Shire of Lake Grace

Ordinary Council Meeting

Minutes

28 November 2018

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SHIRE OF LAKE GRACE

Minutes for the Ordinary Meeting of Council held at Council Chambers, 1 Bishop Street, Lake Grace, WA on Wednesday 28 November 2018.

1.0 DECLARATION OF OPENING ANNOUNCEMENT OF VISITORS

The Deputy Shire President opened the meeting at 3.04pm.

2.0 DISCLAIMER READING

A recording of the disclaimer was played aloud.

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

3.1 PRESENT

Cr SG Hunt	Deputy Shire President
Cr R Chappell	
Cr DS Clarke	
Cr RA Lloyd	
Cr AD Marshall	
Cr MR Spurr	
Cr MG Stanton	
Cr P Stoffberg	

In Attendance

Ms D Gobbart	Chief Executive Officer
Mr J Dyer	Manager Infrastructure Services
Miss C Cavanagh	Executive Assistant

Observers/Visitors

3.2 APOLOGIES

Cr JF De Landgrafft	Shire President

3.3 LEAVE OF ABSENCE PREVIOUSLY GRANTED

Nil

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

At the Ordinary Council Meeting held on 17 October 2018, Mr David Fyfe attended during Public Question Time and asked the following questions which were taken on notice:

4.1 MR DAVID FYFE

Question 1:
The closing down of standpipe metre No. 9007704220 why no public consultation?

Response:
A meeting between the Water Corporation and the Shire occurred on Tuesday 28 August 2018, it was at this meeting that Water Corporation informed the Shire of the outcomes of a review that they had undertaken. The Shire had until the 31 October to respond. Until this meeting occurred officers didn't have prior knowledge of the impact on the Shire this review had.

This standpipe is not on Shire land, and not used for the allowed purposes of a Community Use Standpipe and was proposed to be closed when the proposed sub-division of Lot 9000 Dewar Street occurred. Given this information the recommendation was made to Council to close standpipe metre No. 9007704220.

Question 2:
Would the Shire entertain the idea of Fyfe Transport paying the costs of the truck wash meter?

Response:
Yes.

5.0 PUBLIC QUESTION TIME

Nil

6.0 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

7.0 NOTATIONS OF INTEREST

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

Cr Chappell declared a financial interest in item 14.2.1 Development Application – Existing Transport Depot on Lots 279, 280 & 281 (Nos. 11,13 & 15) Mason Street Lake Grace (refer to page 102) with the nature of the interest being cartage contractor and grain purchaser for my business.

Cr De Landgrafft declared a financial interest in item 14.2.1 Development Application – Existing Transport Depot on Lots 279, 280 & 281 (Nos. 11,13 & 15) Mason Street Lake Grace (refer to page 102) with the nature of the interest being that Fyfe Transport transports our livestock to the sheep yards, port and our farms.

Cr Hunt declared a financial interest in item 14.2.1 Development Application – Existing Transport Depot on Lots 279, 280 & 281 (Nos. 11,13 & 15) Mason Street Lake Grace (refer to page 102) with the nature of the interest being they are a customer, sold computer equipment to Fyfe's.

Cr Lloyd declared a financial interest in item 14.2.1 Development Application – Existing Transport Depot on Lots 279, 280 & 281 (Nos. 11,13 & 15) Mason Street Lake Grace (refer to page 102) with the nature of the interest being carting livestock.

Cr Stanton declared a financial interest in item 14.2.1 Development Application – Existing Transport Depot on Lots 279, 280 & 281 (Nos. 11,13 & 15) Mason Street Lake Grace (refer to page 102) with the nature of the interest being that the David & Christine Fyfe and family shop at my supermarket.

Cr Stoffberg declared a financial interest in item 14.2.1 Development Application – Existing Transport Depot on Lots 279, 280 & 281 (Nos. 11,13 & 15) Mason Street Lake Grace (refer to page 102) with the nature of the interest being financial.

Cr Chappell declared a financial interest in item 17.2.1 Appointment of Gravel Pushing & Stockpiling Services Tender (RFT 2018-03) (refer to page 255) with the nature of the interest being employed Davmin Holdings.

Cr Clarke declared a financial interest in item 17.2.1 Appointment of Gravel Pushing & Stockpiling Services Tender (RFT 2018-03) (refer to page 255) with the nature of the interest being contracts with Davmin, S&L Trevenen and Hegwood.

Cr De Landgrafft declared a financial interest in item 17.2.1 Appointment of Gravel Pushing & Stockpiling Services Tender (RFT 2018-03) (refer to page 255) with the nature of the interest being Davmin Holdings have pushed gravel, built dams and catchments over the past three (3) years.

Cr Stanton declared a financial interest in item 17.2.1 Appointment of Gravel Pushing & Stockpiling Services Tender (RFT 2018-03) (refer to page 255) with the nature of the interest being that all of the Tenderer's would come into my premises and purchase something whether it be a newspaper, can of coke or do a shop.

Cr Stoffberg declared a financial interest in item 17.2.1 Appointment of Gravel Pushing & Stockpiling Services Tender (RFT 2018-03) (refer to page 255) with the nature of the interest being financial, trade with S&L Trevenen and Wagin Earthmoving.

Cr Clarke declared a financial interest in item 17.2.2 Appointment of Maintenance Grading Services Tender (RFT 2018-02) (refer to page 257) with the nature of the interest being contract work with S&L Trevenen.

Cr De Landgrafft declared a financial interest in item 17.2.2 Appointment of Maintenance Grading Services Tender (RFT 2018-02) (refer to page 257) with the nature of the interest being having had a variety of work over the past three (3) years by B. Kennedy T/A Newdegate Grading and Plant Hire, including grading and road maintenance.

Cr Hunt declared a financial interest in item 17.2.2 Appointment of Maintenance Grading Services Tender (RFT 2018-02) (refer to page 257) with the nature of the interest being the sale of CCTV system to Brad Kennedy.

Cr Stanton declared a financial interest in item 17.2.2 Appointment of Maintenance Grading Services Tender (RFT 2018-02) (refer to page 257) with the nature of the interest being that all of the Tenderer's would come into my premises and purchase something whether a newspaper, can of coke or do their shopping.

Cr Stoffberg declared a financial interest in item 17.2.2 Appointment of Maintenance Grading Services Tender (RFT 2018-02) (refer to page 257) with the nature of the interest being financial, trade with Lake Grace Earthmoving and Newdegate Grading and Plant Hire.

Cr Stoffberg declared a financial interest in item 17.2.3 WANDDRA AGRN: 743 Contractor Administration (refer page 257) with the nature of the interest being Coalcliff owes him money.

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

Nil

7.3 DECLARATION OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATIONS 1996 SECTION 34C

Cr Chappell declared an impartiality interest in item 14.4.4 Appointment of Authorised Persons (refer page 137) with the nature of the interest being that his wife is one of the authorised persons.

Cr Chappell declared an impartiality interest in item 14.6.1 Shows on the Go Shows on the Go 'Erth's Dinosaur Zoo' – Funding Request (refer page 231) with the nature of the interest being Cheryl Chappell is the author.

Cr Chappell declared an impartiality interest in item 14.6.2 Bush Fire Advisory Committee – Appointment of Bush Fire Control Officer (refer page 237) with the nature of the interest being that he chaired the meeting and is also a Fire Control Officer.

Cr Chappell declared an impartiality interest in item 14.6.3 Purchase of E-Flares Safety Strobe Lights – Unbudgeted Expenditure (refer page 241) with the nature of the interest being that he chaired the meeting and is also a Fire Control Officer.

Cr Chappell declared an impartiality interest in item 17.1.1 2019 Australia Day Citizenship Awards (refer page 253) with the nature of the interest being Cheryl Chappell is the author.

8.0 APPLICATIONS FOR LEAVE OF ABSENCE

An Application for Leave of Absence was received in writing from Councillor Stoffberg.

Resolution

RESOLUTION 12863

Moved Cr Chappell
Seconded Cr Clarke

That leave of absence be granted to Cr Stoffberg for the period Tuesday 4 December 2018 to Tuesday 11 December 2018 inclusive.

CARRIED 8/0

9.0 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil

10.0 CONFIRMATION OF MINUTES

10.1 ORDINARY MEETING – 17 OCTOBER 2018

Recommendation/Resolution

RESOLUTION 12864

Moved Cr Stanton
Seconded Cr Marshall

That the Minutes of the Ordinary Council Meeting held on 17 October 2018 be confirmed as a true and accurate record.

CARRIED 8/0

10.2 SPECIAL COUNCIL MEETING – 22 NOVEMBER 2018

Recommendation/Resolution

RESOLUTION 12865

Moved Cr Stoffberg
Seconded Cr Clarke

That the Minutes of the Special Council Meeting held on 22 November 2018 be confirmed as a true and accurate record.

CARRIED 8/0

11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Resolution

RESOLUTION 12866

Moved Cr Stoffberg
Seconded Cr Lloyd

That Council accept item 12.1.1 Water Corporation – Transfer of Newdegate Railway Dam & Catchment and item 17.2.3 WANDDRA AGRN: 743 Contractor Administration as late items of urgent business.

CARRIED 8/0

12.1 ADMINISTRATION

12.1.1 WATER CORPORATION – TRANSFER OF NEWDEGATE RAILWAY DAM & CATCHMENT

Applicant:	Water Corporation
File No.	0463 and 0505
Attachments:	1. Newdegate Railway Dam Transaction Plan – Reserve 20629 2. Newdegate Railway Dam Transaction Plan – Turkey Nest.
Author:	Ms Denise Gobbart Chief Executive Officer
Disclosure of Interest:	Nil
Date of Report:	27 November 2018
Senior Officer:	Ms Denise Gobbart

Chief Executive Officer

Summary
For Council to consider the acquisition of Newdegate Railway Dam and Catchment being Reserve 20629 Lake Grace-Newdegate Road Newdegate from the Water Corporation.

Background
The administration has been in discussion with the Water Corporation regarding the Newdegate and Lake Grace dam facilities for our acquisition.

Correspondence was received from the Water Corporation dated 31 October 2017 advising the Water Corporation was prepared to consider the transfer of the land (and associated infrastructure), as shown in Attachments One and Two, under the following conditions:

1. Water Corporation accepts ownership of the dam located on the Newdegate Wastewater Treatment Plant site, which was constructed by the Shire;
2. The Shire accepts transfer of Reserve 20629, which includes the Railway Dam, the associated catchment and bushland (Attachment 1);
3. Water Corporation retains a Crown Reserve for the Turkey Nest Dam and Associated catchment and pipe corridors (Attachment 2);
4. For purposes of maintaining the Turkey Nest Dam, Water Corporation reserves the right to harvest water from the Railway Dam to fill the Turkey Nest Dam as required. A separate licence will be established to reflect this arrangement; and
5. The Shire establishes a non-potable standpipe and encourages the community to use this preferentially to scheme water standpipes for appropriate uses.

The Shire would need to undertake some work to link existing infrastructure to the Shire's network at the Shire's expense. However, Water Corporation would be able to provide a letter of support to assist the Shire in Attracting grant funding as required.

Since this initial proposal, clarification was sort on a number of matters. Firstly what use was the portion of the reserve south of the Lake Grace-Newdegate Road? The response was

The majority of the natural catchment is on the portion of reserve on the south side of the Lake Grace-Newdegate Road. Water from the southern part of the catchment flows to the northern part of the catchment through a drainage line and culvert structure under the road to the smaller northern section of the catchment and ultimately the Dam.

With the Turkey Nest Dam, as we are maintain the catchment, how are you going to get water and what is it needed for? The response was:
It is necessary for Water Corporation to retain the vesting of Turkey Nest Dam for contingency planning purposes. However, we are prepared to have a reciprocal Licence agreement with the Shire, enabling the Shire to access water from the Turkey Nest. A condition of the Agreement would be that a sufficient water level is maintained in the Turkey Nest to maintain the dam's structural integrity.

