

Shire of Lake Grace

Ordinary Council Meeting

MINUTES

26 November 2025

Meeting Commencing at 3:30 pm

Disclaimer

No responsibility whatsoever is implied or accepted by the Shire of Lake Grace for any act, omission or statement or intimation occurring during Council or Committee meetings or during formal or informal conversations with staff. The Shire of Lake Grace disclaims any liability for any loss whatsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's and or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for license, any statement or limitation or approval made by a member or officer of the Shire of Lake Grace during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Lake Grace. The Shire of Lake Grace warns that anyone who has an application lodged with the Shire of Lake Grace must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application and any conditions attaching to the decision made by the Shire of Lake Grace in respect of the application.

Acknowledgement of Country

I 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.



CONTENTS

1.0	DECLARATION OF OPENING ANNOUNCEMENT OF VISITORS.....	4
2.0	ACKNOWLEDGEMENT OF COUNTRY	4
3.0	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)	4
3.1	PRESENT	4
3.2	APOLOGIES	4
3.3	IN ATTENDANCE	4
3.4	OBSERVERS / VISITORS.....	4
3.5	LEAVE OF ABSENCE PREVIOUSLY GRANTED	5
4.0	APPLICATIONS FOR LEAVE OF ABSENCE.....	5
5.0	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	5
6.0	PUBLIC QUESTION TIME	5
7.0	PETITIONS/DEPUTATIONS/PRESENTATIONS	5
8.0	NOTATIONS OF INTEREST	5
8.1	DECLARATIONS OF FINANCIAL INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60A.....	5
8.2	DECLARATIONS OF FINANCIAL PROXIMITY INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60B.....	5
8.3	DECLARATIONS OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATIONS 1996 SECTION 34C.....	5
9.0	ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION	6
10.0	CONFIRMATION OF MINUTES	6
10.1	ORDINARY COUNCIL MEETING – WEDNESDAY 22 OCTOBER 2025.....	6
10.2	SPECIAL COUNCIL MEETING	6
11.0	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	6
12.0	URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY DECISION OF COUNCIL	6
13.0	REPORTS OF COMMITTEES.....	6
14.0	REPORTS OF OFFICERS	7
14.1	INFRASTRUCTURE SERVICES.....	7
14.2	PLANNING	7
14.2.1	PLANNING APPROVALS UNDER DELEGATION P01	7

14.3	HEALTH AND BUILDING	7
14.4	ADMINISTRATION.....	7
14.4.1	EXTRACTIVE INDUSTRIES – APPROVAL REQUIREMENTS	7
14.4.2	EXECUTION OF LEASE AND FIXING OF COMMON SEAL – PORTION OF RESERVE 46769 LOT 364 (79 STUBBS ST) ON DEPOSITED PLAN 28253 – NUTRIEN AG SOLUTIONS	10
14.4.3	SCHEDULE OF COUNCIL MEETINGS – FEBRUARY TO DECEMBER 2026.....	13
14.5	FINANCE	16
14.5.1	ACCOUNTS FOR PAYMENT – OCTOBER 2025	16
14.5.2	FINANCIAL REPORTS – 31 OCTOBER 2025	17
14.6	COMMUNITY SERVICES	19
15.0	QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN.....	20
16.0	INFORMATION BULLETIN – NOVEMBER 2025.....	20
17.0	CONFIDENTIAL ITEMS AS PER LOCAL GOVERNMENT ACT S5.23 (2).....	22
18.0	DATE OF NEXT MEETING – 17 DECEMBER 2025	23
19.0	CLOSURE	23
20.0	CERTIFICATION	23

SHIRE OF LAKE GRACE

Minutes for the Ordinary Council Meeting held at the Council Chambers, 1 Bishop Street, Lake Grace, WA on Wednesday 26 November 2025 commencing at 3:30pm.

