

Shire of Lake Grace

Ordinary Council Meeting

# Minutes

28 APRIL 2021

Meeting Commencing at 3:30 pm

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## Disclaimer

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## **SHIRE OF LAKE GRACE**

Minutes of the Ordinary Meeting of Council held at Council Chambers, 1 Bishop Street, Lake Grace, WA on Wednesday 28 April 2021.

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

The Shire President opened the meeting at 3:40 pm.

### **1.1 Constitutional Matters**

### **2.0 DISCLAIMER READING**

A recording of the disclaimer is to be played aloud.

*No responsibility whatsoever is implied or accepted by the Shire of Lake Grace for any act, omission or statement or intimation occurring during Council and Committee meetings or during formal and 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 and 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.*

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**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 SD Carruthers	
Cr DS Clarke	
Cr BJ Hyde	
Cr RA Lloyd	
Cr AD Marshall	
Cr PS Stoffberg	

**In Attendance**

Mr A George	Chief Executive Officer
Mr C Paget	Deputy Chief Executive Officer
Mr C Elefsen	Manager Infrastructure Services
Mr K Wilson	Manager Corporate Services
Mrs R Rose	Executive Assistant (for the Minutes)

Joined at 4:03 pm

Ms S Lees	Community and Emergency Services Manager
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<b>Observers/Visitors</b>	Nil
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**3.2 APOLOGIES**

Nil

**3.3 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**

Nil

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

Cr Debrah Clarke declared a Disclosure of Financial Interest under Section 5.65 of the Local Government Act 1995 on Item 14.2.1-Application for Planning Consent – Concrete Batching Plant at Lot 269 and 268 (No. 22 and 24) Mason Street, Lake Grace because she has financial dealings between \$10,000-\$15,000with the applicant.

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

Cr Peter Stoffberg declared a Disclosure of Proximity Interest under Section 5.65 of the Local Government Act 1995 on Item 14.2.1-Application for Planning Consent – Concrete Batching Plant at Lot 269 and 268 (No. 22 and 24) Mason Street, Lake Grace because the concrete plant is currently on his property.

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

Cr Roz Lloyd declared a Disclosure of Interest Affecting Impartiality under Section 34C of the Administration Regulations on Item 14.6.1-Newdegate Machinery Field Days 2021 – Sponsorship Agreement because she is a member of the Newdegate Machinery Field Day Committee.

Cr Ross Chappell declared a Disclosure of Interest Affecting Impartiality under Section 34C of the Administration Regulations on Item 14.6.1 – Newdegate Machinery Field Days 2021 – Sponsorship Agreement because the author of the report is his wife Mrs Cheryl Chappell who is the Community Services Officer of the Shire of Lake Grace.

**8.0 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

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

Nil

**10.0 CONFIRMATION OF MINUTES**

**10.1 ORDINARY MEETING – 24 MARCH 2021**

**RESOLUTION 13393**

Moved Cr Carruthers  
Seconded Cr Hyde

That the Minutes of the Ordinary Council Meeting held on 24 March 2021 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**

**13.1 BUSH FIRE ADVISORY COMMITTEE MEETING – 30 MARCH 2021**

**RESOLUTION 13394**

Moved Cr Stoffberg  
Seconded Cr Lloyd

That the Minutes of the Bush Fire Advisory Committee Meeting on Tuesday 30 March 2021 be received as a record of that meeting.

**CARRIED: 8/0**

**13.2 LAKE GRACE LIBRARY RESOURCE & COMMUNITY RESOURCE CENTRE  
MANAGEMENT COMMITTEE – 23 MARCH 2021**

**RESOLUTION 13395**

Moved Cr Clarke  
Seconded Cr Carruthers

That the Minutes of the Lake Grace Library Resource & Community Resource Centre Management Committee held on Tuesday 23 March 2021 be received as a record of that meeting.

**CARRIED: 8/0**



**14.0 REPORTS OF OFFICERS**

**14.1 INFRASTRUCTURE SERVICES**

Nil



**14.2 PLANNING****14.2.1 APPLICATION FOR PLANNING CONSENT – CONCRETE BATCHING PLANT AT LOT 269 AND 268 (NO 22 AND 24) MASON STREET, LAKE GRACE**

Applicant:	McKenzie Concrete Co
File No.	Nil
Attachments:	1. Application for Planning Consent 2. Site Plan
Author:	 Mr David Johnston Planning Officer – Shire of Narrogin
Disclosure of Interest:	Nil
Date of Report:	20 April 2021
Senior Officer:	 Mr Alan George Chief Executive Officer

*Before this item was discussed, the following Councillors submitted their disclosures:*

- *Cr Peter Stoffberg – Disclosure of Proximity Interest under s5.65 of the Local Government Act 1995*
- *Cr Debrah Clarke – Disclosure of Financial Interest under 5.65 of the Local Government Act 1995*

*The two (2) Councillors remained in the room and listened to the discussions; however, did not take part in the voting.*

**Summary**

Council's consideration is requested in regards to the Application for Planning Consent for a Concrete Batching Plant at Lot 269 and 268 (No. 22 and 24) Mason Street, Lake Grace.

**Background**

On 8 March 2021, McKenzie Concrete Co., submitted an Application for Planning Consent to the Shire of Lake Grace for a Concrete Batching Plant at Lot 269 and 268 (No. 22 and 24) Mason Street, Lake Grace.

McKenzie Concrete Co., are planning to move to Mason Street from their existing premise on Absolon Street, which will be further away from the existing residential area.

If approved, McKenzie Concrete Co., will need to obtain a works approval from the Department of Water and Environmental Regulation prior to applying for a building permit.

The application submitted by McKenzie Concrete Co., proposes the plant to be open Monday to Friday 7AM to 5PM. The Plant will be open from 7AM to 12PM Saturdays on occasion as required.

## Comment

### **Zoning**

Lot 269 and 268 (No. 22 and 24) Mason Street, Lake Grace is zoned 'General Industry'.