Given, if we acquired the dam we would need to get the water from there to either our own dams or direct to the Tanks at the Newdegate Oval I questioned why if they were not using the water could we not have access to the pipeline that currently exists back into the town site. From this question I was able to get the following responses;

1. *The water main between the Railway Dam and Newdegate town is not in use by Water Corporation. There are no customer connections on this section of pipeline.*
2. *The pipeline has a residual book value of $0, so can be transferred to the Shire.*
3. *There will be some minor pipework modifications required at the dam and an isolation at the town site boundary which would need to be funded by the Shire as part of the project.*
4. *Railway Dam has a residual value of approx $250k. Once we have confirmation from Council that it wishes to seek ownership, we will begin the due diligence process which will include seeking approvals to write-off the asset so it can be transferred.*
5. *As mentioned previously, a condition of transfer would be that an Agreement is established to enable Water Corporation to harvest water from the Railway Dam to fill Turkey Nest Dam when necessary.*

This diagram shows where the pipeline leaves from the existing site.

https://myworld.corpnet.watercorporation.com.au/myworld/standard.html

Given the response above I requested information regarding the costing of the pipeline modifications that would be required. They have advised that there is some further work that Water Corporation would need to do within the scheme, which requires further scoping, but this will be separated out of the proposal so the Shire can proceed in the interim.

There are two specific actions required by the Shire, that Water Corporation have provided estimates, these should be considered indicative only and formal quotes would be required. They advise that the estimates are conservative, and expect these to be at the higher end of the actual costs and incorporates some contingency.

1. *Railway Dam Water Main to be cut and capped near the end of the laneway that runs between Maley and Collier Streets, i.e. near the north-western end of the existing residential area. Estimated cost of up to $5,000. (see diagram below).*

2. *Existing Shire Main from Wastewater Treatment Plant (WWTP) site to be isolated from WWTP (cut and capped). It is assumed that this main will be connected to the Railway Dam main to transfer water to town ovals. Estimated cost up to $5,000.*

From the above diagram supplied by the Water Corporation they have indicated the following;

- Dashed line is indicatively the Shire's existing main from the wastewater site
- Light blue line is existing water main.
- Crosses indicate cut and cap locations.

- Circle indicates approximate location of connection from abandoned Railway Dam main to existing Shire main.

I have highlighted in yellow where it is estimated that the waste water pipeline actually runs.

The reason that the cut and capon the Railway Dam main is so far from the proposed connection point, is that capping closer to the connection point would result in a section of dead main and would cause water quality issues in the drinking water network in the long term.

I met with Mr Greg Durell District Manager Great Southern District – Parks and Wildlife Department of Biodiversity, Conservation and Attractions (DBCA) on Wednesday 11 April 2018 to discuss the reserves proposed by Water Corporation for transfer to the Shire. At this meeting it Reserve 20629 was discussed, and I advised that we would have no interest in the portion of the reserve south of the Lake Grace-Newdegate Road or West of Lancing Road as we are not in the business of managing bush lands. It was discussed that that portion may be taken by DBCA. Mr Durrell advised that the shire was under no obligation at all to take the entire reserve

Although the Water Corporation advises that the majority of the natural catchment is on the portion of reserve on the south side of the Lake Grace-Newdegate Road. Water from the southern part of the catchment flows to the northern part of the catchment through a drainage line and culvert structure under the road to the smaller northern section of the catchment and ultimately the Dam. There is no cleared catchment areas on these portions of the reserve, so the water must naturally flow from them to the northern catchment area. Given this, it is determined that we wouldn't need to acquire those portions of the Reserve.

Comment

The acquisition of the Newdegate Railway Dam would give lead to having a more reliable water supply for the community ovals and in time the gardens and parks along the main street. Having access to a non-potable water source would lead to long term savings in water costs for our public gardens.

It is acknowledged that the Newdegate Primary School also accesses water from the Shire dams. With this service we would look at a minimal charge to assist with the future maintenance of the infrastructure to supply the water. In past experience where the Shire has provided a non-potable water supply the charge has been $0.50 per kilolitre with the funds received allocate to a reserve for this purpose. I am also aware that the Lake Grace District High School is also interested in obtaining water from the shire. It would be appropriate that the charge is the same.

There will be ongoing maintenance required in the catchment if the Shire does take the reserve on. There are two portions of sealed catchment that would need to be maintained free of vegetation along with the cleared catchment area.

I have made no commitment in agreeing to the Shire establishing a non-potable standpipe from this water source, neither have I reflected this into the recommendation. This is something that we may consider at a later date. Firstly we will need to ascertain what the water taken from the Newdegate Town standpipe is being used for. If this was not for domestic purposes it may warrant changing the connection at that supply.

In discussion with DBCA advice has been received that land vested with the crown is not burden by the provisions of the *Bush Fire Act 1954*, therefore we do not have to maintain fire breaks around reserve land.

There is a significant benefit to the Shire for acquiring the dam and catchment area of this reserve, as it will be a future source of water for the ovals in Newdegate. In the future a connection could also be made to have the main street through to the Hall and Independent Living Units and Pioneer Park and the Skate Park irrigated from this non-potable water source. Future enhancements such as a pipeline into the main street for watering from a non-potable water source is likely to obtain Community Water Grants funding to assist with offsetting the initial outlay required.

Although there will be long term maintenance costs, the water security for community resources in Newdegate would be far more beneficial and recommend that Council proceed with acquiring the Newdegate Railway Dam.

Legal Implications
Local Government Act 1995
s3.54. Reserves under control of local government

(1) If land reserved under the Land Administration Act 1997 is vested in or placed under the control and management of a local government, the local government may do anything for the purpose of controlling and managing that land that it could do under section 5 of the Parks and Reserves Act 1895 if it were a Board appointed under that Act to manage and control the land and for that purpose a reference in that section to a by-law is to be read as a reference to a local law.

(2) Subsection (1) is subject to any express provision to the contrary made by an order under the Land Administration Act 1997 in respect of the land.

[Section 3.54 amended by No. 49 of 2004 s. 74(4).]

Policy Implications
Not Applicable

Consultation

External	Mick Irving – Manager Customer and Stakeholder, Water Corporation Greg Durell – Parks and Wildlife, Department of Biodiversity, Conservation and Attractions Mr Len Armstrong

Financial Implications
If the reserve was accepted from the Water Corporation, the shire would become responsible for the Management of the reserve; this will include maintaining the water catchment areas. It is estimated that the cost of disconnection to the current mains and pipe from the sewerage ponds to be $10,000. We would also need to pay for the connection of the pipe from the dam to the existing pipe from the sewerage ponds.

These funds could be sourced from the Community Water Supplies Reserve, which has a balance of $11,746.11 at the 31 October 2018.

Strategic Implications
Shire of Lake Grace Strategic Community Plan 2017 - 2027
Economic – A prosperous agricultural based economy, supporting diversification of industry

Outcome 1.1 An innovative, productive agriculture industry
- 1.1.4 Maintain and provide water infrastructure and lobby to support drought-proofing and water harvesting initiatives

Outcome 1.2 A diverse and prosperous economy
- 1.2.2 Support local business and promote further investment in the district

Voting Requirements
Absolute Majority of Council required.

Recommendation/Resolution

RESOLUTION 12867

Moved Cr Stoffberg
Seconded Cr Stanton

That Council, advise Water Corporation that we have an interest in acquiring Newdegate Railway Dam and Catchment on Reserve 20629 Lake Grace-Newdegate Road Newdegate subject to;

1. The area bounded to the North of the Lake Grace-Newdegate Road and East of Lancing Road, with the exception of the Turkey Nest Dam land be vested in the Shire of Lake Grace for *Water*;
2. The remaining portion of Reserve 20629 becomes a Nature Reserve with a Management Order in the Conservation and Parks Commission with a Purpose of *Conservation of Flora and Fauna;*
3. The dam located on the Newdegate Wastewater Treatment Plant Site, which was constructed by the Shire, be handed to the Water Corporation;
4. The Railway Dam Water Main being cut and capped at an estimated cost to Council of $5,000; and
5. The existing Shire main from the Wastewater Treatment Plant site being cut and capped at an estimated cost of $5,000.

CARRIED BY ABSOLUTE MAJORITY 8/0

13.0 REPORTS OF COMMITTEES

13.1 BUSHFIRE ADVISORY COMMITTEE

Recommendation
That the Minutes of the Bushfire Advisory Committee Meeting held on 5 October 2018 be confirmed as a true and accurate record.

Resolution

RESOLUTION 12868

Moved Cr Marshall
Seconded Cr Lloyd

That the Minutes of the Bushfire Advisory Committee Meeting held on 5 October 2018 be received.

CARRIED 8/0

REASON FOR CHANGE IN RESOLUTION
The Resolution differed from the Recommendation as Council receives the minutes, the Bush Fire Advisory Committee confirms them as a true and correct record.

Shire of Lake Grace

Bushfire Advisory Committee

Minutes

5 October 2018

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SHIRE OF LAKE GRACE

Minutes for the Bushfire Advisory Committee Meeting held at the Newdegate Recreation Centre, Newdegate, on Friday 5 October 2018 at 4.00 pm.

1.0 DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting opened at 4:07pm.

2.0 RECORD OF ATTENDANCE/APOLOGIES

2.1 PRESENT

Cr Ross Chappell	Shire of Lake Grace	Primary Voting Member
Brad Watson	Chief Bushfire Control Officer	Primary Voting Member
Doug Dunham	DCBFCO West – Lake Grace	Primary Voting Member
Richard Metcalf	DCBFCO East – Lake King	Primary Voting Member
Hugh Roberts	Lake King / Varley FCO	Primary Voting Member
Bernie Giles	Mt Madden / Dunn Rock FCO	Primary Voting Member
Geoff Richardson	South Newdegate FCO	Primary Voting Member
Bill Lloyd	North Newdegate FCO	Primary Voting Member
Kevin Naisbitt	South Lake Grace FCO	Deputy Voting Member
Jorg Brinkman	Lake King / Varley FCO	Deputy Voting Member
Craig Shalders	Newdegate North	Non-Voting Member
Lawrie Dickins	Lake King	Non-Voting Member
Barry Ness	Newdegate North	Non-Voting Member
Glen Willcocks	Lake Grace North	Non-Voting Member
Peter Walker	Newdegate North	Non-Voting Member
Mike Barnes	CESM - Shire of Lake Grace	Non-Voting Member

2.2 OBSERVERS

Liam Chesson
Eileen Ness

2.3 APOLOGIES

Denise Gobbart	Shire of Lake Grace	Non-Voting Member
Grant Hansen	Department of Fire and Emergency Services	
Mitch Davies	Parks and Wild Life Services	
Wes Hall	DCBFCO Central – Newdegate	Primary Voting Member
Greg Carruthers	North Lake Grace FCO	Primary Voting Member
Scott Strevett	South Lake Grace FCO	Primary Voting Member
Tim Lloyd	North Newdegate FCO	Deputy Voting Member
Peter Newman	Mt Madden / Dunn Rock FCO	Deputy Voting Member
Brad Kennedy	South Newdegate	Deputy Voting Member
Evan Wyatt	North Lake Grace FCO	Deputy Voting Member
Cr Murray Stanton	Shire of Lake Grace	Deputy Voting Member
Reid Stubberfield	Lake Grace	Non-Voting Member

Craig Newman	Lake King/Varley	Non-Voting Member
Steven Davies	Lake King/Varley	Non-Voting Member
Jason Sugg	Lake King/Varley	Non-Voting Member
Barry Ness	Newdegate North	Non-Voting Member
John Dunkeld	Newdegate North	Non-Voting Member
Ron Shalders	Newdegate North	Non-Voting Member
Syd Walker	Newdegate South	Non-Voting Member
Greg Dunkeld	Newdegate North	Non-Voting Member
Geoff Cugley	Newdegate South	Non-Voting Member
Matt Cugley	Newdegate South	Non-Voting Member
Simon Cugley	Newdegate South	Non-Voting Member
Peter Kennedy	Newdegate South	Non-Voting Member
Arthur Sugg	Lake King/Varley	Non-Voting Member
John Zurnamer	Lake King/Varley	Non-Voting Member
Lindsay Brownley	Mt Madden/Dunn Rock	Non-Voting Member
Ian Lloyd	Newdegate North	Non-Voting Member
Leon Morgan	Lake Grace North	Non-Voting Member
David Roberts	Mt Madden/Dunn Rock	Non-Voting Member
Rhys De Landgrafft	Mt Madden/Dunn Rock	Non-Voting Member
David Tonkin	Newdegate	Non-Voting Member
Ben Hyde	Lake King/Varley	Non-Voting Member
Ron Shalders	Newdegate North	Non-Voting Member

3.0 CONFIRMATION OF MINUTES

3.1 BUSHFIRE ADVISORY COMMITTEE MEETING – 5 APRIL 2018

Resolution/Recommendation

RESOLUTION 201805

Moved Kevin Naisbitt
Seconded Brad Watson

That the minutes of the Bush Fire Advisory Committee Meeting held on 5 April 2017 be confirmed as a true and accurate record.