1.0 DECLARATION OF OPENING ANNOUNCEMENT OF VISITORS

President Len Armstrong opened the meeting at 3:30pm

2.0 ACKNOWLEDGEMENT OF COUNTRY

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

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

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

3.1 PRESENT

Cr LW Armstrong	Shire President
Cr SG Hunt	Deputy Shire President
Cr JL Roche	
Cr RA Lloyd	
Cr AJ Kuchling	
Cr DS Clarke	

3.2 APOLOGIES

Cr Benjamin Hyde

3.3 IN ATTENDANCE

Mr Alan George	Chief Executive Officer
Mr Aaron Wooldridge	Deputy Chief Executive Officer
Mrs T Hall	Manager Corporate Services
Mr Philip Burgess	Manager Infrastructure Services
Miss Kylie Armanasco	Administration and Records Officer

3.4 OBSERVERS / VISITORS

Nil

3.5 LEAVE OF ABSENCE PREVIOUSLY GRANTED

Nil

4.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

5.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

6.0 PUBLIC QUESTION TIME

Nil

7.0 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

8.0 NOTATIONS OF INTEREST

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

Nil

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

Nil

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

Cr Lloyd declared interest affecting impartiality for Item 17.1 – Australia Day 2026 Awards as her husband is related to two (2) of the applicants.

President Len Armstrong declared interest affecting impartiality for Item 17.1 – Australia Day 2026 Awards as a nominee is a first cousin to his wife.

9.0 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil

10.0 CONFIRMATION OF MINUTES

10.1 ORDINARY COUNCIL MEETING – WEDNESDAY 22 OCTOBER 2025

RECOMMENDATION / RESOLUTION

RESOLUTION **14115**

Moved: **Cr Roche**
Seconded: **Cr Clarke**

That the Minutes of the Ordinary Council Meeting held on Wednesday 22 October 2025 be confirmed as a true and accurate record of the meeting.

CARRIED **6/0**

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

10.2 SPECIAL COUNCIL MEETING

Nil

11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil

13.0 REPORTS OF COMMITTEES

Nil

14.0 REPORTS OF OFFICERS

14.1 INFRASTRUCTURE SERVICES

Nil

14.2 PLANNING

Nil

14.2.1 PLANNING APPROVALS UNDER DELEGATION P01

Nil

14.3 HEALTH AND BUILDING

Nil

14.4 ADMINISTRATION

14.4.1 EXTRACTIVE INDUSTRIES – APPROVAL REQUIREMENTS

Applicant	Joe Douglas Exurban Rural & Regional Planning
File No.	0525/0401
Attachments	Planning Information Sheet – Extractive Industries
Author	Alan George - Chief Executive Officer
Disclosure of Interest	Nil
Date of Report	11 November 2025
Senior Officer	Alan George – Chief Executive Officer

Summary

For Council to view and approve the Extractive Industries Information Sheet prior to dispersal to landowners within the Shire of Lake Grace.

Background/Comment

At the October 22 Council meeting Council supported the development of the Extractive Industries Planning Information Sheet

RECOMMENDATION / RESOLUTION

RESOLUTION **14105**

Moved: **Cr Hyde**

Seconded: **Cr Kuchling**

That Council:

1. Notes the requirements under section 6 of the *Planning and Development Act 2005* in relation to the Shire of Lake Grace Local Planning Scheme 4 and to support the development of an Information Sheet for landowners within the Shire of Lake Grace.
2. Revokes its current Extractive Industries Local Law as it is unnecessary when there are sufficient powers and greater flexibility under the Planning Act and the Shire of Lake Grace Local Planning Scheme 4 to guide and control any new development of this type.

CARRIED **7/0**

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

Against: **Nil**

Under the terms of the Shire of Lake Grace Local Planning Scheme No.4 the extraction and sale of basic raw materials for commercial purposes including sand, gravel, clay, limestone, hard rock and shale from any land classified 'Rural' zone requires the Shire's development approval prior to any works being undertaken.

The use of any 'Rural' zoned land for this purpose falls under the use class 'Industry-Extractive' which is defined in Local Planning Scheme No.4 as follows:

"industry - extractive means an industry which involves the extraction, quarrying or removal of sand, gravel, clay, hard rock, stone or similar material from the land and includes the treatment and storage of those materials, or the manufacture of products from those materials on, or adjacent to, the land from which the materials are extracted, but does not include industry – mining"

The purpose of the information sheet is to alert the owners of all rural land within the shire, of the Shire's approval requirements and the circumstances under which an exemption to the need for development approval will apply. This will ensure extractive industries are developed in accordance with all the relevant requirements, and we don't end up having to deal with any issues that may arise.