The objectives of the 'General Industry' zone are as follows:

- *To provide a location for general, light and service industries which by the nature of their operations should be separated from residential areas.*
- *To ensure an adequate supply of suitably located land for future industrial development.*
- *To provide for a range of compatible general, light and service industries to support the needs and development of the district.*
- *To provide a range of employment opportunities for residents of the district.*
- *To ensure that development is in accordance with appropriate and satisfactory standards of function, amenity and safety.*
- *To ensure that appropriate buffers are provided and maintained between industrial uses and adjacent uses so as to avoid land use conflicts.*
- *To encourage the provision of additional landscaping to the established industrial areas to improve their visual appearance.*

A Concrete Batching Plant is defined as an 'Industry' use which:

*"means premises used for the manufacture, dismantling, processing, assembly, treating, testing, servicing, maintenance or repairing of goods, products, articles, materials or substances and includes facilities for any of the following purposes –*

- (a) the storage of goods;*
- (b) the work of administration or accounting;*
- (c) the selling of goods by wholesale or retail; or*
- (d) the provision of amenities for employees;*
- (e) incidental purposes;"*

In the 'General Industry' zone, a 'Industry' use is a 'D' (Discretionary) use in the Zoning Table which;

*"means that the use is not permitted unless the local government has exercised its discretion by granting development approval;"*

The general development requirements for all industrial development are as follows:

- 4.9.1 *“Development in the General Industry zone shall comply with the requirements of Table 2 and the objectives for that zone as outlined in Part 3.*
- 4.9.2 *Prior to issuing development approval for an industry in the General Industry zone the local government will ascertain the appropriate buffer for that industry as specified in the Environmental Protection Authority’s Buffer Distance Guidelines, and such industry may only be granted development approval if the relevant buffer does not impact upon existing or proposed residential development.*
- 4.9.3 *In considering proposals for industries which would generate industrial liquid, solid or gaseous wastes the local government may refer such proposals to the Department of Environment, and the granting of development approval for such industries shall be subject to wastes being treated and disposed of in accordance with advice / guidelines received.*
- 4.9.4 *Where a comprehensive reticulated sewerage system is not available to a proposed industrial use the local government may grant development approval which permits on-site effluent disposal provided such usage does not generate a daily volume of wastewater exceeding 540 litres per 2000m<sup>2</sup> of lot size and site conditions are suitable for on-site wastewater disposal.*
- 4.9.5 *The front façade of all buildings in the General Industry zone shall be orientated to the street and constructed in brick, concrete or masonry, provided however, that an owner or his/her agent may apply to the local government for permission to vary these requirements where the local government is satisfied that such variation will not detract from the amenity of the area.*
- 4.9.6 *Industrial buildings occupied or intended to be occupied by more than one separate business establishment (i.e. factory tenement buildings) shall be constructed so that every occupancy:*
- (a) has a floor area of at least 100 square metres and neither its width or length is less than eight metres;*
  - (b) has an adjacent open yard area no smaller than one-third of the floor area of the occupancy;*
  - (c) has an open yard with direct access to a service access road not less than 6 metres in width;*
  - (d) is separated from every other occupancy by a suitable distance or an internal wall or walls constructed of brick, stone, concrete or other material of equal or greater fire rating approved by the Building Code of Australia.*
- 4.9.7 *All on-site vehicle access ways and parking areas in the General Industry zone are required to be sealed and drained to the specifications and satisfaction of the local government.*
- 4.9.8 *The minimum standard fence for lots used for industrial purposes shall be a 1.8-metre-high link mesh security fence unless otherwise approved by the local government.*
- 4.9.9 *Fencing shall be provided to all boundaries abutting reserved land to prevent vehicular ingress and egress. Such fencing shall be of a uniform design, colour, material and height, to the satisfaction of the local government, so as to not detract from the amenity of the reserved land and the general amenity of the surrounding area.*
- 4.9.10 *Landscaping shall be provided generally in accordance with the requirements of Table 2 and should be located in such positions on a site so as to enhance the appearance of*

*any development or screen from view any open storage area, drying areas and any other space which, by virtue of its use, is likely to detract from the visual amenity of the surrounding area.*

*4.9.11 All advertising signage shall be provided in accordance with the requirements specified in Schedule 5.”*

It is recommended that the Application be approved subject to conditions addressing the above requirements and advice received from the Environmental Health Officer.

#### Legal Implications

Please refer to the Shire of Lake Grace Local Planning Scheme No. 4.

#### Policy Implications

Nil

#### Consultation

The ROE Health Environmental Health Officer was consulted on the proposal and found that the applicant has adequately addressed health concerns in the application.

The application was referred to the Department of Water and Environmental Regulation who failed to respond in writing in time but did previously advise that a Works Approval would be required prior to the Shire issuing a Building Permit.

#### Financial Implications

The proposed development is expected to cost approximately \$40,000 which includes moving existing company equipment to the new site. Based on the proposed development cost, an Application for Planning Consent Fee of \$147 has been paid to the Shire of Lake Grace.

#### Strategic Implications

Nil

#### Recommendation / Resolution

That Council, with respect to the Application for Planning Consent for a Concrete Batching Plant at Lot 269 and 268 (No. 22 and 24) Mason Street, Lake Grace, APPROVE the application subject to the following conditions:

1. The approval shall expire if the development permitted is not completed within two years of approval, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Shire is granted by it in writing.

2. The development approved shall be in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Chief Executive Officer.
3. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
4. All drainage run-off associated with the development shall be contained on site or connected to the Shire's storm water drainage system to the satisfaction of the Chief Executive Officer.
5. Landscaping shall be provided generally in accordance with the requirements of Table 2 and should be located in such positions on a site so as to enhance the appearance of any development or screen from view any open storage area, drying areas and any other space which, by virtue of its use, is likely to detract from the visual amenity of the surrounding area .Landscaping of at least 10% of the site area shall be established within 60 days of the practicable completion of the move and shall be fully reticulated and maintained to the satisfaction of the Chief Executive Officer.
6. The use permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason or appearance or the emission of noise, vibration, odour, vapour, dust, waste water, waste products or otherwise. This shall be managed in accordance with a management plan to be submitted to the Shire within six months of planning approval.
7. All advertising signage shall be provided in accordance with the requirements specified in Schedule 5 and the Shire of Lake Grace's Council Policy Manual, unless further approval is granted by the Shire of Lake Grace.
8. A bund wall is to be constructed along the rear boundary in order to prevent waste and waste water from entering the storm water drain at the rear.
9. The minimum standard fence for lots used for industrial purposes shall be a 1.8-metre-high link mesh security fence unless otherwise approved by the local government.
10. All on-site vehicle access ways and parking areas in the General Industry zone are required to be sealed and drained to the specifications and satisfaction of the local government.
11. That a letter be written to the property owner of the requirement for the two lots to be amalgamated within 12 months of planning approval to the satisfaction of the Chief Executive Officer.

