support May 23	\$1,964.60	
	31/05/2023	Monthly Cost - Veeam Cloud Connect & Cloud Storage - May 2023	\$147.22	
	31/05/2023	Exclaimer for Office 365 (up to 50 Licences) - May 23	\$85.25	
EFT25126	16/06/2023	Intelife Group Limited		<b>-\$70,169.77</b>
	31/05/2023	Backslope Tree Pruning & Mulching - Burns Road Slk 8. 45-14. 28, (Both Sides of Road)	\$21,451.32	
	31/05/2023	Backslope Tree Pruning & Mulching - North Lake Grace-Karlgarin Road Slk 17. 25-26. 60 (Both Sides of Road)	\$43,234.40	
	31/05/2023	2 x Days Tree Mulching - Burns Road (East)	\$5,484.05	
EFT25127	16/06/2023	J W Naisbitt & Co		<b>-\$13,234.93</b>
	04/06/2023	Purchase of Gravel & Sand	\$13,234.93	
EFT25128	16/06/2023	Lake Grace CWA		<b>-\$300.63</b>
	31/05/2023	Water Reimbursement - Policy 2.2	\$156.63	
	05/06/2023	CWA Cookbooks x 8 - Stock Purchases	\$144.00	
EFT25129	16/06/2023	Lake Grace Community Resource Centre		<b>-\$328.20</b>
	31/03/2023	1/2 Page Advert in Lakes Link - Seeking New Chairperson	\$27.50	
	31/05/2023	Roadwise Meeting - 11/05/2023	\$223.20	
	31/05/2023	Advertising Community Economic Development Officer	\$50.00	
	31/05/2023	Advertising 1/2 Page Lakes Link Plant Operator / General Hand	\$27.50	
EFT25130	16/06/2023	Lake Grace Plaza		<b>-\$115.50</b>
	08/05/2023	Domestos x 4	\$26.40	
	30/05/2023	Newspapers Subscriptions - May 2023	\$89.10	
EFT25131	16/06/2023	Lake Grace Transport		<b>-\$157.78</b>
	12/06/2023	Freight - Pool Chemicals	\$157.78	
EFT25132	16/06/2023	Lake Grace-Pingrup Football Club		<b>-\$100.00</b>
	12/06/2023	Number Plate Donation - 017LG	\$100.00	
EFT25133	16/06/2023	Lakeside Minerals		<b>-\$150.45</b>
	07/06/2023	Rates refund for assessment A6593 M70/01285 MINING TENEMENT LAKE GRACE WA 6353	\$150.45	
EFT25134	16/06/2023	Lillys Garden		<b>-\$105.00</b>
	04/06/2023	Consignments - May 2023	\$105.00	
EFT25135	16/06/2023	Local Government Professionals Australia WA Division		<b>-\$970.00</b>
	01/06/2023	Grant Writing and Business Case Workshop - CEDO	\$940.00	
	09/06/2023	LG Professionals WA Council Integrated Planning Network What's up with IPR" online workshop - DCEO"	\$30.00	
EFT25136	16/06/2023	M & L Australasia PTY LTD		<b>-\$42.70</b>
	08/06/2023	Staff Badge Engraving x 6	\$42.70	
EFT25137	16/06/2023	Mallee Hill Mechanical Pty Ltd		<b>-\$1,123.98</b>
	29/05/2023	Repairs to 2021 Mack Truck Prime Mover - LG970	\$1,123.98	
EFT25138	16/06/2023	Marketforce Productions		<b>-\$2,759.04</b>
	29/05/2023	Advertising in West Australian Local Government Notices 27/05/23 Sale of Land	\$451.46	
	29/05/2023	Job Advert Community Economic Development Officer West Australian 16/05/23	\$371.22	
	29/05/2023	Job Advert Community Economic Development Officer West Australian 29/04/23	\$813.03	
	29/05/2023	Job Advert Plant Operator West Australian 13/05/2023	\$317.06	
	29/05/2023	Job Advert Community Economic Development Officer West Australian 13/05/23	\$582.35	
	29/05/2023	Job Advert Plant Operator / General Hand Albany Advertiser 16/05/23	\$223.92	
EFT25139	16/06/2023	Michelle Slarke		<b>-\$20.00</b>
	07/06/2023	Consignments - May 2023	\$20.00	
EFT25140	16/06/2023	Newdegate Community Resource Centre		<b>-\$20.00</b>
	08/06/2023	1/2 Page advert Plant Operator / General Hand - Gatepost 20/06/23	\$20.00	
EFT25141	16/06/2023	Newdegate Grocer And Cafe		<b>-\$532.90</b>
	30/05/2023	Cleaning Supplies - Newdegate Public Toilets	\$67.76	
	30/05/2023	Cleaning Supplies - Newdegate Public Buildings	\$465.14	

EFT25142	16/06/2023	Outback TV		<b>-\$10,616.28</b>
	12/06/2023	Replace Lights in Varley Fire Station with LED Lights	\$3,193.09	
	12/06/2023	Replace Lights in Lake King Fire Station with LED Lights	\$4,884.92	
	12/06/2023	Replace Lights in Newdegate Fire Station with LED Lights	\$2,538.27	
EFT25143	16/06/2023	PH & AE Medlen		<b>-\$2,018.50</b>
	07/06/2023	Refund - Overpayment of Standpipe Water Account	\$2,018.50	
EFT25144	16/06/2023	Pitstop Mechanical & Tyre Services		<b>-\$504.20</b>
	01/06/2023	2 x Strip & Replacement O-rings for 2006 Volvo L60E Wheel Loader LG205	\$504.20	
EFT25145	16/06/2023	RingCentral Australia		<b>-\$620.40</b>
	04/06/2023	Monthly cost of Avaya Cloud Telephony service - May 2023	\$620.40	
EFT25146	16/06/2023	Ross Ramm		<b>-\$73.00</b>
	05/06/2023	Consignments - May 2023	\$73.00	
EFT25147	16/06/2023	SLR Consulting Australia Pty Ltd		<b>-\$9,306.00</b>
	26/05/2023	Contaminated Site Investigation for Rehabilitation Plan of Newdegate Waste Management Facility	\$9,306.00	
EFT25148	16/06/2023	Seek Limited		<b>-\$346.50</b>
	08/06/2023	Plant Operator / General Hand Advert to run 08/06/2023 - 08/07/2023	\$346.50	
EFT25149	16/06/2023	Shire of Dumbleyung		<b>-\$198.00</b>
	29/05/2023	Final Contribution Towards FY23 4WDL Regional Worker Housing Analysis	\$198.00	
EFT25150	16/06/2023	Skytrust Intelligence Systems		<b>-\$493.90</b>
	04/06/2023	Access to Skytrust - June 2023	\$493.90	
EFT25151	16/06/2023	Synergy Electricity Generation and Retail Corp		<b>-\$9,865.03</b>
	12/06/2023	118869830 Park Lot 186U Pump Hetherington Way, LK	\$153.67	
		156576110 NGT Oval Lot 149 Waddell St NGT	\$1,217.67	
		455735630 LK Golf Pavilion Lot 161 Hyden-Lake King Rd	\$702.28	
		076250900 LK TV Transmitter Lot 158 Church Ave LK	\$106.90	
		867084910 LK Hall Loc 20321 Ravensthorpe Rd LK	\$950.65	
		624795400 Emergency Services Lot215 The Crossing LK	\$196.19	
		546144710 LK Recreation Grnd Loc 20321 U Pump Ravensthorpe Rd LK	\$466.53	
		968110430 Town Clock Stubbs St LG	\$126.40	
		893222990 LG Swimming Pool Lot 75 Stubbs St LG	\$435.50	
		336652990 Street Lighting LG 67.2%	\$2,917.45	
		336652990 Street Lighting NGT 23.1%	\$1,002.87	
		336652990 Street Lighting LK 5.9%	\$256.15	
		336652990 Street Lighting Vrl 3.8%	\$164.97	
		463275870 LG Sports Pavilion Bishop St LG	\$1,043.47	
		510645320 Dunn Rock Community Dam 4383 Mallee Rd Magenta (Lot 3019 U A Koornong Rd Ravensthorpe)	\$124.33	
EFT25152	16/06/2023	Team Global Express Pty Ltd		<b>-\$121.78</b>
	04/06/2023	Freight - Road Signs	\$90.37	
	11/06/2023	Freight - Library Books	\$31.41	
EFT25153	16/06/2023	Telstra Limited		<b>-\$492.07</b>
	04/06/2023	Mobile Phone Charges 0407034641-Sewerage-Fail Safe	\$14.98	
		0407148677 - DFES I-Pad	\$14.98	
		0407225086-Sewerage-Fail Safe	\$14.98	
		0407384735-Sewerage-Fail Safe	\$14.98	
		0408411920-Sewerage-Fail Safe	\$30.99	
		0417621708-CEO Mobile	\$30.99	
		0418326588-LG Pool Manager	\$14.98	
		0427651127 Supervisor Mobile	\$30.99	
		0428651109-Leading Hand Mobile	\$30.99	
		0428711190-Newdegate Fire Truck	\$30.99	
		0429571975-Sewerage	\$20.48	
		0429651112-Parks & Gardens Mobile	\$14.98	
		0436668242-CESM Mobile	\$30.99	
		0448089092-MIS Mobile	\$30.99	
		0475898471-Councillors WI-FI	\$14.98	
		0476806205-Councillors Air Card	\$14.98	
		0455915715-IPad for OSH	\$14.98	
		0457999713 - Trail Camera	\$14.98	
		0458004636 - Trail Camera	\$14.98	



		0487193712 - NGT Rec Centre Solar backup battery storage	\$14.98	
		0487223282 - LG Sports Pav Solar backup battery storage	\$14.98	
		0487225597 - Vrlly Sports Pav Solar backup battery storage	\$14.98	
		0487234395 - LG Medical Centre Solar backup battery storage	\$14.98	
		0408320854 - MIS Ipad	\$14.98	
		0457564350 - OSH Ipad (ISO)	\$14.98	
EFT25154	16/06/2023	The Trustee for Coloured Creations Family Trust		<b>-\$12,926.87</b>
	02/06/2023	External Painting of the Lakes Village Hall	\$12,926.87	
EFT25155	16/06/2023	WA Contract Ranger Services		<b>-\$1,045.00</b>
	01/06/2023	Contract Ranger Services - 16/05/2023 & 01/06/2023	\$1,045.00	
EFT25156	16/06/2023	Warren Blackwood Waste		<b>-\$10,447.06</b>
	07/06/2023	Recycling Pickups - May 2023	\$5,254.56	
	07/06/2023	Residential & Street Bin Pick Ups - May 2023	\$5,192.50	
EFT25157	16/06/2023	Woodstock Trading Co		<b>-\$93,170.00</b>
	01/06/2023	Purchase of gravel from land near Old Ravensthorpe SLK 14.40-22.10 (m3)	\$93,170.00	
EFT25158	26/06/2023	Anna Scheepers		<b>-\$200.00</b>
	17/06/2023	Contract - Cleaning of Varley Hall 06/06,09/06,12/06 & 16/06/2023	\$200.00	
EFT25159	26/06/2023	Australian Communications and Media Authority (ACMA)		<b>-\$45.00</b>
	10/06/2023	Annual payment of License 11292236/1 Pilot Activated Lighting (PAL) radio frequency band for Lake Grace Airstrip	\$45.00	
EFT25160	26/06/2023	Business Base		<b>-\$2,028.00</b>
	02/06/2023	Electric Binder - Shire Office	\$2,028.00	
EFT25161	26/06/2023	DeVree Auto Electrical		<b>-\$236.94</b>
	13/06/2023	Test ABS Fault, Sensors & Repair Wiring Harness - 2021 Mack Truck Prime Mover - LG970	\$236.94	
EFT25162	26/06/2023	Econisis Pty Ltd		<b>-\$6,050.00</b>
	15/06/2023	Lake Grace Community & Sporting Pavillion Upgrade Growing Regions CBA	\$6,050.00	
EFT25163	26/06/2023	Exact Images		<b>-\$753.25</b>
	20/06/2023	Business Cards	\$753.25	
EFT25164	26/06/2023	GS Hobbs Contracting Pty Ltd		<b>-\$16,434.00</b>
	18/06/2023	Trenching at Lake King Rubbish Tip	\$16,434.00	
EFT25165	26/06/2023	Gregorio Jaducana Amores		<b>-\$1,328.86</b>
	22/06/2023	Rates refund for assessment A3595 5 MORRISON AVENUE LAKE GRACE WA 6353	\$1,328.86	
EFT25166	26/06/2023	Hall Electrical & Data Services		<b>-\$2,683.76</b>
	15/06/2023	Repairs to Lake Grace Pavillion Coolroom	\$628.76	
	15/06/2023	Install new split system Air Conditioner Unit - Lakes Village Hall	\$2,055.00	
EFT25167	26/06/2023	Industrial Automation		<b>-\$768.90</b>
	22/06/2023	80mm Motorised Valve 12 VDC for Lake King Standpipe	\$768.90	
EFT25168	26/06/2023	Ironstone Fabrications Pty Ltd		<b>-\$38,718.51</b>
	15/06/2023	Replace Tin Roof Gutters & Flashing at Lake Grace Depot	\$23,100.00	
	15/06/2023	Repairs to Boons Roller LG10233	\$1,136.95	
	15/06/2023	Supply Materials & Erect Scoreboard at Newdegate Oval	\$10,477.98	
	15/06/2023	Supply & Install Drain Covers	\$4,003.58	
EFT25169	26/06/2023	Lake Grace Rural Supplies		<b>-\$199.27</b>
	13/06/2023	CAMLOCK Washer 1 1/2",4.27"	\$4.27	
	15/06/2023	Origin Gas 45KG - Lake Grace Hall	\$195.00	
EFT25170	26/06/2023	Local Government Professionals Australia WA Division		<b>-\$440.00</b>
	22/06/2023	e-learning Induction to Local Government Program - 5 Enrolments	\$440.00	
EFT25171	26/06/2023	Maalouf Autos		<b>-\$669.07</b>
	25/05/2023	60,000km Service - 2021 Ford Ranger dual cab CC XL LG049	\$669.07	
EFT25172	26/06/2023	Michelle Slarke		<b>-\$2,860.00</b>
	13/06/2023	Format Across The Lake Book for Reprinting - Final 40%	\$2,860.00	
EFT25173	26/06/2023	Peter Gwyther Lloyd-Woods		<b>-\$247.70</b>
	20/06/2023	Rates refund for assessment A5087 16 WITHAM STREET NEWDEGATE WA 6355	\$247.70	
EFT25174	26/06/2023	Peter Hudson's Tyre & Mechanical Services Pty Ltd		<b>-\$466.00</b>

	22/06/2023	Yearly Vehicle Inspection - 2008 Mitsubishi Fuso Rosa Bus - LG.1444	\$233.00	
	22/06/2023	Yearly Vehicle Inspection - 2004 Toyota Coaster Bus - 1BNC598	\$233.00	
EFT25175	26/06/2023	Quality Publishing Australia		<b>-\$16.92</b>
	28/07/2022	Stock Purchases - Lake Grace Visitor Centre	\$16.92	
EFT25176	26/06/2023	S & L Trevenen		<b>-\$225,417.51</b>
	15/06/2023	Contract Maintenance Grading - Lake King & Varley 01/05/2023 - 31/05/2023	\$33,783.76	
	19/06/2023	Contract Maintenance Grading - Newdegate 01/05/2023 - 31/05/2023	\$28,586.25	
	22/06/2023	Resheeting Old Ravensthorpe Road SLK 14.40-22.10 - Final 50%	\$163,047.50	
EFT25177	26/06/2023	Team Global Express Pty Ltd		<b>-\$129.88</b>
	18/06/2023	Freight - Library Books	\$129.88	
EFT25178	26/06/2023	Telstra Limited		<b>-\$266.76</b>
	10/06/2023	SMS Service - Emergency Services	\$266.76	
EFT25179	29/06/2023	Amber-Lee McPherson (Staff Member)		<b>-\$80.01</b>
	26/06/2023	Payroll Reimbursement - Expenses Rates Training, Perth 22-24/06/2023	\$80.01	
EFT25180	29/06/2023	BGL Solutions		<b>-\$3,030.50</b>
	22/06/2023	Fertiliser & Broad Leaf Spraying Newdegate & Lake King Sports Ovals	\$3,030.50	
EFT25181	29/06/2023	Best Office Systems		<b>-\$1,113.11</b>
	22/06/2023	Photocopier Charges June 2023	\$1,113.11	
EFT25182	29/06/2023	Christopher Paget (Staff Member)		<b>-\$130.88</b>
	26/06/2023	Diesel fuel for DCEO Isuzu LG004 (BP Card would not work)	\$130.88	
EFT25183	29/06/2023	GS Hobbs Contracting Pty Ltd		<b>-\$5,544.00</b>
	28/06/2023	Trenching at Varley Rubbish Tip	\$5,544.00	
EFT25184	29/06/2023	Great Southern Fuel Supplies		<b>-\$319.71</b>
	31/05/2023	Fuel Card Purchases - Lakes Local Action Group	\$319.71	
EFT25185	29/06/2023	JLT Risk Solutions Pty Ltd		<b>-\$5,054.21</b>
	13/06/2023	Regional Risk Co-ordinator Fees January - June 2023	\$5,054.21	
EFT25186	29/06/2023	Joanne Marie Morgan (Staff Member)		<b>-\$347.88</b>
	31/05/2023	Reimbursement - Expenses WA Tourism Conference 14/05 - 18/05/2023	\$347.88	
EFT25187	29/06/2023	KINGS PARK MOTEL		<b>-\$555.00</b>
	24/06/2023	3 Nights Accomodation for ASO - WALGA Rates In Local Government Course 21-23/06/2023	\$555.00	
EFT25188	29/06/2023	LAKE GRACE GOLF CLUB		<b>-\$100.00</b>
	21/06/2023	Number Plate Donation - 221LG	\$100.00	
EFT25189	29/06/2023	Market Creations Agency Pty Ltd		<b>-\$15,000.00</b>
	13/06/2023	Website Design Refresh & Marketing Consutancy Services - Phase 1	\$15,000.00	
EFT25190	29/06/2023	Narrogin Carpets & Curtains		<b>-\$5,500.00</b>
	15/06/2023	Supply & Install - 17x Roller Blinds & 1x Panel Blind - 8 Wattle Drive	\$5,500.00	
EFT25191	29/06/2023	Narrogin Toyota		<b>-\$124,546.61</b>
	28/06/2023	Purchase of VX 300 series Landcruiser & Accessories - CEO Vehicle	\$124,546.61	
EFT25192	29/06/2023	PINGRUP COMMUNITY RESOURCE CENTRE		<b>-\$30.00</b>
	22/06/2023	1/2 Page Advertising Plant Operator / General Hand - Pingrup Post	\$30.00	
EFT25193	29/06/2023	RDP Sales Pty Ltd		<b>-\$5,946.60</b>
	14/06/2023	Supply Flood Lights - Various Shire Buildings	\$5,946.60	
EFT25194	29/06/2023	Shire of Corrigin		<b>-\$3,492.50</b>
	14/06/2023	Roe Regional Environmental Health Services Scheme - May 2023	\$3,492.50	
EFT25195	29/06/2023	Shire of Narrogin		<b>-\$562.40</b>
	13/06/2023	Building Surveyor Services for May 2023	\$562.40	
EFT25196	29/06/2023	Synergy Electricity Generation and Retail Corp		<b>-\$166.67</b>
	28/06/2023	Electricity charges - 8 Wattle Drive, Lake Grace	\$166.67	
EFT25197	29/06/2023	Telstra Limited		<b>-\$1,457.07</b>
	12/06/2023	Landline Charges Depot - 9865 1067	\$34.95	
		Lake Grace Pool - 9865 1144	\$34.95	
		Lake Grace Library - 9865 1185	\$98.10	

		Lake Grace Medical Centre - 9865 1208	\$102.72	
		Lake Grace Medical Centre Fax - 9865 1362	\$46.62	
		Lake Grace Medical Centre - 9865 1388	\$45.47	
		Depot - 9865 1493	\$34.95	
		AIM - 9865 1646	\$34.95	
		Lake Grace Airstrip - 9865 1656	\$34.95	
		338 Memorial Drive - 9865 1978	\$55.00	
		Depot - 9865 1985	\$34.95	
		Depot - 9865 1986	\$34.95	
		Lake Grace Visitor Centre - 9865 2140	\$40.03	
		Lake Grace Visitor Centre Fax - 9865 2141	\$34.95	
		Licensing Office - 9865 2275	\$34.95	
		Newdegate Medical Centre - 9871 1105	\$36.15	
		Newdegate Medical Centre - 9871 1341	\$35.55	
		Newdegate Medical Centre - 9871 1528	\$64.51	
		Lake King Library - 9874 4147	\$35.10	
		Lake King Fire Station - 9874 4196	\$34.95	
		Lake King Fire Station Fax - 9874 4201	\$34.95	
		Lake King Library Internet - 9874 4234	\$34.95	
		Fire Ban Hotline - 9487 7191	\$6.00	
		Administration Office - 9880 2500	\$75.16	
		Lake Grace Medical Centre Internet - N9502816R	\$59.99	
		Newdegate Medical Centre Internet - N9502816R	\$50.00	
		Newdegate Fire Station - 9781 1228	\$34.95	
		Group Plan Discount	-\$67.63	
		Rounding	-\$0.05	
	20/06/2023	Satellite phones BFB	\$320.00	
EFT25198	29/06/2023	Vision Surveys Consulting		<b>-\$8,536.00</b>
	16/06/2023	Feature & Contour Survey of Lake King Sports Pavilion	\$8,536.00	
EFT25199	29/06/2023	WA Association of Caravan Clubs Inc		<b>-\$900.00</b>
	22/06/2023	Advertising in the July 2023 Edition of Caravan & Camping Magazine Vol 24 No 2	\$900.00	
EFT25200	29/06/2023	WA Contract Ranger Services		<b>-\$1,045.00</b>
	28/06/2023	Contract Ranger Services - 13/06 & 27/06/2023	\$1,045.00	
EFT25201	29/06/2023	WALGA		<b>-\$3,256.00</b>
	29/03/2023	Rates in Local Government - Clerical Course for ASO 22/06/23 - 23/06/23	\$1,089.00	
	20/06/2023	The Role of Mayors and Presidents - Cr S Hunt - 31 July 2023	\$434.50	
	20/06/2023	Pro-Rata eLearning Subscription (May 2023 - 31 Oct 2023)	\$1,732.50	
EFT25202	29/06/2023	WESTRAC PTY LTD		<b>-\$113,167.29</b>
	22/06/2023	2,000hr Service CAT 140 Grader LG393	\$7,811.12	
	26/06/2023	Supply & Delivery of Cat 444 Backhoe	\$105,356.17	
EFT25203	30/06/2023	Exteria		<b>-\$12,652.20</b>
	16/06/2023	Vasse Jarrah Table Setting & Seats - Visitor Centre Park	\$12,652.20	
EFT25204	30/06/2023	Farmyard Pantry		<b>-\$2,244.00</b>
	20/06/2023	Bushfire Training - Catering 20 - 22/06/2023	\$2,244.00	
EFT25205	30/06/2023	IT Vision Pty Ltd		<b>-\$4,262.50</b>
	28/06/2023	BPMS Rates Services - June 2023	\$4,262.50	
EFT25206	30/06/2023	Integrated ICT		<b>-\$85.25</b>
	26/06/2023	Exclaimer for Office 365 (up to 50 Licences) - Jun 2023	\$85.25	
EFT25207	30/06/2023	Lake Grace Rural Supplies		<b>-\$43,494.00</b>
	14/06/2023	Clopyralid 750sg 2kg Chemforce x 150 - Lakes Local Action Group	\$29,700.00	
	28/06/2023	600 Litre Croplands Spray Unit with Arag Manual Electric Controls	\$13,200.00	
	28/06/2023	Knapsack Sprayer 15l x 2	\$594.00	
EFT25208	30/06/2023	Lake Grace Transport		<b>-\$10,133.97</b>
	15/06/2023	Freight - Bricks to Varley	\$3,989.70	
	20/06/2023	Freight - Playground Equipment	\$2,633.40	
	22/06/2023	Freight - Pool Chemicals & Cement	\$1,817.29	
	29/06/2023	Freight - Drainage Pipes	\$1,693.58	
EFT25209	30/06/2023	Letisha Marshall		<b>-\$150.00</b>
	20/06/2023	Bond Refund: Lake Grace Hall	\$150.00	
EFT25210	30/06/2023	M.R Roofing WA Pty Ltd		<b>-\$18,645.00</b>

	14/06/2023	Supply & Fit Gabled Patio - 1 Quondong Court, Lake Grace CEO Residence	\$18,645.00	
EFT25211	30/06/2023	Maalouf Autos		<b>-\$649.70</b>
	29/05/2023	60,000km Service - Ford Ranger 2020 Single Cab TTOP LG412	\$649.70	
EFT25212	30/06/2023	McPest Pest Control		<b>-\$4,675.00</b>
	27/06/2023	Termite Inspections - Shire Buildings	\$4,675.00	
EFT25213	30/06/2023	Newdegate Community Resource Centre		<b>-\$763.57</b>
	29/06/2023	Annual Contribution Towards Books & Musical Instruments for Newdegate Library - 2022-23	\$495.57	
	29/06/2023	Annual Contribution Towards Books for Newdegate Library - 2022-23	\$250.00	
	29/06/2023	Printing for Bushfire Training	\$18.00	
EFT25214	30/06/2023	Newdegate Primary School		<b>-\$280.97</b>
	21/06/2023	Reimbursement of Electricity Usage 50% for NGT Library/CRC	\$280.97	
EFT25215	30/06/2023	Pauley & Co		<b>-\$75,231.17</b>
	18/06/2023	Lake Grace Football Lights Upgrade - Final 30%	\$53,176.40	
	18/06/2023	Various Jobs - Newdegate Hockey Shed & Lake Grace Football Lights	\$18,376.47	
	18/06/2023	Provide Temporary Power to Scoreboard & Isolate Power to Hockey Field Shed - Newdegate Sports Oval	\$3,678.30	
EFT25216	30/06/2023	Peter Hudson's Tyre & Mechanical Services Pty Ltd		<b>-\$305.00</b>
	25/05/2023	Repairs to Brake System - 2015 Bruce Rock Engineering Semi Side-tipping Trailer - LG.10163	\$305.00	
EFT25217	30/06/2023	S & L Trevenen		<b>-\$62,749.50</b>
	20/06/2023	Side Tipper Hire - Cart Gravel to help Resheet Witham Road	\$8,085.00	
	20/06/2023	Semi Trailer Float Hire & Roller Dry Hire	\$2,062.50	
	20/06/2023	Bulldozer Hire - Dig Asbestos Trench at Lake Grace Tip	\$3,300.00	
	20/06/2023	Quad Float Hire	\$2,970.00	
	29/06/2023	Push & Stock pile gravel off Aylemore Rd	\$28,512.00	
	29/06/2023	Push & Stockpile approx. 8,000 cubic metres Gravel	\$17,820.00	
EFT25218	30/06/2023	SLR Consulting Australia Pty Ltd		<b>-\$9,339.00</b>
	28/06/2023	Contaminated Site Investigation for Rehabilitation Plan of Newdegate Waste Management Facility	\$9,339.00	
EFT25219	30/06/2023	Stewart & Heaton Clothing Co		<b>-\$39,328.55</b>
	26/06/2023	Bushfire PPC	\$39,328.55	
EFT25220	30/06/2023	Team Global Express Pty Ltd		<b>-\$16.31</b>
	25/06/2023	Freight - Standpipe Parts	\$16.31	
EFT25221	30/06/2023	WURTH AUSTRALIA PTY LTD		<b>-\$1,846.10</b>
	27/06/2023	Various Handheld Tools - Shire Depot	\$1,846.10	
		<b>TOTAL EFT</b>		<b>-\$1,714,045.94</b>
37074	15/06/2023	Royal Flying Doctor Service Of Australia (Western Australian Section)		<b>-\$341.50</b>
	19/05/2023	Number Plate Donation - 6068LG	\$100.00	
	29/05/2023	Stock for Lake Grace Visitor Centre	\$241.50	
37075	15/06/2023	Water Corporation		<b>-\$19,508.46</b>
	08/06/2023	Water Usage - Standpipe #6 Burngup Sth Rd	\$588.78	
	08/06/2023	Water Usage - Standpipe #9 Biddy/Rodger Rd	\$398.59	
	08/06/2023	Water Usage - Standpipe #5 Newdegate North	\$124.48	
	08/06/2023	Water Usage - Standpipe #1 North Lake Grace	\$1,936.94	
	08/06/2023	Water Usage - Kulin-Lake Grace Rd Katanning - Sale Yard	\$205.70	
	08/06/2023	Water Usage - Standpipe #2 Mallee Hill Rd	\$146.86	
	08/06/2023	Water Usage - Standpipe #4 Biddy-Camm/Mission Rd	\$233.56	
	08/06/2023	Water Usage - Standpipe #8 Jarring South Rd	\$370.62	
	09/06/2023	Water Usage - Dillon St Newdegate Lot 149 (29080) - Public Toilets	\$226.56	
	09/06/2023	Water Usage - Lot 196 Res 42416 - NGT Fire Station 28 May St	\$49.38	
	09/06/2023	Water Usage - Lot Res 20321 - Lake King Hall	\$260.12	