It is accepted that many landowners in the Shire may not have complied with the Shire's requirements in the past and may also be extracting basic raw materials without the necessary approvals, however, there are a lot of risks for them and the Shire if this is permitted to continue. A planning information sheet will help to ensure landowners are made aware of the Shire's requirements and the need to seek and obtain the required approvals, even if they are retrospective in nature.

The Extractive Industries- Planning Information Sheet has been prepared and is attached for Councils approval.

Legal Implications

Nil

Policy Implications

Loose reference can be made to Council Policy 5.4 Road Making Materials and the supply of gravel from landowners.

Consultation-

Joe Douglas Exurban Rural & Regional Planning
Department of Planning, Lands and Heritage

Financial Implications

Most of the preparation of the Information Sheet has been undertaken by other Shires therefore the document only needs to be tweaked to suit our Shire. Costs will therefore be minimal to produce the Information Sheet.

Strategic Implications

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

Economic Objective - A prosperous economy supporting diversification of industry		
Outcome	1	An innovative, productive agriculture industry
Strategies	1.3	Support and promote the agricultural productivity of the district
	1.5	Liaise with key stakeholders for the improvement of the agricultural industry
	1.6	Develop, implement and maintain a gravel strategy

Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values		
Outcome	8	A strategically focused, unified Council functioning efficiently
Strategies	8.1	Provide informed leadership on behalf of the community
	8.2	Promote and advocate for the community and district
	8.3	Provide strategic leadership and governance
	8.4	Provide timely communications on all Council activities to community
Outcome	9	An efficient and effective organisation
Strategies	9.1	Maintain accountability and financial responsibility through effective planning
	9.2	Comply with statutory and legislative requirements
	9.3	Provide a positive and safe workplace
	9.4	Establish and maintain community endorsed levels of service across all functions of Council

Voting Requirements

Simple majority

RECOMMENDATION / RESOLUTION

RESOLUTION **14116**

Moved: **Cr Clarke**
Seconded: **Cr Hunt**

That Council:
Approves the Extractive Industries – Planning Information Sheet as presented prior to its dispersal to the landowners within the Shire of Lake Grace.

CARRIED **6/0**

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

14.4.2 EXECUTION OF LEASE AND FIXING OF COMMON SEAL – PORTION OF RESERVE 46769 LOT 364 (79 STUBBS ST) ON DEPOSITED PLAN 28253 – NUTRIEN AG SOLUTIONS

Applicant	Internal
File No.	0366
Attachments	1. Ministerial Consent Letter 2. Certificate of Title
Author	Alan George – Chief Executive Officer
Disclosure of Interest	Nil
Date of Report	11 November 2025
Senior Officer	Alan George – Chief Executive Officer

Summary

Council is requested to approve the execution of the lease document and the fixing of the Seal of the Shire of Lake Grace by the Shire President and Chief Executive Officer over Portion of Reserve 46769 Lot 364 (79 Stubbs St) on Deposited Plan 28253

Background/ Comment

At the 28 May Ordinary Council Meeting Council made the following resolution

RECOMMENDATION / RESOLUTION

RESOLUTION **14045**

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

That Council:

Subject to acknowledgement of the approval of the change in designated use of Reserve 46769 from ‘Parking, Recreation and Automatic Weather Station” to “Parking, Recreation, Automatic Weather Station and Storage Area”, approves the lease of portion of Reserve 46769 being Lot 364 (79 Stubbs St) on Deposited Plan 28253 to Nutrien Ag Solutions for additional storage purposes, subject to Ministerial Approval.

CARRIED **7/0**

For: **Cr Armstrong, Cr Hunt, Cr Chappell, Cr Lloyd, Cr Kuchling, Cr Hyde, Cr Clarke**

Against: **Nil**

Confirmation of the change in designated use was received on 11 August 2025 and the Ministers Consent letter on 17 October 2025. The original consent letter was received on 4 July 2025 but subsequently found to be incorrect.