Advice note:

1. Prior to issuing of a Building Permit, a works approval must be obtained from the Department of Water and Environmental Regulation.
2. The applicant must be compliant with the provisions of the Environmental Protection (Concrete Batching and Cement Product Manufacturing) Regulations 1998 Environmental Protection.
3. The applicant must be compliant with the provisions of the Environmental Protection (Noise) Regulations 1997.
4. If the applicant and/or owner are aggrieved by this decision as a result of the determination of refusal, there may be a right of review under the provisions of Part 14 of the Planning and Development Act 2005. A review must be lodged with the State Administrative Tribunal and must be lodged within 28 days of the decision.

*It was agreed during the discussions that the above Recommendation/Resolution will be amended as follows:*

*Item No. 5 to be deleted as it is not necessary that landscaping be provided to enhance the appearance of the property.*

*Item No. 9 will remain as is, the fence is compliant with Shire regulations.*

*Item No. 11 to be deleted, there is no need to amalgamate the two (2) blocks of land.*

*Cr Carruthers commented that the approval of the planning application was a very good result and the business will stay in Lake Grace.*

*After the discussions, the Council voted on the following:*

**RESOLUTION 13396**

Moved Cr Chappell  
Seconded Cr Carruthers

That Council, with respect to the Application for Planning Consent for a Concrete Batching Plant at Lot 269 and 268 (No. 22 and 24) Mason Street, Lake Grace, APPROVE the application subject to the following conditions:

1. The approval shall expire if the development permitted is not completed within two years of approval, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Shire is granted by it in writing.
2. The development approved shall be in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Chief Executive Officer.

3. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
4. All drainage run-off associated with the development shall be contained on site or connected to the Shire's storm water drainage system to the satisfaction of the Chief Executive Officer.
5. The use permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason or appearance or the emission of noise, vibration, odour, vapour, dust, waste water, waste products or otherwise. This shall be managed in accordance with a management plan to be submitted to the Shire within six months of planning approval.
6. All advertising signage shall be provided in accordance with the requirements specified in Schedule 5 and the Shire of Lake Grace's Council Policy Manual, unless further approval is granted by the Shire of Lake Grace.
7. A bund wall is to be constructed along the rear boundary in order to prevent waste and waste water from entering the storm water drain at the rear.
8. The minimum standard fence for lots used for industrial purposes shall be a 1.8-metre-high link mesh security fence unless otherwise approved by the local government.
9. All on-site vehicle access ways and parking areas in the General Industry zone are required to be sealed and drained to the specifications and satisfaction of the local government.

Advice note:



1. Prior to issuing of a Building Permit, a works approval must be obtained from the Department of Water and Environmental Regulation.
2. The applicant must be compliant with the provisions of the Environmental Protection (Concrete Batching and Cement Product Manufacturing) Regulations 1998 Environmental Protection.
3. The applicant must be compliant with the provisions of the Environmental Protection (Noise) Regulations 1997.
4. If the applicant and/or owner are aggrieved by this decision as a result of the determination of refusal, there may be a right of review under the provisions of Part 14 of the Planning and Development Act 2005. A review must be lodged with the State Administrative Tribunal and must be lodged within 28 days of the decision.

**CARRIED: 6/0**

Voting Requirements

Simple majority required.

**14.2.2 APPLICATION FOR PLANNING CONSENT – TWO TRANSPORTABLE UNITS AT LOT 247 (NO 11) DEWAR STREET, LAKE GRACE**

Applicant:	Fox Transportables
File No.	Nil
Attachments:	1. Application for Planning Consent 2. Site Plans and Floor Plans
Author:	 Mr David Johnston Planning Officer – Shire of Narrogin
Disclosure of Interest:	Nil
Date of Report:	19 April 2021
Senior Officer:	 Mr Alan George Chief Executive Officer

Summary

Council's consideration is requested in regards to the Application for Planning Consent for two Transportable Units at Lot 247 (No. 11) Dewar Street, Lake Grace.

Background

On 18 February 2021, Fox Transportables submitted an Application for Planning Consent to the Shire of Lake Grace for the installation of two Transportable Units at the Lake Grace Caravan Park at Lot 247 (No. 11) Dewar Street, Lake Grace.

The two transportables appear consistent with current buildings on site and are proposed to provide short term accommodation for tourists and seasonal workers.

The two transportables must connect to the existing sewer as they are within 91 metres of the lot boundary.

Comment

**Zoning**

Lot 247 (No. 11) Dewar Street, Lake Grace is zoned 'SU2'.  
*SU2 stands for Special Use Zone 2. Special Use zones are:*

*3.7.1 "...set out in Schedule 4 and are in addition to the zones in the Zoning Table.*



- 3.7.2 *A person must not use any land, or any structure or buildings on land, in a special use zone except for the purpose set out against that land in Schedule 4 and subject to compliance with any conditions set out in Schedule 4 with respect to that land.*

Schedule 4 states that Lot 247 and 324 Dewar Street, Lake Grace are for the special use of “Caravan Park and Caretakers Dwelling”. The only condition on these lots is “no extension or change of land use without local government approval.”

In determining the application, Council must determine whether the proposed units are consistent with the Special Use 2 zoning. Council should take into consideration that historically; other transportable units have been installed at the Caravan Park.

### **Caravan Park and Camping Grounds Regulations 1997**

Under the Caravan Park and Camping Ground Regulations (the Regulations), the proposed Transportable Units are classed as “Park Homes.” Regulation 30 of the Regulations permits Park Homes to be installed in Caravan Parks with the written approval of the Local Government in accordance with regulation 31 and 32 of the Regulations.