09/06/2023	Water Usage - 158l Church Av Lake King Lot 158 RES 36037 - Lake King Public Toilets	\$22.38
09/06/2023	Water Usage - Hetherington Wy Lot 186-Fountain LK	\$47.55
09/06/2023	Water Usage - Lot 3120 Res 42011-Varley Cemetery	\$55.94
09/06/2023	Water Usage - Garden at Maley St NGT Lot Median Strip	\$11.19
09/06/2023	Water Usage - Hall at 23 May St NGT Lot 195 Res 19136	\$1,190.93
09/06/2023	Water Usage - Standpipe at Maley St Newdegate Lot 198 Res 17616	\$4,289.21
09/06/2023	Water Usage - Maley St NGT - Newdegate Skate Park	\$192.99
09/06/2023	Water Usage - Lot 60 Collier St NGT - Hainsworth Building	\$73.91
09/06/2023	Water Usage - Lot 1166 res 27683-Golf Course Varley	\$67.13
09/06/2023	Water Usage - Standpipe #11 Newman Rd	\$387.40
09/06/2023	Water Usage - Park at 15 Maley St NGT	\$125.87
09/06/2023	Water Usage - Lot 7-8 - Varley Public Hall	\$11.19
09/06/2023	Water Usage - Lot 22 Seward Av Vrl (south)-Public Toilets	\$111.88
09/06/2023	Water Usage - LK Lot 214 Res 46461-Fire Station (4 the Crossing)	\$51.76
12/06/2023	Water Usage - 6 Banksia Pl Lake Grace Lot 75 - Staff Housing	\$48.62
12/06/2023	Water Usage - 5 Banksia Pl LG Lot 80 - Staff Housing	\$265.81
12/06/2023	Water Usage - 8 Wattle Dr LG Lot 30 - Staff Housing	\$49.89
12/06/2023	Water Usage - 10A Gumtree Dr LG Lot 60 - Staff Housing	\$51.80
12/06/2023	Water Usage - Absolon St LG Lot 252 Res 28516 - Shire Depot	\$13.99
12/06/2023	Water Usage - 10B Gumtree Drive Lake Grace - Staff Housing	\$46.08
12/06/2023	Water Usage - 6 Blackbutt Dr LG Lot 201-Staff housing	\$94.52
12/06/2023	Water Usage - 65B Bennett St LG Lot 184-Staff Housing	\$103.23
12/06/2023	Water Usage - 65A Bennett St LG Lot 184-Staff Housing	\$293.98
12/06/2023	Water Usage - Staff housing (CEO) 1 Quondong Ct LG Lot 219	\$58.78
12/06/2023	Water Usage - Garden at Stubbs St Lake Grace Lot 91	\$8.39
12/06/2023	Water Usage - Standpipe #13 at Boulton St Lake Grace	\$1,497.81
12/06/2023	Water Usage - 14 Blackbutt Dr LG-Shire Housing	\$46.08
12/06/2023	Water Usage - 54A Bennett St LG Lot 340-Staff Housing	\$55.61
12/06/2023	Water Usage - 54B Bennett St LG Lot 340-Staff Housing	\$300.63
13/06/2023	Water Usage - LG Railway Station 33 Stubbs St (Public Toilets)	\$313.26
13/06/2023	Water Usage - Garden Lot 362 Res 46768, 29 Stubbs St LG	\$36.36
13/06/2023	Water Usage - Stubbs St Lake Grace - Median Strip Garden	\$327.25
13/06/2023	Water Usage - Garden at Stubbs St Lake Grace Lot Median Strip	\$251.73
13/06/2023	Water Usage - Garden at Stubbs St Lake Grace Lot Median Strip	\$206.98
13/06/2023	Water Usage - Lot 361 Res 46768 (Station Master)-19 Stubbs St Visitor Centre Toilets	\$332.69
13/06/2023	Water Usage - Bishop St LG Lot 75, Sporting Grounds	\$44.75
13/06/2023	Water Usage - 3 Clark Av LG Lot 241 - Staff Housing	\$152.65
13/06/2023	Water Usage - Boulton St Lake Grace Lot 9000 - Standpipe - Truck Wash-down Bay	\$415.37
13/06/2023	Water Usage - RSL Hall Stubbs St LG Lot 4 Res 17442	\$25.17
13/06/2023	Water Usage - 36 Bennett St LG Lot 42-Staff Housing	\$63.23
13/06/2023	Water Usage - 23 Absolon St LG Lot 61-Staff Housing	\$93.71
13/06/2023	Water Usage - LG Lot 233-234 Res 27864 - Kindergarten 1 Griffiths St	\$106.29
13/06/2023	Water Usage - Admin Office at Stubbs St LG Lot 75	\$204.18
13/06/2023	Water Usage - Bishop St Lot 75 - LG Swimming Pool	\$1,778.89
13/06/2023	Water Usage - Lot 338 Res 45958 - LG Medical Centre 11 Memorial Drive	\$352.42
13/06/2023	Water Usage - Lot 56 Vacant land (Res) at 33 Absolon St Lake Grace	\$59.75
13/06/2023	Water Usage - Park at 75 Stubbs St LG Lot 75	\$5.59
13/06/2023	Water Usage - Stubbs St LG - Median Strip Garden	\$167.82

	13/06/2023	Water Usage - Unit 1-7/2 Bennett St LG Lot 500-Lakes Village Gardens	\$327.52	
	13/06/2023	Water Usage - Staff Housing - 33B Absolon Street, Lake Grace	\$126.71	
37076	29/06/2023	Barbara Houston		<b>-\$330.00</b>
	25/06/2023	Bond Refund: Newdegate Rec Centre	\$165.00	
	26/06/2023	Bond Refund: Lake King Hall	\$165.00	
37077	29/06/2023	Kate Auld		<b>-\$100.00</b>
	19/06/2023	Bond Refund: Lake King Hall 14/02/2023	\$100.00	
37078	29/06/2023	Pivotel Satellite Pty Limited		<b>-\$93.00</b>
	15/06/2023	Satellite Tracking and SOS Devices - 3 x Isolated Worker Safety Solution - June 2023	\$93.00	
37079	29/06/2023	Shire of Lake Grace (Petty Cash)		<b>-\$127.75</b>
	28/06/2023	Petty Cash Recoup - June 2023	\$127.75	
		<b>TOTAL CHEQUES</b>		<b>-\$20,500.71</b>
DD10527.1	08/06/2023	Australian Super Administration		<b>-\$1,568.64</b>
	07/06/2023	Super Contributions for Pay Ending 07/06/2023	\$1,568.64	
DD10527.2	08/06/2023	Q Super		<b>-\$240.84</b>
	07/06/2023	Super Contributions for Pay Ending 07/06/2023	\$240.84	
DD10527.3	08/06/2023	REST Superannuation		<b>-\$452.14</b>
	07/06/2023	Super Contributions for Pay Ending 07/06/2023	\$452.14	
DD10527.4	08/06/2023	The SD & LM Carruthers Superannuation Fund		<b>-\$287.28</b>
	07/06/2023	Super Contributions for Pay Ending 07/06/2023	\$287.28	
DD10527.5	08/06/2023	Aware Super		<b>-\$7,201.22</b>
	07/06/2023	Super Contributions for Pay Ending 07/06/2023	\$7,201.22	
DD10527.6	08/06/2023	COLONIAL FIRST STATE FIRST CHOICE PERSONAL SUPER		<b>-\$603.12</b>
	07/06/2023	Super Contributions for Pay Ending 07/06/2023	\$603.12	
DD10527.7	08/06/2023	Hostplus		<b>-\$23.06</b>
	07/06/2023	Super Contributions for Pay Ending 07/06/2023	\$23.06	
DD10527.8	08/06/2023	Mercer Super Trust		<b>-\$23.42</b>
	07/06/2023	Super Contributions for Pay Ending 07/06/2023	\$23.42	
DD10527.9	08/06/2023	MyNorth Super		<b>-\$7.72</b>
	07/06/2023	Super Contributions for Pay Ending 07/06/2023	\$7.72	
DD10527.10	08/06/2023	North Personal Superannuation		<b>-\$148.96</b>
	07/06/2023	Super Contributions for Pay Ending 07/06/2023	\$148.96	
DD10527.11	08/06/2023	Panorama Super		<b>-\$120.99</b>
	07/06/2023	Super Contributions for Pay Ending 07/06/2023	\$120.99	
DD10527.12	08/06/2023	Prime Super		<b>-\$433.31</b>
	07/06/2023	Super Contributions for Pay Ending 07/06/2023	\$433.31	
DD10529.1	01/06/2023	Exetel Pty Ltd		<b>-\$1,375.00</b>
	01/06/2023	Corporate Internet - Monthly Charge On Plan TMLL100 R2 Unlimited	\$1,375.00	
DD10529.2	01/06/2023	Westnet Pty Ltd		<b>-\$384.85</b>
	01/06/2023	Internet Charges	\$384.85	
DD10546.1	22/06/2023	Australian Super Administration		<b>-\$1,570.15</b>
	21/06/2023	Super Contributions for Pay Ending 21/06/2023	\$1,570.15	
DD10546.2	22/06/2023	Aware Super		<b>-\$6,804.98</b>
	21/06/2023	Super Contributions for Pay Ending 21/06/2023	\$6,804.98	
DD10546.3	22/06/2023	COLONIAL FIRST STATE FIRST CHOICE PERSONAL SUPER		<b>-\$605.01</b>
	21/06/2023	Super Contributions for Pay Ending 21/06/2023	\$605.01	
DD10546.4	22/06/2023	North Personal Superannuation		<b>-\$148.96</b>
	21/06/2023	Super Contributions for Pay Ending 21/06/2023	\$148.96	
DD10546.5	22/06/2023	Panorama Super		<b>-\$114.45</b>
	21/06/2023	Super Contributions for Pay Ending 21/06/2023	\$114.45	
DD10546.6	22/06/2023	Prime Super		<b>-\$439.34</b>
	21/06/2023	Super Contributions for Pay Ending 21/06/2023	\$439.34	
DD10546.7	22/06/2023	Q Super		<b>-\$239.28</b>
	21/06/2023	Super Contributions for Pay Ending 21/06/2023	\$239.28	
DD10546.8	22/06/2023	REST Superannuation		<b>-\$359.82</b>
	21/06/2023	Super Contributions for Pay Ending 21/06/2023	\$359.82	
DD10546.9	22/06/2023	The SD & LM Carruthers Superannuation Fund		<b>-\$254.94</b>
	21/06/2023	Super Contributions for Pay Ending 21/06/2023	\$254.94	

DD10552.1	21/06/2023	Shire of Lake Grace Credit Card		<b>-\$1,582.43</b>
	21/06/2023	19/05/23 Zoom Subscription from May 19, 2023 - Jun 18, 2023 for Council Zoom Video ZOOM Receipt #INV202814991	\$24.63	
		19/05/23 Foreign transaction fee ZOOM Receipt #N/A	\$0.73	
		17/05/23 Subscription - RV Starlink (May 10, 2023 - Jun 09, 2023) - CESM Starlink Internet Receipt #INV-AUS-1076253-67596-38	\$174.00	
		02/05/23 Lunch CEO and Cr Armstrong attending a meeting with Livingston Medical in Ravensthorpe F E DAW & SONS PTY Receipt #1-04-038023	\$26.00	
		10/05/23 Accommodation for Cr Armstrong to attend a WALGA workshop in Perth Country Comfort Interc Receipt #311949	\$271.19	
		18/05/23 Accommodation for Visitor centre coordinator to attend a tourism conference in Kalgoorlie HOSPITALITY PL Receipt #78236	\$646.88	
		26/05/23 Meals for: President, CEO & Dr Livingston +1 at Newdegate after a meeting with Livingston Medical MAGADASHLY Receipt #61739	\$122.00	
		05/05/23 WA Newspapers online - monthly subscription WANEWSDT Receipt #6832557584826577903024	\$28.00	
		29/05/23 TV stand for the Council Chambers SP SMART HOME Receipt #3335807	\$289.00	
DD10552.2	19/06/2023	Resimac Asset Finance Pty Ltd		<b>-\$993.22</b>
	19/06/2023	Chattel mortgage repayment Jun'23 - Lake Local Action Group Vehicle	\$993.22	
DD10562.1	30/06/2023	WA Treasury Corporation		<b>-\$8,594.73</b>
	30/06/2023	Loan 189 - Lake Grace Residential Land	\$8,594.73	
		<b>TOTAL DIRECT DEBITS</b>		<b>-\$34,577.86</b>
		<b>TOTAL MUNICIPAL FUND</b>		<b>-\$1,769,124.51</b>



# SHIRE OF LAKE GRACE

## BUDGET 2023 / 2024



**Administration**  
**Postal Address**  
**Telephone No.**  
**Fax No.**  
**Email Address**

**1 Bishop Street, Lake Grace WA 6353**  
**PO Box 50, Lake Grace WA 6353**  
**(08) 9890 2500**  
**(08) 9890 2599**  
**[shire@lakegrace.wa.gov.au](mailto:shire@lakegrace.wa.gov.au)**





# INTRODUCTION



## **BUDGET REPORT 2023/2024**

### **General Rates**

The budget has been formulated with an increase of 3% on rate in the dollar for GRV (within town site) rate revenue and 3% on rate revenue for UV properties. The UV valuations carried out by Landgate substantially increased the value of these properties which has had a bearing on the setting of rates. This has led to the rate increase being formulated off total revenue that was raised the previous year thus reducing the rate in the dollar.

Rising input costs required to maintain our main source of expenditure, being roads, and the increased pressure being placed on the shires vast network of gravel roads (2500km) by an increase in the size of machinery and increased machinery movements have a big impact on the Shires ability to maintain the roads to a suitable standard that is demanded by the main users. Rate increases assist in provision of service delivery that meets reasonable community needs. It also ensures that critical infrastructure asset renewal is somewhat funded over the time frame of the Long Term Financial Plan.

The following general and minimum rates on Gross Rental and Unimproved Values has been imposed:

#### General Rates

Gross Rental Value (GRV)	14.4746 cents in the dollar
Rural Unimproved Value (UV)	0.8600 cents in the dollar

#### Minimum Rates

Gross Rental Value (GRV)	\$530
Unimproved Value (UV)	\$540

#### Specified area Rates – Sewerage

The 2023/24 budget has been prepared with a 3% increase in specified area rate revenue for the Lake Grace Sewerage Scheme.

The following general rate on Gross Rental Values has been imposed:

#### Specified Area Rate

Sewerage – GRV	4.89 cents in the dollar
----------------	--------------------------

#### Sewerage Fixture Charges

#### Fixture Charges

First Major Fixture	\$268.00
Additional Fixtures	\$118.00

### **Borrowings**

There will be no new borrowings for 2023/24. The outstanding loan principal at 1 July 2023 is \$1,213,744. The principal repayments for 2023/24 amount to \$177,282 and interest payable of \$38,474 leaving a balance of \$1,036,462 at 30 June 2024.

## Reserve Transfers

Transfers to Reserves total \$1,321,718 which includes \$210,884 interest, Lake Grace Sewerage Reserve \$100,000, Housing \$400,000, Swimming Pool \$175,834, Land Development \$135,000, Plant Replacement \$200,000 and Newdegate Stadium Floor \$100,000. Nil will be transferred out of Reserves. This will give a total closing balance of \$6,593,811.

## Budget Focus

The 2023/24 Budget provides as normal, funds to meet the on-going operations of the Shire which includes shire building and facilities, parks and gardens, and recreational facilities maintained to acceptable standards, maintaining and upgrading the Shire's extensive road system which totals some 2,500 kilometres.

## Infrastructure – Roads, Footpaths, Drainage and Cemetery Upgrades

An amount of \$4,251,182 has been set aside for road renewal and upgrades to cover works on:

• Jarring South Rd SLK 0-2 & 13-16	\$25,000
• Magenta Rd SLK 34.50-39.50 (R2R)	\$18,000
• Rodger Rd SLK 0.00-5.64	\$258,434
• Mallee Hill Rd SLK 10.60-13.60	\$131,341
• Mallee Hill Rd SLK 13.30-15.30	\$216,409
• Fitzgerald Rd SLK 5.00-9.76	\$285,035
• Magenta Rd SLK 49.68-51.68	\$109,007
• Nth LG-Karlgarin Rd 25.73-31.81 (RRG)	\$442,715
• Old Ravensthorpe Rd 22.10-27.00 (RRG)	\$279,495
• West Kuender Rd SLK 0.00-3.10	\$386,697
• Winchcombe Rd SLK 5.00-10.80	\$340,808
• Hatters Hill Rd SLK 22.1-27.1	\$308,064
• Burngup Rd SLK 0.0-4.0	\$210,793
• Crooks/Kent Rd SLK 0.0-4.0	\$242,779
• Bidy Camm Rd SLK 58.32-62.83	\$425,369
• Bidy Bunice Rd SLK 2.75-5.71	\$353,034
• Rasmussen/McCracken Rd SLK 0.13-0.26	\$170,303
• Waddell St Whole Length 0-1	\$50,399

The following allocations were provided for:

• Dykes Road Drainage	\$46,000
• Lake King Cemetery Fence	\$50,000
• Lake Grace Cemetery Roadway	\$50,000
• Lake Grace Footpaths	\$25,000
• Newdegate Footpaths	\$150,000
• Fuel Storage Lake Grace Depot	\$80,000
• Buniche Dam Revitalisation (CWSP)	\$75,000
• Dempster Rock Dam Revitalisation (CWSP)	\$12,071
• Construct Newdegate Dam	\$140,000

### Infrastructure – Parks, Gardens and Recreation Facilities

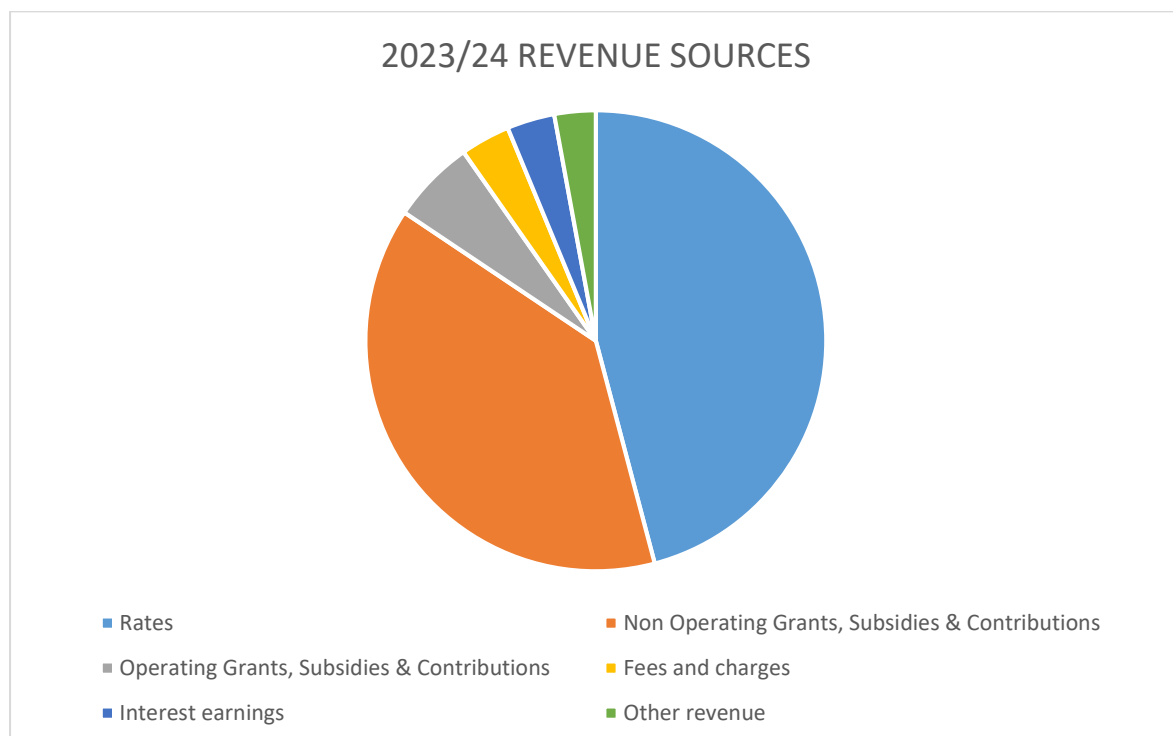
A total of \$1,611,851 has been allocated for capital parks and garden works which include Lighting for Newdegate Hockey Field, Lake Grace Football Field Lighting, Lake Grace Sporting Complex Entry, Jam Patch BBQ & Picnic Shelters, Lake Grace Visitor Centre Park, Newdegate Street Bin Shrouds, Lake Grace Walkway Shelters, Lighting for Lake Grace and Lake King Playgrounds, Padley Park Stormwater Capture, Lake Grace Bowling Club Lights, Lake Grace Community All Ages Playground, Lake Grace Pump Track, Lake Grace RV Park and Lake Grace Lookout Upgrade.

### Property, Plant & Equipment

An amount of \$1,547,308 has been allocated to Shire Building refurbishment and upgrades including Admin Office Building, Relocation of Toy Library to Daycare Centre, Shire houses, Varley Public Toilet, Lake Grace Hall Refurbishment, Lakes Village Hall, Lake King Sports Pavilion, Lake Grace Sports Pavilion Bar, Varley Sports Pavilion, Newdegate Hockey Shed Replacement, Lake King Library, AIM Building, Lake Grace RSL Hall, Lake Grace Visitor Centre, Lake King Tractor Museum Shed and Newdegate Museum Shed. An amount of \$100,000 has been included to install services into the Industrial Land to make ready for sale.

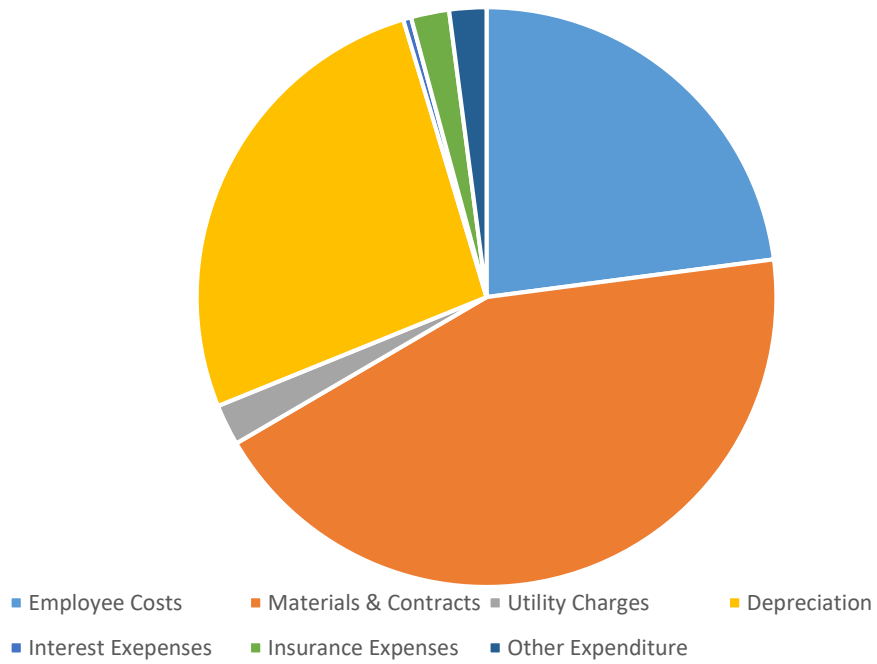
The Shire is currently in the process of applying for a Building Regions Program Grant for the works at the Lake King Sports Pavilion. Also in consideration are funding options for housing within Lake Grace including the release of some more residential and light industrial land.

An amount of \$1,080,000 has been allocated to purchase plant and equipment which includes MIS Prado, Lake Grace and Newdegate Digital Speed Signs, Lake Grace & Newdegate Town CCTV, DFES Fast Fill Trailers, Lake Grace Pool Diving Board & Net, Lake Grace Pool Blankets and Roller, Skid Steer Plant Trailer, Backhoe, Builders 4WD Ute, Mobile Traffic Light Trailer, Lake Grace Community Bus, Lake Grace and Newdegate Digital Display Sign and Lake Grace Football Electronic Score Board.

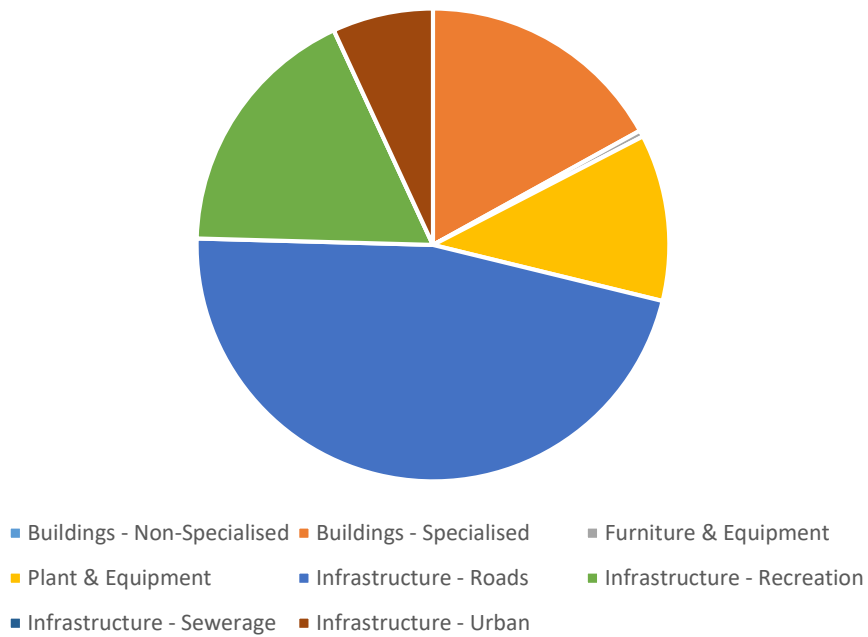




### 2023/24 OPERATING EXPENDITURE



### 2023/24 CAPITAL EXPENDITURE





# STATUTORY REQUIREMENTS



**SHIRE OF LAKE GRACE**  
**ANNUAL BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2024**

**LOCAL GOVERNMENT ACT 1995**

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**SHIRE'S VISION**

A safe, inclusive and growing community embracing opportunity

**SHIRE OF LAKE GRACE**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**FOR THE YEAR ENDED 30 JUNE 2024**

	NOTE	2023/24 Budget	2022/23 Actual	2022/23 Budget
<b>Revenue</b>		\$	\$	\$
Rates	2(a)	5,141,182	4,993,932	4,988,506
Grants, subsidies and contributions	10	657,915	5,316,926	1,519,044
Fees and charges	14	390,615	373,474	367,680
Interest revenue	11(a)	374,884	369,244	168,955
Other revenue	11(b)	324,896	493,410	277,050
		6,889,492	11,546,986	7,321,235
<b>Expenses</b>				
Employee costs		(2,465,070)	(2,388,616)	(2,599,381)
Materials and contracts		(4,987,200)	(3,331,204)	(4,951,535)
Utility charges		(314,818)	(302,054)	(259,682)
Depreciation	6	(3,746,374)	(3,163,283)	(3,003,905)
Finance costs	11(d)	(39,474)	(48,939)	(50,478)
Insurance		(286,174)	(264,765)	(241,256)
Other expenditure		(322,436)	(224,521)	(234,790)
		(12,161,546)	(9,723,382)	(11,341,027)
		(5,272,054)	1,823,604	(4,019,792)
Capital grants, subsidies and contributions	10	4,315,687	2,232,375	3,464,518
Profit on asset disposals	5	155,866	171,327	80,864
Loss on asset disposals		(62,959)	(63,198)	(49,856)
Fair value adjustments to financial assets at fair value through profit or loss		0	4,607	0
		4,408,594	2,345,111	3,495,526
<b>Net result for the period</b>		<b>(863,460)</b>	<b>4,168,715</b>	<b>(524,266)</b>
<b>Other comprehensive income</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
<b>Total other comprehensive income for the period</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Total comprehensive income for the period</b>		<b>(863,460)</b>	<b>4,168,715</b>	<b>(524,266)</b>

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

**SHIRE OF LAKE GRACE**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30 JUNE 2024**

	NOTE	2023/24 Budget	2022/23 Actual	2022/23 Budget
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
<b>Receipts</b>				
Rates		\$ 5,141,182	\$ 4,961,202	\$ 4,988,506
Grants, subsidies and contributions		657,915	4,881,853	1,519,044
Fees and charges		390,615	373,474	367,680
Interest revenue		374,884	369,244	168,955
Other revenue		324,896	493,410	277,050
		6,889,492	11,079,183	7,321,235
<b>Payments</b>				
Employee costs		(2,465,070)	(2,380,832)	(2,599,381)
Materials and contracts		(4,987,200)	(3,537,750)	(4,951,535)
Utility charges		(314,818)	(302,054)	(259,682)
Finance costs		(39,474)	(48,939)	(50,478)
Insurance		(286,174)	(264,765)	(241,256)
Other expenditure		(322,436)	(224,521)	(234,790)
		(8,415,172)	(6,758,861)	(8,337,122)
<b>Net cash provided by (used in) operating activities</b>	4	(1,525,680)	4,320,322	(1,015,887)
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Payments for purchase of property, plant & equipment	5(a)	(2,727,308)	(2,024,598)	(2,924,319)
Payments for construction of infrastructure	5(b)	(6,491,104)	(4,208,892)	(6,345,222)
Capital grants, subsidies and contributions		4,315,687	2,232,375	3,464,518
Proceeds from sale of property, plant and equipment	5(a)	686,909	454,395	526,954
Land held for resale moved from Inventory to Asset register		0	(728,108)	
<b>Net cash provided by (used in) investing activities</b>		(4,215,816)	(4,274,828)	(5,278,069)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
Repayment of borrowings	7(a)	(177,282)	(246,468)	(246,468)
<b>Net cash provided by (used in) financing activities</b>		(177,282)	(246,468)	(246,468)
<b>Net increase (decrease) in cash held</b>		(5,918,778)	(200,974)	(6,540,424)
Cash at beginning of year		12,699,875	12,900,849	12,840,302
<b>Cash and cash equivalents at the end of the year</b>	4	<b>6,781,097</b>	<b>12,699,875</b>	<b>6,299,878</b>

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



**SHIRE OF LAKE GRACE**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE YEAR ENDED 30 JUNE 2024**

		2023/24	2022/23	2022/23
	NOTE	Budget	Actual	Budget
<b>OPERATING ACTIVITIES</b>				
<b>Revenue from operating activities</b>				
		\$	\$	\$
General rates	2(a)	4,909,768	4,784,438	4,781,679
Rates excluding general rates	2(a)	231,414	209,494	206,827
Grants, subsidies and contributions	10	657,915	5,316,926	1,519,044
Fees and charges	14	390,615	373,474	367,680
Interest revenue	11(a)	374,884	369,244	168,955
Other revenue	11(b)	324,896	493,410	277,050
Profit on asset disposals	5	155,866	171,327	80,864
		<b>7,045,358</b>	<b>11,718,313</b>	<b>7,402,099</b>
<b>Expenditure from operating activities</b>				
Employee costs		(2,465,070)	(2,388,616)	(2,599,381)
Materials and contracts		(4,987,200)	(3,331,204)	(4,951,535)
Utility charges		(314,818)	(302,054)	(259,682)
Depreciation	6	(3,746,374)	(3,163,283)	(3,003,905)
Finance costs	11(d)	(39,474)	(48,939)	(50,478)
Insurance		(286,174)	(264,765)	(241,256)
Other expenditure		(322,436)	(224,521)	(234,790)
Loss on asset disposals	5	(62,959)	(63,198)	(49,856)
		<b>(12,224,505)</b>	<b>(9,786,580)</b>	<b>(11,390,883)</b>
Non-cash amounts excluded from operating activities	3(b)	3,653,467	3,075,069	2,972,897
<b>Amount attributable to operating activities</b>		<b>(1,525,680)</b>	<b>5,006,802</b>	<b>(1,015,887)</b>
<b>INVESTING ACTIVITIES</b>				
<b>Inflows from investing activities</b>				
Capital grants, subsidies and contributions	10	4,315,687	2,232,375	3,464,518
Proceeds from disposal of assets	5	686,909	454,395	526,954
		<b>5,002,596</b>	<b>2,686,770</b>	<b>3,991,472</b>
<b>Outflows from investing activities</b>				
Payments for property, plant and equipment	5(a)	(2,727,308)	(2,024,598)	(2,924,319)
Payments for construction of infrastructure	5(b)	(6,491,104)	(4,208,892)	(6,345,222)
		<b>(9,218,412)</b>	<b>(6,233,490)</b>	<b>(9,269,541)</b>
<b>Amount attributable to investing activities</b>		<b>(4,215,816)</b>	<b>(3,546,720)</b>	<b>(5,278,069)</b>
<b>FINANCING ACTIVITIES</b>				
<b>Inflows from financing activities</b>				
Transfers from reserve accounts	8(a)	0	782,986	782,986
		<b>0</b>	<b>782,986</b>	<b>782,986</b>
<b>Outflows from financing activities</b>				
Repayment of borrowings	7(a)	(177,282)	(246,468)	(246,468)
Transfers to reserve accounts	8(a)	(1,321,718)	(946,359)	(291,955)
		<b>(1,499,000)</b>	<b>(1,192,827)</b>	<b>(538,423)</b>
<b>Amount attributable to financing activities</b>		<b>(1,499,000)</b>	<b>(409,841)</b>	<b>244,563</b>
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>				
<b>Surplus or deficit at the start of the financial year</b>	3	7,240,496	6,190,254	6,049,390
Amount attributable to operating activities		(1,525,680)	5,006,802	(1,015,883)
Amount attributable to investing activities		(4,215,816)	(3,546,720)	(5,278,069)
Amount attributable to financing activities		(1,499,000)	(409,841)	244,563
<b>Surplus or deficit at the end of the financial year</b>	3	<b>0</b>	<b>7,240,495</b>	<b>0</b>

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

**SHIRE OF LAKE GRACE  
FOR THE YEAR ENDED 30 JUNE 2024  
INDEX OF NOTES TO THE BUDGET**

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**1(a) BASIS OF PREPARATION**

The annual budget is a forward looking document and has been prepared in accordance with the Local Government Act 1995 and accompanying regulations.