Legal Implications

The lease has now been finalised and requires execution by all parties. Nutrien Ag is currently seeking approval from the Public Transport Authority and ARC Infrastructure for portion of adjoining land which will delay their execution of the lease. Once finalised the commencement date of the lease will be set.

Policy Implications

Policy 1.11 “Use of Common Seal” applies.

Consultation

Alan George CEO
Nutrien Ag Solutions
Matt Milenkovic – Lander & Rogers – Lawyers (on behalf of Nutrien)

Financial Implications

The Lease payment is based on the minimum UV/GRV Value of vacant light industrial/commercial land within the town of Lake Grace which currently is \$550 pa subject to annual Budget review.

Strategic Implications

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

Economic Objective - A prosperous agricultural based economy supporting diversification of industry		
Outcome	1.1	An innovative, productive agriculture industry
Strategies	1.1.3	Support and promote the agricultural productivity of the district
	1.1.5	Liaise with key stakeholders for the improvement of the agricultural industry
Outcome	1.2	A diverse and prosperous economy

Strategies	1.2.2	Support local business and promote further investment in the district
------------	-------	---

Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values

Outcome	4.1	A strategically focused, unified Council functioning efficiently
Strategies	4.1.2	Promote and advocate for the community and district
Outcome	4.2	An efficient and effective organisation
Strategies	4.2.1	Maintain accountability and financial responsibility through effective planning
	4.2.2	Comply with statutory and legislative requirements

Voting Requirements

Simple majority

RECOMMENDATION / RESOLUTION

RESOLUTION **14117**

Moved: **Cr Clarke**

Seconded: **Cr Roche**

That Council:

Approves the execution and the fixing of the Common Seal of the Shire of Lake Grace by the President and the Chief Executive Officer to the lease document between the Shire of Lake Grace and Nutrien Ag Solutions over Portion of Reserve 46769 being Lot 364 (79 Stubbs St) on Deposited Plan 28253. The term of the Lease being five (5) years with a further five (5) year option.

CARRIED **6/0**

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

Against: **Nil**

14.4.3 SCHEDULE OF COUNCIL MEETINGS – FEBRUARY TO DECEMBER 2026

Applicant	Internal
File No.	0041
Attachments	Nil
Author	Alan George - Chief Executive Officer
Disclosure of Interest	Nil
Date of Report	30 October 2025
Senior Officer	Alan George - Chief Executive Officer

Summary

To provide the most accurate reporting, Administration is seeking Council endorsement on the schedule of Council Meetings from February to December 2026.

Background

In accordance with Policy 1.2 – Meeting Dates, Council is to meet on the fourth Wednesday of every month for the months of February to December.

It is proposed the Council meeting for the month of February 2026 be held one week earlier, due to the large gap between December 2025 and February 2026.

The December 2026 meeting will be held one week earlier, due to the Christmas/ New Year closure.

Comment

The proposed Council meeting dates for 2026 are as follows:

No Meeting in January
18 February
25 March
22 April
27 May
24 June
22 July
26 August
23 September
28 October
25 November
16 December

Legal Implications

**Local Government (Administration) Regulations 1996
Part 2
Regulation 12**

Publication of meeting details (Act s. 5.25(1)(g))

(1) In this regulation — meeting details, for a meeting, means the date and time when, and the place where, the meeting is to be held.

- (2) *The CEO must publish on the local government’s official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held —*
- (a) *ordinary council meetings;*
 - (b) *committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.*
- (3) *Any change to the meeting details for a meeting referred to in subregulation (2) must be published on the local government’s official website as soon as practicable after the change is made.*
- (4) *If a local government decides that a special meeting of the council is to be open to members of the public, the CEO must publish the meeting details for the meeting and the purpose of the meeting on the local government’s official website as soon as practicable after the decision is made.*

Please note that dates for Committees of Council will be set by those Committees and advertised accordingly.

Policy Implications

**Policy 1.2
Meeting Dates**

Council is to meet on the fourth Wednesday of the months of February to December.