If approving the application, Council will need to determine that it approves the installation of the transportable units in accordance with Regulation 30 and advise the applicant and owner in accordance with Regulation 31 and 32 of the Caravan Park and Camping Ground Regulations 1997.

### Legal Implications

Please refer to the following documents:

- Shire of Lake Grace Local Planning Scheme No. 4
- Caravan Parks and Camping Grounds Regulations 1997

### Policy Implications

Nil

### Consultation

The following officers were consulted on this application.

- Shire of Narrogin Building Surveyor
- Shire of Narrogin Executive Manager Development and Regulatory Services
- Shire of Lake Grace Manager Infrastructure Services
- ROE Health Environmental Health Officer

### Financial Implications

Based on the cost of the proposed development being \$271,394.20, the Application for Planning Consent Fee of \$868.46 has been paid to the Shire of Lake Grace.

### Strategic Implications

Nil

### **RESOLUTION 13397**

Moved Cr Clarke  
Seconded Cr Stoffberg

That Council, with respect to the Application for Planning Consent for the two Transportable Units at Lot 247 (No. 11) Dewar Street, Lake Grace, APPROVE the application subject to the following conditions:

1. That the two Transportable Units are determine as Park Homes and is consistent with the Special Use 2 zone – Caravan Park and Caretaker’s Dwelling.
2. Development shall be in accordance with the Caravan Park and Camping Grounds Regulations 1997.
3. approval shall expire if the development permitted is not completed within two years of approval, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Shire is granted by it in writing.
4. The development approved shall be in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Chief Executive Officer.
5. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
6. All drainage run-off associated with the development shall be contained on site or connected to the Shire’s storm water drainage system to the satisfaction of the Chief Executive Officer.
7. Construction of the transportable units shall be kept clear from all service connections.
8. The building materials and colours used shall match existing buildings on the lot and are to be non-reflective and muted tones i.e. not Zinalume.
9. The setback between the transportables and the existing building to the south is to be increased to 1.8 metres.

10. Any onsite septic systems are to be decommissioned and a new connection installed to the existing deep sewer to the satisfaction of the Water Corporation.

11. Notify the applicant and owner that a license in accordance with regulation 31 and 32 of the Caravan Park and Camping Ground Regulations 1997 has been granted.

Advice note:

If the applicant and/or owner are aggrieved by this decision as a result of the determination of refusal, there may be a right of review under the provisions of Part 14 of the Planning and Development Act 2005. A review must be lodged with the State Administrative Tribunal and must be lodged within 28 days of the decision.

**CARRIED: 8/0**



Voting Requirements

Simple majority required.

**14.3 HEALTH AND BUILDING**

Nil

**14.4 ADMINISTRATION****14.4.1 LORD MAYORS DISTRESS RELIEF FUND – TROPICAL CYCLONE SEROJA**

<b>Applicant:</b>	Mr Alan George – Chief Executive Officer
<b>File No.:</b>	Nil
<b>Attachments:</b>	Nil
<b>Author:</b>	 Mr Alan George Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	20 April 2021
<b>Senior Officer:</b>	 Mr Alan George Chief Executive Officer

Summary

For Council to give consideration to making a donation to the Lord Mayors Distress Relief Fund (LMDRF) as a result of Tropical Cyclone Seroja.

Background

Tropical Cyclone Seroja hit the Western Australian coast near the town of Kalbarri on 11 April 2021 causing widespread damage not only to Kalbarri but also to at least six (6) other shires. Over 800 properties were damaged with 32 being destroyed over a path of in excess of 1000km. Estimation of damage is believed to be in the 100's of \$millions.

The LMDRF was established in 1961 to provide relief of hardship and distress for Western Australians arising from natural disasters occurring within Western Australia. It is a registered charitable body and holds approval from the Australian Taxation Office for tax deductibility of contributions.

The Fund provides funds for the alleviation and relief of distress, suffering and personal hardships brought about by any disaster or emergency within Western Australian which has either Emergency Services (DFES) or for which the Board considers warrants assistance.

### Comment

Kalbarri sustained the main force of the cyclone with over 70% of the town being affected. The clean-up is expected to take months with building repairs and reconstruction expected to take up to two (2) years due to a lack of tradesmen.

Shires which experienced damage include Northampton, Carnamah, Greater Geraldton, Mingenew, Morawa, Perenjori and 3 Springs.

The author of this report would like to think that if the Shire of Lake Grace was to experience a natural disaster that support would be reciprocated.

### Legal Implications

The LMDRF is a registered charitable body and holds approval from the Australian Taxation Office for tax deductibility of contributions.

### Policy Implications

Nil

### Consultation

Nil

### Financial Implications

Account 1E0411900 Donations and Ex-Gratia Payments has a budget of \$5,000 with an available balance of \$4,298 It does not appear that all the allocation will be utilised this financial year. Therefore, this account is considered appropriate from which to draw a donation to the Lord Mayor's Distress Relief Fund.

### Strategic Implications

Shire of Lake Grace Strategic Community Plan 2017-2027

Social Objective - A valued, healthy and inclusive community and lifestyle

Outcome 2.1 An engaged, supportive and inclusive community.

2.1.1 Community services and infrastructure meeting the needs of the district.

Outcome 2.2 A healthy and safe community

2.2.3 Support provision of emergency services and encourage community volunteers.

These are the Strategic Implications applicable to the Shire of Lake Grace. They are pertinent to the Shire of Lake Grace; however, putting ourselves in the shoes of those affected shires they would be equally pertinent to their situation.

**RESOLUTION 13398**

Moved Cr Lloyd  
Seconded Cr Marshall

That Council approves the donation of \$2,500 to the Lord Mayor's Distress Relief Fund from account 1E0411900 Donations and Ex-Gratia Payments.

**CARRIED: 8/0**



Voting Requirements

Simple majority required.