CARRIED 10/0

4.0 BUSINESS ARISING FROM THE MINUTES

4.1 OUTSTANDING ACTIONS AND RECOMMENDATIONS

(6.1 5 April 2018 Outstanding Actions)

Outstanding actions and recommendations for the Bushfire Advisory Committee are below. An update will be provided by the relevant responsible person for each item.

Meeting Date	Brigade / Report Title	Details of Required Action	Person Responsible	Current Status	Action Completed
5/10/2016	Roll Calls	Create and distribute Roll Call Roster.	Brad Watson & CESM	All FCO to ensure you have your correct details with the CESM. The roll call roster is in the process of being updated and will be distributed prior to the next meeting. Roll call list and map of the district was distributed to the meeting with everyone's contact number and call sign. Radio roster was distributed to the meeting with dates and persons responsible for initiating the radio schedules for that day. Schedules will be Monday and Friday starting on 5 November 2018 at 7am. Then once a week from January 2019	Completed and handed out at the October 2018 meeting. (To be removed from Outstanding Actions Listing)
05/10/2017	Lake King Fire Truck	Follow up on delivery of new 4.4 unit	CESM	Current build program for delivery of new 4.4, due for delivery in 2019-2020	Due 2019-2020 build.

5.0 REPORTS

Written reports may be submitted prior to the meeting.

5.1 CHIEF BUSHFIRE CONTROL OFFICER – BRAD WATSON

October 2018 Bush Fire Report

Thank you all for your attendance.

We had a quiet off season this year which is great to see.

I have already handed out the radio rosters and as you can see some people will be responsible for the schedules, if you are not available, please make arrangements with someone else to do the schedule for your area and let me know.

Don't forget this is my last year as Chief, so we will need to look to one of you to put yourself forward next year in April 2019.

We have had one fire this year, only a week or so ago; this was a Ute fire that started when the pump was refilled with fuel and caused an injury to the owner. Please all be safe out there this year.

Roll Call Roster 2018/2019 – Start 5 November 2018, 2 calls per week Monday and Friday at 7am (November and December), once a week on Mondays for January.

November 2018 – You are responsible for initiating the roll call roster for the day that your name appears:

DATE	NAME	CALL SIGN
Monday 5 November	Doug Dunham	Lake Grace 10
Friday 9 November	Kevin Naisbitt	Lake Grace 22
Monday 12 November	Brad Watson	Lake Grace 12
Friday 16 November	Mike Barnes	Lakes 1
Monday 19 November	Bill Lloyd	Newdegate 30
Friday 23 November	Tim Lloyd	Newdegate 31
Monday 26 November	Geoff Richardson	Newdegate 42
Friday 30 November	Wes Hall	Newdegate 44

December 2018 – You are responsible for initiating the roll call roster for the day that your name appears:

DATE	NAME	CALL SIGN
Monday 3 December	Jorg Brinkmann	Varley 51
Friday 7 December	Jason Sugg	Lake King 54
Monday 10 December	Richard Metcalf	Lake King 56
Friday 14 December	Hugh Roberts	Lake King 57
Monday 17 December	Peter Newman	Mt Madden 61
Friday 21 December	Lindsay Brownley	Mt Madden 62
Monday 24 December	Lawrie Dickins	Lake King 34 (appliance)
Friday 28 December	Bernie Giles	Dunn Rock 72

January 2019 – you are responsible for initiating the roll call roster for the day that your name appears:

Date	Name	Call Sign
Monday 7 January	Mike Barnes	Lakes 1
Monday 14 January	Mike Barnes	Lakes 1
Monday 21 January	Brad Watson	Lake Grace 12
Monday 28 January	Mike Barnes	Lakes 1

Note: If bad weather is forecast and any extra roll calls and fire weather checks are needed then I, the Deputies or the CESM will handle them.

5.2 DEPUTY CHIEF BUSHFIRE CONTROL OFFICER WEST – DOUG DUNHAM

Nil

5.3 DEPUTY CHIEF BUSHFIRE CONTROL OFFICER – WES HALL

Nil

5.4 DEPUTY CHIEF BUSHFIRE CONTROL OFFICER EAST – RICHARD METCALF

Nil

5.5 CAPTAIN LAKE GRACE – REID STUBBERFIELD

Nil

5.6 CAPTAIN NEWDEGATE – BRAD KENNEDY

Nil

5.7 CAPTAIN LAKE KING – LAWRIE DICKINS

There was an incident on Biddy-Camm Road, when fuel ignited when refilling the pump. Just remember to wear your PPE and make sure the motor is as cold as can be when fuelling up.

On the way to this incident the fire appliance would not start due to dead batteries, we jumped started it and was able to attend. The front tyre of the fire appliance also has a split in it and will need to be replaced.

Requests have gone in to Mike Barnes for tyres, batteries and a charger. Truck is currently working again with some borrowed batteries and the spare tyre has been put on the front, but the treads don't match, so it is operating at limited speed.

5.8 CAPTAIN VARLEY – JOHN ZURNAMER

Nil

5.9 DEPARTMENT OF FIRE AND EMERGENCY SERVICES

Nil

5.10 PARKS AND WILDLIFE SERVICE

Nil

5.11 COMMUNITY EMERGENCY SERVICES MANAGER

LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) - Two meetings have been held since the last BFAC meeting with good attendance and there is an extra meeting scheduled for Wednesday 10 October 2018 to address a risk and hazard workshop.

LOCAL GOVERNMENT GRANTS SCHEME - (LGGS) - DFES have agreed on $38,000 when their initial offer was $33,650 for the financial year 2018/2019. The $7,207 in capital expenditure has also been granted.

Lake King new 4.4 Broadacre appliance is still in the build program and is scheduled for delivery 2019/2020.

Cel-Fi mobile boosters are not eligible on the LGGS funding yet, this was brought up at the Regional Operational Advisory Committee (ROAC) for a high consideration by DFES to allow the boosters to be put onto the ESL purchasing list.

SATELLITE PHONES – these will remain in the three appliances and the Shire has agreed to fund two more to be placed at the Lake King Station.

GRANTS – The Western Power Grants offered to the Bush Fire Brigades, managed through the Association of Volunteer Bush Fire Brigades, have not been successful. I will try again if they are offered in the future. Any ideas of items needed i.e. emergency water tanks strategically placed throughout the shire etc.

PERSONAL PROTECTIVE CLOTHING & EQUIPMENT (PPC & PPE)
I will be ordering some more PPC/PPE is there anyone who is in need?
Response: Gloves and Safety Glasses.
Let me know and I will need to get your sizes I will be carrying some in stock.
Please check your current issue for serviceability and if anything needs to be replaced let me know or bring it to me in the office for replacement, if I don't have your size then I will order the correct size for you.

Helmets if you require a replacement one please let me know as soon as possible, as these do take a little longer to acquire. Please wear your personal protective clothing and equipment at all incidents.

TRAINING – What training do you require/want/need?
What about crew protection training? Deluge system, InCab Air and/or burn over blanket.

I am organising a FCO course towards the end of the month in Lake King. I will need numbers as I have to arrange an instructor to assist me with this course. I will co-deliver this, so that I am able to gain the qualification to be able to deliver this course in my own right.

Is a week day or a weekend more suitable for this training?
Response: Anytime

INCIDENTS – Varley have had a couple of incidents since the last meeting, one at Carstairs Road, as the primary responder and a second at Forrestania, as a back-up unit to Parks & Wildlife.

Lake King has had one call since the last meeting, which involved a pump being refuelled after it had run out. The hot pump caused the fuel to ignite and burnt the vehicle, while causing significant burns (28%) to the body of the owner and the vehicle; the owner was wearing shorts and a t- shirt. He was flown out via RFDS from the Lake Grace Airstrip; a big thank you goes out to Kylie and her volunteers at St Johns and Lake King for their attendance. The ambulance service has also been offered more advanced training in the care of patients with burns. Thanks also to Simon and the crew that attended with the appliance.

Restricted burning period commenced on the 19 September 2018, with a call out in Lake Grace town that night to a bonfire higher than the fence in a backyard. The occupier was spoken to and the fire extinguished via a fast attack and hose reel.

Just a reminder that if you receive a call for an incident, please call the Communication Centre (ComCen) on 1800 198 140 or myself and I will call ComCen, if you have not.

It is really important that ComCen is made aware of any/and all incidents that you attend and that the Officer in Charge (FCO) completes an Incident Report, including the members that attended as soon as possible. Not submitting an Incident Report could result in you not being insured if you try to make a claim later down the track, as there will be no record of the callout. This will also affect the Local Government Grants Scheme if you want to apply for new appliances/buildings/equipment etc.

VEHICLES – All appliances are booked in for a service this month, if they have not already been done it will be the end of the month.

Lake King appliance has had some issues with the charger failing causing the batteries not to charge. A new charger and two new batteries have been requested, as well as a front tyre due to a cut in the side wall.

If any faults occur please report them to me even if you are able to rectify them yourselves, as this may be occurring on other appliances and may need to have a fleet remedy for all.

AUTOMATIC VEHICLE LOCATOR (AVL) – For those that have a vehicle, you will have an AVL and these need to be tested monthly. This will not take long if you are on station, pull out the vehicle and push the AVL button 4 times in 4 seconds it will then flash green and red while testing and then go solid green once complete.

RADIOS – Esperance Communication has just about checked all of the radios mobile and base units in the Shire with only a couple left. If anyone is still having issues please let me know as soon as possible.

If your radio is damaged or gets broken during the season, please report it to me so that I can lodge a service call to get it fixed.

If Esperance Communication has serviced your radio, then it has been updated to include the 400mHz channels. These new channels will not affect the way fire operations are conducted, however, I ask you to consider the use of UHF Simplex 1 (UHF Channel 211) under the Zone of 400mHz during an incident where you are having difficulty getting the repeater 245/244. The reasoning behind this is channels UHF Simplex 1 (211) to UHF Simplex 7 (217) will have boosted power of 25 watts, as opposed to the 5 watts that is normally pushed out when using the normal CB channels 1 to 80 and this will give you extended range vehicle/FCO to vehicle/FCO. You will still need to move closer to the repeater to access this again.

In short;

Normal Repeater use (Duplex)	Lost Repeater (simplex)
WAERN **297**	Zone 400mHz, **211** enter (Vehicle to Vehicle only)

Channels **218** and **219** are not to be used. DFES no longer owns these channels and they will be removed as soon as possible.

Channels **220** and **221 (primary 220)** will now be the multi-agency channels that can be used when talking to the Shire Office, Western Australian Police Force (WAPF), St John Ambulance, Fire and Rescue and Rescue 651 & 652 RAC Helicopters during an incident. This is under the 400mHz zone.

