

SHIRE OF LAKE GRACE



AGENDA

Ordinary Council Meeting
27 August 2025

Notice of Meeting
To the Shire President and Councillors

The next Ordinary Council Meeting will be held on Wednesday 27 August 2025 in the Council Chambers, 1 Bishop Street, Lake Grace commencing at 3:30pm.

Alan George
Chief Executive Officer
22 August 2025

Information

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

Question Time for the Public

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

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

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

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

Disclaimer

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

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

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SHIRE OF LAKE GRACE

Agenda for the Ordinary Council Meeting to be held at the Council Chambers, 1 Bishop Street, Lake Grace, WA on Wednesday 27 August 2025 commencing at 3:30pm.

1.0 DECLARATION OF OPENING ANNOUNCEMENT OF VISITORS

President Len Armstrong opened the meeting at ____ pm

2.0 ACKNOWLEDGEMENT OF COUNTRY

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

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

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

3.1 PRESENT

Cr LW Armstrong	Shire President
Cr SG Hunt	Deputy Shire President
Cr RA Lloyd	
Cr BJ Hyde	
Cr DS Clarke	

3.2 APOLOGIES

Cr AJ Kuchling

3.3 IN ATTENDANCE

Mr Alan George	Chief Executive Officer
Mr Aaron Wooldridge	Deputy Chief Executive Officer
Mrs T Hall	Manager Corporate Services
Mrs A Adams	Executive Assistant

3.4 OBSERVERS / VISITORS

3.5 LEAVE OF ABSENCE PREVIOUSLY GRANTED
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Cr Chappell has a leave of absence approved by Council from 1 August to 6 September 2025.

4.0 APPLICATIONS FOR LEAVE OF ABSENCE
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5.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE
--

6.0 PUBLIC QUESTION TIME

7.0 PETITIONS/DEPUTATIONS/PRESENTATIONS
--

8.0 NOTATIONS OF INTEREST

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

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

8.3 DECLARATIONS OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATIONS 1996 SECTION 34C
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9.0 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

10.0 CONFIRMATION OF MINUTES

10.1 ORDINARY COUNCIL MEETING – WEDNESDAY 23 JULY 2025

RECOMMENDATION / RESOLUTION

RESOLUTION

Moved: Cr
Seconded: Cr

That the Minutes of the Ordinary Council Meeting held on Wednesday 23 July 2025 be confirmed as a true and accurate record of the meeting.

CARRIED

For:
Against:

10.2 SPECIAL COUNCIL MEETING – WEDNESDAY 30 JULY 2025

RECOMMENDATION / RESOLUTION

RESOLUTION

Moved: Cr
Seconded: Cr

That the Minutes of the Special Council Meeting held on Wednesday 30 July 2025 be confirmed as a true and accurate record of the meeting.

CARRIED

For:
Against:

11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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

13.0 REPORTS OF COMMITTEES

13.1 SHIRE OF LAKE GRACE TOURISM ADVISORY COMMITTEE 12 AUGUST 2025

RECOMMENDATION / RESOLUTION

RESOLUTION

Moved: Cr
Seconded: Cr

That the Minutes of the Shire of Lake Grace Tourism Advisory Committee meeting held on Tuesday 12 August 2025 be received.

CARRIED

For:
Against:

14.0 REPORTS OF OFFICERS

14.1 INFRASTRUCTURE SERVICES

Nil

14.2 PLANNING

14.2.1 PLANNING APPROVALS UNDER DELEGATION P01

The following applications for planning have been approved by the Chief Executive Officer under the Delegation P01 as legislated by the *Planning and Development Act 2005*, Planning and Development (Local Planning Schemes) Regulations 2015 – schedule 2 (Deemed Provisions) clauses 82 to 84 and the Shire of Lake Grace Local Planning Scheme No.4:

There are no approvals under delegation in this reporting period.

14.3 HEALTH AND BUILDING

Nil

14.4 ADMINISTRATION

Nil

14.5 FINANCE

14.5.1 ACCOUNTS FOR PAYMENT – JULY 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	4 August 2025
Senior Officer	Mr Alan George – Chief Executive Officer

Summary

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

Background

List of payments for the month of July 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 July 2025 from the Municipal account
Total \$1,596,729.42

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

Moved: Cr
Seconded: Cr

That Council ratify the list of payments totalling \$1,596,729.42 as presented for the month of July 2025 incorporating:

Payment Method	EFT/DD Number	Amount
Cheque	6	\$13,077.05
Electronic Funds Transfers	EFT28304 – EFT28432	\$1,492,137.44
Direct Debits	DD11511.1 – DD11546.12	\$85,995.19
Fuel Cards	EFT28342	\$2,626.62
Credit Cards	DD11533.1	\$2,893.12
	TOTAL	\$1,596,729.42

CARRIED

For:
Against:

Shire of Lake Grace



CERTIFICATE OF EXPENDITURE July 2025

This Schedule of Accounts to be passed for payment, covering

Payment Method	EFT/DD Number	Amount
Cheque	6	\$13,077.05
Electronic Funds Transfers	EFT28304 – EFT28432	\$1,492,137.44
Direct Debits	DD11511.1 – DD11546.12	\$85,995.19
Fuel Cards	EFT28342	\$2,626.62
Credit Cards	DD11533.1	\$2,893.12
	TOTAL	\$1,596,729.42

to the Municipal Account, totalling \$1,596,729.42 which were submitted to each member of the Council on 27 August 2025, 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 – 30 JUNE 2025

Applicant	Internal Report
File No.	0275
Attachments	• Monthly Financial Reports • Bank Reconciliations – 30 June 2025
Author	Mrs Victoria Fasano - Senior Finance Officer Investments & Reporting
Disclosure of Interest	Nil
Date of Report	30 June 2025
Senior Officer	Mr Alan George - Chief Executive Officer

Summary

Consideration of the Monthly Financial Reports for the period ending 30 June 2025 and Bank Reconciliations for the month ending 30 June 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 of 30 June 2025, operating revenue was over the target by \$2,243,603 (26.96%), mostly due to a portion of 25/26 FY Financial Assistance Grants paid in advance.

Operating expenditure is below YTD budget by \$1,189,252 (6.83%), mainly due to Materials and contracts being down due to delays in operating jobs. On the other hand, Finance costs are over the budget due to accrued interest on Loan 205 WACHS Housing was not budgeted for.

Investing activities revenue is below the target by \$806,445 (18.96%). Proceeds from capital grants are below budget due to "Local Roads & Community" projects' income being lower than predicted.

Investing activities expenditure is below the budget by \$3,350,350 (30.67%). Payments for property, plant and equipment, and Infrastructure are below the target due to some portion of Capital projects not being initiated (30%) or in an early stage of completion.

Cash at bank is similar to the corresponding period last year. An investment agreement is in place for an Overnight Cash Deposit with WA Treasury Corporation for a total of \$12,679,316.

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

The General debtor is \$258,153 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 comprise the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 30 June 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

Moved: Cr

Seconded: Cr

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

1. Statements of Financial activity for the period ended 30 June 2025 and
2. Municipal, Trust and Reserve Funds bank reconciliations for the period ended 30 June 2025.

CARRIED

For:

Against:

14.5.3 FINANCIAL REPORTS – 31 JULY 2025

Applicant	Internal Report
File No.	0275
Attachments	• Monthly Financial Reports • Bank Reconciliations – 31 July 2025
Author	Mrs Victoria Fasano - Senior Finance Officer Investments & Reporting
Disclosure of Interest	Nil
Date of Report	31 July 2025
Senior Officer	Mr Alan George - Chief Executive Officer

Summary

Consideration of the Monthly Financial Reports for the period ending 31 July 2025 and Bank Reconciliations for the month ending 31 July 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 July 2025, operating revenue is slightly under the target by \$20,784 (2.65%), mainly due to Grants, subsidies and contributions.

Operating expenditure is below YTD budget by \$566,286 (34.32%), mainly due to Depreciation, which will be posted in Synergy after 24/25 Annual Financial Statement audit. Materials and contracts are down due to delays in operating jobs. Utility charges are below the budget due to decrease in water and power demand.

Investing activities expenses are below the target by \$632,460 (84.91%) due to early days in the new FY. The bulk of Capital projects are not being initiated (89%) or are 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 total of \$2,720,021, as well as 2 term deposits invested in CBA – a total of \$9,376,743.

General debtor is \$267,620 with no major outstanding debts to follow up.

The monthly financial reports include the accompanying Local Government special purpose financial statements for the Shire of Lake Grace, which comprises the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 31 July 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

Moved: Cr

Seconded: Cr

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

3. Statements of Financial activity for the period ended 31 July 2025 and
4. Municipal, Trust and Reserve Funds bank reconciliations for the period ended 31 July 2025.

CARRIED

For:

Against:

14.6 COMMUNITY SERVICES

Nil

15.0 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN**16.0 INFORMATION BULLETIN – AUGUST 2025**

Applicant:	Internal Report
File No.	Nil
Attachments:	Information Bulletin Cover Page Only
Author:	Alex Adams - Executive Assistant
Disclosure of Interest:	Nil
Date of Report:	22 August 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 August 2025 Information Bulletin attachments include:

Reports:

- Infrastructure Services Report

External Organisations

- Regional Road Group Report
- Roe Tourism Meeting Minutes 18 August 2025
- Lake Grace Library and Community Resource Centre Management Committee minutes August 2025

Circulars, Media Releases, Newsletters, Letters

- 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

RECOMMENDATION / RESOLUTION

RESOLUTION

Moved: Cr

Seconded: Cr

That Council accepts the Information Bulletin Report for August 2025.

CARRIED

For:

Against:

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

18.0	DATE OF NEXT MEETING – 17 SEPTEMBER 2025
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The next Ordinary Council Meeting is scheduled to take place on Wednesday 17 September 2025 commencing at 3:30pm at the Council Chambers, 1 Bishop Street, Lake Grace.

19.0	CLOSURE
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There being no further business, the Shire President closed the meeting at __ pm.