The Shire of Lake Grace Community and Emergency Services Manager joined the Council meeting at 4:03pm to participate in the discussion:

- Council voted to suspend Standing Order  
Moved Cr Chappell  
Seconded Cr Clarke  
Carried: 8/0

#### 14.4.2 BUSH FIRE ADVISORY COMMITTEE (BFAC) - RECOMMENDATIONS TO COUNCIL

<b>Applicant:</b>	Bush Fire Advisory Committee
<b>File No.</b>	0177
<b>Attachments:</b>	Bush Fire Advisory Committee Meeting Minutes – 30 March 2011
<b>Author:</b>	 Ms Suzan Lees Community Emergency Services Manager
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	19 April 2021
<b>Senior Officer:</b>	 Mr Alan George Chief Executive Officer

#### Summary

At the Bush Fire Advisory Committee (BFAC) meeting held 30 March 2021, the Committee resolved to refer the following four (4) items to the Shire of Lake Grace Council to accept, approve and adopt:

#### 1. Restricted Burning Times (Resolution 202108)

- that the Restricted Burning Times for the Shire of Lake Grace be established as the periods from 19 September to 31 October and 1 February to 30 April,
- request for the Shire of Lake Grace Council to write to the Fire & Emergency Services Commissioner regarding the above Restricted Burning Times to be permanently changed to those dates
- the FES Commissioner publish those dates in the Government Gazette.

#### 2. Bush Fire Volunteer Minimum Training Requirements (Resolution 202109)

- that Council, in consultation with the BFAC, consider the minimum training requirements that Bush Fire Brigade Volunteers should complete to be allowed on the fire ground

### 3. Funding for Civic Ceremony (Resolution 202110)

- that Council approves and supports funding allocation to host sometime in August 2021 a Civic Ceremony for bush fire volunteers to be presented with overdue long service medallions and national medals.

### 4. Future of Lake Grace Emergency Services (Resolution 202111)

- that Council support the BFAC in convening a Working Group that includes representatives from BFAC, DFES, VFRS, Shire of Lake Grace and other stakeholders to evaluate if the Lake Grace community will be best served by stand-alone VFRS and BFB or a co-location of both services.

#### Background and Comment

**Restricted Burning Times** (the periods during which a permit to burn must be obtained before lighting a fire) are determined by the Fire & Emergency Services (FES) Commissioner. Local government can vary these times [under s18(5) of the Bush Fires Act 1954] but only on a year by year basis. A permanent change must be made by the FES Commissioner under s.18(1) of the Act.

**Minimum Training Requirements for BFB Volunteer** were discussed at the BFAC meeting. A training needs analysis produced by the CESM shows that there is a significant number of volunteer bush fire brigade members who have not completed the DFES recommended minimum standards for all personnel at a bushfire or prescribed burn. The BFAC requests that Council, in consultation with DFES and BFAC determine the acceptable minimum training requirements for Shire volunteers to attend fires, to ensure safety.

**Funding for Civic Ceremony** – the BFAC is requesting the Shire of Lake Grace Council to allocate funds in their annual budget to host a Civic Ceremony for bush fire volunteers who are due to be presented with long service medallions and national medals in August 2021. This will be an annual event in recognition of the hard work and dedicated resilience of the volunteers.

**Firefighting Facilities in Lake Grace** – a discussion arose during the BFAC meeting when the CESM announced that the Shire has applied for a LGGs Capital Grant for the building of a bush fire facility in Lake Grace town site and the provision of a rural tanker. The Lake Grace Volunteer Fire and Rescue (VFRS) Captain suggested that the resources would be better utilised if the VFRS and Bush Fire Brigades were co-located either in the existing VFRS building or at the proposed new BFB facility site. This suggestion has ramifications for the Shire and DFES, as co-located services are generally merged into a Volunteer Fire & Emergency Service (VFES) and managed by DFES, not local government. Support for a working group to identify and research any issues is requested.

#### Legal Implications

Bush Fires Act 1954, Section 18

Shire of Lake Grace Bush Fire Brigades Local Law – December 2015, 3.5 Duties of Chief Bush Fire Control Officer



Policy Implications

Nil

Consultation

Nil

Financial Implications

Funding allocation in support of BFAC Resolution No. 202110 above be included within the Shire of Lake Grace 2021 (and beyond) budget – approximate amount \$15,000.00 per year.

•

Strategic Implications

Shire of Lake Grace Strategic Community Plan 2017-2027

Social Objective – A valued, healthy and inclusive community and life style

Outcomes 2.2 A healthy and safe community

2.2.3 Support provision of emergency services and encourage community volunteers

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

Outcomes 4.1 A strategically focused, unified Council functioning efficiently

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

4.2.3 Provide a positive and safe workplace

*Discussions on this item are as follows:*

1. *The Community and Emergency Services Manager pointed out that the Bush Fire Advisory Committee had a meeting on 30 March 2021 and made four Resolutions that needed to be brought to the Shire of Lake Grace Council. In relation to the **Restricted Burning Times**, the BFAC established that the periods from 19 September to 31 October and 1 February to 30 April be designated, and these dates be permanently approved and be published in the Government Gazette as directed by the FES Commissioner.*
2. *In accordance with the Workplace Health & Safety Act 2020, volunteers are now classified as a worker and as such, employers such as the Shire of Lake Grace has a primary duty of care towards bush fire volunteers. It is not likely that a volunteer fire brigade be liable for injuries sustained while on the fire ground. But in context, the Shire employee such as the CEO or CESM will be held responsible for accidents and/or injuries sustained particularly if the Shire failed to fulfil its obligations to provide a safe working environment. The Shire is responsible in making sure that adequate and acceptable minimum training was provided to all volunteers. Council and the Shire is to determine what “acceptable training” is to be provided for the volunteers.*