**Local Government Act 1995 requirements**

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996* prescribe that the annual budget be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

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

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

**The local government reporting entity**

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 13 to the annual budget.

**2022/23 actual balances**

Balances shown in this budget as 2022/23 Actual are estimates as forecast at the time of preparation of the annual budget and are subject to final adjustments.

**Budget comparative figures**

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.

**Comparative figures**

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

**Rounding off figures**

All figures shown in this statement are rounded to the nearest dollar.

**Initial application of accounting standards**

During the budget year, the below revised Australian Accounting Standards and Interpretations are expected to be compiled, become mandatory and be applicable to its operations.

- AASB 2021-2 Amendments to Australian Accounting Standards
  - Disclosure of Accounting Policies or Definition of Accounting Estimates
- AASB 2021-6 Amendments to Australian Accounting Standards
  - Disclosure of Accounting Policies: Tier 2 and Other Australian Accounting Standards
- AASB 2022-7 Editorial Corrections to Australian Accounting Standards and Repeal of Superseded and Redundant Standards

It is not expected these standards will have an impact on the annual budget.

**New accounting standards for application in future years**

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

- AASB 2014-10 Amendments to Australian Accounting Standards
  - Sale or Contribution of Assets between an Investor and its Associate or Joint Venture
- AASB 2020-1 Amendments to Australian Accounting Standards
  - Classification of Liabilities as Current or Non-current
- AASB 2021-7c Amendments to Australian Accounting Standards
  - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections [deferred AASB 10 and AASB 128 amendments in AASB 2014-10 apply]
- AASB 2022-5 Amendments to Australian Accounting Standards
  - Lease Liability in a Sale and Leaseback
- AASB 2022-6 Amendments to Australian Accounting Standards
  - Non-current Liabilities with Covenants
- AASB 2022-10 Amendments to Australian Accounting Standards
  - Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities

It is not expected these standards will have an impact on the annual budget.

**Judgements, estimates and assumptions**

The preparation of the annual budget in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

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

- estimated fair value of certain financial assets
- estimation of fair values of land and buildings and investment property
- impairment of financial assets
- estimation uncertainties and judgements made in relation to lease accounting
- estimated useful life of assets



**SHIRE OF LAKE GRACE**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2024**

**1(b) KEY TERMS AND DEFINITIONS - NATURE OR TYPE**

**REVENUES**

**RATES**

All rates levied under the *Local Government Act 1995*. Includes general, differential, specific area rates, minimum payment, interim rates, back rates, ex-gratia rates, less discounts offered.

Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

**GRANTS, SUBSIDIES AND CONTRIBUTIONS**

All amounts received as grants, subsidies and contributions that are not capital grants.

**CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

**REVENUE FROM CONTRACTS WITH CUSTOMERS**

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

**FEES AND CHARGES**

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees.

Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

**SERVICE CHARGES**

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. Regulation 54 of the *Local Government (Financial Management) Regulations 1996* identifies the charges which can be raised. These are television and radio broadcasting, underground electricity and neighbourhood surveillance services and water.

Exclude rubbish removal charges which should not be classified as a service charge. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**INTEREST EARNINGS**

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**OTHER REVENUE / INCOME**

Other revenue, which cannot be classified under the above headings, includes dividends, discounts, rebates etc.

**PROFIT ON ASSET DISPOSAL**

Gain on the disposal of assets including gains on the disposal of long-term investments.

**EXPENSES**

**EMPLOYEE COSTS**

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Note *AASB 119 Employee Benefits* provides a definition of employee benefits which should be considered.

**MATERIALS AND CONTRACTS**

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses (such as telephone and internet charges), advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc.

Local governments may wish to disclose more detail such as contract services, consultancy, information technology and rental or lease expenditures.

**UTILITIES (GAS, ELECTRICITY, WATER)**

Expenditures made to the respective agencies for the provision of power, gas or water.

Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

**INSURANCE**

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

**LOSS ON ASSET DISPOSAL**

Loss on the disposal of fixed assets.

**DEPRECIATION ON NON-CURRENT ASSETS**

Depreciation and amortisation expenses raised on all classes of assets.

**FINANCE COSTS**

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

**OTHER EXPENDITURE**

Statutory fees, taxes, provision for bad debts, member's fees or levies including DFES levy and State taxes. Donations and subsidies made to community groups.

**SHIRE OF LAKE GRACE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2024**

**2. RATES AND SERVICE CHARGES**

**(a) Rating Information**

Rate Description	Basis of valuation	Rate in	Number of properties	Rateable value	2023/24 Budgeted rate revenue	2023/24 Budgeted interim rates	2023/24 Budgeted back rates	2023/24 Budgeted total revenue	2022/23 Actual total revenue	2022/23 Budget total revenue
		\$		\$	\$	\$	\$	\$	\$	\$
<b>(i) General rates</b>										
<b>Gross rental valuations</b>					0			0		
General Rates		0.144746	388	4,468,791	646,840	1,000		647,840	628,000	628,500
<b>Unimproved valuations</b>					0			0		
General Rate		0.008600	567	487,526,507	4,192,728	1,000		4,193,728	4,094,798	4,091,539
<b>Total general rates</b>			955	491,995,298	4,839,568	2,000	0	4,841,568	4,722,798	4,720,039
<b>(ii) Minimum payment</b>										
<b>Gross rental valuations</b>					0			0		
General rate revenue - GRV		530	38	39,564	20,140			20,140	19,240	19,240
<b>Unimproved valuations</b>					0			0		
General rate revenue - UV		540	89	1,367,316	48,060			48,060	42,400	42,400
<b>Total minimum payments</b>			127	1,406,880	68,200	0	0	68,200	61,640	61,640
<b>Total general rates and minimum payments</b>			1,082	493,402,178	4,907,768	2,000	0	4,909,768	4,784,438	4,781,679
<b>(iii) Specified area rates</b>										
Sewerage - GRV					141,659			141,659	137,533	134,866
<b>Total specified area rates</b>			0	0	141,659	0	0	141,659	137,533	134,866
<b>(iv) Ex-gratia rates</b>										
Ex-gratia rates					89,755			89,755	71,961	71,961
<b>Total ex-gratia rates</b>			0	0	89,755	0	0	89,755	71,961	71,961
<b>Total rates</b>					5,139,182	2,000	0	5,141,182	4,993,932	4,988,506
<b>Total rates</b>					5,139,182	2,000	0	5,141,182	4,993,932	4,988,506

All rateable properties within the district used predominately for non-rural purposes are rated according to their Gross Rental Valuation (GRV), all other properties are rated according to their Unimproved Valuation (UV).

The general rates detailed for the 2023/24 financial year have been determined by Council on the basis of raising the revenue required to meet the estimated deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than general rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of local government services/facilities.

**SHIRE OF LAKE GRACE  
 NOTES TO AND FORMING PART OF THE BUDGET  
 FOR THE YEAR ENDED 30 JUNE 2024**

**2. RATES AND SERVICE CHARGES (CONTINUED)**

**(b) Interest Charges and Instalments - Rates and Service Charges**

The following instalment options are available to ratepayers for the payment of rates and service charges.

Instalment options	Date due	Instalment plan	Instalment plan	Unpaid rates
		admin charge	interest rate	interest rates
		\$	%	%
<b>Option one</b>				
Single full payment	4/09/2023	0.00	0.00%	7.00%
<b>Option two</b>				
First instalment	4/09/2023	5.50	5.50%	7.00%
Second instalment	6/11/2023	5.50	5.50%	7.00%
<b>Option three</b>				
First instalment	4/09/2023	2.75	5.50%	7.00%
Second instalment	6/11/2023	2.75	5.50%	7.00%
Third instalment	8/01/2024	2.75	5.50%	7.00%
Fourth instalment	11/03/2024	2.75	5.50%	7.00%

	2023/24 Budget revenue	2022/23 Actual revenue	2022/23 Budget revenue
	\$	\$	\$
Instalment plan admin charge revenue	5,800	4,367	5,800
Instalment plan interest earned	11,000	10,397	6,000
Unpaid rates and service charge interest earned	8,000	7,523	10,000
	24,800	22,287	21,800

**SHIRE OF LAKE GRACE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2024**

**2. RATES AND SERVICE CHARGES (CONTINUED)**

**(c) Specified Area Rate**

	<b>Budgeted rate applied to costs</b>	<b>Budgeted rate set aside to reserve</b>	<b>Reserve Amount to be applied to costs</b>	<b>Purpose of the rate</b>	<b>Area or properties rate is to be imposed on</b>
<b>Specified area rate</b>	\$	\$	\$		
Sewerage - GRV	141,659	0	0	Applied in full to operate and maintain the sewerage scheme	Lake Grace Townsite
	141,659	0	0		

**(d) Service Charges**

The Shire did not raise service charges for the year ended 30th June 2024.

**(e) Waivers or concessions**

The Shire does not anticipate any waivers or concessions for the year ended 30th June 2024.

**SHIRE OF LAKE GRACE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2024**

**3. NET CURRENT ASSETS**

**(a) Composition of estimated net current assets**

**Current assets**

Cash and cash equivalents  
Receivables  
Inventories

**Less: current liabilities**

Trade and other payables  
Contract liabilities  
Long term borrowings  
Employee provisions

**Net current assets**

**Less: Total adjustments to net current assets**

**Net current assets used in the Statement of Financial Activity**

Note	2023/24 Budget 30 June 2024	2022/23 Actual 30 June 2023	2022/23 Budget 30 June 2023
	\$	\$	\$
4	6,781,097	12,699,875	6,299,878
	320,521	320,521	269,604
	6,545	6,545	19,008
	7,108,163	13,026,941	6,588,490
	(323,876)	(323,876)	(1,225,633)
	0	0	(654,533)
7	0	(177,282)	0
	(377,944)	(377,944)	(262,528)
	(701,820)	(879,102)	(2,142,694)
	6,406,343	12,147,839	4,445,796
3(c)	(6,406,343)	(4,907,343)	(4,445,796)
	0	7,240,496	0

**SHIRE OF LAKE GRACE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2024**

**3. NET CURRENT ASSETS (CONTINUED)**

**EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)**

**Items excluded from calculation of budgeted deficiency**

When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the *Local Government Act 1995* the following amounts have been excluded as provided by *Local Government (Financial Management) Regulation 32* which will not fund the budgeted expenditure.

**(b) Non-cash amounts excluded from operating activities**

The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

**Adjustments to operating activities**

Less: Profit on asset disposals  
Add: Loss on asset disposals  
Add: Depreciation

Non-cash movements in non-current assets and liabilities:

- Employee provisions

**Non cash amounts excluded from operating activities**

Note	2023/24 Budget 30 June 2024	2022/23 Actual 30 June 2023	2022/23 Budget 30 June 2023
	\$	\$	\$
5	(155,866)	(171,327)	(80,864)
5	62,959	63,198	49,856
6	3,746,374	3,163,283	3,003,905
	0	19,915	0
	3,653,467	3,075,069	2,972,897

**(c) Current assets and liabilities excluded from budgeted deficiency**

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

**Adjustments to net current assets**

Less: Cash - reserve accounts  
Less: Current assets not expected to be received at end of year  
- Other liabilities [describe]

Less: Movement in provisions

Add: Current liabilities not expected to be cleared at end of year

- Current portion of borrowings

- Current portion of employee benefit provisions held in reserve

**Total adjustments to net current assets**

8	(6,593,811)	(5,272,093)	(4,617,690)
	0	(50,072)	
	(194,229)	(144,157)	(90,634)
	0	177,282	0
	381,697	381,697	262,528
	(6,406,343)	(4,907,343)	(4,445,796)

3(d) NET CURRENT ASSETS (CONTINUED)

**MATERIAL ACCOUNTING POLICIES**

**CURRENT AND NON-CURRENT CLASSIFICATION**

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire's intentions to release for sale.

**TRADE AND OTHER PAYABLES**

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

**PREPAID RATES**

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire recognises revenue for the prepaid rates that have not been refunded.

**INVENTORIES**

**General**

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**Superannuation**

The Shire contributes to a number of superannuation funds on behalf of employees. All funds to which the Shire contributes are defined contribution plans.

**LAND HELD FOR RESALE**

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

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

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

**GOODS AND SERVICES TAX (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**CONTRACT LIABILITIES**

Contract liabilities represent the Shire's obligation to transfer goods or services to a customer for which the Shire has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

**TRADE AND OTHER RECEIVABLES**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for grants, contributions, reimbursements, and goods sold and services performed in the ordinary course of business.

Trade and other receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

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

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

The Shire applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

**PROVISIONS**

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**EMPLOYEE BENEFITS**

**Short-term employee benefits**

Provision is made for the Shire's obligations for short-term employee benefits. Short term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the determination of the net current asset position. The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the determination of the net current asset position.

**Other long-term employee benefits**

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

**SHIRE OF LAKE GRACE**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2024**

**4. RECONCILIATION OF CASH**

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

	Note	2023/24 Budget	2022/23 Actual	2022/23 Budget
Cash at bank and on hand		\$ 6,781,097	\$ 12,699,875	\$ 6,299,878
<b>Total cash and cash equivalents</b>		<b>6,781,097</b>	<b>12,699,875</b>	<b>6,299,878</b>
Held as				
- Unrestricted cash and cash equivalents	3(a)	187,286	7,427,782	1,027,655
- Restricted cash and cash equivalents	3(a)	6,593,811	5,272,093	5,272,223
		<b>6,781,097</b>	<b>12,699,875</b>	<b>6,299,878</b>
<b>Restrictions</b>				
The following classes of assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:				
- Cash and cash equivalents		6,593,811	5,272,093	5,272,223
		<b>6,593,811</b>	<b>5,272,093</b>	<b>5,272,223</b>
The assets are restricted as a result of the specified purposes associated with the liabilities below:				
Financially backed reserves	8	6,593,811	5,272,093	4,617,690
Unspent capital grants, subsidies and contribution liabilities		0	0	654,533
		<b>6,593,811</b>	<b>5,272,093</b>	<b>5,272,223</b>
<b>Reconciliation of net cash provided by operating activities to net result</b>				
<b>Net result</b>		<b>(863,460)</b>	<b>4,168,718</b>	<b>(524,266)</b>
Depreciation	6	3,746,374	3,163,283	3,003,905
(Profit)/loss on sale of asset	5	(92,907)	(108,129)	(31,008)
Adjustments to fair value of financial assets at fair value through profit and loss		0	(4,607)	0
(Increase)/decrease in receivables		0	(50,918)	0
(Increase)/decrease in inventories		0	740,571	0
Increase/(decrease) in payables		0	(947,117)	0
Increase/(decrease) in contract liabilities		0	(416,885)	0
Increase/(decrease) in employee provisions		0	7,784	0
Capital grants, subsidies and contributions		(4,315,687)	(2,232,375)	(3,464,518)
<b>Net cash from operating activities</b>		<b>(1,525,680)</b>	<b>4,320,325</b>	<b>(1,015,887)</b>

**MATERIAL ACCOUNTING POLICES**

**CASH AND CASH EQUIVALENTS**

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

Bank overdrafts are shown as short term borrowings in current liabilities in Note 3 - Net Current Assets.

**FINANCIAL ASSETS AT AMORTISED COST**

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

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

SHIRE OF LAKE GRACE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2024

5. FIXED ASSETS

The following assets are budgeted to be acquired and/or disposed of during the year.

	2023/24 Budget Additions	2023/24 Budget Disposals - Net Book Value	2023/24 Budget Disposals - Sale Proceeds	2023/24 Budget Disposals - Profit or Loss	2022/23 Actual Additions	2022/23 Disposals - Net Book Value	2022/23 Actual Disposals - Sale Proceeds	2022/23 Actual Disposals - Profit or Loss	2022/23 Budget Additions	2022/23 Budget Disposals - Net Book Value	2022/23 Budget Disposals - Sale Proceeds	2022/23 Budget Disposals - Profit or Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>(a) Property, Plant and Equipment</b>												
Land - freehold land	100,000	301,865	435,000	133,135	52,681			0	392,554			0
Buildings - non-specialised				0	87,945			0				0
Buildings - specialised	1,547,308			0	607,889			0	1,164,584			0
Furniture and equipment	40,000			0				0				0
Plant and equipment	1,040,000	292,137	251,909	(40,228)	1,276,083	346,266	454,395	108,129	1,367,181	495,946	526,954	31,008
<b>Total</b>	<b>2,727,308</b>	<b>594,002</b>	<b>686,909</b>	<b>92,907</b>	<b>2,024,598</b>	<b>346,266</b>	<b>454,395</b>	<b>108,129</b>	<b>2,924,319</b>	<b>495,946</b>	<b>526,954</b>	<b>31,008</b>
<b>(b) Infrastructure</b>												
Infrastructure - roads	4,251,182			0	3,241,342			0	4,731,077			0
Other infrastructure - parks, gardens & recreational facilities	1,611,851			0	553,828			0	974,751			0
Other infrastructure - sewerage	0			0	29,694			0	8,185			0
Other infrastructure - urban infrastructure	628,071			0	384,028			0	631,209			0
<b>Total</b>	<b>6,491,104</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,208,892</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,345,222</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total</b>	<b>9,218,412</b>	<b>594,002</b>	<b>686,909</b>	<b>92,907</b>	<b>6,233,490</b>	<b>346,266</b>	<b>454,395</b>	<b>108,129</b>	<b>9,269,541</b>	<b>495,946</b>	<b>526,954</b>	<b>31,008</b>

**MATERIAL ACCOUNTING POLICIES**

**RECOGNITION OF ASSETS**

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with Financial Management Regulation 17A (5). These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

**GAINS AND LOSSES ON DISPOSAL**

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.



**SHIRE OF LAKE GRACE**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2024**

**6. DEPRECIATION**

**By Class**

Buildings - non-specialised
Buildings - specialised
Furniture and equipment
Plant and equipment
Infrastructure - roads
Other infrastructure - parks, gardens & recreational facilities
Other infrastructure - sewerage
Other infrastructure - urban infrastructure

**By Program**

Governance
Law, order, public safety
Health
Education and welfare
Housing
Community amenities
Recreation and culture
Transport
Economic services
Other property and services

2023/24 Budget	2022/23 Actual	2022/23 Budget
\$	\$	\$
58,366	49,282	64,014
545,837	460,882	701,577
29,059	24,536	15,063
420,995	355,471	190,925
1,762,743	1,488,387	1,409,791
620,844	524,215	371,113
83,363	70,388	68,831
225,167	190,122	182,591
<b>3,746,374</b>	<b>3,163,283</b>	<b>3,003,905</b>
75,848	57,774	63,279
114,897	86,977	59,663
41,503	37,375	53,122
9,902	8,843	12,954
132,702	119,502	182,822
99,560	113,252	102,951
850,541	717,149	713,908
2,262,600	1,828,057	1,712,969
66,842	59,836	49,320
91,979	134,518	52,917
<b>3,746,374</b>	<b>3,163,283</b>	<b>3,003,905</b>

**MATERIAL ACCOUNTING POLICIES**

**DEPRECIATION**

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Major depreciation periods used for each class of depreciable asset are:

Buildings	30 to 50 years
Furniture and equipment	4 to 10 years
Plant and equipment	5 to 15 years
Sealed roads and streets:	
formation	not depreciated
pavement	50 years
seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
formation	not depreciated
pavement	50 years
Parks, Gardens and Recreation facilities	4-50 years
Urban Infrastructure	5 - 50 years
Sewerage piping	20-50 years
Water supply piping and drainage systems	75 years

7. BORROWINGS

(a) Borrowing repayments

Movement in borrowings and interest between the beginning and the end of the current financial year.

Purpose	Loan Number	Institution	Interest Rate	Budget	2023/24	2023/24	Budget	2023/24	Actual	2022/23	2022/23	Actual	2022/23	Budget	2022/23	2022/23	Budget	2022/23
				Principal	Budget	Budget	Principal	Principal		Actual	Actual	Actual	Actual	Principal	Budget	Budget	Budget	Budget
				1 July 2023	New Loans	Repayments	outstanding 30 June 2024	Repayments	1 July 2022	New Loans	Repayments	outstanding 30 June 2023	Repayments	1 July 2022	New Loans	Repayments	outstanding 30 June 2023	Repayments
				\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Office Refurbishment	L181	WATC		197,657	0	(20,069)	177,588	(12,570)	216,614	0	(18,957)	197,657	(13,433)	216,614	0	(18,957)	197,657	(13,796)
Staff Housing & CEO's R	L204	WATC		379,144	0	(49,101)	330,043	(5,857)	427,810	0	(48,666)	379,144	(6,563)	427,810	0	(48,666)	379,144	(6,634)
Lake Grace Pool	L173	WATC		(2)	0	0	(2)	(12)	16,239	0	(16,241)	(2)	(529)	16,241	0	(16,241)	0	(798)
LG Sports Pavillion	L182	WATC		86,394	0	(19,623)	66,771	(5,842)	104,832	0	(18,438)	86,394	(6,752)	104,832	0	(18,438)	86,394	(7,139)
Newdegate Bowling Club	L193	WATC		0	0	0	0	0	0	0	0	0	(3)	0	0	0	0	(3)
LG Precinct	L198	WATC		24,217	0	(24,216)	1	(1,097)	47,384	0	(23,167)	24,217	(2,194)	47,383	0	(23,167)	24,216	(2,284)
LK Court Resurfacing	L202	WATC		0	0	0	0	0	0	0	0	0	(14)	0	0	0	0	(14)
Roadworks & Plant	L196	WATC		0	0	0	0	(166)	52,429	0	(52,429)	0	(1,940)	52,429	0	(52,429)	0	(2,114)
LG Residential Land	L189	WATC		96,954	0	(5,667)	91,287	(3,645)	107,794	0	(10,840)	96,954	(7,129)	107,794	0	(10,840)	96,954	(7,131)
Purchase & Develop Indu	L203	WATC		429,378	0	(58,606)	370,772	(9,285)	487,109	0	(57,732)	429,378	(10,382)	487,110	0	(57,732)	429,379	(10,565)
				1,213,744	0	(177,282)	1,036,462	(38,474)	1,460,212	0	(246,468)	1,213,744	(48,939)	1,460,214	0	(246,468)	1,213,746	(50,478)

All borrowing repayments, other than self supporting loans, will be financed by general purpose revenue.  
 The self supporting loan(s) repayment will be fully reimbursed.

**SHIRE OF LAKE GRACE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2024**

**7. BORROWINGS**

**(b) New borrowings - 2023/24**

The Shire does not intend to undertake any new borrowings for the year ended 30th June 2024

**(c) Unspent borrowings**

The Shire had no unspent borrowing funds as at 30th June 2023 nor is it expected to have unspent borrowing funds as at 30th June 2024.

**(d) Credit Facilities**

	2023/24 Budget	2022/23 Actual	2022/23 Budget
	\$	\$	\$
<b>Undrawn borrowing facilities credit standby arrangements</b>			
Bank overdraft limit	100,000	100,000	100,000
Bank overdraft at balance date	0	0	0
Credit card limit	15,000	15,000	15,000
Credit card balance at balance date	0	(5,731)	0
<b>Total amount of credit unused</b>	<b>115,000</b>	<b>109,269</b>	<b>115,000</b>
<b>Loan facilities</b>			
Loan facilities in use at balance date	1,036,462	1,213,744	1,213,746

Overdraft details	Purpose overdraft was established	Year overdraft established	Amount b/fwd 1 July 2023	2023/24	
				Budgeted Increase/ (Decrease)	Amount as at 30th June 2024
			\$	\$	\$
Bankwest	Cashflow	2019	100,000	0	100,000
			100,000	0	100,000

**MATERIAL ACCOUNTING POLICIES**

**BORROWING COSTS**

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Borrowings fair values are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy due to the unobservable inputs, including own credit risk.

**SHIRE OF LAKE GRACE**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2024**

**8. RESERVE ACCOUNTS**

**(a) Reserve Accounts - Movement**

	2023/24 Budget Opening Balance	2023/24 Budget Transfer to	2023/24 Budget Transfer (from)	2023/24 Budget Closing Balance	2022/23 Actual Opening Balance	2022/23 Actual Transfer to	2022/23 Actual Transfer (from)	2022/23 Actual Closing Balance	2022/23 Budget Opening Balance	2022/23 Budget Transfer to	2022/23 Budget Transfer (from)	2022/23 Budget Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted by legislation</b>												
(a) Lake Grace Sewerage Reserve	1,409,139	156,366		1,565,505	1,168,225	240,914		1,409,139	1,168,225	121,028		1,289,253
	1,409,139	156,366	0	1,565,505	1,168,225	240,914	0	1,409,139	1,168,225	121,028	0	1,289,253
<b>Restricted by council</b>												
(a) Leave Reserve	345,678	13,827		359,505	334,774	10,904		345,678	334,773	6,026		340,799
(b) Emergency Services Reserve	28,254	1,130		29,384	27,363	891		28,254	27,363	493		27,856
(c) Housing Reserve	761,841	430,474		1,192,315	590,461	171,380		761,841	590,462	60,628		651,090
(d) Swimming Pool Reserve	489,693	195,422		685,115	228,667	261,026		489,693	228,666	54,116		282,782
(e) Land Development Reserve	127,834	140,113		267,947	123,802	4,032		127,834	123,802	2,228		126,030
(f) Plant Reserve	725,099	229,004		954,103	1,095,153	129,946	(500,000)	725,099	1,095,153	19,713	(500,000)	614,866
(g) Recreation Reserve	227,708	9,108		236,816	220,525	7,183		227,708	220,525	3,969		224,494
(h) Works & Services Reserve	393,868	15,755		409,623	597,553	46,315	(250,000)	393,868	597,553	10,756	(250,000)	358,309
(i) Newdegate Hall Reserve	58,023	2,321		60,344	56,193	1,830		58,023	56,193	1,011		57,204
(j) Lake Grace TV Reserve	31,337	1,253		32,590	30,348	989		31,337	30,349	546		30,895
(k) Varley Sullage Reserve	1,733	69		1,802	1,678	55		1,733	1,679	30		1,709
(l) Newdegate Sports Dam Reserve	27,841	1,114		28,955	26,963	878		27,841	26,963	485		27,448
(m) Newdegate Stadium Floor Reserve	25,120	101,005		126,125	24,328	792		25,120	24,327	438		24,765
(n) Community Water Supplies Reserve	12,467	499		12,966	12,074	393		12,467	12,074	217		12,291
(o) Office Furniture & Equipment Reserve	13,851	554		14,405	13,414	437		13,851	13,414	241		13,655
(p) Newdegate Centenary Reserve	0	0		0	32,403	583	(32,986)	0	32,403	583	(32,986)	0
(q) Essential Medical Reserve	575,664	23,027		598,691	508,389	67,275		575,664	508,389	9,151		517,540
(r) History Book Reserve	10,886	435		11,321	10,543	343		10,886	10,543	190		10,733
(s) AIM Hospital Museum Reserve	6,057	242		6,299	5,866	191		6,057	5,866	106		5,972
	3,862,954	1,165,352	0	5,028,306	3,940,495	705,445	(782,986)	3,862,954	3,940,495	170,927	(782,986)	3,328,438
	5,272,093	1,321,718	0	6,593,811	5,108,720	946,359	(782,986)	5,272,093	5,108,720	291,955	(782,986)	4,617,690

**(b) Reserve Accounts - Purposes**

In accordance with Council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Reserve name	Anticipated date of use	Purpose of the reserve
(a) Lake Grace Sewerage Reserve	ongoing	to fund maintenance, addition and improvements to the Lake Grace Sewerage system
(a) Leave Reserve	ongoing	to fund annual and long service leave requirements
(b) Emergency Services Reserve	ongoing	to fund volunteer bush fire brigades and other emergency services
(c) Housing Reserve	ongoing	to fund acquisition, construction, renovation or maintenance of shire staff housing
(d) Swimming Pool Reserve	ongoing	to fund maintenance and improvement of the Lake Grace swimming pool and associated infrastructure
(e) Land Development Reserve	ongoing	to fund the development of new residential, commercial and industrial land
(f) Plant Reserve	ongoing	to fund acquisition or replacement of plant and equipment in accordance with plant replacement program
(g) Recreation Reserve	ongoing	to fund the development of sport and recreation facilities
(h) Works & Services Reserve	ongoing	to fund expenditure associated with road and street works, including drainage and rehabilitation works
(i) Newdegate Hall Reserve	ongoing	to fund maintenance, renovation, extension or improvements of the Newdegate Town Hall
(j) Lake Grace TV Reserve	ongoing	to fund maintenance and upgrades of television and radio services in the Lake Grace townsite
(k) Varley Sullage Reserve	ongoing	to fund expenses associated with the operations of the Varley sullage scheme
(l) Newdegate Sports Dam Reserve	ongoing	to fund upgrade works for the Newdegate Sports Dam
(m) Newdegate Stadium Floor Reserve	ongoing	to fund upgrade works for the Newdegate Stadium Floor
(n) Community Water Supplies Reserve	ongoing	to fund future commitments with the construction and maintenance of community water supplies
(o) Office Furniture & Equipment Reserve	ongoing	to fund replacement of furniture, office, electrical and computer equipment in the Lake Grace administration centre
(p) Newdegate Centenary Reserve	30/06/2023	to fund the 100 Year Centenary of the Newdegate town site
(q) Essential Medical Reserve	ongoing	to fund the provision of essential medical services
(r) History Book Reserve	ongoing	to fund expenditure associated with producing local history books
(s) AIM Hospital Museum Reserve	ongoing	to fund expenses associated with the AIM Hospital Museum

9. REVENUE RECOGNITION

MATERIAL ACCOUNTING POLICIES

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

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Timing of Revenue recognition
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	Set by State legislation or limited by legislation to the cost of provision	Based on timing of issue of the associated rights	No refunds	On payment and issue of the licence, registration or approval
Waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	Adopted by council annually	Based on timing of entry to facility	Not applicable	On entry to facility
Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Adopted by council annually	Applied fully based on timing of provision	Not applicable	Output method based on provision of service or completion of works
Sale of stock	Aviation fuel, kiosk and visitor centre stock	Single point in time	In full in advance, on 15 day credit	Refund for faulty goods	Adopted by council annually, set by mutual agreement	Applied fully based on timing of provision	Returns limited to repayment of transaction price	Output method based on goods

**SHIRE OF LAKE GRACE**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2024**

**10. PROGRAM INFORMATION**

**(a) Key Terms and Definitions - Reporting Programs**

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Shire's Community Vision, and for each of its broad activities/programs.

**OBJECTIVE**

**ACTIVITIES**

**Governance**

To provide a decision making process for the efficient allocation of scarce resources.

Includes the activities of members of Council and the administrative support available to the Council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific local government services.

**General purpose funding**

To collect revenue to allow for the provision of services.

Rates, general purpose grants & interest revenue.

**Law, order, public safety**

To provide bushfire prevention services and animal control services.

Supervision, enforcement of various local laws, fire prevention emergency services, animal control and other aspects of public safety.

**Health**

To provide for an operation framework for good community health in conjunction with the Health Department.

Health inspection services in relation to food outlets and their control and waste disposal compliance and the provision of a Doctor dental & medical services.

**Education and welfare**

To provide services for the elderly, children and youth.

Maintenance of playgroups and daycare centres. Provision of elderly and youth services.

**Housing**

To ensure adequate housing is available for staff and the community.

Provision and maintenance of staff housing, aged persons units and community accommodation (Joint Venture and LOGCHOP) units.

**Community amenities**

To provide services and infrastructure as required by the community.

Rubbish collection services, operation of refuse disposal sites and the Lake Grace sewerage scheme. Administration of Local Planning Scheme, maintenance of cemeteries and public conveniences.