For additional support:
400MHz.Project@dfes.wa.gov.au
Radio Communications (08) 9478 8222

400MHz ✓

UHF Channel Guide July 2017

400MHz UHF Channel Guide	
Simplex	**Direct Entry Channel No.**
BA Alpha	200
BA Bravo	201
BA Charlie	202
BA Delta	203
BACO	204
Command 1	205
Command 2	206
UHF Simplex 1	211
UHF Simplex 2	212
UHF Simplex 3	213
UHF Simplex 4	214
UHF Simplex 5	215
UHF Simplex 6	216
UHF Simplex 7	217
ESA	218
ESB	219
ESC	220
ESD	221
KIMA	230
FG 3.2 IC	UHF Channel Guide V1.0

400MHz UHF Channel Guide		
Duplex Repeater	**Direct Entry No.**	**Location**
CBD Rpt 1	207	Perth CBD West
CBD Rpt 2	208	Perth CBD East
Tunnel Int	209	All Tunnels
Tunnel Ext	210	All Tunnels
UHF Rpt 1	231	Fitzroy Crossing, Bunbury, Port Hedland, Carnarvon, Ravensthorpe
UHF Rpt 2	232	Halls Creek, Norseman, Newman, Kalbarri, Merredin, Katanning
UHF Rpt 3	233	Karratha
UHF Rpt 4	234	Kunnunurra, Kalgoorlie, Karijini, Albany, Geraldton
UHF Rpt 5	235	Broome, Esperance
UHF Rpt 6	236	Mt William, Bremer Bay, Derby
UHF Rpt 7	237	Northam, Tom Price
UHF Rpt 8	238	Exmouth
UHF Rpt 9	239	Margaret River
UHF Rpt 21	251	Metro Portable
UHF Rpt 22	252	Metro Portable
UHF Rpt 23	253	Country Portable
UHF Rpt 24	254	Country Portable
FG 3.2 IC	UHF Channel Guide	V1.0

CONTACTS - I have updating everyone's contact details. Please check the list and let me know if there has been a change or the details are incorrect.

RESPONSIBILITIES UNDER THE ACT;

See Appendix 1

- Occupier of land to extinguish bush fire occurring on own land - *Bush Fires Act 1954 (s) 28*
- Local government may require occupier of land to plough or clear fire-break - *Bush Fires Act 1954 (s) 33*
- Fire Control Officer once appointed by the Shire - *Bush Fires Act 1954 (s) 38*
- Special powers of bush fire control officers - *Bush Fires Act 1954 (s) 39*
- Duties of bush fire authorities on outbreak of fire - *Bush Fires Act 1954 (s) 39A*
- Powers and authorities of officers of bush fire brigade - *Bush Fires Act 1954 (s) 44*

5.12 REGIONAL OPERATIONS ADVISORY COMMITTEE

Local Government advised to order "E FLARE" so BFB can utilise in emergencies by placing them on signs and cones.

A discussion was held concerning the pros and cons of these items of equipment and the following recommendation is made:

Resolution/Recommendation

RESOLUTION 201806

Moved Brad Watson
Seconded Richard Metcalf

That Council approve the purchase of four (4) sets of E-Flares (two (2) per set including bag), warning lights, through the Emergency Services Levy on an over spend. To be issued and carried by the Chief and their Deputies for use in an incident as per the action item in section 3 of the Upper Great Southern Regional Operations Advisory Committee Minutes dated 16 August 2018.

CARRIED 10/0

These are a permitted item on the Emergency Services Levy (ESL) Local Government Grant Scheme (LGGS), but have not been budgeted for in the 2018-2019 budget.

A copy of the ROAC minutes is attached in Appendix 2.

6.0 GENERAL BUSINESS

6.1 CESM – MONTHLY DFES LAKE GRACE REPORT PACKAGE

The DFES Combined Monthly Local Government Report for Lake Grace was presented. This report includes the following individual reports:

- Primary Incidents reported to DFES Attended by Local Government and Bush Fire Brigades;
- Support Incidents reported to DFES Attended by Local Government and Bush Fire Brigades;
- Current Brigade Appliance List;
- Current Brigade SMS List (if applicable);
- 000 Service Agreement; and
- Brigade/Unit Personnel List

6.2 CESM – BURNING PERMITS

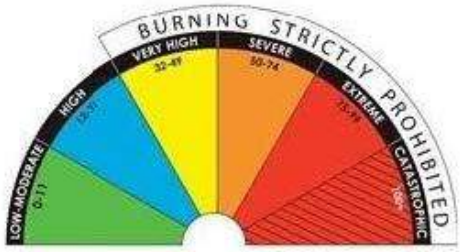
Restricted burning is now on until the 31 October 2018 as per usual.

Fire Danger Indexing (FDI) for a harvest and vehicle movement ban is currently implemented as 32 (very high fire danger rating).

Shire of Kent BFAC, have requested that the FDI be reduced to be closer and more in line with their FDI rating of 22.

A decision was reached that the FDI of 32 for the Shire of Lake Grace suits very well and no reduction of the FDI is required at this stage.

All harvest and vehicle movement bans will remain at 32 for the Shire of Lake Grace for the 2018/2019 period.



6.3 PROPOSAL OF NEW FCO

Resolution/Recommendation

RESOLUTION 201807

Moved Brad Watson
Seconded Doug Dunham

That Council appoint a new Fire Control Officer for the 2018/2019 season for the southern area of Lake Grace. Jason Willcocks is recommended to be appointed as a Fire Control Officer for the southern area zone 2 South Lake Grace and use the call sign Lake Grace 23.

CARRIED 10/0

6.4 BURNING OF LARGE PILES

Due to lack of large amounts of rain this season it has been agreed that no permits will be given for large piles of trees/logs and only permit burning of windrows and chaff/grass before 1 November 2018.

6.5 PRIMARY AND SECONDARY VOTING MEMBERS

Question:
Why only some members were voting members and some were not.

Response:
This is subject to Councils Committees and Advisory Groups guide 2017 and established under the *Local Government Act 1995 Section 5.8* & the *Bush Fires Act 1954 Section 67*, in order to be able to achieve a quorum at each meeting. Secondary Voting Members can vote, providing that the Primary Voting Member is absent. Non-voting Members are still able to be a part of the discussion to put their point across.

7.0 CLOSURE

There being no further business, the Presiding Member closed the meeting at 5.08pm.

8.0 CERTIFICATION

I _____ certify that the minutes of the meeting held on the 5 October 2018 as shown were confirmed as a true record at the Bush Fire Advisory Meeting held _____.

_____ _____

Presiding Member Date

9.0 APPENDIX 1

(Exerts from the Bush Fires Act 1954)

28. Occupier of land to extinguish bush fire occurring on own land

(1) Where a bush fire is burning on any land —

(a) at any time in any year during the restricted burning times; or

(b) during the prohibited burning times,

and the bush fire is not part of the burning operations being carried on upon the land in accordance with the provisions of this Act, the occupier of the land shall forthwith, upon becoming aware of the bush fire, whether he has lit or caused the same to be lit or not, take all possible measures at his own expense to extinguish the fire.

(1B) Where he requires assistance for the purpose he shall if practicable, without leaving the fire unattended, inform or cause to be informed the nearest available bush fire control officer, or bush fire brigade officer, of the existence and locality of the fire.

(2) For the purposes of this section, a fire lit before the commencement of a period of prohibited burning times relating to the district where the fire is situated, and which is still burning at the commencement of those prohibited burning times, is to be regarded as being a bush fire which is not part of the burning operation being carried on upon the land in accordance with the provisions of this Act.

Penalty: $10 000.

33. Local government may require occupier of land to plough or clear fire-break

(1) Subject to subsection (2) a local government at any time, and from time to time, may, and if so required by the Minister shall, as a measure for preventing the outbreak of a bush fire, or for preventing the spread or extension of a bush fire which may occur, give notice in writing to an owner or occupier of land situate within the district of the local government or shall give notice to all owners or occupiers of land in its district by publishing a notice in the *Government Gazette* and in a newspaper circulating in the area requiring him or them as the case may be within a time specified in the notice to do or to commence to do at a time so specified all or any of the following things —

(a) to plough, cultivate, scarify, burn or otherwise clear upon the land fire-breaks in such manner, at such places, of such dimensions, and to such number, and whether in parallel or otherwise, as the local government may and is hereby empowered to determine and as are specified in the notice, and thereafter to maintain the fire-breaks clear of inflammable matter;

(b) to act as and when specified in the notice with respect to anything which is upon the land, and which in the opinion of the local government or its duly authorised officer, is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire,

and the notice may require the owner or occupier to do so —

(c) as a separate operation, or in co-ordination with any other person, carrying out a similar operation on adjoining or neighbouring land; and

(d) in any event, to the satisfaction of either the local government or its duly authorised officer, according to which of them is specified in the notice.

(2) A notice in writing under subsection (1) may be given to an owner or occupier of land by posting it to him at his last postal address known to the local government and may be given to an owner of land by posting it to him at the address shown in the rate record kept by the local government pursuant to the *Local Government Act 1995*, as his address for the service of rate notices.

(2a) The provisions of subsection (2) are in addition to and not in derogation of those of sections 75 and 76 of the *Interpretation Act 1984*.

(3) The owner or occupier of land to whom a notice has been given under subsection (1) and who fails or neglects in any respect duly to comply with the requisitions of the notice is guilty of an offence.

Penalty: $5 000.

(4) Where an owner or occupier of land who has received notice under subsection (1) fails or neglects to comply with the requisitions of the notice within the time specified in the notice —

(a) the local government may direct its bush fire control officer, or any other officer of the local government, to enter upon the land of the owner or occupier and to carry out the requisitions of the notice which have not been complied with; and

(b) the bush fire control officer or other officer may, in pursuance of the direction, enter upon the land of the owner or occupier with such servants, workmen, or contractors, and with such vehicles, machinery, and appliances as he deems fit, and may do such acts, matters and things as may be necessary to carry out the requisitions of the notice.

(5) The amount of any costs and expenses incurred by the bush fire control officer or other officer in doing the acts, matters, or things provided for in subsection (4) —

(a) shall be ascertained and fixed by the local government and a certificate signed by the mayor or president of the local government shall be *prima facie* evidence of the amount; and

(b) may be recovered by the local government in any court of competent jurisdiction as a debt due from the owner or occupier of land to the local government.

(5a) A local government may make local laws in accordance with subdivision 2 of Division 2 of Part 3 of the *Local Government Act 1995* —

(a) requiring owners and occupiers of land in its district to clear fire-breaks in such manner, at such places, at such times, of such dimensions and to such number, and whether in parallel or otherwise, as are specified in the local laws and to maintain the fire-breaks clear of inflammable matter;

(b) providing that things required by the local laws to be done shall be done to the satisfaction of the local government or its duly authorised officer.

(5b) Where an owner or occupier of land fails or neglects in any respect to comply with the requirements of local laws made under subsection (5a) the provisions of subsections (3), (4) and (5) apply *mutatis mutandis* as if those requirements were the requisitions of a notice given under subsection (1).

(5c) Nothing in subsection (5a) affects the power of a local government to give notice under subsection (1) nor its duty to do so if so required by the Minister.

(5d) Where the provisions of local laws made under subsection (5a) are inconsistent with those of a notice given under subsection (1) or under section 34 or 35, the provisions of that notice shall, to the extent of the inconsistency, prevail.

(6) A local government may, at the request of the owner or occupier of land within its district, carry out on the land, at the expense of the owner or occupier, any works for the removal or abatement of a fire danger, and the amount of the expense, if not paid on demand, may be recovered from the owner or occupier by the local government in a court of competent jurisdiction as a debt due from the owner or occupier to the local government.

(7) Nothing in this section authorises a local government —

(a) to set fire to the bush, or to require an owner or occupier of land to set fire to the bush, contrary to the provisions of section 17; or

(b) to make local laws authorising or requiring bush to be set on fire contrary to the provisions of section 17.