3. *Within the Shire of Lake Grace, there are bush fire officers who have been dedicated volunteers and for so many years have not been recognised for their services. The Shire of Lake Grace is asked to fund within its annual budget a civic ceremony to acknowledge these volunteers and be presented with long service medallions and national medals.*
4. *The Shire of Lake Grace should convene a working group as soon as practicable to discuss, determine and resolve the future of the Bush Fire Advisory service. The representatives of the working group must come from the Bush Fire Advisory Committee (BFAC), Department of Fire and Emergency Services (DFES), Volunteer Fire and Rescue Services (VFRS), and other Shire of Lake Grace stakeholders. This working group must evaluate the needs of the group, how the Lake Grace community will be best served and a co-location of the services.*
5. *The Community and Emergency Services Manager (CESM) announced to the Councillors that she has tendered her resignation to take up a position with WALGA and will be working with all local governments across the state on policies relating to emergency services. She enjoyed her time while working for the Shire of Lake Grace and Shire of Kent and expressed her thanks to the Council.*
6. *The Shire President acknowledged the resignation of the CESM and thanked her for all her contributions and efforts while employed by the Shire.*

- *Council voted to resume Standing Order:*

Moved Cr Chappell

Seconded Cr Clarke

Carried: 8/0

#### **RESOLUTION 13399**

Moved Cr Marshall

Seconded Cr Hyde



That Council accept, approve and adopt the four (4) Resolution Numbers 202108, 202109, 202110 and 202111 made by the Bush Fire Advisory Committee (BFAC) as per minutes of meeting dated 30 March 2021.

**CARRIED: 8/0**

#### Voting Requirements

Absolute majority required.

<b>14.4.3 SHIRE OF LAKE GRACE – STRATEGIC RESOURCE PLAN 2021-2036</b>
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<b>Applicant:</b>	Internal
<b>File No.:</b>	Nil
<b>Attachments:</b>	<ul style="list-style-type: none"> <li>• Strategic Resource Plan 2021-2036</li> <li>• List of Appendices</li> </ul>
<b>Author:</b>	 Mr Kevin Wilson Manager Corporate Services
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	20 April 2021
<b>Senior Officer:</b>	 Mr Alan George Chief Executive Officer

### Summary

In planning a positive and stable future, the Shire of Lake Grace provides the Council a summary of the Strategic Resource Plan 2021-2036 (Incorporating Asset Management and Long-Term Financial Planning). Council is asked to accept, approve and adopt the 15-year plan which aims to maintain and improve (where possible) the levels of service within the shire and at the same time ensuring a healthy financial position.

### Background / Comment

The previous Chief Executive Officer engaged the services of Moore Australia to create a Strategic Resource Plan 2021-2036 to assist the Shire of Lake Grace to meet its strategic outcomes and objectives. Within the next 15 years, the Shire will encounter many challenges and opportunities including changes in the levels of population and demographics along with changing community needs and expectations. The Council will need a clear understanding of the capacity to meet the demands for services while focusing on sound financial management.

In order to achieve the Shire's goals and vision – “*A safe, inclusive and growing community embracing opportunity*”, the Strategic Resource Plan 2021-2036 will be used in conjunction with the Corporate Business Plan and the Workforce Plan.

### Legal Implications

To utilise the Strategic Resource Plan 2021-2036, the Shire of Lake Grace will refer to the following:

- Local Government Act 1995
- Local Government (Administration) Regulations 1996

- Shire of Lake Grace Annual Budget

### Policy Implications

Please refer to the Shire of Lake Grace Policy Manual (updated 2021 and beyond)

### Consultation

Internal            Mr Alan George – Chief Executive Officer  
                         Mr Chris Paget – Deputy Chief Executive Officer  
                         Mr Kevin Wilson – Manager Corporate Services

### Financial Implications

Please refer to the Shire of Lake Grace Annual Budget document.

### Strategic Implications

Shire of Lake Grace Strategic Community Plan 2017-2027

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

Outcomes 4.1        A strategically focused, unified Council functioning efficiently

                         4.1.1 Provide informed leadership on behalf of the community

                         4.1.3 Provide strategic leadership and governance

Outcomes 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

## **RESOLUTION 13400**

Moved Cr Stoffberg  
Seconded Cr Chappell



That Council accept, approve and adopt the Shire of Lake Grace Strategic Resource Plan 2021-2036 (Incorporating Asset Management and Long-Term Financial Planning).

**CARRIED: 8/0**

### Voting Requirements

Simple majority required.

**14.5 FINANCE****14.5.1 ACCOUNTS FOR PAYMENT – MARCH 2021**

Applicant	Internal Report
File No.	0277
Attachments	List of Accounts Payable
Author	 Ms Rebecca Clark Finance Officer – Rates & Creditors
Disclosure of Interest	Nil
Date of Report	19 April 2021
Senior Officer	 Mr Kevin Wilson Manager Corporate Services

Summary

For Council to ratify expenditures incurred for the month of March 2021.

Background

List of payments for the month of March 2021 through the Municipal and Trust accounts are 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

N/A

Financial Implications

The list of creditors paid for the month of March 2021 from the Municipal and Trust Account Total \$445,015.67

Strategic Implications

Shire of Lake Grace Strategic Community Plan 2017-2027

Leadership – Strong governance and leadership, demonstrating fair and equitable community values.

Outcomes 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

**RESOLUTION 13401**

Moved Cr Lloyd  
 Seconded Cr Carruthers

That Council ratify the list of payments totalling \$445,015.67 as presented for the month of March 2021 incorporating:

<b>Payment Method</b>	<b>Cheque/EFT/DD Number</b>	<b>Amount</b>
Electronic Funds Transfers	EFT21963 - EFT22068	\$370,390.95
Municipal Account Cheques	36924 - 36931	\$3,910.52
Direct Debits	DD9395.1 - DD9435.10	\$70,714.20
	<b>TOTAL</b>	<b>\$445,015.67</b>

**CARRIED: 8/0**

Voting Requirements

Simple majority required.

# Shire of Lake Grace

## CERTIFICATE OF EXPENDITURE February 2021



This Schedule of Accounts to be passed for payment, covering



Payment Method	Cheque/EFT/DD Number	Amount
Electronic Funds Transfers	EFT21963 - EFT22068	\$370,390.95
Municipal Account Cheques	36924 - 36931	\$3,910.52
Direct Debits	DD9395.1 - DD9435.10	\$70,714.20
	<b>TOTAL</b>	<b>\$445,015.67</b>

to the Municipal and Trust Accounts, totalling \$445,015.67 which were submitted to each member of the Council on 28 April 2021, have been checked and fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costing's and the amounts shown are due for payment.