**Recreation and culture**

To establish and effectively manage infrastructure and resources which will help with the social wellbeing of the community.

The provision of public halls, sports pavilions, recreation grounds, Lake Grace swimming pool, parks, gardens and playgrounds. The operation of public libraries in conjunction with the Department of Education and other cultural and heritage facilities.

**Transport**

To provide safe, effective and efficient transport infrastructure to the community.

Construction and maintenance of streets, roads, drainage, footpaths and aerodromes. Cleaning streets, maintenance of street trees street lighting and works depot. Provision of Department of Transport licensing services.

**Economic services**

To help promote the Shire and improve its economic wellbeing.

The regulation and provision of tourism, area promotion, building control, noxious weeds, saleyards and the provision of emergency water supplies.

**Other property and services**

To monitor and control Council's overheads and operating accounts.

Private works operations, plant repair and operating costs and engineering operation costs.

**SHIRE OF LAKE GRACE**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2024**

**10 PROGRAM INFORMATION (Continued)**

**(b) Income and expenses**

	<b>2023/24</b>	<b>2022/23</b>	<b>2022/23</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
<b>Income excluding grants, subsidies and contributions</b>	\$	\$	\$
Governance	22,453	106,203	9,556
General purpose funding	5,453,483	5,294,595	5,097,495
Law, order, public safety	102,700	144,974	82,700
Health	8,500	59,993	11,000
Housing	21,000	31,250	21,000
Community amenities	299,869	287,565	295,766
Recreation and culture	48,325	53,054	43,900
Transport	34,728	197,421	101,358
Economic services	309,885	157,154	128,780
Other property and services	86,500	73,787	91,500
	<b>6,387,443</b>	<b>6,405,996</b>	<b>5,883,055</b>
<b>Grants, subsidies and contributions</b>			
General purpose funding	4,000	4,587,563	844,956
Law, order, public safety	86,795	114,526	75,953
Education and welfare	2,000	25,000	2,000
Recreation and culture	14,500	8,220	14,500
Transport	404,420	378,552	371,235
Economic services	146,200	203,065	210,400
	<b>657,915</b>	<b>5,316,926</b>	<b>1,519,044</b>
<b>Capital grants, subsidies and contributions</b>			
Law, order, public safety	22,500	26,706	0
Education and welfare	40,569	0	0
Community amenities	0	7,268	8,185
Recreation and culture	1,920,299	388,521	1,278,341
Transport	1,832,319	1,790,110	1,976,537
Economic services	500,000	19,770	201,455
	<b>4,315,687</b>	<b>2,232,375</b>	<b>3,464,518</b>
<b>Total Income</b>	<b>11,361,045</b>	<b>13,955,297</b>	<b>10,866,617</b>
<b>Expenses</b>			
Governance	(579,747)	(410,873)	(489,292)
General purpose funding	(226,286)	(203,230)	(244,721)
Law, order, public safety	(571,645)	(474,257)	(419,978)
Health	(437,794)	(297,353)	(416,471)
Education and welfare	(126,166)	(43,465)	(92,184)
Housing	(165,570)	(139,714)	(271,026)
Community amenities	(1,233,873)	(894,603)	(1,317,037)
Recreation and culture	(3,125,547)	(2,449,989)	(2,787,937)
Transport	(4,721,456)	(4,015,851)	(4,223,982)
Economic services	(947,300)	(826,133)	(1,036,608)
Other property and services	(89,121)	(31,111)	(91,647)
<b>Total expenses</b>	<b>(12,224,505)</b>	<b>(9,786,579)</b>	<b>(11,390,883)</b>
<b>Net result for the period</b>	<b>(863,460)</b>	<b>4,168,718</b>	<b>(524,266)</b>

**SHIRE OF LAKE GRACE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2024**

**11. OTHER INFORMATION**

**The net result includes as revenues**

**(a) Interest earnings**

	<b>2023/24 Budget</b>	<b>2022/23 Actual</b>	<b>2022/23 Budget</b>
	\$	\$	\$
Investments			
- Reserve accounts	210,884	166,359	91,955
- Other funds	145,000	184,965	61,000
Other interest revenue	19,000	17,920	16,000
	<b>374,884</b>	<b>369,244</b>	<b>168,955</b>

\* The Shire has resolved to charge interest under section 6.13 for the late payment of any amount of money at 5%.

**(b) Other revenue**

Reimbursements and recoveries	324,896	493,410	277,050
	<b>324,896</b>	<b>493,410</b>	<b>277,050</b>

**The net result includes as expenses**

**(c) Auditors remuneration**

Audit services	35,000	30,300	30,300
Other services	12,500	2,660	21,200
	<b>47,500</b>	<b>32,960</b>	<b>51,500</b>

**(d) Interest expenses (finance costs)**

Borrowings (refer Note 7(a))	38,474	48,939	50,478
Other finance costs	1,000	0	0
	<b>39,474</b>	<b>48,939</b>	<b>50,478</b>

**(e) Write offs**

General rate	3,000	3,035	500
	<b>3,000</b>	<b>3,035</b>	<b>500</b>

**(f) Low Value lease expenses**

Land - Research Station	73,330	54,250	54,000
	<b>73,330</b>	<b>54,250</b>	<b>54,000</b>



**SHIRE OF LAKE GRACE**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2024**

**12. ELECTED MEMBERS REMUNERATION**

	<b>2023/24 Budget</b>	<b>2022/23 Actual</b>	<b>2022/23 Budget</b>
	\$	\$	\$
<b>Elected member 1</b>			
President's allowance	20,875	20,565	20,565
Meeting attendance fees	8,487	8,200	8,200
Annual allowance for ICT expenses	3,623	3,500	2,000
Travel and accommodation expenses	8,000	7,164	8,000
	<b>40,985</b>	<b>39,429</b>	<b>38,765</b>
<b>Elected member 2</b>			
Deputy President's allowance	5,219	5,016	5,142
Meeting attendance fees	4,244	4,092	4,100
Annual allowance for ICT expenses	3,623	3,500	2,000
Travel and accommodation expenses	2,000	1,223	2,000
	<b>15,086</b>	<b>13,831</b>	<b>13,242</b>
<b>Elected member 3</b>			
Meeting attendance fees	4,244	4,100	4,100
Annual allowance for ICT expenses	3,623	3,500	2,000
Travel and accommodation expenses	1,000		1,000
	<b>8,867</b>	<b>7,600</b>	<b>7,100</b>
<b>Elected member 4</b>			
Meeting attendance fees	4,244	4,100	4,100
Annual allowance for ICT expenses	3,623	3,500	2,000
Travel and accommodation expenses	1,000	1,094	1,000
	<b>8,867</b>	<b>8,694</b>	<b>7,100</b>
<b>Elected member 5</b>			
Meeting attendance fees	4,244	4,100	4,100
Annual allowance for ICT expenses	3,623	3,500	2,000
Travel and accommodation expenses	1,000	2,478	1,000
	<b>8,867</b>	<b>10,078</b>	<b>7,100</b>
<b>Elected member 6</b>			
Meeting attendance fees	4,244	4,100	4,100
Annual allowance for ICT expenses	3,623	3,500	2,000
Travel and accommodation expenses	1,000	709	1,000
	<b>8,867</b>	<b>8,309</b>	<b>7,100</b>
<b>Elected member 7</b>			
Meeting attendance fees	4,244	4,100	4,100
Other expenses		5	
Annual allowance for ICT expenses	3,623	3,500	2,000
Travel and accommodation expenses	1,000	2,110	1,000
	<b>8,867</b>	<b>9,715</b>	<b>7,100</b>
<b>Elected member 8</b>			
Meeting attendance fees	4,244	4,100	4,100
Annual allowance for ICT expenses	3,623	3,500	2,000
Travel and accommodation expenses	1,000		1,000
	<b>8,867</b>	<b>7,600</b>	<b>7,100</b>
<b>Elected member 9</b>			
Meeting attendance fees	4,244		3,100
Annual allowance for ICT expenses	3,623		2,000
Travel and accommodation expenses	1,000		1,000
	<b>8,867</b>	<b>0</b>	<b>6,100</b>
<b>Total Elected Member Remuneration</b>	<b>118,140</b>	<b>105,256</b>	<b>100,707</b>
President's allowance	20,875	20,565	20,565
Deputy President's allowance	5,219	5,016	5,142
Meeting attendance fees	42,439	36,892	40,000
Other expenses	0	5	0
Annual allowance for ICT expenses	32,607	28,000	18,000
Travel and accommodation expenses	17,000	14,778	17,000
	<b>118,140</b>	<b>105,256</b>	<b>100,707</b>

**SHIRE OF LAKE GRACE**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2024**

**13. TRUST FUNDS**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

<b>Detail</b>	<b>Balance 1 July 2023</b>	<b>Estimated amounts received</b>	<b>Estimated amounts paid</b>	<b>Estimated balance 30 June 2024</b>
	\$	\$	\$	\$
Standpipe Bonds	11,138	357	(255)	11,240
	11,138	357	(255)	11,240

**SHIRE OF LAKE GRACE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2024**

**14. FEES AND CHARGES**

	<b>2023/24 Budget</b>	<b>2022/23 Actual</b>	<b>2022/23 Budget</b>
	\$	\$	\$
<b>By Program:</b>			
Governance	12,550	12,289	1,150
General purpose funding	24,300	16,079	24,300
Law, order, public safety	2,200	2,322	2,200
Health	8,150	6,864	8,650
Housing	20,000	31,250	20,000
Community amenities	158,210	150,032	159,900
Recreation and culture	41,925	34,153	42,000
Economic services	72,780	81,694	53,980
Other property and services	50,500	38,790	55,500
	<b>390,615</b>	<b>373,474</b>	<b>367,680</b>

The subsequent pages detail the fees and charges proposed to be imposed by the local government.



# OPERATING AND CAPITAL ACCOUNTS





**SHIRE OF LAKE GRACE**  
**SCHEDULE 02 - GENERAL FUND SUMMARY**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

MUNICIPAL FUND		22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
		REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>OPERATING</b>							
Governance	04	9,556	489,292	106,203	410,873	22,453	579,746
General Purpose Funding	03	5,942,451	244,721	9,882,158	203,230	5,457,483	226,286
Law, Order, Public Safety	05	158,653	419,978	259,500	474,257	189,495	571,645
Health	07	11,000	416,471	59,992	297,353	8,500	437,794
Education & Welfare	08	2,000	92,184	25,000	43,465	2,000	126,166
Housing	09	21,000	271,026	31,250	139,714	21,000	165,570
Community Amenities	10	295,766	1,317,037	287,565	894,603	299,869	1,233,873
Recreation & Culture	11	58,400	2,787,937	61,274	2,449,989	62,825	3,125,547
Transport	12	472,593	4,243,982	575,974	4,015,851	439,148	4,721,456
Economic Services	13	339,180	1,036,608	360,218	826,133	456,085	947,300
Other Property & Services	14	91,500	91,647	69,180	31,111	86,500	89,121
<b>TOTAL - OPERATING</b>		<b>7,402,099</b>	<b>11,410,883</b>	<b>11,718,313</b>	<b>9,786,580</b>	<b>7,045,358</b>	<b>12,224,505</b>
<b>CAPITAL</b>							
General Purpose Funding	03	0	0	0	0	0	0
Governance	04	0	369,804	0	284,455	0	159,170
Law, Order, Public Safety	05	0	0	26,706	0	22,500	154,500
Health	07	0	0	0	0	0	30,000
Education & Welfare	08	0	16,200	0	4,076	40,569	40,569
Housing	09	0	177,747	0	87,945	0	85,250
Community Amenities	10	8,185	208,426	7,268	62,111	0	212,982
Recreation & Culture	11	1,278,341	2,237,414	388,521	1,138,729	1,920,299	2,685,697
Transport	12	1,976,537	5,835,567	1,790,110	4,650,453	1,832,319	5,126,182
Economic Services	13	201,455	670,850	19,770	252,188	500,000	901,344
Other Property & Services	14	0	0	0	0	0	0
<b>TOTAL - CAPITAL</b>		<b>3,464,518</b>	<b>9,516,009</b>	<b>2,232,375</b>	<b>6,479,958</b>	<b>4,315,687</b>	<b>9,395,694</b>
		<b>10,866,617</b>	<b>20,926,891</b>	<b>13,950,688</b>	<b>16,266,538</b>	<b>11,361,045</b>	<b>21,620,199</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 03 - GENERAL PURPOSE FUNDING**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>PROGRAMME SUMMARY</b>	<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b><u>OPERATING EXPENDITURE</u></b>						
Rate Revenue		243,721		203,230		222,556
General Financing		1,000		0		3,730
<b><u>OPERATING REVENUE</u></b>						
Rate Revenue	4,948,539		4,947,271		5,101,599	
General Purpose Funding	840,956		4,583,563		0	
General Financing	152,955		351,324		355,884	
<b>SUB-TOTAL</b>	<b>5,942,450</b>	<b>244,721</b>	<b>9,882,158</b>	<b>203,230</b>	<b>5,457,483</b>	<b>226,286</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>5,942,450</b>	<b>244,721</b>	<b>9,882,158</b>	<b>203,230</b>	<b>5,457,483</b>	<b>226,286</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 03 - GENERAL PURPOSE FUNDING**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

RATE REVENUE	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>OPERATING EXPENDITURE</b>						
E030035 Postage		200		0		0
E030100 Administration Allocated		143,821		122,219		118,756
E030140 Rates Consultancy		50,000		52,605		50,000
E030220 Valuation Expenses		33,000		13,298		35,100
E030230 Rates Collection Fees		15,000		12,045		15,000
E030240 Title Searches		200		28		200
E030250 Rates Written Off		500		3,035		3,000
E030260 Mapping Expenses		1,000		0		500
<b>OPERATING REVENUE</b>						
I030102 General Rates	4,780,678		4,780,679		4,907,768	
I030135 Interim Rates	1,000		3,759		2,000	
I030140 Rates Collection Fee Recoup	15,000		8,852		15,000	
I030141 Ex-Gratia Rates Contribution - CBH	71,961		71,961		89,755	
I030201 Rates Non Payment Penalty	10,000		7,523		8,000	
I030205 Rates Account Enquiry Fees	3,500		2,860		3,500	
I030206 Rates Instalment Interest	6,000		10,397		11,000	
I030250 Admin Fee - Rate Instalments	5,800		4,367		5,800	
I031370 Reimbursements - Rates	500		0		0	
I031371 ESL Administration Fee	4,000		4,000		4,000	
I030143 Advanced Housing Rates Contribution	50,100		52,873		54,776	
<b>SUB-TOTAL TO PROGRAMME SUMMARY</b>	<b>4,948,539</b>	<b>243,721</b>	<b>4,947,271</b>	<b>203,230</b>	<b>5,101,599</b>	<b>222,556</b>
<b>CAPITAL EXPENDITURE</b>						
<b>CAPITAL REVENUE</b>						
<b>SUB-TOTAL TO PROGRAMME SUMMARY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - RATE REVENUE</b>	<b>4,948,539</b>	<b>243,721</b>	<b>4,947,271</b>	<b>203,230</b>	<b>5,101,599</b>	<b>222,556</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 03 - GENERAL PURPOSE FUNDING**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>GENERAL PURPOSE FUNDING</b>	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE
	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>						
<b><u>OPERATING REVENUE</u></b>						
1030301 Grants Commission - General	449,107		2,654,246		0	
1030302 Grants Commission - Road Funds	391,849		1,929,317		0	
<b>SUB-TOTAL TO PROGRAMME SUMMARY</b>	<b>840,956</b>	<b>0</b>	<b>4,583,563</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL TO PROGRAMME SUMMARY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - GENERAL PURPOSE FUNDING</b>	<b>840,956</b>	<b>0</b>	<b>4,583,563</b>	<b>0</b>	<b>0</b>	<b>0</b>



**SHIRE OF LAKE GRACE**  
**SCHEDULE 03 - GENERAL PURPOSE FUNDING**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>GENERAL FINANCING</b>	<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b><u>OPERATING EXPENDITURE</u></b>						
E160100 Administration Allocated		0		0		2,730
E160107 Interest On Overdraft		1,000		0		1,000
<b><u>OPERATING REVENUE</u></b>						
I160210 Interest On Investment - General Fund	61,000		184,965		145,000	
I160215 Interest On Investment - Reserve Funds	91,955		166,359		210,884	
<b>SUB-TOTAL TO PROGRAMME SUMMARY</b>	<b>152,955</b>	<b>1,000</b>	<b>351,324</b>	<b>0</b>	<b>355,884</b>	<b>3,730</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL TO PROGRAMME SUMMARY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - GENERAL FINANCING</b>	<b>152,955</b>	<b>1,000</b>	<b>351,324</b>	<b>0</b>	<b>355,884</b>	<b>3,730</b>

**SHIRE OF LAKE GRACE  
SCHEDULE 04 - GOVERNANCE  
ANNUAL BUDGET  
FOR THE PERIOD ENDED 30 JUNE 2024**

<b>PROGRAMME SUMMARY</b>	<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b><u>OPERATING EXPENDITURE</u></b>						
Members of Council		489,292		410,873		579,746
Other Governance		(0)		0		0
<b><u>OPERATING REVENUE</u></b>						
Members of Council	200		0		200	
Other Governance	9,356		106,203		22,253	
<b>SUB-TOTAL</b>	<b>9,556</b>	<b>489,292</b>	<b>106,203</b>	<b>410,873</b>	<b>22,453</b>	<b>579,746</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
Other Governance		369,804		284,455		159,170
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>369,804</b>	<b>0</b>	<b>284,455</b>	<b>0</b>	<b>159,170</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>9,556</b>	<b>859,096</b>	<b>106,203</b>	<b>695,329</b>	<b>22,453</b>	<b>738,916</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 04 - GOVERNANCE**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

**MEMBERS OF COUNCIL**

**OPERATING EXPENDITURE**

	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
E041020 Members Travelling		17,000		14,778		17,000
E041025 Councillor Training		20,000		13,132		20,000
E041030 Conference Expenses		22,000		11,460		22,000
E041040 Election Expenses		10,000		2,227		15,500
E041060 President's Allowance		20,565		20,565		20,875
E041065 Deputy President's Allowance		5,142		5,016		5,219
E041070 Meeting Attendance Fees		40,000		36,892		42,439
E041075 Telecommunication Allowance		31,500		28,327		32,607
E041110 Receptions, Functions, Refreshments		10,000		10,553		12,000
E041150 Councillor's Insurances		10,058		10,057		10,574
E041160 Subscriptions		26,000		27,425		31,000
E041170 Councillor's Other Expenses		3,500		500		3,500
E041190 Donations & Ex-Gratia Payments		5,000		1,747		5,000
E041300 Administration Allocated		268,527		228,195		342,032

**OPERATING REVENUE**

I041370 Reimbursements - Members Of Council	200		0		200	
<b>SUB-TOTAL</b>	<b>200</b>	<b>489,292</b>	<b>0</b>	<b>410,873</b>	<b>200</b>	<b>579,746</b>

**CAPITAL EXPENDITURE**

**CAPITAL REVENUE**

<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - MEMBERS OF COUNCIL</b>	<b>200</b>	<b>489,292</b>	<b>0</b>	<b>410,873</b>	<b>200</b>	<b>579,746</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 04 - GOVERNANCE**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

OTHER GOVERNANCE	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE
	\$	\$	\$	\$	\$	\$
<b>OPERATING EXPENDITURE</b>						
E042010 Salaries & Wages		772,151		685,620		888,376
E042020 Superannuation - Administration		143,779		109,186		140,078
E042021 Workers Compensation Insurance		17,375		26,908		25,162
E042023 Fringe Benefits Tax		28,000		36,744		30,000
E042024 Staff Conference & Travel Expenses		7,000		2,872		7,000
E042025 Staff Training		20,000		15,541		20,000
E042026 Staff Uniform Allowances		4,000		2,594		4,000
E042027 Professional Recruitment		15,000		0		15,000
E042028 Admin Staff On Costs		2,000		2,610		2,000
E042029 Consultancy Charges		100,000		48,401		150,000
E042032 Admin Vehicles	Jobs	38,000		27,907		35,000
E042050 Shire Administration Building Operational		19,525		18,138		15,242
E042055 Building Mtc - Administration Centre	Jobs	44,260		15,800		42,519
E042056 Shire Administration Garden Mtc	Jobs	5,789		1,217		0
E042070 Printing & Stationery		18,000		19,288		20,000
E042080 Telephone/facsimile Expenses		15,000		17,629		18,998
E042090 Postage & Freight		4,000		2,692		4,000
E042100 Advertising		8,000		7,396		8,000
E042110 Office Equipment Maintenance		2,500		4,229		2,600
E042120 Bank Charges		10,000		8,953		11,000
E042126 Staff Christmas Dinner		0.00		0.00		2,500
E042127 Staff Functions		4,000		3,464		2,500
E042140 Computer Operating Expenses		106,000		113,705		121,050
E042141 Community Website		15,000		13,636		20,000
E042160 General Subscriptions		16,200		9,157		12,680
E042161 Staff Amenities		1,500		906		1,545
E042200 Audit Fees		51,500		32,960		47,500
E042230 Legal Expenses		130,000		79,148		30,000
E042245 Insurances		37,279		65,075		68,665
E042255 Interest Loan 181 - Office Renovations		13,796		13,433		12,570
E042258 Interest Loan 204 - CEO Residence		6,634		6,563		5,857
E042280 Integrated Planning & Valuations		15,000		17,090		15,000
E042286 Newdegate Centenary Celebrations		67,986		67,986		0.00
E042287 Pingaring Centenary Celebrations		0		0		15,000
E042293 4WDL Secretariat		1,000		0		1,000
E042300 Administration Costs Allocated		(1,855,752)		(1,558,656)		(1,949,038)
E042301 Staff Housing Allocated		48,285		12,898		69,781
E042920 Loss On Sale Of Assets		3,915		11,136		8,567
E042990 Depreciation		63,279		57,774		75,848
<b>OPERATING REVENUE</b>						
I042371 Reimbursements (GST Exclusive) - Other Governance	1,000		93,913		1,000	
I042440 Governance - Other Charges	100		423		500	
I042442 Other Sundry Revenue	1,200		11,867		12,200	
I042990 Profit On Sale Of Assets	7,006		0		8,503	
I042450 Sale Of Electoral Rolls/Maps	50		0		50	
<b>SUB-TOTAL</b>	<b>9,356</b>	<b>(0)</b>	<b>106,203</b>	<b>0</b>	<b>22,253</b>	<b>0</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 04 - GOVERNANCE**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>OTHER GOVERNANCE</b>	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE
	\$	\$	\$	\$	\$	\$
<b>CAPITAL EXPENDITURE</b>						
E042204 CEO & Staff Housing		48,666		48,666		49,101
E042181 Loan 181 Redemption - Office Renovations Cap Exp		18,957		18,957		20,069
E042549 Council Office Building Cap Exp		10,000		0		25,000
E042550 Purchase Admin Vehicles Cap Exp		292,181		216,833		65,000
			Jobs			
			Jobs			
<b>CAPITAL REVENUE</b>						
I042910 Proceeds Sale Of Vehicles Cap Inc	239,454		83,636		138,909	
I042920 Realisation Of Assets Cap Inc	(239,454)		(83,636)		(138,909)	
<b>SUB-TOTAL</b>	<b>0</b>	<b>369,804</b>	<b>0</b>	<b>284,455</b>	<b>0</b>	<b>159,170</b>
<b>TOTAL - OTHER GOVERNANCE</b>	<b>9,356</b>	<b>369,804</b>	<b>106,203</b>	<b>284,455</b>	<b>22,253</b>	<b>159,170</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 05 - LAW, ORDER, PUBLIC SAFETY**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>PROGRAMME SUMMARY</b>	<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b><u>OPERATING EXPENDITURE</u></b>						
Fire Prevention		208,201		271,371		386,192
Animal Control		62,725		50,918		39,920
Other Law, Order & Public Safety		149,052		151,968		145,533
<b><u>OPERATING REVENUE</u></b>						
Fire Prevention	76,053		114,526		86,895	
Animal Control	2,600		2,522		2,600	
Other Law, Order & Public Safety	80,000		142,452		100,000	
<b>SUB-TOTAL</b>	<b>158,653</b>	<b>419,978</b>	<b>259,500</b>	<b>474,257</b>	<b>189,495</b>	<b>571,645</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
Fire Prevention		0		0		22,500
Other Law, Order & Public Safety		0		0		132,000
<b><u>CAPITAL REVENUE</u></b>						
Fire Prevention	0		26,706		22,500	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>26,706</b>	<b>0</b>	<b>22,500</b>	<b>154,500</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>158,653</b>	<b>419,978</b>	<b>286,205</b>	<b>474,257</b>	<b>211,995</b>	<b>726,145</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 05 - LAW, ORDER, PUBLIC SAFETY**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

FIRE PREVENTION	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>OPERATING EXPENDITURE</b>						
E051050 LGGs LINE 8 Insurance		30,000		32,638		34,860
E051060 LGGs LINE 2 Maintain P & E		5,150		4,867		5,070
E051070 LGGs LINE 1 Purchase P & E <\$1500		2,132		5,872		9,400
E051200 Fire Fighting		0	Jobs	1,575		14,985
E051280 Fire Control Expenses - Other		17,000		32,066		22,400
E051285 LGGs LINE 5 Clothing & Accessories		10,319		14,920		70,000
E051300 LGGs LINE 3 Maintain Vehicles		4,000	Jobs	12,195		22,500
E051302 LGGs LINE 4 Maintain Lnd & Bldgs		21,613	Jobs	11,692		20,965
E051303 LGGs LINE 6 Utilities & Taxes		7,600		7,867		8,950
E051304 LGGs LINE 7 Other Goods & Services		4,000		13,771		16,205
E051565 Bushfire Mitigation		0		7,800		0
E051570 Administration Allocated		44,724		38,843		36,660
E051580 Bushfire Meeting Expenses		2,000		287		9,300
E051990 Depreciation		59,663		86,977		114,897
<b>OPERATING REVENUE</b>						
I051040 Grant - DFES LGGs Operating	75,953			90,806	86,795	
I051450 Grant - DFES Op Exp	0			23,720	0	
I051700 Reimbursements - Fire Prevention	100			0	100	
<b>SUB-TOTAL</b>	<b>76,053</b>	<b>208,201</b>		<b>114,526</b>	<b>271,371</b>	
<b>CAPITAL EXPENDITURE</b>						
E051174 Bushfire Plant And Equipment Cap Exp		0	Jobs	0		22,500
<b>CAPITAL REVENUE</b>						
I051440 Grant - DFES Cap Exp	0			26,706	22,500	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>		<b>26,706</b>	<b>0</b>	<b>22,500</b>
<b>TOTAL - FIRE PREVENTION</b>	<b>76,053</b>	<b>208,201</b>		<b>141,232</b>	<b>271,371</b>	<b>109,395</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 05 - LAW, ORDER, PUBLIC SAFETY**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>ANIMAL CONTROL</b>						
<b><u>OPERATING EXPENDITURE</u></b>						
E052270 Ranger Services - Salaries And Expenses		17,000		13,870		15,000
E052280 Other Animal Control Expenses		1,000		146		1,000
E052290 Dog Pound Expenses		300		0		300
E052295 Administration Allocated		43,425		36,902		22,620
E052281 Animal Welfare in Emergencies		1,000		0		1,000
<b><u>OPERATING REVENUE</u></b>						
I052400 Dog Infringements	400		200		400	
I052410 Impounding Fees	200		0		200	
I052420 Dog & Cat Registration Fees	2,000		2,322		2,000	
<b>SUB-TOTAL</b>	<b>2,600</b>	<b>62,725</b>	<b>2,522</b>	<b>50,918</b>	<b>2,600</b>	<b>39,920</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - ANIMAL CONTROL</b>	<b>2,600</b>	<b>62,725</b>	<b>2,522</b>	<b>50,918</b>	<b>2,600</b>	<b>39,920</b>



**SHIRE OF LAKE GRACE**  
**SCHEDULE 05 - LAW, ORDER & PUBLIC SAFETY**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>OTHER LAW, ORDER &amp; PUBLIC SAFETY</b>	<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b><u>OPERATING EXPENDITURE</u></b>						
E053101 Local Emergency Management Committee (		500		747		1,000
E053103 Emergency Services Control		500		250		500
E053106 Impounded Vehicle Expense		500		0		500
E053107 Emergency Services Officer Vehicle Expens		8,500		9,752		10,000
E053108 Emergency Services Officer Wages		107,064		114,422		111,838
E053109 Emergency Services Officer Communication		1,000		2,466		2,000
E053110 Emergency Services Officer Staff On Costs		2,409		0		0
E053170 Administration Allocated		28,579		24,331		19,695
<b><u>OPERATING REVENUE</u></b>						
I053105 Emergency Services Officer Income	80,000		142,452		100,000	
<b>SUB-TOTAL</b>	<b>80,000</b>	<b>149,052</b>	<b>142,452</b>	<b>151,968</b>	<b>100,000</b>	<b>145,533</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
E053550 Plant & Equipment - Emergency Services		0		0		132,000
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>132,000</b>
<b>TOTAL - OTHER LAW, ORDER &amp; PUBLIC SAFETY</b>	<b>80,000</b>	<b>149,052</b>	<b>142,452</b>	<b>151,968</b>	<b>100,000</b>	<b>277,533</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 07 - HEALTH**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>PROGRAMME SUMMARY</b>	<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b><u>OPERATING EXPENDITURE</u></b>						
Health Inspection and Administration		96,633		56,041		70,160
Preventative Services - Pest Control		21,697		11,704		21,281
Preventative Services - Other		6,382		14,498		6,655
Other Health		291,758		215,110		339,699
<b><u>OPERATING REVENUE</u></b>						
Health Inspection and Administration	7,200		5,847		6,700	
Other Health	3,800		54,145		1,800	
<b>SUB-TOTAL</b>	<b>11,000</b>	<b>416,471</b>	<b>59,992</b>	<b>297,353</b>	<b>8,500</b>	<b>437,794</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
Other Health		0		0		30,000
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,000</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>11,000</b>	<b>416,471</b>	<b>59,992</b>	<b>297,353</b>	<b>8,500</b>	<b>467,794</b>

**SHIRE OF LAKE GRACE  
SCHEDULE 07 - HEALTH  
ANNUAL BUDGET  
FOR THE PERIOD ENDED 30 JUNE 2024**

HEALTH INSPECTION & ADMIN	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>OPERATING EXPENDITURE</b>						
E074011 Contract Environmental Health Officer		52,000		44,529		53,560
E074030 Salaries & Wages - Health		26,382		0		0
E074031 Employee On Costs - Health		3,704		0		0
E074280 Control Expenses - Other		1,000		0		1,000
E074295 Administration Allocated		13,547		11,512		15,600
<b>OPERATING REVENUE</b>						
I074350 Health Infringements	250		0		250	
I074355 Health - Sundry Charges	550		162		550	
I074390 Reimbursements - Administration & Inspection	100		0		100	
I074420 Food Vendor Permit Fees	2,500		2,100		2,000	
I074422 Caravan Park Licences	600		600		600	
I074430 Lodging Housing	2,500		2,340		2,500	
I074358 Public Building/Events - Assessment	700		646		700	
<b>SUB-TOTAL</b>	<b>7,200</b>	<b>96,633</b>	<b>5,847</b>	<b>56,041</b>	<b>6,700</b>	<b>70,160</b>
<b>CAPITAL EXPENDITURE</b>						
<b>CAPITAL REVENUE</b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - HEALTH INSPECTION &amp; ADMIN</b>	<b>7,200</b>	<b>96,633</b>	<b>5,847</b>	<b>56,041</b>	<b>6,700</b>	<b>70,160</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 07 - HEALTH**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>PREVENTATIVE SERVICES - PEST CONTROL</b>						
<u>OPERATING EXPENDITURE</u>						
E075012 Mosquito Control		13,532		4,765		14,261
E075100 Administration Allocated		8,165		6,939		7,020
<u>OPERATING REVENUE</u>						
<b>SUB-TOTAL</b>	0	21,697	0	11,704	0	21,281
<u>CAPITAL EXPENDITURE</u>						
<u>CAPITAL REVENUE</u>						
<b>SUB-TOTAL</b>	0	0	0	0	0	0
<b>TOTAL - PREVENTATIVE SERVICES - PEST CONTROL</b>	0	21,697	0	11,704	0	21,281