A meeting in the month of January will only be held when it is called under provisions of Section 5.4 of the Local Government Act 1995.

Consultation

Nil

Financial Implications

Nil

Strategic Implications

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

Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values		
Outcome	8	A strategically focused, unified Council functioning efficiently
Strategies	8.1	Provide informed leadership on behalf of the community
	8.2	Promote and advocate for the community and district
	8.3	Provide strategic leadership and governance
	8.4	Provide timely communications on all Council activities to community
Outcome	9	An efficient and effective organisation
Strategies	9.1	Maintain accountability and financial responsibility through

		effective planning
	9.2	Comply with statutory and legislative requirements
	9.3	Provide a positive and safe workplace
	9.4	Establish and maintain community endorsed levels of service across all functions of Council

Voting Requirements

Simple Majority

RECOMMENDATION / RESOLUTION

RESOLUTION 14118

Moved: Cr Lloyd

Seconded: Cr Roche

That Council endorse the following schedule of Council Meetings from February to December 2026:

No Meeting in January

18 February

25 March

22 April

27 May

24 June

22 July

26 August

23 September

28 October

25 November

16 December

CARRIED 6/0

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

Against: Nil

14.5 FINANCE

14.5.1 ACCOUNTS FOR PAYMENT – OCTOBER 2025

Applicant	Internal Report
File No	0277
Attachments	List of Accounts Payable
Author	Tegan Hall - Manager Corporate Services
Disclosure of Interest	Nil
Date of Report	6 November 2025
Senior Officer	Mr Alan George – Chief Executive Officer

Summary

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

Background

List of payments for the month of October 2025 through the Municipal account are attached.

Comment

In accordance with the requirements of the Local Government Act 1996, a list of creditors and Credit cards and Fuel Cards transactions is to be completed for each month showing:

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

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

Legal Implications

Local Government (Financial Management) Regulations 1996 – Reg 12
Local Government (Financial Management) Regulations 1996 – Reg 13 and Reg 13A

Policy Implications

Policy 3.6 - Authorised Use of Credit Card/Fuel Cards
Policy 3.7 - Purchasing Policy

Consultation

Nil

Financial Implications

The list of creditors paid for the month of October 2025 from the Municipal account
Total \$1,771,725.16

Strategic Implications

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

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

Voting Requirements

Simple majority required.

RECOMMENDATION / RESOLUTION

RESOLUTION 14119

Moved: Cr Kuchling

Seconded: Cr Roche

That Council ratify the list of payments totalling \$1,771,725.16 as presented for the month of October 2025 incorporating:

Payment Method	EFT/DD Number	Amount
Cheques	7	\$200.00
Electronic Funds Transfers	EFT28697 – EFT28856	\$1,701,755.06
Direct Debits	DD11622.1 – DD11652.12	\$63,271.25
Fuel Cards	EFT28727	\$2,702.47
Credit Cards	DD11638.1	\$3,796.38
	TOTAL	\$1,771,725.16

CARRIED 6/0

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

Against: Nil

14.5.2 FINANCIAL REPORTS – 31 OCTOBER 2025

Applicant	Internal Report
File No.	0275
Attachments	<ul style="list-style-type: none"> • Monthly Financial Reports • Bank Reconciliations – 31 October 2025
Author	Mrs Victoria Fasano - Senior Finance Officer Investments & Reporting
Disclosure of Interest	Nil
Date of Report	31 October 2025
Senior Officer	Mr Alan George - Chief Executive Officer

Summary

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

Background

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

Comment

As at 31 October 2025, operating revenue is slightly under the target by \$87,192 (1.19%), mainly due to Fees and charges.

Operating expenditure is below YTD budget by \$3,033,358 (47.75%), mainly due to Depreciation, which will be posted in Synergy after 24/25 Annual Financial Statement audit. Employee cost is slightly below the budget due to vacancies.

Investing activities outflows are below the target by \$1,534,993 (48.32%) due to a large portion of Capital projects not yet initiated (65.96%) or in an early stage of completion.