Alan George

**CHIEF EXECUTIVE OFFICER**

**14.5.2 FINANCIAL REPORTS – 31 MARCH 2021**

Applicant:	Internal Report
File No.	0275
Attachments:	<ul style="list-style-type: none"> <li>• Monthly Financial Reports</li> <li>• Bank Reconciliations – March 2021</li> </ul>
Author:	 Mrs Victoria Gracheva Finance Officer – Reporting and Investments
Disclosure of Interest	Nil
Date of Report	19 April 2021
Senior Officer	 Mr Alan George Chief Executive Officer

Summary

Consideration of the Monthly Financial Reports for the period ending 31 March 2021 and Bank Reconciliations for the month ending 31 March 2021.

Background

The provisions of the Local Government Act 1995 and associated Regulations require a monthly financial report is presented at an Ordinary Council meeting within two (2) months of the period end date.

Comment

As at 31 March 2021, operating revenue below target by 6.83% (\$500,396) due to Operating Grants and Reimbursements and Fees and Charges less than target YTD budget. Interest earnings below target due to low interest rates; however, Fees and Charges and Rates slightly exceeded budget.

Operating expenditure is under YTD budget by \$1,544,442 (19.08%) mainly due to materials & contracts costs, employee and overhead costs down; with depreciation and insurance expense slightly over YTD budget. Increase in loss on disposal of assets under \$5,000.00 and loss on disposal of NGT Fire Truck which were not budgeted.

The capital program is under budget, but several projects are getting underway and both Commonwealth funded grant projects have been approved and action is under way to initiate the works.



Cash at bank is similar to the corresponding period last year and we will be investigating investment opportunities over the coming months.

Outstanding rates is tracking well and have recovered 98.7% to date.

General debtor is \$82,706 with no major outstanding debts to follow up.

The monthly financial reports include the accompanying Local Government special purpose financial statements for the Shire of Lake Grace, which comprises the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 31 March 2021. 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 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

Nil

#### Financial Implications

Nil

#### Strategic Implications

Shire of Lake Grace Strategic Community Plan 2017 - 2027

Leadership – Strong governance and leadership, demonstrating fair and equitable community values

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

**RESOLUTION 13402**

Moved Cr Chappell  
Seconded Cr Hyde

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



- Statements of Financial activity for the period ended 31 March 2021 and
- Municipal Trust and Reserve Funds bank reconciliations for the period ended 31 March 2021

**CARRIED: 8/0**

Voting Requirements

Simple majority required.

**14.6 COMMUNITY SERVICES****14.6.1 NEWDEGATE MACHINERY FIELD DAYS 2021 – SPONSORSHIP AGREEMENT**

Applicant	Newdegate Machinery Field Days Inc.
File No.	0434
Attachments	Newdegate Machinery Field Days 2021 Sponsorship Agreement
Author	 Mrs Cheryl Chappell Community Services Officer
Disclosure of Interest	Nil
Date of Report	21 April 2021
Senior Officer	 Mr Alan George Chief Executive Officer

Summary

The purpose of this report is for Council to endorse the Newdegate Machinery Field Days Inc. 2021 Sponsorship Agreement.

Background

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

Comment

Newdegate Machinery Field Days Inc. Committee requested that the Shire of Lake Grace to continue as a Major Sponsor of the 2021 Newdegate Machinery Field Days Inc event.

The 2021 Sponsorship Agreement covers the provision of:

1. Continuation as a Major Sponsor of the 2021 Newdegate Machinery Field Days to the amount of \$2,500 (plus GST). Of this cash component, \$1,500 is for the Shire of Lake Grace Acquisition Prize in the Art Exhibition and Competition.
2. Contracted rubbish removal at the Field Days site:
  - a. A Warren Blackwood Waste compactor rubbish truck shall be stationed at the Recreation Centre car park from Wednesday 1 September until Friday 3 September to receive rubbish.

- b. The compactor rubbish truck shall empty all bins around the entire Field Days site on Wednesday at 7.00am and 5.00pm, on Thursday at 7.00am and 5.00pm, and on Friday at 1.00pm. If further rubbish collection is required on the Monday after Field Days, the Field Days Committee will contact the Shire to arrange.
  - c. The compactor rubbish truck is not permitted to drive through the Field Days grounds between 8am and 5pm on Wednesday and Thursday.
  - d. Shire staff will be responsible for collecting full rubbish bins and ferrying them in a suitable vehicle to the compactor rubbish truck at regular intervals throughout Wednesday and Thursday as required, with a focus on all kitchen areas by 2pm. As full bins are removed, an empty bin will be substituted to maintain a consistent waste management service.
  - e. To minimise contamination and odour, Shire staff to insert bin liners in bins located at the main food areas, liners to be supplied by the Field Day Committee.
  - f. Provide two (2) recycling skip bins - one to be placed behind the Family Interest Pavilion and one near the Cattle Display.
  - g. The contents of the bins located in the “fireworks zone” are to be removed before 8.00am on Thursday 2 September.
3. Provide a water truck to damp down the laneways from Tuesday afternoon to Thursday afternoon (depending on the weather).
  4. Provide the necessary maintenance required for gardens, entry statements, the airstrip, the Field Day’s site and other town facilities in the lead up to the 2021 Field Days, to ensure they are in the best possible condition for the event.
  5. The Field Day’s Committee will utilise the Shire of Lake Grace’s SMS Messaging service to contact committee members advising them of monthly or special meetings.
  6. The Shire to have direct link to the Field Day’s website on the Shire of Lake Grace website.
  7. Sponsorship term will be from 1 July 2021 until 30 June 2022 inclusive.
  8. The Shire of Lake Grace has the opportunity to continue the sponsorship for future field days.
  9. A representative from the Shire to be invited to officiate at prize presentation functions or official opening, where applicable.
  10. The Shire of Lake Grace to arrange booking and payment for Billboard advertising with WA Billboards, on a single side of the Billboard located at the southern entrance to Newdegate, from the period of August – September 2021.