Jobs

**SHIRE OF LAKE GRACE**  
**SCHEDULE 07 - HEALTH**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>PREVENTATIVE SERVICES - OTHER</b>						
<b><u>OPERATING EXPENDITURE</u></b>						
E076012 Analytical Expenses		1,000		620		1,000
E076100 Administration Allocated		5,382		13,878		5,655
<b><u>OPERATING REVENUE</u></b>						
<b>SUB-TOTAL</b>	0	6,382	0	14,498	0	6,655
<b><u>CAPITAL EXPENDITURE</u></b>						
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	0	0	0	0	0	0
<b>TOTAL - PREVENTATIVE SERVICES - OTHER</b>	0	6,382	0	14,498	0	6,655

**SHIRE OF LAKE GRACE  
SCHEDULE 07 - HEALTH  
ANNUAL BUDGET  
FOR THE PERIOD ENDED 30 JUNE 2024**

OTHER HEALTH	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>OPERATING EXPENDITURE</b>						
E077019 Medical Centre - Receptionist Support Payment		100,000		100,000		180,000
E077030 Doctors Residence - Building Mtc	<b>Jobs</b>	15,811		16,711		11,897
E077031 Doctors Residence - Garden Mtc	<b>Jobs</b>	2,617		284		0
E077032 Medical Centres - Building Mtc	<b>Jobs</b>	50,189		31,693		48,955
E077033 Medical Centres - Garden Mtc	<b>Jobs</b>	11,946		3,836		0
E077040 Administration Allocated		16,331		4,573		12,675
E077460 Old Doctor's Surgery - Building Mtc	<b>Jobs</b>	23,839		4,458		8,366
E077501 Medical Centres Operating	<b>Jobs</b>	17,904		16,179		36,303
E077990 Depreciation		53,122		37,375		41,503
<b>OPERATING REVENUE</b>						
I077390 Reimbursements - Other Health	0.00		50,000.00		0.00	
I077395 Rent - Dental Rooms	1,000		545		1,000	
I077450 Rent - Old Doctor's Surgery Rooms	800		471		800	
I077910 Profit On Sale Of Assets	2,000		3,129		0	
<b>SUB-TOTAL</b>	<b>3,800</b>	<b>291,758</b>	<b>54,145</b>	<b>215,110</b>	<b>1,800</b>	<b>339,699</b>
<b>CAPITAL EXPENDITURE</b>						
E077502 Health Residences Cap Exp	<b>Jobs</b>	0.00		0.00		30,000.00
<b>CAPITAL REVENUE</b>						
I077600 Proceeds Sale Of Vehicle Cap Inc	20,000		21,129		0	
I077920 Realisation Of Assets Cap Inc	(20,000)		(21,129)		0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,000</b>
<b>TOTAL - OTHER HEALTH</b>	<b>3,800</b>	<b>291,758</b>	<b>54,145</b>	<b>215,110</b>	<b>1,800</b>	<b>369,699</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 08 - EDUCATION & WELFARE**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>PROGRAMME SUMMARY</b>	<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b><u>OPERATING EXPENDITURE</u></b>						
Care of Families & Children		75,184		35,363		110,166
Aged & Disabled - Senior Citizens		4,000		1,536		4,000
Other Welfare		13,000		6,567		12,000
<b><u>OPERATING REVENUE</u></b>						
Care of Families & Children	0		25,000		0	
Aged & Disabled - Senior Citizens	1,000		0		1,000	
Other Welfare	1,000		0		1,000	
<b>SUB-TOTAL</b>	<b>2,000</b>	<b>92,184</b>	<b>25,000</b>	<b>43,465</b>	<b>2,000</b>	<b>126,166</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
Care of Families & Children		16,200		4,076		40,569
<b><u>CAPITAL REVENUE</u></b>						
Care of Families & Children	0		0		40,569	
<b>SUB-TOTAL</b>	<b>0</b>	<b>16,200</b>	<b>0</b>	<b>4,076</b>	<b>40,569</b>	<b>40,569</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>2,000</b>	<b>108,384</b>	<b>25,000</b>	<b>47,541</b>	<b>42,569</b>	<b>166,735</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 08 - EDUCATION & WELFARE**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

CARE OF FAMILIES & CHILDREN	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>OPERATING EXPENDITURE</b>						
E083001 Lake Grace Daycare Centre - Building Mtc		10,985		3,982		7,631
E083002 Lake Grace Playgroup - Building Mtc		8,434		2,987		8,515
E083003 Lake Grace Daycare Centre - Playground Mtc		6,736		253		6,862
E083004 Lake Grace Playgroup - Playground Mtc		14,364		846		14,037
E083005 Childcare Service - Newdegate Grant (GFSA)		0		0		25,000
E083100 Administration Allocated		21,712		18,451		38,220
E083990 Depreciation		12,954		8,843		9,902
<b>OPERATING REVENUE</b>						
I083301 Regional Child Care Grant	0		25,000		0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>75,184</b>	<b>25,000</b>	<b>35,363</b>	<b>0</b>	<b>110,166</b>
<b>CAPITAL EXPENDITURE</b>						
E083101 Lake Grace Daycare Centre Building Upgrade Cap Exp		16,200		4,076		40,569
<b>CAPITAL REVENUE</b>						
I083210 Local Roads & Community Program		0		0	40,569	
<b>SUB-TOTAL</b>	<b>0</b>	<b>16,200</b>	<b>0</b>	<b>4,076</b>	<b>40,569</b>	<b>40,569</b>
<b>TOTAL - CARE OF FAMILIES &amp; CHILDREN</b>	<b>0</b>	<b>91,384</b>	<b>25,000</b>	<b>39,439</b>	<b>40,569</b>	<b>150,735</b>



**SHIRE OF LAKE GRACE**  
**SCHEDULE 08 - EDUCATION & WELFARE**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>AGED &amp; DISABLED - SENIOR CITIZENS</b>	<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b><u>OPERATING EXPENDITURE</u></b>						
E084101 Seniors Activities		4,000		1,536		4,000
<b><u>OPERATING REVENUE</u></b>						
I084010 Grant - Seniors Activities	1,000		0		1,000	
<b>SUB-TOTAL</b>	<b>1,000</b>	<b>4,000</b>	<b>0</b>	<b>1,536</b>	<b>1,000</b>	<b>4,000</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - AGED &amp; DISABLED - SENIOR CITIZENS</b>	<b>1,000</b>	<b>4,000</b>	<b>0</b>	<b>1,536</b>	<b>1,000</b>	<b>4,000</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 08 - EDUCATION & WELFARE**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>OTHER WELFARE</b>						
<b><u>OPERATING EXPENDITURE</u></b>						
E087101 Youth Activities		13,000		6,567		12,000
<b><u>OPERATING REVENUE</u></b>						
I087010 Grant - Youth Activities	1,000		0		1,000	
<b>SUB-TOTAL</b>	<b>1,000</b>	<b>13,000</b>	<b>0</b>	<b>6,567</b>	<b>1,000</b>	<b>12,000</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - OTHER WELFARE</b>	<b>1,000</b>	<b>13,000</b>	<b>0</b>	<b>6,567</b>	<b>1,000</b>	<b>12,000</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 09 - HOUSING**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>PROGRAMME SUMMARY</b>	<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b><u>OPERATING EXPENDITURE</u></b>						
Housing - Staff		50,133		0		0
Housing - Other		71,500		40,034		64,484
Housing - LOGCHOP		29,855		20,394		18,794
Housing - Joint Venture		65,301		45,350		46,506
Housing - Lakes Village		54,237		33,936		35,786
<b><u>OPERATING REVENUE</u></b>						
Housing - Other	21,000		31,250		21,000	
<b>SUB-TOTAL</b>	<b>21,000</b>	<b>271,026</b>	<b>31,250</b>	<b>139,714</b>	<b>21,000</b>	<b>165,570</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
Housing - Staff		177,747		87,945		85,250
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>177,747</b>	<b>0</b>	<b>87,945</b>	<b>0</b>	<b>85,250</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>21,000</b>	<b>448,773</b>	<b>31,250</b>	<b>227,659</b>	<b>21,000</b>	<b>250,820</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 09 - HOUSING**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>HOUSING - STAFF</b>		<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
		<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b><u>OPERATING EXPENDITURE</u></b>							
E091950	Staff Housing Mtc		191,848		54,349		164,605
E091980	Staff Housing Allocated - Other Governance		(48,285)		(12,898)		(69,781)
E091981	Staff Housing Allocated - Public Works Overheads		(102,894)		(48,715)		(111,789)
E091991	Administration Allocated		9,464		7,264		16,965
<b><u>OPERATING REVENUE</u></b>							
<b>SUB-TOTAL</b>		<b>0</b>	<b>50,133</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>CAPITAL EXPENDITURE</u></b>							
E091910	Construct CEO Residence Cap Exp		34,000		18,645		34,000
E091960	Staff Housing Non-Specialised.		128,747		69,300		36,250
E091970	Staff Housing Specialised		15,000		0		15,000
<b><u>CAPITAL REVENUE</u></b>							
<b>SUB-TOTAL</b>		<b>0</b>	<b>177,747</b>	<b>0</b>	<b>87,945</b>	<b>0</b>	<b>85,250</b>
<b>TOTAL - HOUSING - STAFF</b>		<b>0</b>	<b>227,880</b>	<b>0</b>	<b>87,945</b>	<b>0</b>	<b>85,250</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 09 - HOUSING**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

HOUSING - OTHER	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>OPERATING EXPENDITURE</b>						
E092005 Other Housing Maintenance <b>Jobs</b>		12,309		3,620		15,668
E092080 Administration Allocated		1,299		1,104		8,385
E092094 NGT ILU Mtc <b>Jobs</b>		2,840		2,503		2,181
E092097 LG ILU Mtc <b>Jobs</b>		0		0		1,819
E092990 Depreciation Of Assets		55,052		32,807		36,431
<b>OPERATING REVENUE</b>						
I092410 Other Housing Rent	21,000		31,250		21,000	
<b>SUB-TOTAL</b>	<b>21,000</b>	<b>71,500</b>	<b>31,250</b>	<b>40,034</b>	<b>21,000</b>	<b>64,484</b>
<b>CAPITAL EXPENDITURE</b>						
<b>CAPITAL REVENUE</b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - HOUSING - OTHER</b>	<b>21,000</b>	<b>71,500</b>	<b>31,250</b>	<b>40,034</b>	<b>21,000</b>	<b>64,484</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 09 - HOUSING**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>HOUSING - LOGCHOP</b>	<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b><u>OPERATING EXPENDITURE</u></b>						
E093380 Administration Allocated		4,083		3,469		0
E093990 Depreciation - LOGCHOP Housing		25,772		16,925		18,794
<b><u>OPERATING REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>29,855</b>	<b>0</b>	<b>20,394</b>	<b>0</b>	<b>18,794</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - HOUSING - LOGCHOP</b>	<b>0</b>	<b>29,855</b>	<b>0</b>	<b>20,394</b>	<b>0</b>	<b>18,794</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 09 - HOUSING**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>HOUSING - JOINT VENTURE</b>	<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b><u>OPERATING EXPENDITURE</u></b>						
E094080 Administration Allocated		4,083		3,469		0
E094990 Depreciation		61,218		41,880		46,506
<b><u>OPERATING REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>65,301</b>	<b>0</b>	<b>45,350</b>	<b>0</b>	<b>46,506</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - HOUSING - JOINT VENTURE</b>	<b>0</b>	<b>65,301</b>	<b>0</b>	<b>45,350</b>	<b>0</b>	<b>46,506</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 09 - HOUSING**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

HOUSING - LAKES VILLAGE	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>OPERATING EXPENDITURE</b>						
E095050 Lakes Village Grounds Utilities		3,331		2,576		3,450
E095070 Lakes Village Garden Maintenance		6,043		0		0
E095080 Administration Allocated		4,083		3,469		1,365
E095990 Depreciation - Lakes Village		40,780		27,890		30,971
<b>OPERATING REVENUE</b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>54,237</b>	<b>0</b>	<b>33,936</b>	<b>0</b>	<b>35,786</b>
<b>CAPITAL EXPENDITURE</b>						
<b>CAPITAL REVENUE</b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - HOUSING - LAKES VILLAGE</b>	<b>0</b>	<b>54,237</b>	<b>0</b>	<b>33,936</b>	<b>0</b>	<b>35,786</b>

Jobs



**SHIRE OF LAKE GRACE**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>PROGRAMME SUMMARY</b>	<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b><u>OPERATING EXPENDITURE</u></b>						
Sanitation - Household Refuse		411,481		392,394		395,915
Sanitation - Other		70,331		13,878		19,600
Sewerage		229,632		125,410		216,335
Urban Stormwater Drainage		111,977		13,707		91,270
Town Planning & Regional Development		108,722		64,813		110,590
Other Community Amenities		384,895		284,401		400,163
<b><u>OPERATING REVENUE</u></b>						
Sanitation - Household Refuse	139,300		134,264		138,320	
Sanitation - Other	1,000		0		0	
Sewerage	140,466		142,234		147,549	
Town Planning & Regional Development	5,000		9,399		6,000	
Other Community Amenities	10,000		1,668		8,000	
<b>SUB-TOTAL</b>	<b>295,766</b>	<b>1,317,037</b>	<b>287,565</b>	<b>894,603</b>	<b>299,869</b>	<b>1,233,873</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
Sanitation - Other		10,000		1,058		0
Sewerage		8,185		29,694		0
Urban Stormwater Drainage		86,259		9,593		46,000
Other Community Amenities		103,982		21,766		166,982
<b><u>CAPITAL REVENUE</u></b>						
Other Community Amenities	8,185		7,268		0	
<b>SUB-TOTAL</b>	<b>8,185</b>	<b>208,426</b>	<b>7,268</b>	<b>62,111</b>	<b>0</b>	<b>212,982</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>303,951</b>	<b>1,525,463</b>	<b>294,833</b>	<b>956,713</b>	<b>299,869</b>	<b>1,446,855</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>SANITATION - HOUSEHOLD REFUSE</b>						
<b><u>OPERATING EXPENDITURE</u></b>						
E101020 Residential Refuse		48,670		50,174		51,510
E101030 Street Refuse		3,255		3,156		3,460
E101040 Recycling		61,410		55,536		64,980
E101100 Administration Allocated		18,929		16,086		15,600
E101200 Refuse Site		271,697		256,677		248,410
E101990 Depreciation		7,520		10,765		11,955
<b><u>OPERATING REVENUE</u></b>						
I101410 Refuse Removal Charges	69,000		73,721		75,930	
I101412 Recycling Charge	54,300		54,748		56,390	
I101420 Tip Fees	16,000		5,796		6,000	
<b>SUB-TOTAL</b>	<b>139,300</b>	<b>411,481</b>	<b>134,264</b>	<b>392,394</b>	<b>138,320</b>	<b>395,915</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - SANITATION - HOUSEHOLD REFUSE</b>	<b>139,300</b>	<b>411,481</b>	<b>134,264</b>	<b>392,394</b>	<b>138,320</b>	<b>395,915</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>SANITATION - OTHER</b>						
<b><u>OPERATING EXPENDITURE</u></b>						
E102000 Drum Muster		4,000		0		4,000
E102100 Administration Allocated		16,331		13,878		15,600
E101208 Asbestos Removal Project		50,000		0		0
<b><u>OPERATING REVENUE</u></b>						
I102430 Reimbursements - Sanitation - Other	1,000		0		0	
<b>SUB-TOTAL</b>	<b>1,000</b>	<b>70,331</b>	<b>0</b>	<b>13,878</b>	<b>0</b>	<b>19,600</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
E101043 Recycling Yards Lake Grace and Newdegate		10,000		1,058		0
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>10,000</b>	<b>0</b>	<b>1,058</b>	<b>0</b>	<b>0</b>
<b>TOTAL - SANITATION - OTHER</b>	<b>1,000</b>	<b>80,331</b>	<b>0</b>	<b>14,936</b>	<b>0</b>	<b>19,600</b>

Jobs

**SHIRE OF LAKE GRACE**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE
	\$	\$	\$	\$	\$	\$
<b>SEWERAGE</b>						
<b>OPERATING EXPENDITURE</b>						
E103020 Sewerage Maintenance - Lake Grace		142,356		42,554		144,328
E103050 LG Sewerage Yard Maintenance		3,994		0		3,739
E103100 Administration Allocated		13,547		11,512		15,600
E103990 Depreciation		69,735		71,344		52,669
<b>OPERATING REVENUE</b>						
I103441 Septic Tank Fees	800		236		800	
I103450 Sewerage Rates	134,866		137,533		141,659	
I103452 Sewerage Fixtures	4,300		4,465		4,590	
I103800 Liquid Waste Disposal	500		0		500	
<b>SUB-TOTAL</b>	<b>140,466</b>	<b>229,632</b>	<b>142,234</b>	<b>125,410</b>	<b>147,549</b>	<b>216,335</b>
<b>CAPITAL EXPENDITURE</b>						
E103163 Upgrade Lake Grace Sewerage Cap Exp		8,185		29,694		0
<b>CAPITAL REVENUE</b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>8,185</b>	<b>0</b>	<b>29,694</b>	<b>0</b>	<b>0</b>
<b>TOTAL - SEWERAGE</b>	<b>140,466</b>	<b>237,817</b>	<b>142,234</b>	<b>155,104</b>	<b>147,549</b>	<b>216,335</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>URBAN STORMWATER DRAINAGE</b>	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE
	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>						
E104010 Urban Stormwater Drainage		99,729		3,299		74,305
E104100 Administration Allocated		12,248		10,408		16,965
<b><u>OPERATING REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>111,977</b>	<b>0</b>	<b>13,707</b>	<b>0</b>	<b>91,270</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
E104501 Urban Stormwater Drainage Renewal Cap Exp		86,259		9,593		46,000
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>86,259</b>	<b>0</b>	<b>9,593</b>	<b>0</b>	<b>46,000</b>
<b>TOTAL - URBAN STORMWATER DRAINAGE</b>	<b>0</b>	<b>198,236</b>	<b>0</b>	<b>23,300</b>	<b>0</b>	<b>137,270</b>

**SHIRE OF LAKE GRACE  
SCHEDULE 10 - COMMUNITY AMENITIES  
ANNUAL BUDGET  
FOR THE PERIOD ENDED 30 JUNE 2024**

<b>TOWN PLANNING &amp; REG. DEVELOP.</b>	<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b><u>OPERATING EXPENDITURE</u></b>						
E106030 Town Planner - Consultant Fees		40,000		16,398		40,000
E106036 Review Town Planning Scheme		9,500		0		9,500
E106038 Town Planning Refunds		250		0		250
E106100 Administration Allocated		56,972		48,415		60,840
E106410 Review Municipal Inventory		2,000		0		0
<b><u>OPERATING REVENUE</u></b>						
I106110 Town Planning Fees	5,000		9,399		6,000	
<b>SUB-TOTAL</b>	<b>5,000</b>	<b>108,722</b>	<b>9,399</b>	<b>64,813</b>	<b>6,000</b>	<b>110,590</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - TOWN PLANNING &amp; REG. DEVELOP.</b>	<b>5,000</b>	<b>108,722</b>	<b>9,399</b>	<b>64,813</b>	<b>6,000</b>	<b>110,590</b>

**SHIRE OF LAKE GRACE  
SCHEDULE 10 - COMMUNITY AMENITIES  
ANNUAL BUDGET  
FOR THE PERIOD ENDED 30 JUNE 2024**

OTHER COMMUNITY AMENITIES	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>OPERATING EXPENDITURE</b>						
E107001 Cemeteries		80,904		50,584		118,468
E107002 Cemeteries - Building Mtc		19,892		0		19,046
E107100 Administration Allocated		51,590		43,841		55,185
E107101 Public Toilets		103,190		109,233		88,956
E107103 Public Toilets Building Mtc		63,932		43,590		72,933
E107104 Public Toilets Garden Mtc		28,951		2,503		0
E107699 Lake Grace Community Bus Shed Mtc		3,739		53		3,640
E107700 Lake Grace And Newdegate Community Bus Expenses		7,000		3,455		7,000
E107990 Depreciation		25,696		31,143		34,936
<b>OPERATING REVENUE</b>						
I107410 Cemetery Fees And Charges	10,000		1,668		8,000	
<b>SUB-TOTAL</b>	<b>10,000</b>	<b>384,895</b>	<b>1,668</b>	<b>284,401</b>	<b>8,000</b>	<b>400,163</b>
<b>CAPITAL EXPENDITURE</b>						
E107102 Public Toilets Cap Exp		103,982		21,766		66,982
E107259 Cemetery Capital Works		0		0		50,000
E107260 Lake Grace Cemetery Roadway Reseal Bitumeny		0		0		50,000
<b>CAPITAL REVENUE</b>						
I101418 Drought & Community Programs Grant	8,185		7,268		0	
<b>SUB-TOTAL</b>	<b>8,185</b>	<b>103,982</b>	<b>7,268</b>	<b>21,766</b>	<b>0</b>	<b>166,982</b>
<b>TOTAL - OTHER COMMUNITY AMENITIES</b>	<b>18,185</b>	<b>488,877</b>	<b>8,936</b>	<b>306,167</b>	<b>8,000</b>	<b>567,145</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>PROGRAMME SUMMARY</b>	<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b><u>OPERATING EXPENDITURE</u></b>						
Public Halls and Civic Centres		349,648		194,970		317,254
Swimming Pools		309,187		223,425		339,846
Other Recreation & Sport		1,597,944		1,676,462		1,990,066
TV & Radio Rebroadcasting		16,273		15,721		13,613
Libraries		131,962		96,778		126,343
Other Culture		260,821		208,386		231,542
Heritage		122,101		34,248		106,883
<b><u>OPERATING REVENUE</u></b>						
Public Halls and Civic Centres	5,000		21,161		10,200	
Swimming Pools	19,200		16,920		18,700	
Other Recreation & Sport	33,000		23,068		32,600	
Libraries	200		0		200	
Other Culture	1,000		0		1,000	
Heritage			125		125	
<b>SUB-TOTAL</b>	<b>58,400</b>	<b>2,787,937</b>	<b>61,274</b>	<b>2,449,989</b>	<b>62,825</b>	<b>3,125,547</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
Public Halls and Civic Centres		124,204		38,188		325,000
Swimming Pools		16,241		16,241		100,500
Other Recreation & Sport		1,925,658		1,008,715		2,044,690
Libraries		25,000		0		25,000
Other Culture		5,805		17,634		100,000
Heritage		140,507		57,951		90,507
<b><u>CAPITAL REVENUE</u></b>						
Public Halls and Civic Centres	1,248,341		353,638		1,670,299	
Swimming Pools	0		0		50,000	
Other Recreation & Sport	30,000		34,883		200,000	
<b>SUB-TOTAL</b>	<b>1,278,341</b>	<b>2,237,414</b>	<b>388,521</b>	<b>1,138,729</b>	<b>1,920,299</b>	<b>2,685,697</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>1,336,741</b>	<b>5,025,351</b>	<b>449,795</b>	<b>3,588,718</b>	<b>1,983,124</b>	<b>5,811,244</b>



**SHIRE OF LAKE GRACE**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

PUBLIC HALLS AND CIVIC CENTRES	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE
	\$	\$	\$	\$	\$	\$
<b>OPERATING EXPENDITURE</b>						
E111000 Public Halls - Building Mtc		138,626		60,351		124,876
E111001 Lake Grace Hall - Cleaning Expenses		6,063		2,961		4,292
E111002 Newdegate Hall - Cleaning Expenses		4,169		3,040		4,372
E111003 Lake King Hall - Cleaning Expenses		16,315		5,602		7,308
E111004 Varley Hall - Cleaning Expenses		6,500		6,044		7,000
E111005 Lakes Village Hall - Cleaning Expenses		2,644		1,863		2,542
E111008 Pingaring Community Centre - Operational Expenses		4,000		4,000		4,000
E111009 Public Halls - Garden Mtc		32,263		10,724		0
E111100 Administration Allocated - Lake Grace Hall		23,011		19,555		35,295
E111101 Administration Allocated - Newdegate Hall		16,331		13,878		31,005
E111102 Administration Allocated - Lake King Hall		5,382		4,573		19,695
E111103 Administration Allocated - Varley Hall		16,331		13,878		22,620
E111990 Depreciation		78,015		48,502		54,249
<b>OPERATING REVENUE</b>						
I111410 Hall And Equipment Hire Fees	5,000		2,426		5,000	
I111412 Insurance Claim	0		18,674		5,000	
I111481 Liquor Permit Fees	0		61		200	
<b>SUB-TOTAL</b>	<b>5,000</b>	<b>349,648</b>	<b>21,161</b>	<b>194,970</b>	<b>10,200</b>	<b>317,254</b>
<b>CAPITAL EXPENDITURE</b>						
E111007 Public Halls Cap Exp		124,204		38,188		325,000
<b>CAPITAL REVENUE</b>						
I111413 Drought & Community Program Grant	116,050		0		203,489	
I111414 Local Roads & Community Programs Grant	1,132,291		353,638		1,466,810	
<b>SUB-TOTAL</b>	<b>1,248,341</b>	<b>124,204</b>	<b>353,638</b>	<b>38,188</b>	<b>1,670,299</b>	<b>325,000</b>
<b>TOTAL - PUBLIC HALLS AND CIVIC CENTRES</b>	<b>1,253,341</b>	<b>473,852</b>	<b>374,799</b>	<b>233,158</b>	<b>1,680,499</b>	<b>642,254</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>SWIMMING POOLS</b>						
<b>OPERATING EXPENDITURE</b>						
E112010		82,407		63,939		93,816
E112014		6,000		0		5,000
E112017		5,000		282		3,500
E112019		23,595	<b>Jobs</b>	14,823		20,746
E112020		58,500		46,613		59,700
E112021		24,736		21,589		24,494
E112023		36,038	<b>Jobs</b>	10,945		0
E112030		798		529		12
E112032		3,334	<b>Jobs</b>	487		3,244
E112100		28,579		24,286		42,315
E112990		40,201		39,931		87,019
<b>OPERATING REVENUE</b>						
I112410	14,500		13,560		14,000	
I112413	4,500		3,360		4,500	
I112430	200		0		200	
<b>SUB-TOTAL</b>	<b>19,200</b>	<b>309,187</b>	<b>16,920</b>	<b>223,425</b>	<b>18,700</b>	<b>339,846</b>
<b>CAPITAL EXPENDITURE</b>						
E112173		16,241		16,241		0
E112521		0	<b>Jobs</b>	0		100,500
<b>CAPITAL REVENUE</b>						
I112520	0		0		50,000	
<b>SUB-TOTAL</b>	<b>0</b>	<b>16,241</b>	<b>0</b>	<b>16,241</b>	<b>50,000</b>	<b>100,500</b>
<b>TOTAL - SWIMMING POOLS</b>	<b>19,200</b>	<b>325,427</b>	<b>16,920</b>	<b>239,666</b>	<b>68,700</b>	<b>440,346</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

OTHER RECREATION & SPORT	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE
	\$	\$	\$	\$	\$	\$
<b>OPERATING EXPENDITURE</b>						
E113016 Lake King - Aquatic & Rec Program		1,954		2,240		1,969
E113035 Lake Grace Oval Electricity		12,000		9,417		12,000
E113042 Lake Grace Golf Club Subsidy		5,000		0		5,000
E113051 Pavilions - Building Maintenance	Jobs	237,080		100,540		197,380
E113100 Administration Allocated - Lake Grace		28,579		24,286		36,660
E113101 Administration Allocated - Newdegate		21,712		18,451		29,640
E113102 Administration Allocated - Lake King		8,165		6,939		22,620
E113103 Administration Allocated - Varley		20,413		17,347		28,275
E113130 Lake Grace Playground Maintenance	Jobs	44,609		28,205		49,100
E113135 Lake Grace Rec Ground Expenses	Jobs	116,172		161,256		136,555
E113150 Lake Grace Sports Pavilion Expenses		23,125		11,676		12,659
E113155 Lake Grace Sportsman Club	Jobs	0		13,944		0
E113180 Lake Grace Parks & Gardens	Jobs	116,618		243,889		208,736
E113211 Interest Loan 193 - Newdegate Bowling Club		3		3		0
E113213 Interest Loan 182 - Lake Grace Sporting Precinct		7,139		6,752		5,842
E113219 Interest Loan 202 - LK Court Resurfacing (SAR)		14		14		0
E113226 Newdegate Rec Grounds Mtc	Jobs	70,747		78,165		113,917
E113230 Newdegate Playground Mtc	Jobs	14,740		2,503		14,845
E113263 Newdegate Golf & Bowling Expenses		0		106		0
E113264 Newdegate Rec Precinct Electricity	Jobs	15,900		15,021		14,400
E113270 Newdegate Indoor Rec. Centre - Op Exp		31,001		27,886		31,492
E113280 Newdegate Parks & Gardens	Jobs	48,585		78,873		77,724
E113292 Newdegate Skate Park	Jobs	10,010		6,538		1,210
E113325 Lake King Oval Rec Ground Expenses	Jobs	50,753		71,499		107,165
E113330 Lake King Playground Maintenance	Jobs	12,912		4,185		12,515
E113380 Lake King Parks & Gardens	Jobs	24,207		29,078		58,697
E113430 Varley Playground Mtc	Jobs	10,248		549		9,790
E113435 Varley Rec Ground Expenses	Jobs	19,447		1,569		18,115
E113480 Varley Parks & Gardens	Jobs	29,257		77,861		42,781
E113517 Interest Loan 198 - LG Precinct		2,284		2,194		1,097
E113535 Pingaring Rec Ground Mtc	Jobs	7,990		6,570		15,699
E113552 Parks And Gardens - Building Mtc	Jobs	8,443		369		8,161
E113553 Jam Patch Facilities - Building Mtc	Jobs	3,381		463		6,901
E113600 Superannuation - Recreation & Building Maint	Jobs	31,872		25,577		29,400
E113990 Depreciation Of Assets		563,584		602,494		679,720
<b>OPERATING REVENUE</b>						
I113181 Lake Grace Rec Council Affiliation Fees		13,000		8,220		13,000
I113205 ARC Fees - Lake King		1,000		0		1,000
I113434 Newdegate Rec Council - User Fees		14,000		12,874		14,000
I113435 Reimbursements - Other Recreation & Sport		1,500		227		1,000
I113440 Lake Grace Sports Pavilion Hire Fees		2,000		645		2,000
I113450 Newdegate Rec Centre Hire Fees		1,000		1,101		1,100
I113460 Lake King Pavilion / Oval - Hire Fees		500		0		500
<b>SUB-TOTAL</b>		<b>33,000</b>		<b>1,597,944</b>		<b>23,068</b>
				<b>1,676,462</b>		<b>32,600.00</b>
						<b>1,990,066.36</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