(8) Any amount recoverable by a local government under this section as a debt due from the owner or occupier of land is, until paid in full —

(a) a debt due from each subsequent owner in succession; and

(b) a charge against the land with the same consequences as if it were a charge under the *Local Government Act 1995* for unpaid rates; and

(c) recoverable by the local government in the same manner as rates imposed in respect of the land are recoverable under that Act.

(9) In this section —

owner or occupier of land includes a prescribed department of the Public Service that occupies land or a prescribed State agency or instrumentality that owns or occupies land.

38. Local government may appoint bush fire control officer

(1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A (2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.

(2A) The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.

(2C) The local government shall fill any vacancy occurring in the office of Chief Bush Fire Control Officer or Deputy Chief Bush Fire Control Officer within one month after the vacancy occurs and if the local government fails or neglects to do so within that time, the FES Commissioner may by notice in writing require the local government to appoint a person to the vacant office within one month after service on it of such notice.

(2D) Where a local government that has been served with a notice pursuant to subsection (2C) fails or neglects to comply with the requirements of that notice, the FES Commissioner may appoint a person who is not employed in the Department to the vacant office.

(2E) A bush fire control officer appointed by a local government under the provisions of this section shall be issued with a certificate of appointment by the local government or, if he is appointed by the FES Commissioner, by the FES Commissioner.

(3) The local government may, in respect to bush fire control officers appointed under the provisions of this section, exercise so far as they can be made applicable the same powers as it may exercise in respect to its other officers, under the provisions of the Acts under which those other officers are appointed.

(4) A bush fire control officer appointed under the provisions of this section shall, subject to such directions as may be given by the local government, and subject to this Act take such measures as appear to him to be necessary or expedient and practicable for —

(a) carrying out normal brigade activities;

[(b), (c) deleted]

(d) exercising an authority or carrying out a duty conferred or imposed upon him by any of the provisions of Part III;

(e) procuring the due observance by all persons of the provisions of Part III.

(5A) A local government may issue directions to a bush fire control officer appointed by the local government, or to an officer of a bush fire brigade registered by the local government to burn, subject to the provisions of this Act, bush on, or at the margins of, streets, roads, and ways, under the care, control and management of the local government.

(5B) The bush fire control officer, or officer of the bush fire brigade, may by authority of any directions issued under subsection (5A) carry out the directions but subject to the provisions of this Act.

(5C) The provisions of subsections (5A) and (5B) are not in derogation of those of subsection (4).

(6) In this section —

approved local government means a local government approved under subsection (7) by the FES Commissioner.

(7) If it appears to the FES Commissioner that the standard of efficiency of a local government in fire prevention and control justifies the FES Commissioner doing so, the FES Commissioner, by notice published in the *Government Gazette* —

(a) may approve the local government as one to which subsections (6) to (18) apply; and

(b) may from time to time cancel or vary any previous approval given under this subsection.

(8) An approved local government may appoint to the office of fire weather officer such number of senior bush fire control officers as it thinks necessary.

(9) Where more than one fire weather officer is appointed by a local government the local government shall define a part of its district in which each fire weather officer shall have the exclusive right to exercise the power conferred by subsection (17).

(10) An approved local government may appoint one or more persons, as it thinks necessary, to be the deputy or deputies, as the case may be, of a fire weather officer appointed by the local government and where 2 or more deputies are so appointed they shall have seniority in the order determined by the local government.

(11) Where the office of a fire weather officer is vacant or whilst the occupant is absent or unable to act in the discharge of the duties of the office, any deputy appointed in respect of that office under subsection (10) is, subject to subsection (12), entitled to act in the discharge of the duties of that office.

(12) A deputy who is one of 2 or more deputies of a fire weather officer is not entitled to act in the discharge of the duties of the office of that fire weather officer if a deputy who has precedence over him in the order of seniority determined under subsection (10) is available and able to discharge those duties.

(13) The local government shall give notice of an appointment made under subsection (8) or (10) to the FES Commissioner and cause notice of the appointment to be published at least once in a newspaper circulating in its district and the FES Commissioner shall cause notice of the appointment to be published once in the *Government Gazette*.

(14) An approved local government may appoint a committee for the purpose of advising and assisting a fire weather officer or any deputy of a fire weather officer acting in the place of that officer under subsections (6) to (18).

(15) Where a committee is appointed, a fire weather officer, or, as the case may be, a deputy of a fire weather officer while acting in the place of that officer, may exercise the authority conferred on him by subsection (17), notwithstanding the advice and assistance tendered to him by the committee.

(16) The provisions of subsections (6) to (18) are not in derogation of those of any other subsection of this section.

(17) A fire weather officer of an approved local government, or a deputy of that fire weather officer while acting in the place of that officer, may authorise a person who has received a permit under section 18(6)(a), to burn the bush in the district of the local government notwithstanding that for any day, or any period of a day, specified in the notice the fire danger forecast issued by the Bureau of Meteorology in Perth, in respect to the locality where the bush proposed to be burnt is situated, is "catastrophic", "extreme", "severe" or "very high", and upon the authority being given the person, if he has otherwise complied with the conditions prescribed for the purposes of section 18, may burn the bush.

(18) Subsections (6) to (18) do not authorise the burning of bush —

(a) during the prohibited burning times; or

(b) during the period in which, and in the area of the State in respect of which, a total fire ban is declared under section 22A to have effect.

Return

39. Special powers of bush fire control officers

(1) Subject to the provisions of this Act a bush fire control officer appointed under this Act by a local government may, in the exercise of his functions and the performance of his duties under this Act, do all or any of the following things —

(a) exercise any of the appropriate powers of the FES Commissioner under the *Fire Brigades Act 1942*, in so far as the same may be necessary or expedient, for extinguishing a bush fire or for preventing the spread or extension of the fire; and

(b) enter any land or building, whether private property or not; and

(c) pull down, cut, and remove fences on land, whether private property or not, if in his opinion it is necessary or expedient so to do for the purpose of taking effective measures for extinguishing a bush fire, or for preventing the spread or extension of the fire; and

(d) cause fire-breaks to be ploughed or cleared on land, whether private land or not, and take such other appropriate measures on the land as he may deem necessary for the purpose of controlling or extinguishing a bush fire or for preventing the spread or extension of the fire; and

(e) take and use water, other than that for use at a school or the domestic supply of an occupier contained in a tank at his dwelling-house, and other fire extinguishing material from any source whatever on land, whether private property or not; and

(f) take charge of and give directions to any bush fire brigade present at a bush fire with respect to its operations or activities in connection with the extinguishment or control of the bush fire, or the prevention of the spread or extension of the fire; and

(g) any other thing which in his opinion is incidental to the exercise of any of the foregoing powers; and

(h) employ a person or use the voluntary services of a person to assist him, subject to his directions in the exercise of any of the foregoing powers; and

(i) either alone or with others under his command or direction enter a building which he believes to be on fire and take such steps as he considers necessary to extinguish the fire or prevent it from spreading, but except as arranged with or requested by an officer in charge of a fire brigade under the *Fire Brigades Act 1942*, this power shall not be exercised in a townsite in an area which has been declared a fire district under that Act or in a townsite in which there is a fire brigade or volunteer fire brigade formed under the provisions of that Act.

39A. Duties of bush fire authorities on outbreak of fire

(1) On the outbreak of a bush fire at a place within or adjacent to the district of a local government, the bush fire control officers, bush fire brigade officers, or bush fire brigade members, of the local government, or as many of them as may be available may, subject to this Act, take charge of the operations for controlling and extinguishing the bush fire or for preventing the spread or extension of the fire.

(2) Where a bush fire to which this section applies occurs, if a bush fire control officer, bush fire brigade officer, or member of a bush fire brigade, of the local government in whose district the bush fire is burning is not present at the fire, a bush fire control officer, a bush fire brigade officer, or member of a bush fire brigade, of a local government whose district is adjoining or adjacent, may exercise in respect of the bush fire, all powers and authorities of a bush fire control officer of the local government in whose district the fire is burning.

(3) This section applies only to bush fires which —

(a) have been lit or are maintained unlawfully; or

(b) have occurred accidentally; or

(c) have ceased to be under control or are not adequately controlled; or

(d) are declared in the regulations to be bush fires to which this section applies.

44. Powers and authorities of officers of bush fire brigade

(1) Subject to this Act, and except as provided in section 45 for the purpose of controlling and extinguishing or preventing the occurrence or spread or extension of a bush fire, or for any other prescribed purpose, the captain, or, in his absence, the next senior officer of a bush fire brigade, or in the absence of the captain and all other officers, any other member of the bush fire brigade, after consulting with the occupier of the land if he be present, has and may exercise all or any of the following powers and authorities, he may —

(a) control and direct the bush fire brigade at the fire or a person who voluntarily places his service at his disposal;

(b) either alone or with others under his command or direction, enter on land or into premises which may be on fire or in the neighbourhood of a fire for the purpose of taking such steps as he deems necessary for the control or extinguishment or for the prevention of the spread or extension of the fire, or take or give directions for taking such apparatus required to be used at a fire into, through, or upon land or premises as he considers convenient for the purpose;

(c) take any measures which in the circumstances are reasonable and appear to him to be necessary or expedient for the protection of life and property; and, for the purpose of controlling or extinguishing or for preventing the spread or extension of a fire, cause fences to be pulled down or removed, and bush or other inflammable material to be burnt, or otherwise destroyed or removed;

(d) enter or give directions for entering land or premises, and take or cause to be taken water from any source whatsoever, other than that for use at a school or the domestic supply of an occupier contained in a tank at his dwelling-house, whether the water is upon private land or other land, and in all other respects, when and as often as in his opinion he deems it necessary or expedient to do so, exercise all the powers and authorities of a bush fire control officer under this Act;

(e) either alone or with others under his command or direction enter a building which he believes to be on fire and take such steps as he considers necessary to extinguish such fire or prevent it from spreading.

(2) The powers conferred by subsection (1)(e) shall not be exercised —

(a) in an area which has been declared a fire district under the *Fire Brigades Act 1942*, unless at the express request of an officer of a fire brigade established under that Act; or

(b) in an area in which there is a fire brigade or volunteer fire brigade formed under the provisions of that Act, unless at the express request of an officer of the fire brigade or volunteer fire brigade as the case may be.

(3) Subject to the provisions of sections 13(6) and 45, where the bush fire brigade of a local government is present at a fire which is burning within the district of the local government, if a bush fire control officer of the local government is not present, the captain or in his absence the next senior officer of the bush fire brigade of the local government, or in the absence of the captain and all other officers of that bush fire brigade, any other member of that bush fire brigade has and shall take supreme control and charge of all operations and the officers and members of another bush fire brigade if present are subject to and shall act under his orders and directions.

(4) Subject to the provisions of sections 13(6) and 45, where a bush fire control officer of a local government is present at a fire which is burning in the district of the local government, he has supreme control and charge of all operations, and the officers and members of all bush fire brigades present at the fire are subject to and shall act under his orders and directions.