11. The Shire of Lake Grace will receive Site 35 in the Family Interest Display Pavilion (8m x 3m) with a 20% discount of the advertised application fee.
12. The Shire of Lake Grace logo is to appear on advertisements (press, radio and television) and any other promotional materials organised by the Field Days.
13. The Shire of Lake Grace will receive logo acknowledgement on the website with a link back to the Shire of Lake Grace webpage.
14. The Shire of Lake Grace will receive logo acknowledgement in the Newdegate Machinery Field Days Official Program.
15. The Shire of Lake Grace has the opportunity to display promotional handouts, brochures and banners, where relevant, from their site in the Family Interest Display Pavilion.
16. The Shire of Lake Grace is to receive free announcements over the Adasound PA and 'Agrowplow 93.1FM' Radio during the Field Days. The Shire of Lake Grace is to supply a 30 second script to the Sponsorship and Promotions Officer.
17. The Shire of Lake Grace is welcome to discuss the possibility of media interviews and media releases to promote their support with the Sponsorship and Promotions Officer.

### Legal Implications

#### **Local Government Act 1995**

##### **6.8. Expenditure from municipal fund not included in annual budget**

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
  - (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
  - (b) is authorised in advance by resolution\*; or
  - (c) is authorised in advance by the mayor or president in an emergency.

*\* Absolute majority required.*
- (1a) In subsection (1) —

**additional purpose** means a purpose for which no expenditure estimate is included in the local government's annual budget.
- (2) Where expenditure has been incurred by a local government —
  - (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
  - (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

### Policy Implications

Nil

### Consultation

Internal: Mr Alan George, Chief Executive Officer  
Mr Craig Elefsen, Manager Infrastructure Services  
Mr Jason Franich, Gardener/General Hand

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

### Financial Implications

Provision for the expenditure of the sponsorship agreement of \$15,000 to be included within the Shire of Lake Grace 2020-2022 budget.

The 2021 Sponsorship Agreement includes the waste management service provision, expected costs to be incorporated:

- Warren Blackwood Waste – recycling skip hire 5 days,
- hire of truck and driver – \$5,285.45

There is also the additional site fee, tickets and display costs in the Community Service budget of \$3,500.

### Strategic Implications

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

Leadership – Strong governance and leadership, demonstrating fair and equitable community values.

Outcome 4.2 An efficient and effective organisation  
4.2.2 Comply with statutory and legislative requirements

Social - A valued, healthy and inclusive community and life-style

Outcome 2.1 An engaged, supportive and inclusive community  
2.1.3 Actively promote and support community events and activities within the district.

**RESOLUTION 13403**

Moved Cr Carruthers  
Seconded Cr Stoffberg

That Council authorise the Chief Executive Officer to sign the 2021 Sponsorship Agreement with the Newdegate Machinery Field Days Inc., endorsing the following conditions:

1. Major Sponsorship of \$2,500 (plus GST), which includes \$1,500 for the Art Acquisition Prize;
2. Works component sponsorship to the value of \$12,500;
3. Total Sponsorship value being \$15,000;
4. That a financial provision of \$15,000 be provided in the 2021-2022 Budget.

**CARRIED: 8/0**


Voting Requirements

Absolute majority required.

**15.0 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

**16.0 INFORMATION BULLETIN – MARCH 2021**

<b>Applicant:</b>	Internal Report
<b>File No.</b>	Nil
<b>Attachments:</b>	Information Bulletin
<b>Author:</b>	<i>RRRose</i> Mrs Racelis Rose Executive Assistant
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	21 April 2021
<b>Senior Officer:</b>	 Mr Alan George <b>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

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.

Comment

This month's Information Bulletin Report was emailed to Councillors.

The April 2021 Information Bulletin attachment include:

Reports:

- Infrastructure Services Report – March 2021
- Environmental Health Officer Report – March 2021
- Lake Grace Visitor Centre Report – March 2021
- Lake Grace Library Report and Statistics – Nil
- Lake King Library Report and Statistics – March 2021
- Newdegate Library Report and Statistics – March 2021



Circulars, Media Releases, Newsletters, Letters:

- PHEOC Bulletin No. 55
- PHEOC Bulletin No. 56
- PHEOC Bulletin No. 57
- WALGA Quarterly Report for the Shire of Lake Grace

Legal Implications

Nil

Policy Implications

Nil

Consultation

Nil

Financial Implications

Nil

Strategic Implications

Shire of Lake Grace Strategic Community Plan 2017 – 2027

Leadership – Strong governance and leadership, demonstrating fair and equitable community values.

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

4.2.1 Maintain accountability and financial responsibility through effective planning

4.2.2 Comply with statutory and legislative requirements

**RESOLUTION 13404**

Moved Cr Lloyd  
Seconded Cr Hyde

That Council accepts the Information Bulletin Report.

**CARRIED: 8/0**

Voting Requirements

Simple majority required.

**17.0 CONFIDENTIAL ITEMS AS PER LOCAL GOVERNMENT ACT S5.23 (2)****RESOLUTION 13405**

Moved Cr Chappell  
Seconded Cr Carruthers

That Council meet behind closed doors at 4:25 pm to consider the confidential Item(s) in accordance with Section 3.7 of the Shire of Lake Grace Standing Orders Local Law 2015.

- Sale of Land – Industrial Land

This item and any attachments are confidential in accordance with Section 5.23(2)(a) of the Local Government Act 1995.

**CARRIED: 8/0**

**RESOLUTION 13406**

Moved Cr Stoffberg  
Seconded Cr Carruthers

That Council accepts the recommendations contained in Confidential Item 17.1.1 on the Sale of Land – Industrial Land.

**CARRIED: 8/0**

**RESOLUTION 13407**

Moved Cr Chappell  
Seconded Cr Lloyd

That Council move from behind closed doors at 4:30 pm.

**CARRIED: 8/0**

**18.0 DATE OF NEXT MEETING – 26 MAY 2021**

The next Ordinary meeting of Council is scheduled to take place on Wednesday 26 May 2021 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 4:30 pm.

**20.0 CERTIFICATION**

I, Leonard William Armstrong, certify that the Minutes of Meeting held on 28 April 2021 as shown were confirmed as a true record of that meeting.



Signature

26 MAY 2021