OTHER RECREATION & SPORT	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE
	\$	\$	\$	\$	\$	\$
<b>CAPITAL EXPENDITURE</b>						
E113152 Sports Pavilions Cap Exp		379,302		216,724		480,000
E113154 Lg Land & Building Cap Exp		120,000		196,672		69,000
E113159 Loan 198 Redemption - Sporting Precinct Cap Exp		23,167		23,167		24,216
E113175 Infrastructure Other - Other Rec & Sport Cap Exp		985,368		513,729		751,000
E113182 Loan 182 Redemption Cap Exp - LG Sporting Precinct		18,438		18,438		19,623
E113293 Lake Grace all abilities playground Cap Exp		399,383		39,986		660,851
<b>CAPITAL REVENUE</b>						
I113183 Grants & Contributions - Other Rec & Sport	30,000		34,883		200,000	
<b>SUB-TOTAL</b>	<b>30,000</b>	<b>1,925,658</b>	<b>34,883</b>	<b>1,008,715</b>	<b>200,000</b>	<b>2,044,690</b>
<b>TOTAL - OTHER RECREATION &amp; SPORT</b>	<b>63,000</b>	<b>3,523,602</b>	<b>57,951</b>	<b>2,685,177</b>	<b>232,600</b>	<b>4,034,756</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>TV &amp; RADIO REBROADCASTING</b>						
<b><u>OPERATING EXPENDITURE</u></b>						
E114103 Administration Allocated		5,382		4,573		0
E114280 Broadcasting		6,520		4,720		6,476
E114990 Depreciation Of Assets		4,371		6,427		7,137
<b><u>OPERATING REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>16,273</b>	<b>0</b>	<b>15,721</b>	<b>0</b>	<b>13,613</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - TV &amp; RADIO REBROADCASTING</b>	<b>0</b>	<b>16,273</b>	<b>0</b>	<b>15,721</b>	<b>0</b>	<b>13,613</b>

Jobs

**SHIRE OF LAKE GRACE**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

LIBRARIES	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE
	\$	\$	\$	\$	\$	\$
<b>OPERATING EXPENDITURE</b>						
E115017 Lake King Library - Building Maintenance		8,960		932		8,321
E115020 Library		70,157		49,350		56,207
E115100 Administration Allocated - Lake Grace		16,331		16,315		19,695
E115101 Administration Allocated - Newdegate		16,331		13,878		19,695
E115102 Administration Allocated - Lake King		14,846		12,616		18,330
E115990 Depreciation Of Assets		5,338		3,688		4,095
<b>OPERATING REVENUE</b>						
I115200 Reimbursement - Libraries	100		0		100	
I115310 Lost & Damaged Books	100		0		100	
<b>SUB-TOTAL</b>	<b>200</b>	<b>131,962</b>	<b>0</b>	<b>96,778</b>	<b>200</b>	<b>126,343</b>
<b>CAPITAL EXPENDITURE</b>						
E115420 Libraries Cap Ex		25,000		0		25,000
<b>CAPITAL REVENUE</b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>25,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>
<b>TOTAL - LIBRARIES</b>	<b>200</b>	<b>156,962</b>	<b>0</b>	<b>96,778</b>	<b>200</b>	<b>151,343</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

OTHER CULTURE	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE
	\$	\$	\$	\$	\$	\$
<b>OPERATING EXPENDITURE</b>						
E116046 Cultural Buildings Building Maintenance		1,005		140		754
E116052 Community Requests		10,000		62		0
E116054 Annual Community Requests		56,692		47,030		60,000
E116056 Administration Allocated - Lake Grace		96,314		81,847		74,880
E116057 Administration Allocated - Newdegate		74,601		63,396		77,806
E116080 Art Collection Expenses		66		71		78
E116990 Depreciation of Assets		22,143		15,840		18,024
<b>OPERATING REVENUE</b>						
I116050 Contributions - Other Culture	1,000		0		1,000	
<b>SUB-TOTAL</b>	<b>1,000</b>	<b>260,821</b>	<b>0</b>	<b>208,386</b>	<b>1,000</b>	<b>231,542</b>
<b>CAPITAL EXPENDITURE</b>						
E116103 Lake King Land & Build Cap Exp		5,805		17,634		0
E116114 Lake Grace RV Park		0		0		100,000
<b>CAPITAL REVENUE</b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>5,805</b>	<b>0</b>	<b>17,634</b>	<b>0</b>	<b>100,000</b>
<b>TOTAL - OTHER CULTURE</b>	<b>1,000</b>	<b>266,626</b>	<b>0</b>	<b>226,021</b>	<b>1,000</b>	<b>331,542</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

HERITAGE	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE
	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>						
E117001 Museums - Building Mtc		57,542		9,081		51,461
E117002 Museum - AIM Hospital		2,844		1,282		2,592
E117010 Heritage - Building Mtc		30,382		3,660		28,996
E117011 Heriatge - Lake Grace Railway Building		612		0		369
E117012 Heriatge - RSL Hall		304		30		548
E117100 Administration Allocated		16,331		13,878		22,620
E117110 Heritage Buildings - Garden Mtc		13,831		6,049		0
E117990 Depreciation of Assets		256		267		297
<b><u>OPERATING REVENUE</u></b>						
I117600 History Book Sales	0		125		125	
<b>SUB-TOTAL</b>	<b>0</b>	<b>122,101</b>	<b>125</b>	<b>34,248</b>	<b>125</b>	<b>106,883</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
E117041 Museums - Capital Works		60,507		9,951		60,507
E117042 Heritage Buildings - Capital Works		80,000		48,000		30,000
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>140,507</b>	<b>0</b>	<b>57,951</b>	<b>0</b>	<b>90,507</b>
<b>TOTAL - HERITAGE</b>	<b>0</b>	<b>262,608</b>	<b>125</b>	<b>92,198</b>	<b>125</b>	<b>197,390</b>



**SHIRE OF LAKE GRACE**  
**SCHEDULE 12 - TRANSPORT**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>PROGRAMME SUMMARY</b>	<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>OPERATING EXPENDITURE</b>						
Construction - Roads, Streets, Bridges and Depots		1,523,445		1,606,554		2,157,646
Maintenance - Roads, Streets, Bridges and Depots		2,275,554		1,974,611		2,218,920
Road Plant Purchases		167,179		206,489		299,780
Transport Licensing		157,017		130,829		124,994
Aerodromes		120,787		97,367		(79,883)
<b>OPERATING REVENUE</b>						
Maintenance - Roads, Streets, Bridges and Depots	371,235		378,552		404,420	
Road Plant Purchases	71,858		168,198		4,228	
Transport Licensing	29,500		29,223		30,500	
<b>SUB-TOTAL</b>	<b>472,593</b>	<b>4,243,982</b>	<b>575,974</b>	<b>4,015,851</b>	<b>439,148</b>	<b>4,721,456</b>
<b>CAPITAL EXPENDITURE</b>						
Construction - Roads, Streets, Bridges and Depots		4,693,139		3,522,225		4,506,182
Maintenance - Roads, Streets, Bridges and Depots		52,429		52,429		0
Road Plant Purchases		1,075,000		1,059,250		620,000
Aerodromes		15,000		16,550		0
<b>CAPITAL REVENUE</b>						
Construction - Roads, Streets, Bridges and Depots	1,364,008		1,392,148		1,335,924	
Maintenance - Roads, Streets, Bridges and Depots	612,529		397,962		496,395	
<b>SUB-TOTAL</b>	<b>1,976,537</b>	<b>5,835,567</b>	<b>1,790,110</b>	<b>4,650,453</b>	<b>1,832,319</b>	<b>5,126,182</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>2,449,130</b>	<b>10,079,550</b>	<b>2,366,084</b>	<b>8,666,304</b>	<b>2,271,467</b>	<b>9,847,638</b>

**SHIRE OF LAKE GRACE  
SCHEDULE 12 - TRANSPORT  
ANNUAL BUDGET  
FOR THE PERIOD ENDED 30 JUNE 2024**

	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>CONSTRUCTION - STREETS, ROADS, BRIDGES &amp; DEPOT</b>						
<b><u>OPERATING EXPENDITURE</u></b>						
E121990 Depreciation		1,523,445		1,606,554		2,157,646
<b><u>OPERATING REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>1,523,445</b>	<b>0</b>	<b>1,606,554</b>	<b>0</b>	<b>2,157,646</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
E121200 Roadworks - Capital Renewal Cap Exp		3,981,077		3,241,342		4,251,182
E121312 Footpaths - Urban Infr Capital Exp		262,225		220,604		175,000
E121314 Town Street Cap Exp		300,000		0		0
E121502 Lake Grace Depot - Cap Exp		29,837		24,486		0
E121704 Fuel Storage Lake Garce Depot		120,000		35,792		80,000
<b><u>CAPITAL REVENUE</u></b>						
I121766 Grant - Roads To Recovery	823,753		884,371		855,924	
I121771 Grant - Regional Road Group	540,255		507,777		480,000	
<b>SUB-TOTAL</b>	<b>1,364,008</b>	<b>4,693,139</b>	<b>1,392,148</b>	<b>3,522,225</b>	<b>1,335,924</b>	<b>4,506,182</b>
<b>TOTAL - CONSTRUCTION - STREETS, ROADS, BRIDGES &amp; DEPOT</b>	<b>1,364,008</b>	<b>6,216,584</b>	<b>1,392,148</b>	<b>5,128,778</b>	<b>1,335,924</b>	<b>6,663,828</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 12 - TRANSPORT**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>MAINTENANCE - STREETS, ROADS, BRIDGES &amp; DEPOT</b>	<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>OPERATING EXPENDITURE</b>						
E122100 Administration Allocated		82,767		70,335		89,116
E122106 Interest Loan 196 - Transport And Roads		2,114		1,940		166
E122500 Rural Road Mtc		1,644,817		1,558,875		1,586,169
E122600 Town Street Mtc	<b>Jobs</b>	333,860		150,312		308,271
E122700 General Mtc	<b>Jobs</b>	143,863		102,663		152,225
E122701 Depot - Building Mtc	<b>Jobs</b>	40,014		25,304		34,904
E122705 Road Inspection & Data Collection	<b>Jobs</b>	15,411		57,068		38,567
E122990 Depreciation		12,709		8,115		9,501
<b>OPERATING REVENUE</b>						
I122363 Contributions - Street Lighting	10,000		9,547		10,000	
I122450 Direct Grant - MRWA	361,235		369,005		394,420	
<b>SUB-TOTAL</b>	<b>371,235</b>	<b>2,275,554</b>	<b>378,552</b>	<b>1,974,611</b>	<b>404,420</b>	<b>2,218,920</b>
<b>CAPITAL EXPENDITURE</b>						
E122196 Loan 196 Redemption		52,429		52,429		0
<b>CAPITAL REVENUE</b>						
I121782 Local Roads & Community Program	612,529		397,962		496,395	
<b>SUB-TOTAL</b>	<b>612,529</b>	<b>52,429</b>	<b>397,962</b>	<b>52,429</b>	<b>496,395</b>	<b>0</b>
<b>TOTAL - MAINTENANCE - STREETS, ROADS, BRIDGES &amp; DEPOT</b>	<b>983,764</b>	<b>2,327,983</b>	<b>776,514</b>	<b>2,027,040</b>	<b>900,815</b>	<b>2,218,920</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 12 - TRANSPORT**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

ROAD PLANT PURCHASES	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>OPERATING EXPENDITURE</b>						
E123100 Administration Allocated		5,382		4,573		19,695
E123920 Loss On Sale Of Assets		45,941		52,062		44,392
E123990 Depreciation Of Assets		115,856		149,854		235,693
<b>OPERATING REVENUE</b>						
I123910 Profit On Sale Of Assets	71,858		168,198		4,228	
<b>SUB-TOTAL</b>	<b>71,858</b>	<b>167,179</b>	<b>168,198</b>	<b>206,489</b>	<b>4,228</b>	<b>299,780</b>
<b>CAPITAL EXPENDITURE</b>						
E123059 Road Plant Purchases Cap Exp		1,075,000		1,059,250		620,000
<b>CAPITAL REVENUE</b>						
I123115 Proceeds Sale Of Vehicles Cap Inc	267,500		349,630		113,000	
I123920 Realisation Of Assets Cap Inc	(267,500)		(349,630)		(113,000)	
<b>SUB-TOTAL</b>	<b>0</b>	<b>1,075,000</b>	<b>0</b>	<b>1,059,250</b>	<b>0</b>	<b>620,000</b>
<b>TOTAL - ROAD PLANT PURCHASES</b>	<b>71,858</b>	<b>1,242,179</b>	<b>168,198</b>	<b>1,265,739</b>	<b>4,228</b>	<b>919,780</b>

Jobs

**SHIRE OF LAKE GRACE  
SCHEDULE 12 - TRANSPORT  
ANNUAL BUDGET  
FOR THE PERIOD ENDED 30 JUNE 2024**

	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>TRANSPORT LICENCING</b>						
<b>OPERATING EXPENDITURE</b>						
E125010 Salaries & Wages - Licensing		61,991		52,002		52,604
E125011 Employee On Costs - Licensing		1,395		68		0
E125050 Staff Training - Licensing		1,000		0		1,000
E125060 Commissions Paid - Transport		400		0		400
E125100 Administration Allocated		92,231		78,378		70,590
E125210 Telephone Charges - Licensing		0		381		400
<b>OPERATING REVENUE</b>						
I125300 Commission - Licensing	28,000		29,223		29,500	
I125350 Reimbursements - Traffic Licensing & Control	1,500		0		1,000	
<b>SUB-TOTAL</b>	<b>29,500</b>	<b>157,017</b>	<b>29,223</b>	<b>130,829</b>	<b>30,500</b>	<b>124,994</b>
<b>CAPITAL EXPENDITURE</b>						
<b>CAPITAL REVENUE</b>						
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - TRANSPORT LICENCING</b>	<b>29,500</b>	<b>157,017</b>	<b>29,223</b>	<b>130,829</b>	<b>30,500</b>	<b>124,994</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 12 - TRANSPORT**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE
	\$	\$	\$	\$	\$	\$
<b>AERODROMES</b>						
<b>OPERATING EXPENDITURE</b>						
E126001	Lake Grace Airstrip Maintenance		19,199	12,873		19,806
E126002	Newdegate Airstrip Maintenance		12,900	3,845		12,950
E126003	Lake King Airstrip Maintenance		12,130	8,093		12,190
E126100	Administration Allocated		5,382	4,573		5,655
E126501	Lake Grace Airstrip Cleaning		1,019	993		1,175
E126502	Lake Grace Airstrip - Building Mtc		9,198	3,457		8,581
E126990	Depreciation Of Assets		60,959	63,534		(140,240)
<b>OPERATING REVENUE</b>						
<b>SUB-TOTAL</b>						
		0	120,787	0	97,367	0 (79,883)
<b>CAPITAL EXPENDITURE</b>						
E126206	Lake Grace Airstrip Building Upgrade Cap Exp		15,000	16,550		0
<b>CAPITAL REVENUE</b>						
<b>SUB-TOTAL</b>						
		0	15,000	0	16,550	0 0
<b>TOTAL - AERODROMES</b>						
		0	135,787	0	113,917	0 (79,883)

**SHIRE OF LAKE GRACE**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>PROGRAMME SUMMARY</b>	<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b><u>OPERATING EXPENDITURE</u></b>						
Rural Services		26,548		13,405		23,858
Tourism and Area Promotion		311,345		268,066		301,156
Building Control		95,134		72,097		84,773
Saleyards & Markets		38,758		29,199		35,269
Other Economic Services		283,389		214,736		253,766
Land Development		38,254		33,281		44,430
LG Skeleton Weed LAG		227,780		183,140		189,349
Lg Tourist Shop		15,400		12,210		14,700
<b><u>OPERATING REVENUE</u></b>						
Tourism and Area Promotion	3,800		13,395		5,100	
Building Control	5,580		3,816		5,580	
Other Economic Services	105,400		99,846		124,570	
Land Development	0.00		35,209		160,635	
LG Skeleton Weed LAG	209,000		191,000		146,000	
Lg Tourist Shop	15,400		16,953		14,200	
<b>SUB-TOTAL</b>	<b>339,180</b>	<b>1,036,608</b>	<b>360,218</b>	<b>826,133</b>	<b>456,085</b>	<b>947,300</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
Tourism and Area Promotion		22,455		13,955		510,000
Other Economic Services		187,270		116,981		227,071
Land Development		461,125		121,252		164,273
<b><u>CAPITAL REVENUE</u></b>						
Tourism and Area Promotion	5,455		113		100,000	
Other Economic Services	196,000		19,657		400,000	
<b>SUB-TOTAL</b>	<b>201,455</b>	<b>670,850</b>	<b>19,770</b>	<b>252,188</b>	<b>500,000</b>	<b>901,344</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>540,635</b>	<b>1,707,458</b>	<b>379,988</b>	<b>1,078,322</b>	<b>956,085</b>	<b>1,848,644</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>RURAL SERVICES</b>	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>OPERATING EXPENDITURE</b>						
E131040 Noxious Weed / Pest Plant Expenses <span style="color: red; margin-left: 20px;">Jobs</span>		14,447		3,155		14,248
E131100 Administration Allocated		10,763		9,147		8,385
E131990 Depreciation Of Assets		1,338		1,103		1,225
<b>OPERATING REVENUE</b>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>26,548</b>	<b>0.00</b>	<b>13,405</b>	<b>0.00</b>	<b>23,858</b>
<b>CAPITAL EXPENDITURE</b>						
<b>CAPITAL REVENUE</b>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - RURAL SERVICES</b>	<b>0.00</b>	<b>26,548</b>	<b>0.00</b>	<b>13,405</b>	<b>0.00</b>	<b>23,858</b>



**SHIRE OF LAKE GRACE**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>TOURISM &amp; AREA PROMOTION</b>			<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
			<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
			<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>OPERATING EXPENDITURE</b>								
E132001	Tourism Promotion	<b>Jobs</b>		65,930		42,841		66,280
E132002	Community Service Functions	<b>Jobs</b>		35,900		16,161		37,800
E132010	Visitor Centre - Salaries			64,157		81,330		77,228
E132011	Employee On Costs - Visitor Centre			1,444		11,344		12,700
E132022	Information Bays			800		829		800
E132024	Tourism Signage			68		0.00		0.00
E132025	Administration Allocated			96,314		81,847		66,495
E132027	Shire Visitor Centres - Building Maintenance	<b>Jobs</b>		16,956		6,305		10,434
E132029	Visitor Centre - Garden Maintenance	<b>Jobs</b>		9,659		916		0.00
E132990	Depreciation Of Assets			20,118		26,493		29,419
<b>OPERATING REVENUE</b>								
I132412	Grant - Tourism		0.00		10,890		0.00	
I132413	Newdegate Billboards Rental		1,300		1,300		1,300	
I132415	Events Fees & Charges		2,000		0.00		2,000	
I132416	Reimbursements - Tourism & Area Promotion		500		0.00		500	
I132001	Electric Fuel Charger Income		0.00		1,205		1,300	
I132003	Australia Day		0.00		0.00		0.00	
<b>SUB-TOTAL</b>			<b>3,800</b>	<b>311,345</b>	<b>13,395</b>	<b>268,066</b>	<b>5,100</b>	<b>301,156</b>
<b>CAPITAL EXPENDITURE</b>								
E132500	Shire Visitor Centre Improvements Cap Exp	<b>Jobs</b>		17,000		13,842		30,000
E132503	Infrastructure Other - Tourism & Services Promotion Cap E	<b>Jobs</b>		5,455		113		100,000
<b>CAPITAL REVENUE</b>								
I132418	Local Roads & Community Program		0.00		0.00		100,000	
I132420	Driver Reviver Upgrade Grant		5,455		113		0.00	
<b>SUB-TOTAL</b>			<b>5,455</b>	<b>22,455</b>	<b>113</b>	<b>13,955</b>	<b>100,000</b>	<b>510,000</b>
<b>TOTAL - TOURISM &amp; AREA PROMOTION</b>			<b>9,255</b>	<b>333,800</b>	<b>13,507</b>	<b>282,021</b>	<b>105,100</b>	<b>811,156</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>BUILDING CONTROL</b>						
<b><u>OPERATING EXPENDITURE</u></b>						
E133010 Salaries & Wages - Building		48,082		49,301		49,423
E133011 Employee On Costs - Building		7,556		0.00		0.00
E133050 Contract Building Surveyor		15,000		1,980		10,000
E133100 Administration Allocated		24,496		20,817		25,350
<b><u>OPERATING REVENUE</u></b>						
I133410 Building Permit Fees	5,000		3,729		5,000	
I133415 BSL Commission	100		80		100	
I133420 BCITF Commission	100		8		100	
I133425 Demolition Permits	100		0.00		100	
I133430 Building Approval Certificates	180		0.00		180	
I133435 Occupancy Permits	100		0.00		100	
<b>SUB-TOTAL</b>	<b>5,580</b>	<b>95,134</b>	<b>3,816</b>	<b>72,097</b>	<b>5,580</b>	<b>84,773</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - BUILDING CONTROL</b>	<b>5,580</b>	<b>95,134</b>	<b>3,816</b>	<b>72,097</b>	<b>5,580</b>	<b>84,773</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>SALEYARDS &amp; MARKETS</b>	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>OPERATING EXPENDITURE</b>						
E134001 Lake Grace Saleyards Maintenance		7,010		3,280		1,146
E134003 Saleyards - Building Maintenance		1,695		185		1,509
E134100 Administration Allocated		28,579		24,285		31,005
E134990 Depreciation Of Assets		1,474		1,449		1,609
<b>OPERATING REVENUE</b>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>38,758</b>	<b>0.00</b>	<b>29,199</b>	<b>0.00</b>	<b>35,269</b>
<b>CAPITAL EXPENDITURE</b>						
<b>CAPITAL REVENUE</b>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - SALEYARDS &amp; MARKETS</b>	<b>0.00</b>	<b>38,758</b>	<b>0.00</b>	<b>29,199</b>	<b>0.00</b>	<b>35,269</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

OTHER ECONOMIC SERVICES	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE
	\$	\$	\$	\$	\$	\$
<b>OPERATING EXPENDITURE</b>						
E136020 Newdegate Field Day Sponsorship		17,671		25,247		17,574
E136033 Lot 46 Bennett St Building Mtc		21,933		2,209		7,044
E136050 Shire Standpipe Expenses		66,400		61,944		66,394
E136100 Administration Allocated		46,208		39,268		53,625
E136500 Maintenance - Community Water Supplies		787		1,027		1,210
E136990 Depreciation Of Assets		26,390		30,791		34,589
E136991 Digital Connectivity Solution		50,000		0.00		0.00
E136992 Research Station Lease Fees		54,000		54,250		73,330
<b>OPERATING REVENUE</b>						
I136100 Sale Of Standpipe Water	40,000		39,942		40,000	
I136101 Reimbursements - Other Economic Services	100		0.00		100	
I136110 Sale Of Gravel	5,000		0.00		5,000	
I136120 Extractive Industry Licences	300		313		300	
I136138 Interest Reimbursement - LG Develop Assoc SSL	500		0.00		500	
I136140 CBH Lease Agreement Fees	2,000		2,000		2,000	
I136992 Research Station Lease Fees	54,000		54,250		73,330	
I136993 Lake Grace Community Crop	3,500		3,341		3,340	
<b>SUB-TOTAL</b>	<b>105,400</b>	<b>283,389</b>	<b>99,846</b>	<b>214,736</b>	<b>124,570</b>	<b>253,766</b>
<b>CAPITAL EXPENDITURE</b>						
E136501 Dam Catchment Upgrade Cap Exp		187,270		116,981		227,071
<b>CAPITAL REVENUE</b>						
I134413 Grants & Contributions - Other Economic Services	196,000		19,657		400,000	
<b>SUB-TOTAL</b>	<b>196,000</b>	<b>187,270</b>	<b>19,657</b>	<b>116,981</b>	<b>400,000</b>	<b>227,071</b>
<b>TOTAL - OTHER ECONOMIC SERVICES</b>	<b>301,400</b>	<b>470,659</b>	<b>119,503</b>	<b>331,717</b>	<b>524,570</b>	<b>480,837</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>LAND DEVELOPMENT</b>						
<b>OPERATING EXPENDITURE</b>						
E137050 Land Sale Expenses		2,000		0.00		2,000
E137100 Administration Allocated		18,558		15,770		19,500
E137110 Interest Loan 189 - LG Residential Land		7,131		7,129		3,645
E137121 Interest Loan 203 - Industrial Land Purchase & Developmei		10,565		10,382		9,285
E137920 Loss On Sale Of Assets		0.00		0.00		10,000
<b>OPERATING REVENUE</b>						
I137909 Rent Industrial Land	0.00		35,209		17,500	
I137915 Profit On Sale Of Assets	0.00		0.00		143,135	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>38,254</b>	<b>35,209</b>	<b>33,281</b>	<b>160,635</b>	<b>44,430</b>
<b>CAPITAL EXPENDITURE</b>						
E137350 Lake Grace Industrial Land Cap Exp		392,554		52,681		100,000
E137560 Loan 189 Redemption - LG Residential Land Cap Exp		10,840		10,840		5,667
E137571 Loan 203 Redemption - Purchase & Develop Industrial Land		57,732		57,732		58,606
<b>CAPITAL REVENUE</b>						
I137900 Proceeds Sale Of vacant land LG Cap Inc	0.00		0.00		400,000	
I137910 Proceeds Sale Of Residential Land LG Cap Inc	0.00		0.00		35,000	
I137920 Realisation Of Assets Cap Inc	0.00		0.00		(435,000)	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>461,125</b>	<b>0.00</b>	<b>121,252</b>	<b>0.00</b>	<b>164,273</b>
<b>TOTAL - LAND DEVELOPMENT</b>	<b>0.00</b>	<b>499,379</b>	<b>35,209</b>	<b>154,533</b>	<b>160,635</b>	<b>208,703</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

LG SKELETON WEED LAG	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>OPERATING EXPENDITURE</b>						
E138010 Salries & Wages		72,280		63,884		65,520
E138020 Superannuation		7,000		6,456		6,224
E138022 Other Staff Allowances		0.00		0.00		3,000
E138025 Vehicle Fuel		7,000		6,238		7,000
E138026 Vehicle Maintenance		1,000		2,460		3,000
E138027 Vehicle Registration/Insurance		2,000		1,827		1,300
E138028 Equipment		7,300		0.00		2,500
E138029 Winter Treatment Contracts		51,500		21,827		30,000
E138030 Winter Treatment Chemicals		12,500		53,000		27,500
E138031 Winter Treatment Other Expenses		11,500		0.00		0.00
E138032 Telecommunications		3,400		1,103		2,500
E138033 Marketing & Promotions		3,500		238		1,600
E138034 Meeting & Conferences		800		234		400
E138035 Loan Repayments		5,000		3,612		12,000
E138036 LG Admin Fee		6,000		6,000		4,000
E138037 Summer Serach Contractors		37,000		11,400		21,000
E138038 Other Expenditure		0.00		4,862		1,805
<b>OPERATING REVENUE</b>						
I138100 Grants & Subsidies	205,000		185,000		140,000	
I138101 Contributions	4,000		6,000		6,000	
<b>SUB-TOTAL</b>	<b>209,000</b>	<b>227,780</b>	<b>191,000</b>	<b>183,140</b>	<b>146,000</b>	<b>189,349</b>
<b>CAPITAL EXPENDITURE</b>						
<b>CAPITAL REVENUE</b>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - LG SKELETON WEED LAG</b>	<b>209,000</b>	<b>227,780</b>	<b>191,000</b>	<b>183,140</b>	<b>146,000</b>	<b>189,349</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>LG TOURIST SHOP (LG VISITOR CENTRE)</b>	<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b><u>OPERATING EXPENDITURE</u></b>						
E139110 Stock Purchases		11,000		11,468		11,000
E139112 Stationery & General Consumables		1,000		278		1,000
E139114 Volunteer Functions		2,000		464		900
E139115 Aim Souvenirs		1,400		0.00		1,800
<b><u>OPERATING REVENUE</u></b>						
I139101 Merchandise Sales	14,000		15,778		14,000	
I139104 AIM Contributions	1,400		1,175		200	
<b>SUB-TOTAL</b>	<b>15,400</b>	<b>15,400</b>	<b>16,953</b>	<b>12,210</b>	<b>14,200</b>	<b>14,700</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - LG TOURIST SHOP (LG VISITOR CENTRE)</b>	<b>15,400</b>	<b>15,400</b>	<b>16,953</b>	<b>12,210</b>	<b>14,200</b>	<b>14,700</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>PROGRAMME SUMMARY</b>	<b>22/23 ADOPTED BUDGET</b>		<b>22/23 YTD ACTUAL</b>		<b>23/24 ANNUAL BUDGET</b>	
	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>	<b>REVENUE</b>	<b>EXPENDITURE</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b><u>OPERATING EXPENDITURE</u></b>						
Private Works		20,147		4,376		19,621
Public Works Overheads		45,000		0.00		41,000
Plant Operation Costs		25,500		14,190		25,500
Salaries and Wages		0.00		0.00		0.00
Unclassified		1,000		12,545		3,000
<b><u>OPERATING REVENUE</u></b>						
Private Works	15,000		545		10,000	
Public Works Overheads	45,000		38,245		41,000	
Plant Operation Costs	25,500		23,750		27,500	
Salaries and Wages	5,000		0.00		5,000	
Unclassified	1,000		6,640		3,000	
<b>SUB-TOTAL</b>	<b>91,500</b>	<b>91,647</b>	<b>69,180</b>	<b>31,111</b>	<b>86,500</b>	<b>89,121</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>91,500</b>	<b>91,647</b>	<b>69,180</b>	<b>31,111</b>	<b>86,500</b>	<b>89,121</b>



**SHIRE OF LAKE GRACE**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>PRIVATE WORKS</b>						
<b><u>OPERATING EXPENDITURE</u></b>						
E141100 Administration Allocated		4,083		3,171		4,290
E141270 Private Works - Expenses		16,064		1,205		15,331
			Jobs			
<b><u>OPERATING REVENUE</u></b>						
I141460 Private Works - Income	15,000		545		10,000	
<b>SUB-TOTAL</b>	<b>15,000</b>	<b>20,147</b>	<b>545</b>	<b>4,376</b>	<b>10,000</b>	<b>19,621</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - PRIVATE WORKS</b>	<b>15,000</b>	<b>20,147</b>	<b>545</b>	<b>4,376</b>	<b>10,000</b>	<b>19,621</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

<b>PUBLIC WORKS OVERHEADS</b>	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>OPERATING EXPENDITURE</b>						
E143010 Engineering Salaries & Wages		165,948		189,308		197,693
E143016 Fringe Benefits Tax		11,000		14,632		15,000
E143018 Insurance		33,000		13,825		15,273
E143019 Engineering Conference Expense		5,500		511		5,500
E143021 Public Works Vehicles		15,000	Jobs	18,276		15,000
E143030 Engineering Office Expenses		25,000		25,420		25,000
E143045 Depot Cleaning Expenses		2,185		2,095		2,858
E143050 Sick/Holiday Pay - Outside Staff		140,423		116,059		137,390
E143055 Superannuation - Infrastructure		149,095		107,654		161,832
E143060 Workers Compensation Insurance		28,304		27,692		39,436
E143062 Staff Training - Outside Staff		37,060	Jobs	17,513		40,386
E143080 Protective Clothing		12,000		6,985		10,000
E143081 Health And Safety Expenses (OHS)		21,000		15,046		19,450
E143100 OH&S Training		7,000		1,903		7,000
E143101 Staff / Toolbox Meetings		21,023	Jobs	2,207		8,851
E143120 Relocation Allowances		3,000		0.00		3,000
E143125 Staff Recruitment		5,000		533		5,000
E143200 Administration Allocated		188,544		146,448		166,726
E143205 Staff Housing Allocated		102,894		48,715		111,789
E143990 Depreciation Of Assets		50,734		47,939		55,228
<b>Recovered amounts</b>						
E143290 Less Allocated To Works & Services		(978,709)		(819,487)		(1,001,412)
<b>OPERATING REVENUE</b>						
I143005 Reimbursements - Public Works Overheads	5,000		0.00		1,000	
I143050 Works Housing Rent	40,000		38,245		40,000	
<b>SUB-TOTAL</b>	<b>45,000</b>	<b>45,000</b>	<b>38,245</b>	<b>0.00</b>	<b>41,000</b>	<b>41,000</b>
<b>CAPITAL EXPENDITURE</b>						
<b>CAPITAL REVENUE</b>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - PUBLIC WORKS OVERHEADS</b>	<b>45,000</b>	<b>45,000</b>	<b>38,245</b>	<b>0.00</b>	<b>41,000</b>	<b>41,000</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