10.0 APPENDIX 2

UPPER GREAT SOUTHERN REGIONAL OPERATIONS ADVISORY COMMITTEE MEETING
16 AUGUST 2018 @ 1100 hrs

MINUTES

1 Present

Greg Day (Chair)	Rod Shaddick – CBFCO Pingelly
Cindy Pearce – CESM Woodnilling	Dale Douglas – CBFCO Woodnilling
Jason Cronin – FCO Woodnilling	Matt Kerin – DCBFCO Katanning
Rod Diery – DCBFCO Kulin	Guy Maley – FCO/Senior Ranger Narrogin
Mitch Davies-PaWs	William Batt – CBFCO Boddington
Jess Reid – DCFCO Boddington	Graham Treasure – DCFC Wandering
Kim Gooding – CBFCO Dumbleyung	Chad Davidson – DCFC Dumbleyung
Brad Watson – CBFCO Lake Grace	Carol Goldsmith – FCO Wagin
Ross Goldsmith – CBFCO Wagin	Murray Hall – CPFCO Brookton
Eleesha Coote – Shire of Brookton EM	Grant Hansen – DFES UGS
Nicole Wasman – CEO Shire of West Arthur	Greg Feeney – DFES
Sven Andersen – DFES UGS	Simon Vogel – DFES UGS
Paul Blechynden – DFES UGS	Donna Morgan – DFES UGS
Peter Culpitt – DFES Bushfire Risk Management	Robyn Mulgrew – DFES UGS

Apologies

Richard Chadwick-CBFCO Narrogin	Dale Stewart – CEO Narrogin
Gary Strother – CBFCO Kulin	Ian Knapp
Ian Cunnigham – D/CBFCO Broomhill-Tambllеup	Wayne Newby
Travis Eva – D/CBFCO Brookton	Mat Gilfen – CEO Dumbleyung
Peter Monk– CBFCO Wandering	Malcom Scorer
Duncan South – CBFCO West Aurther	Anthony Mort- Shire of Cuballing
Geoff Stade – CBFCO Katanning	Mark Hook – CEO Wickepin
Geoff McKeown – CEO/CBFCO Williams	Graham Swift – Assistant Commissioner Country
Mia Dohnt – CEO Kondinin	

Chair Greg Day welcomed Acting Superintendent Sven Anderson to the meeting.

2 Confirmation of Minutes of Previous Meeting

Meeting held on 15 March 2018, be confirmed as a true record of proceedings.

Note: Anthony Mort was recorded as Chair, please disregard.

Moved: Greg Day
Seconded: Rod Diery
CARRIED

3. BUSINESS ARISING:

Previous meeting action items

ACTION ITEM: is recommended that if a car is speeding through incident when hazard has been issued to take down, in diary/notebook; registration plate and details of vehicle, description of driver and hand to Police. This is still a grey area.

ACTION ITEM: Local Government advised to order "E FLARE" so BFB can utilise in emergency's placing them on signs and cones.

ACTION ITEM: Paul Blechynden has confirmed the Comms Centre will receive further training of Rural Numbers as co-ordinates.

ACTION ITEM: Exchanges going out in towers during incidents, telecommunications are a critical instrument in Emergency Services. Advice is to bring up any issues to local DEMC. Telstra services contact is Shane Kinnear- Emergency Service Liaison Officer – www.servicestatus.telstra.com

ACTION ITEM: Paul reported that a cel-fy unit had recently been installed into the Williams VRFS appliance, as part of a local trial. Feedback has been positive, it's still early to determine the value.

Greg Day vacates the Chair, as per DOAC constitution. Simon Vogel takes Chair. Throughout the DOAC constitution there is no written rule stating that an independent chair cannot be voted in. It was decided that the terms of reference on the position of the Chair must be presented by the next meeting. Chair will have no casting vote.

Motion:
Greg Day nominated as Chair by: Dale Douglas Seconded: Rod Diery
Resolution: Carried. Greg day accepts the position; however, the terms of reference/guidelines must be sought by next meeting.

4. REPORTS

4.1 Chairperson Topic – New region developed; Narrogin Regional Office. Discussion around table, although there is a line on a map, can still share information through CESMs & how valuable the CESM role is through Local

Government. The Narrogin is still not fully staffed, however staff are available to assist when you require.

4.2 Rural Fire Division – Mark Bowen

- The Rural Fire Division structure, within DFES, the establishment of Bushfire Centre of Excellence, additional funding for bushfire mitigation activities, plus a range of new support measures for volunteers.
- Development of Bushfire Centre of Excellence- 21 locations have been put forward, as part of 2019/20 budget.
- Will hold CESM forum on September 4 2018

4.3 DFES Upper Great Southern Regional Report – A/Superintendent Sven Andersen

4.4 Department of Parks and Wildlife (DPaW) Report – Mitch Davies (attached)

4.5 Volunteer Association Delegate Report – Terry Hunter

- eAcademy - Working on modular system to make it more user friendly
- Fit for purpose vehicles – still working on this
- The Minister Hon Francis Logan is listening to concerns raised in the fields.
- The Volunteer Advisement Committee will report to the State Bushfire Advisory Council, who will feed information to Minister for Emergency Services
- Any concerns please ring Terry or Dave

4.6 DFES Chief Superintendent Country South– Greg Feeney

- Early days in Narrogin, as it rolls in to being a Regional District
- Opportunity to gain improvement in the greater regions and Local Governments benefit from the Emergency Services
- Encouragement to voice concerns how to use Volunteer Support Officer when role is appointed

4.8 CBFCO reports – All CBFCO's

Shire of Boddington- attached
Shire of Kent - attached

DRAFT

UPPER GREAT SOUTHERN ROAC

ITEM: **CBFCO REPORT**
LOCAL GOVERNMENT:
ITEM NUMBER: 4.6
MEETING DATE: 16 August 2018

FIRE REPORT:

We have had a relatively quiet season with fires, therefor nothing to report

SAFETY ISSUES:

FUTURE PRIORITIES:

We would like to see Shire Fire index readings to be closer matched to neighbouring Shires.

Shire of Kondinin – attached
Shire of Kukerin – attached
Shire of Katanning – attached

- Sent a crew to Albany fires in May

Shire of Lake Grace

- Quiet fire season.
- Can local CESM visit local school? Sven will look into this

Shire of Wagin

- Few fires- however finding the fires through the dust proved difficult
- Big thank you to Donna and Peter for mitigation work.

Shire of Brookton

- Hoping to combine training with Pingelly and Beverley
- Lots of burning with DPaW and had good communication
- More mitigation burns to happen through DPaW in the up and coming future
- Held special meeting regarding fire breaks

Shire of Pingelly

- Fires were well attended throughout season.
- Local Shire has purchased 3 weather stations and have proved useful in monitoring weather systems and predicting fire banns.

DRAFT

Shire of Wandering

- Called to Rubbish Truck fire, seeking outcome from DFES.
- Simon meet with owners of company Suwez Recycling in Bibra Lake, were packing trucks and leaving them overnight. Since fire they are packing early morning and then driving to North Bannister.
- Unfortunately, rubbish truck fires will happen again, it's a complex problem, as company owns tipper and private contractor owns cab, combined with waste, which could include toxic chemicals.

Shire of Woodanilling

- No fires in Woodanilling this season.
- Mitigation complete thank you to Donna and Peter

Shire of Kulin

- Sent crew out to Holt Rock for assisting with incident.
- Thank you for new vehicle. Communication with CEO and Council is essential to ensure you get the right vehicle.

Shire of Narrogin

- Two fires on same day, opposite sides of town, this kept crews busy.
- Two new trucks

5.0 TRANING

5.1- eAcademy- Paul conducting Ground Controller Tuesday 21 August, spaces still available, starts at 9am at the DFES office.
Pre-season training Bush Fire to be set.
eAcademy has a series of improvements, user friendly. Bush Fire pathways released in the near future, going into modular system. DFES admin will send link in September to those in attendance today.

6. GENERAL BUSINESS

MOTION: Items to be added to ESL for Bush Fire Brigades; thermal image devices and cel-fy booster. To be carried by Chief or CESM. Justification letter and coverage maps to be written to accompany request.
Dale Douglas Seconded: Murray Hall
Resolution: Carried

Rodney expresses that we go back to using common sense when turning over units. He feels that turn over might be too soon as some units are near new and a waste of money. However, some gear has been carrying a lot of weight throughout the years, and do require a refurbishment.

Bush Fire Risk Management Officer Donna is chasing grants at the moment for mitigation work in Shires. She will require volunteers to help support mitigation. Out of 17 Shires, she has completed 4 and is currently working on one.

DRAFT

Greg aims to have more Local Government CEO's/ Deputy CEO's represented at the ROAC meetings. A letter to request their presence by next meeting.

7. NEXT MEETING:

21 MARCH 2019; Venue TBA

MEETING CLOSED: 1:52pm

DRAFT

Department of Biodiversity, Conservation and Attractions

PARKS AND WILDLIFE SERVICE

Report for Regional Operational Advisory Committee Narrogin August 2018

Mitchell Davies District Fire Coordinator Wheatbelt Region

Fuel Reduction

Parks and Wildlife Service commenced six of the 11 planned burns last Autumn. Four of the burns were completed and the other two partially completed. The autumn burning season was a challenging one with three weather systems testing burn security. An opened edged buffer along the vermin proof fence escaped out of the planned burn area when an unexpected severe weather system (strong winds and negative dew points) moved through the area three days after the burn had been completed. The resultant bushfire threatened Western Areas Pty Ltd mine at Forrestania causing a partial shutdown for a day. A review of this prescribed burn and the resultant bushfire has been completed and is now with the Office of Bushfire Risk Management for review.

In the South West Bushfire zone 220 000 hectares were burnt in the last financial year which means the 200 000 hectare target has been achieved two years in a row.

Fire Access Maintenance

This financial year's Fire Access program is focusing on the Kondinin and Kulin Shires. We also have a funding bid though the Mitigation Action Fund to do some additional break work and scrub rolling in Lake Magenta Reserve and the adjoining UCL.

Reporting Fires to Parks and Wildlife Service

All fires effecting or threatening Parks and Wildlife managed land in the Wheatbelt needs to be reported to the Duty Officer on **9881 9200**. This number is available 7 days a week.

The Wheatbelt Region continues to provide bushfire resources that are available on a roster system throughout the bush fore season including weekends and public holidays.

UPPER GREAT SOUTHERN ROAC

ITEM: **CBFCO REPORT – Shire of Kent**
LOCAL GOVERNMENT:
ITEM NUMBER: 4.6
MEETING DATE: 16 August 2018

FIRE REPORT:

We have had a relatively quiet season with fires, therefor nothing to report

SAFETY ISSUES:

FUTURE PRIORITIES:

We would like to see Shire Fire index readings to be closer matched to neighbouring Shires.

DRAFT

DFES

UPPER GREAT SOUTHERN ROAC

ITEM: CBFCO REPORT
LOCAL GOVERNMENT:
ITEM NUMBER: 4.6
MEETING DATE: 16 August 2018

FIRE REPORT:

During the restricted burning period permits were revoked and burning prohibited three times due to high winds, dry conditions and a very high fire danger rating. Seven farmers and hobby farmers lit up fires regardless and were consequently fined. The farmers spent the following day attending the fires and there were no serious consequences.

SAFETY ISSUES:

The fire season continued well past what could be normally expected and led to some tough decisions with regard to prohibiting burning.

FUTURE PRIORITIES:

A mitigation burn north of Katanning couldn't be carried out in autumn as planned due to ongoing dry conditions. This will be rescheduled for next year.
Fire breaks to be completed in the next few months.

Please forward this report to the Minutes Secretary by Wednesday 8 August 2018.
robyn.mulgrew@dfes.wa.gov.au

DFES

UPPER GREAT SOUTHERN ROAC

ITEM: CBFCO REPORT
LOCAL GOVERNMENT:
ITEM NUMBER: 4.6
MEETING DATE: 16 August 2018

FIRE REPORT:

We have a changing of the guard with Greg stepping down so we acknowledge his contribution to the district and thank him for his efforts. I, William Batt am now the CBFCO with Jesse Reid stepping up to DCBFCO

Just recently we had a car fire (unoccupied and parked in a garage.)

SAFETY ISSUES:

We have found an issue with one of our fire tenders where the exhaust outlet is blowing directly onto a hose that is lagged. No issue with damage yet but extended impact from the hot gasses may compromise in the future.
This has been forwarded on for query as to possible solution.

FUTURE PRIORITIES:

The brigades have been involved in doing some prescribed burning for the Water Corp and we are looking at doing more of this to be more proactive in the preventative side of bushfire fighting.