Cash at bank is slightly higher than the corresponding period last year. An investment agreement is in place for Overnight Cash Deposit with WA Treasury Corporation for a total of \$1,188,827, as well as 3 term deposits invested in CBA – a total of \$13,176,743.

Outstanding rates are tracking well and have recovered 86.1% to date.

General debtor is \$102,666 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 October 2025. The financial statements have been compiled to meet compliance with the Local Government Act 1995 and associated regulations.

The Shire of Lake Grace is responsible for the information contained in the financial statements and is responsible for maintenance of an appropriate accounting system in accordance with relevant legislation.

Legal Implications

Section 6.4 of the Local Governments Act 1995 provides for the preparation of financial reports.

In accordance with Regulation 34(5), a report on variances greater than the materiality threshold (\$10,000 and 10% whichever is greater) must be compiled and adopted by Council. As this report is composed at a program level, variance commentary considers the most significant items that comprise the variance.

Policy Implications

Nil

Consultation

Internal Mrs Tegan Hall – Manager Corporate Services

Financial Implications

Nil

Strategic Implications

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

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

Voting Requirements

Simple Majority

RECOMMENDATION / RESOLUTION

RESOLUTION 14120

Moved: Cr Lloyd
Seconded: Cr Roche

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 October 2025 and
2. Municipal, Trust and Reserve Funds bank reconciliations for the period ended 31 October 2025.

CARRIED 6/0

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

14.6 COMMUNITY SERVICES

Nil

15.0 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

16.0 INFORMATION BULLETIN – NOVEMBER 2025

Applicant:	Internal Report
File No.	Nil
Attachments:	Information Bulletin Cover Page Only
Author:	Kylie Armanasco – Administration & Records Officer
Disclosure of Interest:	Nil
Date of Report:	21 November 2025
Senior Officer:	Mr Aaron Wooldridge - Deputy Chief Executive Officer

Summary

The purpose of the Information Bulletin is to keep Elected Members informed on matters of interest and importance to Council.

Background / Comment

The Information Bulletin Reports deal with monthly standing items and other information of a strategic nature relevant to Council. Copies of other relevant Councillor information are distributed via email.

The November 2025 Information Bulletin attachments include:

Reports:

- Infrastructure Services Report – November 2025

External Organisations

- WALGA PSP Annual Report 2024 – 2025
- WALGA Quarterly Report July – September 2025
- Eastern Wheatbelt Biosecurity Group AGM Meeting Minutes 20th October 2025
- Lake Grace Roadwise Minutes 20th November 2025

Circulars, Media Releases, Newsletters, Letters

- As circulated via email

Legal Implications

Nil

Policy Implications

Nil

Consultation

Nil

Financial Implications

Nil

Strategic Implications

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

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

Voting Requirements

Simple majority required.

RECOMMENDATION / RESOLUTION

RESOLUTION **14121**

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

That Council accepts the Information Bulletin Report for November 2025.

CARRIED **6/0**

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

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

RECOMMENDATION / RESOLUTION

RESOLUTION 14122

Moved: Cr Kuchling
Seconded: Cr Hunt

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 – Australia Day 2026 Award Nominations

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

CARRIED 6/0

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

RECOMMENDATION / RESOLUTION

RESOLUTION 14125

Moved: Cr Roche
Seconded: Cr Clarke

That Council accept the recommendation contained in Item 17.1 – Australia Day 2026 Award Nominations.

CARRIED 6/0

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

RECOMMENDATION / RESOLUTION

RESOLUTION 14126

Moved: Cr Lloyd
Seconded: Cr Kuchling

That Council move out from behind closed doors and continue the meeting.

CARRIED 6/0

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

18.0 DATE OF NEXT MEETING – 17 DECEMBER 2025

The next Ordinary Council Meeting is scheduled to take place on Wednesday 17 December 2025 commencing at 3:30pm at the Council Chambers, 1 Bishop Street, Lake Grace.

19.0 CLOSURE

There being no further business, the Shire President closed the meeting at 4:05pm.

20.0 CERTIFICATION

I, Leonard William Armstrong, certify that the minutes of the Meeting held on 26 November 2025 as shown were confirmed as a true record of the meeting.

Signature

Date