**PLANT OPERATION COSTS**

**OPERATING EXPENDITURE**

		22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
		REVENUE	EXPENDITURE	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE
		\$	\$	\$	\$	\$	\$
E144010	Plant - Fuel And Oils		200,000		203,332		211,000
E144015	Plant - Tyres And Tubes		30,000		17,210		25,000
E144020	Plant - Parts And Repairs		164,000		195,850		200,000
E144030	Plant - Internal Repair Wages		0.00		23,135		0.00
E144050	Plant - Insurances & Licenses		55,000		37,623		55,082
E144051	Expendable Tools		14,000		2,490		10,000
E144100	Administration Allocated		56,964		44,252		59,280
E144990	Depreciation - Sundry Equip		2,183		86,579		36,751

***Recovered amounts***

E144290	Less Allocated To Works & Services		(494,464)		(523,892)		(534,862)
E144300	Plant Depreciation Allocated		(2,183)		(72,388)		(36,751)

**OPERATING REVENUE**

I144210	Fuel Tax Rebates	25,000		23,750		25,000	
I144220	Sale Of Scrap Parts / Grader Blades	500		0.00		2,500	

**SUB-TOTAL**

		<b>25,500</b>	<b>25,500</b>	<b>23,750</b>	<b>14,190</b>	<b>27,500</b>	<b>25,500</b>
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**CAPITAL EXPENDITURE**

**CAPITAL REVENUE**

**SUB-TOTAL**

		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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**TOTAL - PLANT OPERATION COSTS**

		<b>25,500</b>	<b>25,500</b>	<b>23,750</b>	<b>14,190</b>	<b>27,500</b>	<b>25,500</b>
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**SHIRE OF LAKE GRACE**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>SALARIES &amp; WAGES</b>						
<b><u>OPERATING EXPENDITURE</u></b>						
E146010 Gross Salaries & Wages		2,732,851		2,229,207		2,871,134
E146200 Less Salaries & Wages Allocated		(2,732,851)		(2,229,207)		(2,871,134)
E146210 Unallocated Salaries & Wages		0.00		0.00		0.00
<b><u>OPERATING REVENUE</u></b>						
I146300 Reimb Workers Comp Insurance	5,000		0.00		5,000	
<b>SUB-TOTAL</b>	<b>5,000</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,000</b>	<b>0.00</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - SALARIES &amp; WAGES</b>	<b>5,000</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,000</b>	<b>0.00</b>

**SHIRE OF LAKE GRACE**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

UNCLASSIFIED	22/23 ADOPTED BUDGET		22/23 YTD ACTUAL		23/24 ANNUAL BUDGET	
	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$	REVENUE \$	EXPENDITURE \$
<b>OPERATING EXPENDITURE</b>						
E147290 Refunds & Overpayments		1,000		12,545		3,000
<b>OPERATING REVENUE</b>						
I147490 Refunds & Overpayments	1,000		6,640		3,000	
<b>SUB-TOTAL</b>	<b>1,000</b>	<b>1,000</b>	<b>6,640</b>	<b>12,545</b>	<b>3,000</b>	<b>3,000</b>
<b>CAPITAL EXPENDITURE</b>						
<b>CAPITAL REVENUE</b>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - UNCLASSIFIED</b>	<b>1,000</b>	<b>1,000</b>	<b>6,640</b>	<b>12,545</b>	<b>3,000</b>	<b>3,000</b>

Shire of Lake Grace  
Capital Expenditure & Income  
For Period Ending 30 June 2024

Major Capital Projects		Property Plant & Equipment				Infrastructure			Financing		
Particulars	GL Account Number	Job Number	Land	Building	Furn & Equipment	Plant & Equipment	Roads	Parks & Gardens	Urban Infrastructure	Principal Repayments on Loans	Total Capital Expenditure
<b>Governance</b>											
<i>Other Governance</i>											
New loan Redemption - Staff Housing Cap Exp	E042204									49,101	49,101
Loan 181 Redemption - Office Renovations Cap Exp	E042181									20,069	20,069
Admin Office Building	E042549	4205024		25,000							25,000
CEO VX Landcruiser - Disposal only	E042550	LG001CA									0
MIS GXL Prado	E042550	LG75CAP				65,000					65,000
			0	25,000	0	65,000	0	0	0	69,170	159,170
<b>Law, Order &amp; Public Safety</b>											
<i>Other Law, Order &amp; Public Safety</i>											
LG & NGT Digital Speed signs	E053550	053551				32,000					32,000
LG & NGT Town CCTV	E053550	53552				100,000					100,000
DFES Grant - 3 Fast Fill Trailers	E051174	511733				22,500					22,500
			0	0	0	154,500	0	0	0	0	154,500
<b>Health</b>											
<i>Other Health</i>											
8 Wattle Capital	E077502	B93CAP		30,000							30,000
			0	30,000	0	0	0	0	0	0	30,000
<b>Education &amp; Welfare</b>											
<i>Care Of Families &amp; Children</i>											
Relocate Toy Library to Daycare Centre	E083101	8300102		40,569							40,569
			0	40,569	0	0	0	0	0	0	40,569
<b>Housing</b>											
<i>Staff Housing</i>											
1 Quondong Street (CEO House)	E091910	9199101		34,000							34,000
3 Clark Street	E091960	9196114		18,750							18,750
6 Banksia PI Capital	E091960	9196044		17,500							17,500
65A Bennett St Capital	E091970	9197094		15,000							15,000
			0	85,250	0	0	0	0	0	0	85,250
<b>Community Amenities</b>											
<i>Urban Stormwater Drainage</i>											
Dykes Road Drainage	E104501	1040502						46,000			46,000
<i>Public Toilets</i>											
Varley Public Toilet	E107102	1071024		66,982							66,982
<i>Cemetery</i>											
Lake King Cemetery New Fence	E107259	113061						50,000			50,000
Lake Grace Cemetery Roadway Reseal Bitumen	E107260							50,000			50,000
			0	66,982	0	0	0	0	146,000	0	212,982
<b>Recreation &amp; Culture</b>											
<i>Public Halls, Civic Centres</i>											
Lake Grace Hall - Refurbish, new doors, airconditioning	E111007	LGPHCAP		300,000							300,000
Lake Grace Lakes Village Hall	E111007	LGVHCAP		25,000							25,000
<i>Swimming Pools</i>											
Lake Grace Pool - Reinstall Diving Board & Net	E112521	1125211				50,000					50,000
Lake Grace Swimming Pool Blankets & Roller	E112521	1125212				50,500					50,500
<i>Other Recreation &amp; Sport</i>											
Lake King Sports Pavilion	E113152	113014		410,000							410,000

Particulars	GL Account Number	Job Number					Roads	Parks & Gardens	Urban Infrastructure	Principal Repayments on Loans	Total Capital Expenditure
			Land	Building	Furn & Equipment	Plant & Equipment					
LG Sports Pavillion Bar Upgrade	E113152	113006		25,000						25,000	
Varley Sports Pavilion - External painting	E113152	113007		45,000						45,000	
Newdegate Hockey Shed Replacement Cap Exp	E113154	1131542		69,000						69,000	
Loan 198 Redemption - Sporting Precinct Cap Exp	E113159								24,216	24,216	
Lighting for Newdegate Hockey Field	E113175	113036					95,000			95,000	
Lake Grace Football Field Lighting Upgrade	E113175	113037					51,000			51,000	
Lake Grace Sporting Complex Entry	E113175	113048					150,000			150,000	
Jam Patch New BBQ & Picnic Shelters	E113175	113055					200,000			200,000	
1 Stubbs St Park (LG Visitors Centre Park)	E113175	113066					20,000			20,000	
Newdegate Street Bin Shrouds	E113175	113067					50,000			50,000	
Walkway Shelters LG	E113175	113069					15,000			15,000	
Lighting LG and LK Play Grounds	E113175	113070					40,000			40,000	
Padley Park Stormwater Capture (CWSP)	E113175	113071					40,000			40,000	
LG Bowling Club Lights	E113175	113072					90,000			90,000	
LG Football Electronic Score Board	E113178	1131781			40,000					40,000	
Loan 182 Redemption Cap Exp - LG Sporting Precinct	E113182								19,623	19,623	
Community All Ages Playground Lake Grace (Constr)	E113293	113201					530,851			530,851	
Community All Ages Playground Lake Grace (fence)	E113293	113202					10,000			10,000	
Lake Grace Pump Track	E113293	113203					120,000			120,000	
<u>Libraries</u>											
Lake King Library	E115420	LIBLKCA		25,000						25,000	
<u>Other Culture</u>											
Lake Grace RV Park	E116114	1161140					100,000			100,000	
<u>Heritage</u>											
AIM Building Capital	E117041	1170014		60,507						60,507	
LG RSL Hall	E117041	1170084		30,000						30,000	
			0	989,507	40,000	100,500	0	1,511,851	0	43,839	2,685,697
<b>Transport</b>											
<u>Roads Construction</u>											
Jarring South Rd Resheet SLK 0-2 & 13-16	E121200	1210511					22,500			22,500	
Magenta Road (R2R) SLK 34.50 - 39.50	E121200	1210489					18,000			18,000	
Rodger Rd SLK 0.00-5.64	E121200	1210513					258,434			258,434	
Mallee Hill Rd SLK 10.60-13.6	E121200	1210498					131,341			131,341	
Mallee Hill Rd SLK 13.60-15.30	E121200	1210514					216,409			216,409	
Fitzgerald Rd SLK 5.00-9.76	E121200	1210515					285,035			285,035	
Magenta Rd SLK 49.68-51.68	E121200	1210516					109,007			109,007	
Nth LG-Karlgarin 25.73-31.81 (RRG)	E121200	1210517					442,715			442,715	
Old Ravensthorpe 22.10-27.00 (RRG)	E121200	1210518					279,495			279,495	
West Kuender Rd SLK 0.00-3.10	E121200	1210519					386,697			386,697	
Winchcombe Rd SLK 5.00-10.80	E121200	1210520					340,808			340,808	
Hatters Hill Rd SLK 22.1-27.1	E121200	1210521					308,064			308,064	
Burngup Rd SLK 0.0-4.0	E121200	1210522					210,793			210,793	
Crooks/Kent SLK 0-4	E121200	1210523					242,779			242,779	
Biddy Camm Rd SLK 58.32-62.83	E121200	1210524					425,369			425,369	
Biddy Bunice Rd SLK 2.75-5.71	E121200	1210525					353,034			353,034	
Rasmussen Rd & McCracken Rd SLK 0.13 – 0.26	E121200	1210526					170,303			170,303	
Waddell St Whole Length SLK 0 – 1	E121200	1210527					50,399			50,399	
Lake Grace Footpaths	E121312	121302						25,000		25,000	
NGT Footpath	E121312	121303						150,000		150,000	
<u>Maintenance Streets, Roads, Bridges, Depots</u>											
Fuel Storage Lake Grace Depot	E121704	1217041						80,000		80,000	

Particulars	GL Account Number	Job Number	Land	Building	Furn & Equipment	Plant & Equipment	Roads	Parks & Gardens	Urban Infrastructure	Principal Repayments on Loans	Total Capital Expenditure
<i>Capital Vehicle Purchase/Disposals</i>											
Skid Steer	E123059	PL27CAP									0
Skid Steer Plant Trailer	E123059	PL28CAP				60,000					60,000
Backhoe	E123059	PL29CAP				210,000					210,000
Builders 4WD Ute	E123059	PL34CAP				60,000					60,000
Mobile Traffic Light Trailer	E123059	PL35CAP				30,000					30,000
LG Community Bus	E123060	PL36CAP				260,000					260,000
<b>Disposal only</b>											
Volvo L60E Wheel Loader - PLOD05	E123059										0
HINO Tip Truck P&G Maintenance - PTCK03	E123060										0
			0	0	0	620,000	4,251,182	0	255,000	0	5,126,182
<b>Economic Services</b>											
<i>Tourism &amp; Area Promotion</i>											
Visitor Centre Improvements Cap Exp	E132500	1325014		30,000							30,000
LK Tractor Musuem Shed	E132502	1322051		120,000							120,000
Newdegate Musuem Shed	E132502	1322052		160,000							160,000
LG Lookout Upgrade	E132503	1325031						100,000			100,000
LG & NGT Digital Display Sign	E132504	1325041				100,000					100,000
<i>Other Economic Services</i>											
Buniche Dam Revitalisation (CWSP)	E136501	136007							75,000		75,000
Dempster Rock Dam Revitalisation (CWSP)	E136501	136008							12,071		12,071
Construct New Newdegate Dam	E136501	136009							140,000		140,000
<i>Land Development</i>											
Loan 189 Redemption - LG Residential Land Cap Exp	E137560									5,667	5,667
Loan 203 Redemption Purchase & Develop Industrial La	E137571									58,606	58,606
Lake Grace Industrial Land	E137350		100,000								100,000
7 Quondong Ct - VACANT LAND											
			100,000	310,000	0	100,000	0	100,000	227,071	64,273	901,344
<b>Grand Total</b>			<b>100,000</b>	<b>1,547,308</b>	<b>40,000</b>	<b>1,040,000</b>	<b>4,251,182</b>	<b>1,611,851</b>	<b>628,071</b>	<b>177,282</b>	<b>9,395,694</b>



Shire of Lake Grace  
Capital Expenditure & Income  
For Period Ending 30 June 2024

Major Capital Projects		REVENUE										
Particulars	GL Account Number	Proceeds Sale of Asset (Ex GST)	Capital Grants & Contributions	Drought Communities Program	Local Roads & Community Program	DSR LGGS	CSRFF	Regional Road Group	MRWA Direct Grant	Roads to Recovery	Own Source Funds (Muni)	Total Capital Income
<b>Governance</b>												
<i>Other Governance</i>												
New loan Redemption - Staff Housing Cap Exp	E042204										49,101	49,101
Loan 181 Redemption - Office Renovations Cap Exp	E042181										20,069	20,069
Admin Office Building	E042549										25,000	25,000
CEO VX Landcruiser - Disposal only	E042550	90,909										90,909
MIS GXL Prado	E042550	48,000										48,000
		138,909	0	0	0	0	0	0	0	0	94,170	233,079
<b>Law, Order &amp; Public Safety</b>												
<i>Other Law, Order &amp; Public Safety</i>												
LG & NGT Digital Speed signs	E053550										32,000	32,000
LG & NGT Town CCTV	E053550										100,000	100,000
DFES Grant - 3 Fast Fill Trailers	E051174		22,500								0	22,500
		0	22,500	0	0	0	0	0	0	0	132,000	154,500
<b>Health</b>												
<i>Other Health</i>												
8 Wattle Capital	E077502										30,000	30,000
		0	0	0	0	0	0	0	0	0	30,000	30,000
<b>Education &amp; Welfare</b>												
<i>Care Of Families &amp; Children</i>												
Relocate Toy Library to Daycare Centre	E083101				40,569	LRCIP 4					0	40,569
		0	0	0	40,569	0	0	0	0	0	0	40,569
<b>Housing</b>												
<i>Staff Housing</i>												
1 Quondong Street (CEO House)	E091910										34,000	34,000
3 Clark Street	E091960										18,750	18,750
6 Banksia PI Capital	E091960										17,500	17,500
65A Bennett St Capital	E091970										15,000	15,000
		0	0	0	0	0	0	0	0	0	85,250	85,250
<b>Community Amenities</b>												
<i>Urban Stormwater Drainage</i>												
Dykes Road Drainage	E104501										46,000	46,000
<i>Public Toilets</i>												
Varley Public Toilet	E107102										66,982	66,982
<i>Cemetery</i>												
Lake King Cemetery New Fence	E107259										50,000	50,000
Lake Grace Cemetery Roadway Reseal Bitumen	E107260										50,000	50,000
		0	0	0	0	0	0	0	0	0	212,982	212,982
<b>Recreation &amp; Culture</b>												
<i>Public Halls, Civic Centres</i>												
Lake Grace Hall - Refurbish, new doors, airconditioning	E111007				200,000	LRCIP 4					100,000	300,000
Lake Grace Lakes Village Hall	E111007										25,000	25,000
<i>Swimming Pools</i>												
Lake Grace Pool - Reinstall Diving Board & Net	E112521										50,000	50,000
Lake Grace Swimming Pool Blankets & Roller	E112521				50,000	LRCIP 4					500	50,500
<i>Other Recreation &amp; Sport</i>												
Lake King Sports Pavilion	E113152		200,000		300,448	LRCIP3 from 22/23					200,000	410,000
					10,000	LRCIP 4						

Particulars	GL Account Number	Proceeds Sale of Asset (Ex GST)	Capital Grants & Contributions	Drought Communities Program	Local Roads & Community Program	DSR LGGS	CSRFF	Regional Road Group	MRWA Direct Grant	Roads to Recovery	Own Source Funds	Total Capital Income
											(Muni)	
LG Sports Pavillion Bar Upgrade	E113152										25,000	25,000
Varley Sports Pavilion - External painting	E113152										45,000	45,000
Newdegate Hockey Shed Replacement Cap Exp	E113154				69,000	LRCIP 3						69,000
Loan 198 Redemption - Sporting Precinct Cap Exp	E113159										24,216	24,216
Lighting for Newdegate Hockey Field	E113175										95,000	95,000
Lake Grace Football Field Lighting Upgrade	E113175										51,000	51,000
Lake Grace Sporting Complex Entry	E113175				150,000	LRCIP 4						150,000
Jam Patch New BBQ & Picnic Shelters	E113175				200,000	LRCIP 3 + 4						200,000
1 Stubbs St Park (LG Visitors Centre Park)	E113175										20,000	20,000
Newdegate Street Bin Shrouds	E113175										50,000	50,000
Walkway Shelters LG	E113175										15,000	15,000
Lighting LG and LK Play Grounds	E113175										40,000	40,000
Padley Park Stormwater Capture (CWSP)	E113175										40,000	40,000
LG Bowling Club Lights	E113175				90,000	LRCIP 4					0	90,000
LG Football Electronic Score Board	E113178										40,000	40,000
Loan 182 Redemption Cap Exp - LG Sporting Precinct	E113182										19,623	19,623
Community All Ages Playground Lake Grace (Constr)	E113293			203,489	327,362	LRCIP 3						530,851
Community All Ages Playground Lake Grace (fence)	E113293										10,000	10,000
Lake Grace Pump Track	E113293				120,000	LRCIP 4						120,000
<u>Libraries</u>												
Lake King Library	E115420										25,000	25,000
<u>Other Culture</u>												
Lake Grace RV Park	E116114										100,000	100,000
<u>Heritage</u>												
AIM Building Capital	E117041										60,507	60,507
LG RSL Hall	E117041										30,000	30,000
		0	200,000	203,489	1,516,810		0	0	0	0	1,065,846	2,986,145
<b>Transport</b>												
<u>Roads Construction</u>												
Jarring South Rd Resheet SLK 0-2 & 13-16	E121200										22,500	22,500
Magenta Road (R2R) SLK 34.50 - 39.50	E121200										18,000	18,000
Rodger Rd SLK 0.00-5.64	E121200									258,434		258,434
Mallee Hill Rd SLK 10.60-13.6	E121200										131,341	131,341
Mallee Hill Rd SLK 13.60-15.30	E121200				216,409							216,409
Fitzgerald Rd SLK 5.00-9.76	E121200				279,986						5,049	285,035
Magenta Rd SLK 49.68-51.68	E121200										109,007	109,007
Nth LG-Karlgarin 25.73-31.81 (RRG)	E121200							293,670			149,045	442,715
Old Ravensthorpe 22.10-27.00 (RRG)	E121200							186,330			93,165	279,495
West Kuender Rd SLK 0.00-3.10	E121200									386,697		386,697
Winchcombe Rd SLK 5.00-10.80	E121200										340,808	340,808
Hatters Hill Rd SLK 22.1-27.1	E121200										308,064	308,064
Burngup Rd SLK 0.0-4.0	E121200									210,793		210,793
Crooks/Kent SLK 0-4	E121200										242,779	242,779
Biddy Camm Rd SLK 58.32-62.83	E121200										425,369	425,369
Biddy Bunice Rd SLK 2.75-5.71	E121200										353,034	353,034
Rasmussen Rd & McCracken Rd SLK 0.13 - 0.26	E121200										170,303	170,303
Waddell St Whole Length SLK 0 - 1	E121200										50,399	50,399
Lake Grace Footpaths	E121312										25,000	25,000
NGT Footpath	E121312										150,000	150,000
<u>Maintenance Streets, Roads, Bridges, Depots</u>												
Fuel Storage Lake Grace Depot	E121704										80,000	80,000

Particulars	GL Account Number	Proceeds Sale of Asset (Ex GST)	Drought				Regional Road Group	MRWA Direct Grant	Roads to Recovery	Own Source Funds (Muni)	Total Capital Income
			Capital Grants & Contributions	Communitie s Program	Local Roads & Community Program	DSR LGGS					
<i>Capital Vehicle Purchase/Disposals</i>											
Skid Steer	E123059	15,000									15,000
Skid Steer Plant Trailer	E123059	3,000								57,000	60,000
Backhoe	E123059	20,000								190,000	210,000
Builders 4WD Ute	E123059	30,000								30,000	60,000
Mobile Traffic Light Trailer	E123059									30,000	30,000
LG Community Bus	E123060	20,000	\$ 100,000							140,000	260,000
<b>Disposal only</b>											
Volvo L60E Wheel Loader - PLOD05	E123059	20,000									20,000
HINO Tip Truck P&G Maintenance - PTCK03	E123060	5,000									5,000
		113,000	100,000	0	496,395	0	480,000	0	855,924	3,120,863	5,166,182
<b>Economic Services</b>											
<i>Tourism &amp; Area Promotion</i>											
Visitor Centre Improvements Cap Exp	E132500									30,000	30,000
LK Tractor Musuem Shed	E132502									120,000	120,000
Newdegate Musuem Shed	E132502									160,000	160,000
LG Lookout Upgrade	E132503				100,000	LRCIP 4					100,000
LG & NGT Digital Display Sign	E132504									100,000	100,000
<i>Other Economic Services</i>											
Buniche Dam Revitalisation (CWSP)	E136501		100,000								100,000
Dempster Rock Dam Revitalisation (CWSP)	E136501		100,000								100,000
Construct New Newdegate Dam	E136501		100,000							40,000	140,000
<i>Land Development</i>											
Loan 189 Redemption - LG Residential Land Cap Exp	E137560									5,667	5,667
Loan 203 Redemption Purchase & Develop Industrial La	E137571									58,606	58,606
Lake Grace Industrial Land	E137350	400,000									400,000
7 Quondong Ct - VACANT LAND		35,000			0						35,000
		435,000	300,000	0	100,000	0	0	0	0	514,273	1,349,273
<b>Grand Total</b>		686,909	622,500	203,489	2,153,774	0	480,000	0	855,924	5,255,384	10,257,980





# FEES AND CHARGES





# Shire of Lake Grace

## Budget 2023/24 - Schedule of Fees and Charges



ITEM	Account	2022/23	2023/24	GST
OOS - Outside the Scope of GST				
<b>GENERAL PURPOSE FUNDING</b>				
<b>Rating</b>				
Calculated Rate-in-Dollar (¢) Charge				
GRV - Town sites and other spot valuations	I030102	14.0530 cents in \$	14.4746 cents in \$	OOS
UV - Rural	I030102	1.0320 cents in \$	0.8600 cents in \$	OOS
Minimum Rate - UV per assessment throughout the Shire	I030102	\$530.00	\$540.00	OOS
Minimum Rate - GRV per assessment throughout the Shire	I030102	\$520.00	\$530.00	OOS
<b>Penalty</b>				
	I030201	7%	7%	Input Tax
A penalty of 7% is applied where the instalment option has not been selected by the ratepayer and payment has not been received within 35 days of the date of the rate notice being issued or where an instalment remains unpaid. (FM Reg 19A)				
<b>Rates by Instalment</b>				
Administration Fee - per instalment (FM Reg 67)	I030250	\$11.00	\$11.00	OOS
Interest Charge (FM Reg 68)	I030206	5.5%	5.5%	Input Tax
<b>Rating Enquiries</b>				
Rates Enquiries General	I030205	\$30.00	\$30.00	Exempt
Property Settlement Enquiry	I030205	\$60.00	\$60.00	Exempt
Complete Property Search	I030205	\$70.00	\$70.00	Incl GST
<b>GOVERNANCE</b>				
<b>Maps</b>				
Black & White Maps, A4 or A3 paper size	I042440	\$10.00	\$10.30	Incl GST
Coloured Maps, A4 or A3 paper size	I042440	\$13.50	\$13.90	Incl GST
Black & White Maps, A4 or A3 paper size, laminated	I042440	\$23.50	\$24.20	Incl GST
Coloured Maps, A4 or A3 paper size, laminated	I042440	\$26.50	\$27.30	Incl GST
Coloured Maps, A2 or A1 paper size, unlined	I042440	\$26.50	\$27.30	Incl GST
<b>Other</b>				
Electoral Rolls	I042450	\$8.00	\$8.00	Incl GST
Administration Fee - Staff Time	I042440	Actual Cost	Actual Cost	
Copy of Council Minutes (per annum) – Hard copy mailed	I042440	\$155.00	\$159.60	Incl GST
Copy of Council Minutes (per annum) – Access from website	I042440	Exempt	Exempt	
<b>Freedom Of Information Regulations 1993 (FOI) *Set by Statute</b>				
Freedom of Information Application Fee	I042440	\$30.00	\$30.00	OOS
Staff time dealing with application per hour or pro rata	I042440	\$30.00	\$30.00	OOS
Access time supervised by staff per hour or pro rata plus actual additional cost to the agency of any special arrangements (e.g.. Hire of facilities or equipment)	I042440	\$30.00	\$30.00	OOS
Charges for photocopying per hour or pro rata	I042440	\$30.00	\$30.00	OOS
Per copy	I042440	\$0.20	\$0.20	OOS
Staff time to transcribe information from tape or other device per hour or pro rata	I042440	\$30.00	\$30.00	OOS
Charge for duplicating tape, film or computer information	I042440	Actual Cost	Actual Cost	OOS
Charge for delivery, packaging and postage	I042440	Actual Cost	Actual Cost	OOS

# Shire of Lake Grace



## Budget 2023/24 - Schedule of Fees and Charges

ITEM	Account	2022/23	2023/24	GST
			OOS - Outside the Scope of GST	
Advance Deposits under section 18(1) of the Act as a percentage of the estimated charges which will be payable in excess of the application fee	1042440	\$0.25	\$0.25	OOS
Further advance deposit which may be required by an agency under section 18(4) of the Act, expressed as a percentage of the estimated charges which will be payable in excess of the application fee	1042440	\$0.75	\$0.75	OOS
For an Applicant who is:				
impecunious, in the opinion of the agency to whom the application is made;	1042440	the charge is reduced by 25%	the charge is reduced by 25%	OOS
the holder of a currently valid pensioner concession card and issued on behalf of the Commonwealth to that person, or any other card which may be prescribed as being a pensioner concession card under the Rates and Charges (Rebates and Deferments) Act 1992	1042440	the charge is reduced by 25%	the charge is reduced by 25%	OOS
<b>ANIMAL CONTROL</b>				
<b>Dog Registration Fees *Set by Statute</b>				
<b>Sterilised Dogs* -- Discounts applicable</b>				
One year of registration	1052420	\$20.00	\$20.00	OOS
Three years of registration	1052420	\$42.50	\$42.50	OOS
Lifetime registration	1052420	\$100.00	\$100.00	OOS
<b>Unsterilised Dogs* -- Discounts applicable</b>				
One year of registration	1052420	\$50.00	\$50.00	OOS
Three years of registration	1052420	\$120.00	\$120.00	OOS
Lifetime registration	1052420	\$250.00	\$250.00	OOS
<b>Dangerous Dogs* (Dog Act s. 33E, Dog Regulations r. 4) -- Discounts are not applicable</b>				
One year of registration	1052420	\$50.00	\$50.00	OOS
<b>Registration Fee Discounts* -- Fee rounded up, discounts applied multiplicatively</b>				
Dog owned by pensioner		Reduce fee by 50%	Reduce fee by 50%	
Dog used for droving/tending stock		Reduce fee by 75%	Reduce fee by 75%	
Registration after 31 May in any year, for that registration year		Reduce fee by 50%	Reduce fee by 50%	
Dog tag (replacement)	1052420	\$1.00	\$1.00	Incl GST
<b>Registration of dog kept in an approved kennel establishment licensed under s. 27</b>				
Per Establishment	1052420	\$200.00	\$200.00	OOS
<b>Kennels -</b>				
- Application		\$50.00	\$50.00	OOS
- Annual licence - 10 or fewer dogs		\$100.00	\$100.00	OOS
- Annual licence - more than 10 dogs		\$150.00	\$150.00	OOS

# Shire of Lake Grace

## Budget 2023/24 - Schedule of Fees and Charges



ITEM	Account	2022/23	2023/24	GST
OOS - Outside the Scope of GST				
<b>Dog Pound Fees</b>				
Impounding Fee	I052410	\$70.00	\$70.00	OOS
Pound Sustenance Fee (per day)	I052410	\$20.00	\$20.00	OOS
Destruction or Disposal	I052410	At Cost	At Cost	
<b>Cat Registration Fees *Set by Statute</b>				
<b>Grant or Renewal of Registration*</b>				
One year, if after 31 May in any year for that registration year	I052420	\$10.00	\$10.00	OOS
One year, at any other time	I052420	\$20.00	\$20.00	OOS
Three years	I052420	\$42.50	\$42.50	OOS
Lifetime	I052420	\$100.00	\$100.00	OOS
Cat owner is a pensioner		Reduce fee by 50%	Reduce fee by 50%	
<b>Cat Breeders Registration*</b>				
Grant or renewal per breeding cat (male or female)	I052420	\$100.00	\$100.00	OOS
Cat tag (replacement)	I052420	\$1.00	\$1.00	incl GST
<b>Fencing Local Law</b>				
Application for electrified or razor wire fencing		\$50.00	\$50.00	Exempt
<b>Cat Pound Fees</b>				
Impounding Fee	I052410	\$70.00	\$70.00	OOS
Pound Sustenance Fee (per day)	I052410	\$20.00	\$20.00	OOS
Destruction or Disposal	I052410	At Cost	At Cost	
<b>HEALTH</b>				
<b>ADMINISTRATION &amp; INSPECTION</b>				
<b>Environmental Protection (Noise) Regulations 1997</b>				
Noise Management Plan Fee	I074355	\$500.00	\$515.00	OOS
Late fee for notifiable event \$500 (Reg 19D)	I074355	\$500.00	\$515.00	OOS
<b>Food Business (Food Act 2008)</b>				
<b>Notification</b>				
- Exempt*		No charge	No charge	Incl GST
- All Others	I074420	\$65.00	\$67.00	Incl GST
<b>Registration</b>				
- Exempt*				
- Registration	I074420	\$55 or \$115 Risk base	\$55 or \$110 Risk base	Incl GST
- Low Risk	I074420	\$60.00	\$62.00	Incl GST
- Medium/High Risk	I074420	\$110.00	\$113.30	Incl GST
<b>*Exempt Food Businesses a Food Business:-</b>				
i) in which 100% of profits go for community or charitable causes, staff or contractors are not paid and the food is cooked and presented for immediate consumption or is not potentially hazardous food.				
ii) that sell only pre-packaged non-potentially hazardous food (eg:newsagents selling pre-packaged confectionary or hairdressers serving tea/coffee in connection with another service).				