Please forward this report to the Minutes Secretary by Wednesday 8 August 2018.
robyn.mulgrew@dfes.wa.gov.au

DFES

UPPER GREAT SOUTHERN ROAC

ITEM: CBFCO REPORT
LOCAL GOVERNMENT: Shire of Kondinin
ITEM NUMBER: 4.6
MEETING DATE: 16 August 2018

FIRE REPORT

During the summer bushfire season there were several scrub/paddock fires within the shire caused by lightning or farm machinery. All were competently handled by the local volunteers and shire workers where necessary.
There was a major incident east of Hyden within the Great Western Woodlands which arose on 6th May as a result of a controlled burn being carried out by DPAW getting away due to adverse weather conditions. A copy of the debrief is attached.

SAFETY ISSUES

Forrestania BFB require some more training. This has been addressed.

The area known as the Great Western Woodlands (GWW) is remote and experiences a lot of fires mainly caused by lightning strikes. With increasing tourism and mining activity in the area it is of concern that the nearest official fire fighting vehicle is located in Hyden approximately 60km from the start of the GWW and some 100km from a large mine site and accommodation area. It has been requested on many occasions that a suitable vehicle be located at East Hyden to enable a rapid response when required.

FUTURE TRAINING

A vehicle to be permanently based at East Hyden.
Continued training for BFB's.
Continued emphasis be placed on adequate firebreaks for farmland.

Please forward this report to the Minutes Secretary by Wednesday 8 August 2018.
robyn.mulgrew@dfes.wa.gov.au

Attention: ROAC

Company:

From: Kim Gooding

No. of Pages (including this page): 1

Date:

This document may contain confidential information. It is intended exclusively for the use of the addressee and any other form of disclosure is unauthorised. Please advise the sender if you receive this in error.

DRAFT

Fire Report:
Relatively quiet season with the exception of a couple of events. Fair to say the first event jolted the Kukerin Fire Brigade into sorting the fire truck out. An escaped fire from windrow burning prompted the deployment of the Kukerin Fire truck, only to find that when it pulled into the farmer's driveway, all electrical power was lost, to the point we couldn't turn the pumps on, or even turn the truck off. We had to stall it! Turned out to be a fault in the isolator box which we have since rectified with the help from Nu Tech Auto in Lake Grace.
The other serious event happened on Sunday 6th May when the 2nd of the 3 horrible winds came through and flared up chaff piles in 3 areas of the shire. Some of which had been lit a week earlier. This prompted initial chaos across the shire, particularly with a lot of guys about to head off to footy. So we had one at Nippering Hill, one at Moulyinning, and one just on the Kukerin town site outer edge. Response was great and everything was handled well in some very trying conditions.

Future Priorities:
Communications in Fire trucks. Cell Fi Phone Boosters should be installed in all Emergency Service Vehicles in the bush. They work very well. Weather Stations. Our Shire has given me the green light to look into putting in at least another 2 weather stations across our shire. There is a large gap on the DAFWA App that stretches between Dumbleyung and Newdegate. Interested to hear how the Shire of Pingelly's stations are working, and if they think they have been of value.

Kim Gooding

Owner / Agronomist
Kukerin Rural Services
Ph: (08) 9864 6010
Fax: (08) 9864 6100
Email: kgooding@kukerinrs.com.au

DRAFT

13.2 NEWDEGATE LIBRARY RESOURCE AND COMMUNITY RESOURCE CENTRE MANAGEMENT COMMITTEE

Recommendation
That the Minutes of the Newdegate Library Resource and Community Resource Centre Management Committee Meeting held on 7 November 2018 be confirmed as a true and accurate record.

Resolution

RESOLUTION 12869

Moved Cr Lloyd
Seconded Cr Clarke

That the Minutes of the Newdegate Library Resource and Community Resource Centre Management Committee Meeting held on 7 November 2018 be received.

CARRIED 8/0

REASON FOR CHANGE IN RESOLUTION
The Resolution differed from the Recommendation as Council receives the minutes, the Newdegate Library Resource and Community Resource Management Committee confirms them as a true and correct record.

Shire of Lake Grace

Newdegate Library Resource and Community Resource Centre Management Committee

Minutes

Wednesday 7 November 2018

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/Committee meetings or during formal/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/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

Minutes for the Newdegate Library Resource and Community Resource Centre Management Committee Meeting held at the Newdegate Community Library, Mitchell St, Newdegate on Wednesday 7 November 2018.

1.0 DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS

The Chairperson opened the Meeting at 9.12am.

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

2.1 PRESENT

E. Ann Webster	Chairperson/Principal, Newdegate Primary School
Claire Ness	Library Coordinator
Cr Roz Lloyd	Councillor, Lake Grace Shire Representative
Nicole Kennedy	Community Representative
Sandra Guelfi	School Librarian, Newdegate Primary School
Hope Sandford	Manager, Newdegate Community Resource Centre

In attendance

Lee-Anne Trevenen	Administration Coordinator, Shire of Lake Grace

2.2 APOLOGIES

Nil

2.3 LEAVE OF ABSENCE PREVIOUSLY GRANTED

Nil

3.0 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

4.0 DECLARATIONS OF INTEREST

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

Nil

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

Nil

4.3 DECLARATIONS OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATIONS 1996 SECTION 34C

Nil

5.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6.0 CONFIRMATION OF MINUTES

6.1 NEWDEGATE LIBRARY RESOURCE AND COMMUNITY RESOURCE CENTRE MANAGEMENT COMMITTEE MEETING - 11 APRIL 2018

Recommendation/Resolution

RESOLUTION 005

Moved Claire Ness
Seconded Cr Roz Lloyd

That the Minutes of the Newdegate Library Resource and Community Resource Centre Management Committee Meeting held on 7 November 2018 be confirmed as a true and accurate record.

CARRIED 7/0

7.0 MOTIONS OF WHICH NOTICE HAS BEEN RECEIVED

Nil

8.0 NOTICES OF URGENT BUSINESS

Nil

9.0 MEMBERS REPORTS

9.1 NEWDEGATE LIBRARY REPORT

The good news since the last meeting is that the CRC funding has been maintained at its current level, so the threat of reduced library opening hours has not eventuated.

I will be able to promote the use of the digital resources of the library through an information session to be held at the library. The Newdegate CRC has received a grant through the Good Things Foundation. The grant is for older Australians to become more familiar with technology. The session will cover Borrow Box, RB Digital and other resources that are available through the State Library of Western Australia.

General library tasks have also been completed over this period, monthly exchanges, inter-library loan requests and updating display material.

Recommendation/Resolution

RESOLUTION 006

Moved Claire Ness
Seconded Sandra Guelfi

That the Newdegate Library Report be accepted.

CARRIED 7/0

9.2 NEWDEGATE COMMUNITY RESOURCE CENTRE REPORT

We have had a very busy six months at the CRC

Although we no longer hold the Feldenkrais sessions here, our monthly Rhyme Time classes and weekly Pilates have continued and are still bringing in great numbers.

We have held business focused workshops such as; Succession Planning, Agrimaster and an employment seminar and are looking into a Paperless Office workshop next year. We've also held workshops such as: cupcake making for the school kids, a Macramé class and earlier this month a Fermentation workshop.

We held a 'Meet the Silo Team' curry night, 'Cuppa with a Coppa' morning, hosted Australia's Biggest Morning Tea, had a Royal Wedding showing and Sabrina Hahn came down at the beginning of the month for a gardening session. These events were all very popular.

Our biggest day of the year so far was our Market Day in July, where local people could sell their home-made products, it was a great success and we have decided it will become an annual event like our Christmas Shopping Day, which is coming up in November.

Although the Library Room has not been booked out as much in the latter half of the year, it continues to be a general meeting point for community groups.

Things will quieten down as we approach harvest with only the Shopping Day planned and should pick up again in February when we return to our normal opening hours.

Recommendation/Resolution

RESOLUTION 007

Moved Hope Sandford
Seconded Nicole Kennedy

That the Newdegate Community Resource Centre Report be accepted.

CARRIED 7/0

9.3 NEWDEGATE PRIMARY SCHOOL REPORT

The school has been successful in working with the CRC Library space to run our assemblies and other events.

Now I think is the time to spread our collaboration and work on a more interactive and public display to build greater opportunities for both students and the community to access.

I suggest that once a term the library identifies a theme and puts together a display of various books and technology that are available. For example, the 'Come Fly a Kite' day on Sunday 18 November could generate a really vibrant display. As part of our 2019 planning I would be very keen to have a discussion to coordinate displays and events, so that the town library and the school complement each other in their endeavours to engage more of the community in activities.

Regards

Ann Webster
Principal

Recommendation/Resolution

RESOLUTION 008

Moved Cr Roz Lloyd
Seconded Hope Sandford

That the Newdegate Primary School Report be accepted

CARRIED 7/0

10.0 MATTERS FOR CONSIDERATION

A suggestion was made to display community events in the public library to assist with engaging the children in the support of Shire initiatives and to raise the profile of Shire Community Events.

Library staff is happy to encourage and work on displays.

11.0 OTHER BUSINESS

11.1 NEW LIBRARY COMPUTER

Newdegate Librarian spoke about the age of the current computer and is concerned about it failing. All programs are currently working well but given its age there is a need to flag this for a changeover within the next 6 months.

Shire staff to submit a request for computer replacement in 2018/19 Budget Review process.

12.0 DATE OF THE NEXT MEETING

12.1 NEWDEGATE LIBRARY RESOURCE AND COMMUNITY RESOURCE CENTRE MANAGEMENT COMMITTEE MEETING

The next Newdegate Library Resource and Community Resource Centre Management Committee Meeting is to be held on Wednesday 10 April 2019 at the Newdegate Community Library, Mitchell St, Newdegate commencing at 9:30am.

13.0 CLOSURE

There being no further business, the Chairperson closed the meeting at 9.33am.

14.0 CERTIFICATION

I _____certify that the minutes of the meeting held on the 7 November 2018 as shown were confirmed as a true record at the meeting held on the 10 April 2019.

_____ _____

Presiding Member Date

13.3 NEWDEGATE SWIMMING POOL MANAGEMENT COMMITTEE

Recommendation
That the Minutes of the Newdegate Swimming Pool Management Committee Meeting held on 7 November 2018 be confirmed as a true and accurate record.

Resolution

RESOLUTION 12870

Moved Cr Lloyd
Seconded Cr Clarke

That the Minutes of the Newdegate Swimming Pool Management Committee Meeting held on 7 November 2018 be received.

CARRIED 8/0

REASON FOR CHANGE IN RESOLUTION
The Resolution differed from the Recommendation as Council receives the minutes, the Newdegate Swimming Pool Management Committee confirms them as a true and correct record.

Shire of Lake Grace

Newdegate Swimming Pool
Management Committee

Minutes

Wednesday 7 November 2018

Disclaimer

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SHIRE OF LAKE GRACE

Minutes of the Newdegate Swimming Pool Management Committee Meeting held at the Newdegate Community Library, Mitchell Street, Newdegate on Wednesday 7 November 2018.

1.0 DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS

The Chairperson opened the meeting at 8.36am.

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

2.1 PRESENT

E. Ann Webster	Chairperson/Principal – Newdegate Primary School
Bridget Michell	Newdegate Pool Caretaker
Cr Jeanette De Landgrafft	Shire President, Lake Grace Shire Council Representative
Cr Roz Lloyd	Councillor, Lake Grace Shire Council Representative
Jasmine Offer	School Representative
Rochell Walker	School Representative

In attendance

Lee-Anne Trevenen	Administration Coordinator, Shire of Lake Grace

2.2 APOLOGIES

Denise Gobbart	Chief Executive Officer, Shire of Lake Grace

2.3 LEAVE OF ABSENCE PREVIOUSLY GRANTED

Nil

3.0 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

4.0 DECLARATIONS OF INTEREST

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

Nil

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

Nil

4.3 DECLARATIONS OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATIONS 1996 SECTION 34C

Nil

5.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6.0 CONFIRMATION OF MINUTES

6.1 NEWDEGATE SWIMMING POOL MANAGEMENT COMMITTEE MEETING – 11 APRIL 2018

Recommendation/Resolution

RESOLUTION 004

Moved Rochell Walker
Seconded Cr Roz Lloyd

That the minutes of the Newdegate Swimming Pool Management Committee Meeting on 11 April 2018 be confirmed as a true and accurate record.