# Shire of Lake Grace

## Budget 2023/24 - Schedule of Fees and Charges



ITEM	Account	2022/23	2023/24	GST
			OOS - Outside the Scope of GST	
Liquor Act Certification Section 39	I074355	\$122.00	\$125.70	Incl GST
<b>Lodging Housing</b>				
Annual Registration Fee	I074430	\$180.00	\$185.40	OOS
Annual Renewal (refer Health Local Law)	I074430	\$180.00	\$185.40	OOS
<b>Caravan Parks – Camping Grounds *Set by Statute</b>				
<b>Application</b>				
#Application Fee or Multiplication of Site Prices (which ever is greater)	I074422	\$200.00	\$206.00	OOS
<b>Licence</b>				
# Long Stay Sites - per site	I074422	\$6.00	\$6.00	OOS
# Short Stay Sites and Sites in Transit - per site	I074422	\$6.00	\$6.00	OOS
# Camp Sites - per site	I074422	\$3.00	\$3.00	OOS
# Overflow - per site	I074422	\$1.50	\$1.50	OOS
# Licence Renewal After Expiry	I074422	\$20.00	\$20.00	OOS
# Temporary Licence - Pro-rata of application fee with minimum	I074422	\$100.00	\$103.00	OOS
# Transfer of Licence	I074422	\$100.00	\$103.00	OOS
# Fees are set under the Caravan Parks and Camping Grounds Regulations 1997				
<b>Trading in Thoroughfares and Public Places -</b>				
Annual licence for outdoor eating facilities in public places	I074355	\$30.50	\$31.40	OOS
- Stallholder - single event	I074355	\$10.00	\$10.00	Incl GST
- Stallholder - community / non-profit group	I074355	Free	Free	Incl GST
- Trading - Single event / 1 week	I074355	\$40.50	\$41.70	Incl GST
- Trading - Up to 1 month	I074355	\$81.00	\$83.40	Incl GST
- Trading - Up to 6 months	I074355	\$152.25	\$156.80	Incl GST
- Trading - Annual	I074355	\$304.50	\$313.60	Incl GST
<b>Public Building/Events - (Health (Public Buildings) Regs 1992)</b>				
- Assessment - Public Building/Event - Low/Medium Risk	I074358	\$101.50	\$104.55	Incl GST
- Assessment - Public Building/Event - Medium Risk/ High Risk	I074358	\$253.75	\$261.35	Incl GST
<b>Building Rentals</b>				
- Assessment - Alteration to Existing Public Building	I074359	\$101.50	\$104.55	Incl GST
Annual Inspection	I074359	\$100.00	\$103.00	Incl GST
<b>Private Swimming Pools</b>				
Application to construct, alter or amend	I074356	\$58.45	\$60.20	
Annual inspection	I074356	\$100.00	\$103.00	
<b>EHO</b>				
EHO hourly rate - applied to any application process where it has been determined that the amount of time taken to obtain required info and conduct inspection has been deemed excessive to normal	I074357	\$95.00	\$97.85	
<b>Hire of Shire Buildings</b>				



# Shire of Lake Grace

## Budget 2023/24 - Schedule of Fees and Charges



ITEM	Account	2022/23	2023/24	GST
			OOS - Outside the Scope of GST	
Medical Centre Rooms – per Hour	I077450	\$20.50	\$21.10	Incl GST
Medical Centre Rooms – per Day	I077450	\$112.00	\$115.30	Incl GST
<b>HOUSING</b>				
<b>Shire Housing Rentals (Staff)</b>				
Weekly rent linked to Current Market Value Rental	I092410	Various	Various	Input Tax
<b>Shire Housing (Other)</b>				
14 Blackbutt Way, Lake Grace (per week)	I092410	\$400.00	\$460.00	Input Tax
<b>COMMUNITY AMENITIES</b>				
<b>Kerbside Rubbish Bin Service *</b>				
<i>* Only applicable to townsites or properties accessible from the road between towns. Properties can apply for more than one bin service.</i>				
Weekly rubbish bin pickup service for one bin (per year)	I101410	\$143.00	\$147.00	OOS
Weekly rubbish bin pickup service for one bin for eligible pensioner (per year)	I101410	\$82.00	\$84.00	OOS
Provision of green 240L rubbish bin		Free with each service paid for	Free with each service paid for	
Replacement of green 240L rubbish bin		Free	Free	
<b>Recycling Bin Service *</b>				
<i>* Only applicable to Lake Grace and Newdegate, pickups alternate weekly between the towns. Properties can apply for more than one bin service.</i>				
Fortnightly recycling bin pickup service for one bin (per year)	I101412	\$147.00	\$151.00	OOS
Provision of yellow-top 240L recycling bin		Free with each service paid for	Free with each service paid for	
Replacement of yellow-top 240L recycling bin		Free	Free	
Trade and Other Refuse (per m3)	I101420	\$90.00	\$92.70	Incl GST
Commercial (per m3)	I101420	\$11.00	\$11.30	Incl GST
<b>Asbestos Waste Disposal</b>				
Disposal at Lake Grace Refuse Site (per m3)	I101420	\$120.00	\$240.00	Incl GST
<b>Waste</b>				
Opening of tip outside of ordinary hours, Lake Grace & Newdegate only	I101420	\$150.00	\$154.00	Incl GST
Used Engine Oil per L > 50 Litres	I101420	\$0.20	\$0.20	Incl GST
Commercial/Industrial waste per m3	I101420	\$50.00	\$51.50	Incl GST
Commercial/Industrial waste per box trailer	I101420	\$40.00	\$41.20	Incl GST
Contaminated Soil (up to Class 2 threshold only) per m3	I101420	\$120.00	\$123.60	Incl GST
Septic Waste Disposal (WWTP) per 1000 litres	I103800	\$60.00	\$61.80	Incl GST
Uncontaminated Building Rubble per (per m3) (includes brick, concrete, rock, soil, green waste) (At the discretion of the landfill site operator)	I101420	\$27.00	\$27.80	Incl GST
Commercial/Industrial Recycling Drop-Off (per m3)	I101420	\$40.00	\$41.20	Incl GST
Commercial/Industrial Recycling Drop-Off - Minimum Charge	I101420	\$20.00	\$20.60	Incl GST

# Shire of Lake Grace

## Budget 2023/24 - Schedule of Fees and Charges



ITEM	Account	2022/23	2023/24	GST
			OOS - Outside the Scope of GST	
Special Burials (inc Clinical (per m3))	I101420	\$100.00	\$103.00	Incl GST
Car Tyres ( 4WD)	I101420	No longer accepted	No longer accepted	
Truck Tyres	I101420	No longer accepted	No longer accepted	
Earth Mover Tyres	I101420	No longer accepted	No longer accepted	
<b>Septic Tank</b>				
Septic Tank Application Fee *	I103441	\$118.00	\$118.00	OOS
Septic Tank Permit to Use *	I103441	\$118.00	\$118.00	OOS
Local Government Septic Tank Report Fee	I103441	\$120.10	\$120.10	Incl GST
<i>* Fees are set under the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974.</i>				
<b>Sewerage Fixtures - Lake Grace Sewerage Scheme</b>				
1st Major Fixture	I103452	\$260.00	\$268.00	OOS
Additional Fixtures	I103452	\$115.00	\$118.00	OOS
<b>Specified Area Rates - Lake Grace Sewerage Scheme</b>				
Calculated Rate-in-Dollar Charge				
GRV	I103450	4.75 cents in the \$	4.89 cents in the \$	OOS
<b>Town Planning Fees <i>*Set by Statute</i></b>				
<b>Development Applications</b>				
1. Determination of development application (other than for an extractive industry) where the development has <u>not</u> commenced or been carried out and the estimated cost of the development is -				
- not more than \$50,000	I106110	\$147.00	\$147.00	OOS
- more than \$50,000 but not more than \$500,000	I106110	0.32% of the estimated cost of development	0.32% of the estimated cost of development	OOS
- more than \$500,000 but not more than \$2.5 million	I106110	\$1,700 + 0.257% for every \$1 in excess of \$500,000	\$1,700 + 0.257% for every \$1 in excess of \$500,000	OOS
- more than \$2.5 million but not more than \$5 million	I106110	\$7,161 + 0.206% for every \$1 in excess of \$2.5 million	\$7,161 + 0.206% for every \$1 in excess of \$2.5 million	OOS
- more than \$5 million but not more than \$21.5 million	I106110	\$12,633 + 0.123% for every \$1 in excess of \$5 million	\$12,633 + 0.123% for every \$1 in excess of \$5 million	OOS
- more than \$21.5 million	I106110	\$34,196.00	\$34,196.00	OOS
2. Determining a development application (other than for an extractive industry) where the development has commenced or been carried out	I106110	The fee in item 1 plus, by way of penalty, twice that fee	The fee in item 1 plus, by way of penalty, twice that fee	OOS
3. Determination of development application for an extractive industry where the development has <u>not</u> commenced or been carried out	I106110	\$739.00	\$739.00	OOS
4. Determining a development application for an extractive industry where the development has commenced or been carried out	I106110	The fee in item 3 plus, by way of penalty, twice that fee	The fee in item 3 plus, by way of penalty, twice that fee	OOS

# Shire of Lake Grace



## Budget 2023/24 - Schedule of Fees and Charges

ITEM	Account	2022/23	2023/24	GST
			OOS - Outside the Scope of GST	
5A. Determining an application to amend or cancel development approval	I106110	\$295.00	\$295.00	OOS
5. Providing a subdivision clearance for -	I106110	\$73.00 per lot	\$73.00 per lot	OOS
(a) not more than 5 lots	I106110	\$73.00 per lot	\$73.00 per lot	OOS
(b) more than 5 lots but not more than 195 lots	I106110	\$73.00 per lot for the first 5 lots and then \$35 per lot	\$73.00 per lot for the first 5 lots and then \$35 per lot	OOS
(c) more than 195 lots	I106110	\$7,393.00	\$7,393.00	OOS
6. Determining an initial application for approval of a home occupation or home business where the home occupation or home business has <u>not</u> commenced	I106110	\$222.00	\$222.00	OOS
7. Determining an initial application for approval of a home occupation or home business where the home occupation or home business has commenced	I106110	The fee in item 6 plus, by way of penalty, twice that fee	The fee in item 6 plus, by way of penalty, twice that fee	OOS
8. Determining an application for the renewal of an approval a home occupation or home business where the application is made before the approval expires.	I106110	\$73.00	\$73.00	OOS
9. Determining an application for the renewal of an approval of home occupation or home business where the application is made after the approval has expired	I106110	The fee in item 8 plus, by way of penalty, twice that fee	The fee in item 8 plus, by way of penalty, twice that fee	OOS
10. Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 1 does not apply, where the change or the alteration, extension or change has <u>not</u> commenced or been carried out	I106110	\$295.00	\$295.00	OOS
11. Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 2 does not apply, where the change or the alteration, extension or change has commenced or been carried out	I106110	The fee in item 10 plus, by way of penalty, twice that fee	The fee in item 10 plus, by way of penalty, twice that fee	OOS
12. Public advertising of development applications, scheme amendments, Structure Plans, Activity Centre Plans or Development Plans.	I106110	Cost plus 10% administration fee plus 10% GST	Cost plus 10% administration fee plus 10% GST	Incl GST
13. Providing a zoning certificate	I106110	\$73.00	\$73.00	OOS
14. Replying to a property settlement questionnaire	I106110	\$73.00	\$73.00	OOS
15. Providing written planning advice	I106110	\$73.00	\$73.00	OOS
16. Scheme Amendments	I106110			
a) upon lodgement of the Scheme Amendment request with the local government	I106110	\$1,485.00	\$1,485.00	Incl GST
b) following initiation of Scheme Amendment by the local government and prior to referral to the EPA for environmental clearance	I106110	\$1,485.00	\$1,485.00	Incl GST
17. Structure Plans, Activity Centre Plans or Development Plans	I106110			
a) upon lodgement of the Structure Plan, Activity Centre Plan or Development Plan with the local government	I106110	\$1,485.00	\$1,485.00	Incl GST
b) following adoption of the Structure Plan, Activity Centre Plan or Development Plan by the local government and prior to public advertising.	I106110	\$1,485.00	\$1,485.00	Incl GST
18. Liquor act Certification Section 40	I106110	\$122.00	\$122.00	Incl GST

# Shire of Lake Grace

## Budget 2023/24 - Schedule of Fees and Charges



ITEM	Account	2022/23	2023/24	GST
			OOS - Outside the Scope of GST	
19. Deemed to comply check - development approval exemption for single house	I106110	\$295.00	\$295.00	Incl GST
<b>Cemetery Fees</b>				
Interment - Adult Burial	I107410	At Cost	\$1,200.00	Incl GST
Interment - Child Burial (under 7 years)	I107410	At Cost	\$1,100.00	Incl GST
Interment - Ashes into Grave	I107410	\$160.00	\$160.00	Incl GST
Interment - Ashes into Niche Wall & Plaque Mounting	I107410	\$160.00	\$160.00	Incl GST
Plaque Mounting only (on Niche Wall)	I107410	N/A	\$100.00	Incl GST
Re-Opening Fee – Adult	I107410	At Cost	\$1,400.00	Incl GST
Re-Opening Fee – Child	I107410	At Cost	\$1,200.00	Incl GST
Exhumation	I107410	At Cost	\$1,400.00	Incl GST
Re-interment after exhumation	I107410	At Cost	\$800.00	Incl GST
<b>Cemetery Fees Additional</b>				
Interment without due notice	I107410	\$82.50	\$85.00	Incl GST
Grave Digging beyond 1.8m	I107410	\$70.00	\$100.00	Incl GST
Vault Permit	I107410	\$20.50	\$21.00	Incl GST
Interment Works on Weekends and Public Holidays (Graves and Niche Wall)	I107410	\$173.00	\$173.00	Incl GST
Interment of Ashes and/or Plaque Mounting done by Family/Relative		N/A	Reduce fee by 50%	
<b>Reservation Fees</b>				
Grant of Right of Burial (25 years)	I107410	\$125.00	\$130.00	Incl GST
Transfer of Grant of Right of Burial (duration carried over)	I107410	\$87.00	\$90.00	Incl GST
Niche Wall Single Plot (25 years)	I107410	Free	\$40.00	Incl GST
Niche Wall Double Plot (25 years)	I107410	Free	\$55.00	Incl GST
Transfer of Niche Wall Reservation (duration carried over)	I107410	Free	Free	Incl GST
<b>License &amp; Permit Fees</b>				
Funeral Director Licence - Annual	I107410	\$103.00	\$110.00	OOS
Funeral Director Licence - Single Permit	I107410	\$86.50	\$90.00	OOS
Monumental Mason License - Single Permit	I107410	\$52.00	\$55.00	OOS
Work Permit – Monument Erection (Foundation, Base & Headstone)	I107410	\$82.50	\$85.00	Incl GST
Work Permit – Full Monument Erection (Foundation, Base, Headstone, Kerbing, Slab Cover/Infill)	I107410	\$193.50	\$200.00	Incl GST
Work Permit - Upgrade Monument to Full Monument	I107410	\$77.50	\$80.00	Incl GST
Work Permit - Additional Inscription or Repair of Monument	I107410	N/A	\$40.00	Incl GST
Work Permit - Relocate Monument to Cemetery	I107410	N/A	\$125.00	Incl GST
<b>RECREATION &amp; CULTURE</b>				
<b>Hall Hire Fees (for all halls within the Shire)</b>				
<b>Community Hall Hire</b>				
<b>Short Term Hire (including supper room and kitchen)</b>				
Per hour between 6:00 am to 6:00 pm	I111410	\$8.00	\$8.20	Incl GST
Entire block from 6:00 am to 6:00 pm	I111410	\$45.00	\$46.30	Incl GST
Per hour between 6:00 pm to 6:00 am	I111410	\$16.50	\$17.00	Incl GST
Entire block from 6:00 pm to 6:00 am	I111410	\$112.00	\$115.30	Incl GST

# Shire of Lake Grace

## Budget 2023/24 - Schedule of Fees and Charges



ITEM	Account	2022/23	2023/24	GST
			OOS - Outside the Scope of GST	
<b>Single Hirer - Multiple bookings each week (including supper room &amp; kitchen)</b>				
Per hour between 6:00 am to 6:00 pm	I111410	\$6.00	\$6.20	Incl GST
Entire block from 6:00 am to 6:00 pm	I111410	\$36.00	\$37.10	Incl GST
Per hour between 6:00 pm to 6:00 am	I111410	\$12.00	\$12.30	Incl GST
Entire block from 6:00 pm to 6:00 am	I111410	\$104.00	\$107.10	Incl GST
Long Term Multiple Sessions Hire (Client to clean) per hour	I111410	\$6.00	\$6.20	Incl GST
Seniors Wellness 100% Concession		Free	Free	
<b>Hall Hire Bonds</b>	<b>Trust</b>			
Hire without liquor being present	L001401	\$100.00	\$100.00	OOS
Hire when liquor is present	L001401	\$150.00	\$150.00	OOS
Equipment	L001401	\$153.00	\$157.50	OOS
Damage to any hired equipment is to be recouped	I111410	At Cost	At Cost	Incl GST
<b>Key Bond - All Facilities</b>	<b>Trust</b>			
Bond for Shire facility key	L001401	\$26.00	\$26.00	OOS
<b>Liquor Permit Fees</b>				
Per Permit (per day) For an occasional licence	I111481	\$7.00	\$7.00	Incl GST
<b>Lakes Village Hall</b>				
Hour	I111410	\$16.50	\$17.00	Incl GST
Day	I111410	\$51.00	\$52.50	Incl GST
<b>Swimming Pool Fees - Lake Grace</b>				
Adults (excluding Seniors/Pensioners/Spectators)	I112410	\$4.00	\$4.00	Incl GST
Child or Student (over 5 years and attending school)	I112410	\$3.00	\$3.00	Incl GST
Toddlers (under 5 years)		Free	Free	
Spectator (Non Swimmer)	I112410	\$1.00	\$1.00	Incl GST
Seniors/Pensioners	I112410	\$2.00	\$2.00	Incl GST
Swimming Classes (Vacation & Interim)	I112410	\$1.00	\$1.00	Incl GST
<b>Season Tickets</b>				
(dependent child is 16 years of age or a full time student)				
Adult (16 years and over)	I112410	\$118.00	\$121.00	Incl GST
Child, Student, Senior, Pensioners	I112410	\$88.50	\$91.00	Incl GST
Family with 2 dependent children	I112410	\$173.00	\$178.00	Incl GST
Family with 3 or more dependent children	I112410	\$203.50	\$209.00	Incl GST
Single Parent with 2 dependent children	I112410		\$133.50	Incl GST
Single Parent with 3 or more dependent children	I112410		\$156.70	Incl GST
Discount on season tickets 15 kilometres and over from pool	I112410	\$0.10	\$0.10	Incl GST
Australia Day Lions Celebration Free Pool Entry until noon				
Sale of Fitness Equipment - Cost plus 5% mark up				
<b>Swimming Pool Fees - Newdegate</b>				
Adult (16 & over years per season)	I112413	\$79.50	\$81.90	Incl GST
Seniors/Pensioners/Students/Child per season	I112413	\$62.00	\$63.80	Incl GST

# Shire of Lake Grace

## Budget 2023/24 - Schedule of Fees and Charges



ITEM	Account	2022/23	2023/24	GST
			OOS - Outside the Scope of GST	
Family (with up to two dependents)	I112413	\$161.00	\$165.80	Incl GST
Family (with up to three or more dependents)	I112413	\$191.50	\$197.20	Incl GST
Single Parent with 2 dependent children	I112413		\$124.30	Incl GST
Single Parent with 3 or more dependent children	I112413		\$147.90	Incl GST
Discount on season tickets 15 kilometres and over from pool	I112413	\$0.10	\$0.10	Incl GST
Newdegate Pool - key card bond	I021176	\$10.00	\$10.00	OOS
<b>Aquatic and Recreation Classes - Lake King</b>				
All Classes Adults	I113205	\$8.00	\$8.00	Incl GST
All Classes Pensioner/Senior	I113205	\$6.00	\$6.00	Incl GST
All Classes Children	I113205	\$5.00	\$5.00	Incl GST
Special Program per Class	I113205	\$5.00	\$5.00	Incl GST
ARC Event	I113205	\$5.00	\$5.00	Incl GST
<b>Package Options – Pass Books</b>		<b>Condition of Passes</b>		
Pay for 10 Passes get 1 Free				· Can be used for any class
Pay for 25 Passes get 3 Free				· No refunds
Pay for 50 Passes get 6 Free				· Cannot be exchanged for money
Pay for 80 Passes get 10 Free				· Can only be used in the town purchased for
				· Must be paid for upfront
<b>Recreation Centres &amp; Pavilions</b>				
Lake Grace Sports Pavilion hire fees	I113440			
Newdegate Rec Centre Hire Fees	I113450			
<b>Recreation Centres &amp; Pavilions</b>				
Per hour between 6:00 am to 6:00 pm		\$26.00	\$26.80	Incl GST
Entire block from 6:00 am to 6:00 pm		\$205.00	\$211.00	Incl GST
Per hour between 6:00 pm to 6:00 am		\$31.00	\$32.00	Incl GST
Entire block from 6:00 pm to 6:00 am		\$245.00	\$252.00	Incl GST
Bond for Pavilion	L001400	\$100.00	\$100.00	OOS
Seasonal Bond - Football, Hockey, Netball, Cricket	I021102			OOS
No seasonal bond for affiliated sporting/community groups				
History Book	I117600	\$42.00	\$42.00	Incl GST
100 Years Book	I117600	\$69.00	\$69.00	Incl GST
<b>TRANSPORT</b>				
<b>Traffic Licencing and Control</b>				
"LG" fundraiser plates -				
- Dept of Transport charge <b>*Set by Statute</b>	L001255	\$200.00	\$200.00	OOS
- donation to local non-profit/ community group/project, nominated by purchaser, and agreed by CEO	I021101	\$100.00	\$100.00	OOS
<b>ECONOMIC SERVICES</b>				
<b>Building Control <b>*Set by Statute</b></b>				
<b>Building Services Levy</b>				
If building work value is \$45,000 or less:				
- Building permit	I133410	\$61.65	\$61.65	



# Shire of Lake Grace



## Budget 2023/24 - Schedule of Fees and Charges

ITEM	Account	2022/23	2023/24	GST
			OOS - Outside the Scope of GST	
- Demolition permit	I133410	\$61.65	\$61.65	
- Occupancy permit for authorised but incomplete building	I133410	\$61.65	\$61.65	
- Occupancy permit for unauthorised building	I133410	\$123.30	\$123.30	
- Occupancy permit for completed building	I133410	No Levy Payable	No Levy Payable	
- Modification to occupancy permit for additional use under <i>Building Act, s. 48</i>		No Levy Payable	No Levy Payable	
- Building approval for unauthorised building	I133410	\$123.30	\$123.30	
<b>If building work value is more than \$45,000:</b>				
- Building permit	I133410	0.137% of work value	0.137% of work value	
- Demolition permit	I133410	0.137% of work value	0.137% of work value	
- Occupancy permit for authorised but incomplete building	I133410			
- Occupancy permit for unauthorised building	I133410	0.274% of work value	0.274% of work value	
- Occupancy permit for completed building	I133410	No Levy Payable	No Levy Payable	
- Modification to occupancy permit for additional use under <i>Building Act, s. 48</i>	I133410	No Levy Payable	No Levy Payable	
- Building approval for unauthorised building	I133410	0.274% of work value	0.274% of work value	
<b>Div 1. Applications for building permits, demolition permits</b>				
Certified application for a building permit (s. 16(l)) —				
1. (a) for building work for a Class 1 or Class 10 building or incidental structure	I133410	0.19% of work value (minimum \$110.00)	0.19% of work value (minimum \$110.00)	OOS
(b) for building work for a Class 2 to Class 9 building or incidental structure	I133410	0.09% of work value (minimum \$110.00)	0.09% of work value (minimum \$110.00)	OOS
2. Uncertified application for a building permit (s. 16(l))	I133410	0.32% of work value (minimum \$110.00)	0.32% of work value (minimum \$110.00)	OOS
3. Application for a demolition permit (s. 16(l)) —				
(a) for demolition work in respect of a Class 1 or Class 10 building or incidental structure	I133425	\$110.00	\$110.00	OOS
(b) for demolition work in respect of a Class 2 to Class 9 building	I133425	\$110.00/storey	\$110.00/storey	OOS
4. Application to extend the time during which a building or demolition permit has effect (s. 32(3)(f))	I133410	\$110.00	\$110.00	OOS
<b>Div 2 Application for occupancy permits, building approval certificates</b>				
1. Application for an occupancy permit for a completed building (s. 46)	I133435	\$110.00	\$110.00	OOS
2. Application for a temporary occupancy permit for an incomplete building (s. 47)	I133435	\$110.00	\$110.00	OOS
3. Application for modification of an occupancy permit for additional use of a building on a temporary basis (s. 48)	I133435	\$110.00	\$110.00	OOS
4. Application for a replacement occupancy permit for permanent change of the building's use, classification (s. 49)	I133435	\$110.00	\$110.00	OOS

# Shire of Lake Grace

## Budget 2023/24 - Schedule of Fees and Charges



ITEM	Account	2022/23	2023/24	GST
OOS - Outside the Scope of GST				
5. Application for an occupancy permit or building approval certificate for registration of strata scheme, plan of re-subdivision (s. 50(1) and (2))	I133435	\$11.60/strata (minimum \$115.00)	\$11.60/strata (minimum \$115.00)	OOS
6. Application for an occupancy permit for a building in respect of which unauthorised work has been done (s. 51(2))	I133435	0.18% of unauthorised work value (minimum \$110.00)	0.18% of unauthorised work value (minimum \$110.00)	OOS
7. Application for a building approval certificate for a building in respect of which unauthorised work has been done (s. 51(3))	I133435	0.38% of unauthorised work value (minimum \$110.00)	0.38% of unauthorised work value (minimum \$110.00)	OOS
8. Application to replace an occupancy permit for an existing building (s. 52(1))	I133435	\$110.00	\$110.00	OOS
9. Application for a building approval certificate for an existing building where unauthorised work has not been done (s. 52(2))	I133435	\$110.00	\$110.00	OOS
10. Application to extend the time during which an occupancy permit or building approval certificate has effect (s. 65(3)(a))	I133435	\$110.00	\$110.00	OOS
Appointment of a new builder	I133435	\$110.00	\$110.00	OOS
<b>Other applications</b>				
1. Application as defined in regulation 31 (for each building standard in respect of which a declaration is sought)	I133430	\$2,160.15	\$2,160.15	OOS
Application for approval of battery powered smoke alarms (regulation 61)	I133430	\$179.40	\$179.40	OOS
Building Surveyor - Time Cost	I133405	\$69.00/hour	\$69.00/hour	Incl GST
Building Surveyor - Travel Cost	I133405	\$0.86/km	\$0.86/km	Incl GST
<b>Swimming Pool Inspection - 53(2) of Building Regulations 2012</b>				
Swimming Pool Inspection Costs - 4 yearly pool fence inspection	I133412	\$58.45	\$58.45	OOS
<b>Construction Training Fund Levy (BCITF)</b>				
- If building project value is \$20,000 or less		No charge	No charge	OOS
- If building project value is more than \$20,000		0.2% of project value	0.2% of project value	OOS
<b>Bond - Trust</b>				
Footpath, Kerb & Road Bond (Trust)	I021174	\$1,000.00	\$1,000.00	OOS
<b>Bushfire Planning Assessments - if Required</b>				
Report - At Cost	I133405	At Cost	At Cost	Incl GST
Inspection Cost – Time Cost	I133405	\$69.00	\$69.00	Incl GST
Travel cost per kilometre - sedan, utility etc. (amended)	I133405	\$0.86	\$0.86	Incl GST
<b>Standpipe Water</b>				
Per Kilo Litre (1,000 litres)	I136100	\$3.00	\$3.00	Exempt
Swipe Card Bond - Trust	I021108	\$51.00	\$51.00	Exempt
New Swipe Card	I136100	Free with bond	Free with bond	OOS
Replacement Swipe Card	I136100	\$51.00	\$51.00	Incl GST
Admin Fee (applied with new or replacement swipe cards)	I136100	\$35.50	\$35.50	Incl GST
<b>Extractive Industries</b>				



# Shire of Lake Grace



## Budget 2023/24 - Schedule of Fees and Charges

ITEM	Account	2022/23	2023/24	GST
			OOS - Outside the Scope of GST	
- Annual licence	I136120	\$344.00	\$344.00	Incl GST
- Transfer of Licence	I136120	\$114.00	\$114.00	Incl GST
<b>Tourism &amp; Area Promotion</b>				
AIM admission Fee Adult over 16	I132415		\$5.00	Incl GST
AIM admission Family with dependent children	I132415		\$10.00	Incl GST
<b>OTHER PROPERTY AND SERVICES</b>				
<b>Hire of Plant (includes operator)</b>				
Grader – per hour	I141460	\$233.75	\$247.20	Incl GST
Loader (Large) – per hour	I141460	\$233.75	\$247.20	Incl GST
Loader (Small) – per hour	I141460	\$191.30	\$206.00	Incl GST
Loader - Skid Steer - per hour	I141460	\$178.20	\$185.40	Incl GST
Truck (Semi-side Tipper) – per hour	I141460	\$206.30	\$216.30	Incl GST
Truck (Single Axle) – per hour	I141460	\$138.75	\$144.20	Incl GST
Backhoe – per hour	I141460	\$178.20	\$185.40	Incl GST
Multi Wheel Roller (16 tonne) – per hour	I141460	\$146.25	\$154.50	Incl GST
Vibrating Roller (60 inch) – per hour	I141460	\$150.00	\$154.50	Incl GST
Tractor – per hour	I141460	\$123.75	\$133.90	Incl GST
Tractor (with road broom attached) – per hour	I141460	\$131.25	\$139.00	Incl GST
Tractor (with slasher) – per hour	I141460	\$131.25	\$139.00	Incl GST
John Deere Tractor Mower – per hour	I141460	\$112.50	\$123.60	Incl GST
Light Vehicle Hire (when required) – cents/km	I141460	\$1.20	\$1.20	Incl GST
Sundry Plant – per day	I141460	\$77.50	\$82.40	Incl GST
<b>Private Works</b>				
Private Works, as quoted by Shire, for a non-profit organisation		At Cost	At Cost	Incl GST
Private Works in any other circumstance		At Cost + 25%	At Cost + 25%	Incl GST
Labour only, per hour - e.g. travel, waiting	I141460	\$58.00	\$61.80	Incl GST
<b>Sales of Stock and Materials</b>				
Gravel ex pits – per m3	I141460	\$4.00	\$5.50	Incl GST
Gravel ex Town Stock – per m3	I141460	\$16.50	\$17.00	Incl GST
Sand ex Town Stock – per m3	I141460	\$36.00	\$37.00	Incl GST
<b>Materials ex Stock</b>				
5mm, 7mm, 10mm & 14mm Aggregate ex Stock – per m3	I141460	\$86.00	\$92.70	Incl GST
<b>Slabs &amp; Bricks</b>				
Sale of Bricks - each	I141460	\$0.50	\$0.50	Incl GST



Shire of Lake Grace

26 JULY 2023

## Ordinary Council Meeting

### INFORMATION BULLETIN

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