CARRIED 7/0

7.0 MOTIONS OF WHICH NOTICE HAS BEEN RECEIVED

Nil

8.0 NOTICES OF URGENT BUSINESS

Nil

9.0 MEMBERS REPORTS

9.1 NEWDEGATE SWIMMING POOL REPORT

Trying to get the pool up and running as well as compliant with health regulations has been problematic this season, as the Chemigem has not been working correctly. This means that the readings of the pool have been below that set as necessary for the Health Department.

Working with BMW and keeping Lake Grace Shire informed of progress has resulted in the equipment being sourced and installed in a timely manner. Thank you to Bridget for her expertise and vigilance.

The pool is now ready to go.

Both Lake King Primary School and Newdegate Primary School will access the pool for two (2) weeks for in-term swimming towards the end of this term.

I would like to recommend that the Committee develop a timeline in collaboration with Bridget Michell in order to reduce the possibilities of breakdowns in the future. Servicing of Creepy Crawly, Chemigen and Test Kits could be carried out across the year instead of the last few weeks.

Regards,

Ann Webster
Principal

Resolution

RESOLUTION 005

Moved E. Ann Webster
Seconded Jasmine Offer

That the Newdegate Swimming Pool Management Committee Report be accepted.

CARRIED 7/0

10.0 MATTERS FOR CONSIDERATION

10.1 NEWDEGATE SWIMMING POOL MAINTENANCE TIMELINE

It is recommended that the Committee develop a maintenance timeline, in collaboration with the Pool Caretaker, Bridget Michell, in order to reduce the possibility of future breakdowns. It is recommended that servicing of the Creepy Crawly, Chemigen and Test Kits could be carried out over the course of the year, rather than in the last few weeks.

Recommendation/Resolution

RESOLUTION 006

Moved Rochell Walker
Seconded Cr Jeanette De Landgrafft

1. That the Newdegate Swimming Pool Management Committee develop a maintenance timeline and maintenance schedule including an asset replacement schedule, in partnership with the Pool Caretaker, Bridget Michell in order to reduce the possibility of future breakdowns and forward planning for budget requirements.
2. That the servicing of the Creepy Crawly, Chemigen and Test Kits are carried out over the course of the year, rather than in the last few weeks prior to opening.

CARRIED 7/0

11.0 OTHER BUSINESS

Emergency Access through back gate – ramp area leading to back gate is to be gravelled. to Follow up with P&C

Upgrade of security fence surrounding pool. Follow up with P&C

Pool Parking -Truck parking obscuring safe vision for public exiting pool parking area
Shire Manager Infrastructure to source quotes to modify parking area. In the meantime, a request was made for the shire to provide a sign to be installed to deter trucks from parking in the pool car park.

Pool Blanket
Quotes were sourced and cost is $11,000 including rollers.

Initially a request was made to the Newdegate Cropping Committee who agreed to fund this project. This was taken to the Newdegate P & C who were concerned as to who would be responsible for removing and putting on the blanket? Therefore, did not progress.

A request will be taken back to the Newdegate Cropping Committee and if agreed then to the P& C for approval and action.

Defibrillator Location
The defibrillator is kept at the swimming pool between 1 October – 31 March. It is held at the primary school outside this timeframe to allow accessibility throughout the whole year

12.0 DATE OF THE NEXT MEETING

12.1 NEWDEGATE SWIMMING POOL MANAGEMENT COMMITTEE MEETING

The next Newdegate Swimming Pool Management Committee Meeting is scheduled to take place on Wednesday 10 April 2019 at the Newdegate Community Library, Mitchell Street, Newdegate commencing at 9:00 am.

13.0 CLOSURE

There being no further business, the Chairperson closed the meeting at 9.04am.

14.0 CERTIFICATION

I _____certify that the minutes of the meeting held on the 7 November 2018 as shown were confirmed as a true record at the meeting held on the 10 April 2019.

_____ _____

Presiding Member Date

13.4 LAKE GRACE LIBRARY RESOURCE AND COMMUNITY RESOURCE CENTRE MANAGEMENT COMMITTEE

Recommendation
That the Minutes of the Lake Grace Library Resource and Community Resource Centre Management Committee Meeting held on 13 November 2018 be confirmed as a true and accurate record.

Resolution

RESOLUTION 12871

Moved Cr Clarke
Seconded Cr Stoffberg

That the Minutes of the Lake Grace Library Resource and Community Resource Centre Management Committee Meeting held on 13 November 2018 be received.

CARRIED 8/0

REASON FOR CHANGE IN RESOLUTION
The Resolution differed from the Recommendation as Council receives the minutes, the Lake Grace Library Resource and Community Resource Centre Management Committee confirms them as a true and correct record.

Shire of Lake Grace

Lake Grace Library Resource & Community Resource Centre Management Committee

Minutes

13 NOVEMBER 2018

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SHIRE OF LAKE GRACE

Minutes for the Lake Grace Community Library Resource and Community Resource Centre Management Committee Meeting held at the Lake Grace Community Library, Lake Grace, WA on Tuesday 13 November 2018.

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Chairperson opened the meeting at 11:05am.

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

2.1 PRESENT

Mary Naisbitt	Chairperson
Michelle Lay	School Administrator, Lake Grace District High School
Caryn Kirk	School Officer, Lake Grace District High School
Suzanne Reeves	Lake Grace Community Resource Centre Manager
Ollie Farrelly	Community Representative
Cr Debrah Clarke	Lake Grace Shire Council Representative
Lee Trevenen	Shire Administration Co-ordinator
Lois Dickins	Library Co-ordinator

Observers/Visitors
Nil

2.2 APOLOGIES

Cathy Willis	Principal, Lake Grace District High School

2.3 LEAVE OF ABSENCE PREVIOUSLY GRANTED

Nil

3.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

4.0 CONFIRMATION OF MINUTES

4.1 LAKE GRACE LIBRARY RESOURCE AND COMMUNITY RESOURCE CENTRE MANAGEMENT COMMITTEE – 07 AUGUST 2018

Recommendation/Resolution

RESOLUTION 201817

Moved: Ollie Farrelly
Seconded: Debrah Clarke

That the minutes of the Lake Grace Community Library Resource & Community Resource Centre Management Committee Meeting held on the 7 August 2018 be confirmed as a true and accurate record.

CARRIED 6/0

4.2 BUSINESS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

5.0 DECLARATIONS OF INTEREST

Nil

6.0 NOTICES OF URGENT BUSINESS

Nil

7.0 MOTIONS OF WHICH NOTICE HAS BEEN RECEIVED

Nil

8.0 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

9.0 MEMBERS REPORTS

9.1 LIBRARY REPORT

Our book exchange and accessioning are all up to date.
VDX requests have, as expected, got less and less.

We have had our 2018 Scholastic Book Fair and sales were up on the previous five years. The range of books was good this year with a lot of focus on junior fiction novels and books with gadgets. There were a lot less junior picture books.

The puzzle swap has increased very slowly even with advertising.

As from last week, LEGO club are using the library every Tuesday after school. 10 to 20 children are in the club and are supervised by Annie Argent and/or a parent.

In the next week or two, Lydia and I will be getting into the swing of Christmas, putting up decorations and Christmas books.

Statistics since the last meeting:

August 2018	Issues & Renewals	585	Borrower Visits	360
September 2018	Issues & Renewals	349	" "	142
October 2018	Issues & Renewals	608	" "	344

Recommendation/Resolution

RESOLUTION 201818

Moved: Lois Dickins
Seconded: Debrah Clarke

That the report and statistics of the Lake Grace Community Library be confirmed.

CARRIED 6/0

9.2 CRC REPORT

Since our last meeting we have received the good news that our funding has been reinstated. That has been a huge relief to our organisation, the threat drew an enormous amount of support from the community who have if anything put more work our way. We have also minimized what we are giving away in terms of staff time.

We held safeTALK and Gatekeeper workshops in September, they were well attended and participants have spoken highly of the presenters and the content. We have received an extension to the grant funding so further workshops will be held in February to March of next year.

Information sessions we have held over the last couple of months have been MyHealth Record, Planning your funeral and NBN.

Advocare will be coming to Lake Grace on 1st March to talk about 'My Aged Care', we're also looking to get someone in to talk about NDIS.

Our crochet/knitting group finished at end of September and Wheelchairs for Kids came and did a presentation and collected the blankets last Friday. We have also had members show an interest in sewing the seats/backrests etc for the wheelchairs; Rotary have since made contact and will be sending some fabric and patterns etc. down to us.

The Lakes Link News is going well and we will be offering email subscriptions in 2019. At this stage the subscriptions will only be available for individuals, not for organisations. We are just taking it one step at a time. We will continue to have mailed subscriptions as well as printed copies of the Links.

Late Night Shopping is going ahead, the shire has organized the street closure and we seem to have a good selection of stalls coming together.

Our Local Drug Action group held a stall at Newdegate Field Day and it went really well, we will definitely look at doing this again in 2019. We would have had around 375 contacts and it was good to have Holyoake on with us as we did have quite a few mental health queries. They have said they would like to come on with us again next year. We are looking at a static display for Late Night Shopping and are currently in talks with

Roadwise have received a grant to run a series of localized road safety promotions; similar to what we did in relation to the crosswalk at school. The Driver Reviver van was out for Queen's birthday and it was the lowest number of motorists we have had stop and use the facility.

Cleaning: I am finding that the cleaning of the building is quite average; I am wondering if they cleaner has lost their mojo or is overwhelmed. I am interested to know how much time they are given to clean the foyer, kitchen and toilets (bearing in mind that the kitchen is only cobwebs, some dusting and floor, staff do everything else). I cleaned the front door some months ago including all of the framework, and it would have taken me an hour to get all of the insect spots, cobwebs, fingerprints off; I don't mind doing it but I'm wondering what we're paying for. The toilets look quite grubby and I am wondering if at the end of the year they can be given a good scrub to bring them up to speed. The ladies need new seats and new cisterns; the men's could possibly do with a new seat also. I'm thinking that perhaps the building could do with a blitz, the cleaner could be given a good set of instructions with expectations of time per task and regularity of task. Maybe if they start back with a clean slate they won't feel overwhelmed and will be able to keep on track. As it is the Shire cleaner is coming in to a long term grubby work place. I have also noticed that at the end of school term no cleaning is done after the Wednesday evening/Thursday morning clean; with wheelie bins not always being put out. I do think they're skipping out on that final clean of the term.

Keys: My understanding is that the both the Shire and the School should have a full set of keys for all doors in the building for use in emergencies; the CRC isn't interested in having a full set, we only want our side. I know at one point I also made sure that the shire cleaner had a modified set and the school cleaner also had a set which we never received back when we took on doing our own cleaning. I would like to know what the school has in the way of keys for our

side; not counting the full set and whether they could return the superfluous as this is really only another concern you don't need.

Painting of Passage: The passage at our end if looking incredibly grubby and we wouldn't mind painting it, walls only. Is this okay?

Recommendation/Resolution

RESOLUTION 2018019

Moved: Suzanne Reeves
Seconded: Ollie Farrelly

That the report of the Lake Grace CRC be confirmed.

CARRIED 6/0

9.3 CRC SEMINAR ROOM FINANCIAL REPORT

08/08/2018 - 13/11/2018

Seminar Room Hire Account Reconciliation:

Balance of Seminar Room Account 7/08/2018			$1,277.31
29/08/18	Venue Hire (July {no hire for June})	$47.73	$1,325.04
31/08/18	Bank Interest	$0.10	$1,325.14
28/09/18	Bank Interest	$0.10	$1,325.24
4/10/18	Venue Hire (Aug-Sept)	$30.68	$1,355.92
31/10/18	Interest	$0.12	$1,356.04
1/11/18	Venue Hire (Oct)	$129.55	**$1,485.59**

Seminar Room Bank Account Statement Reconciliation:

Balance of Oct 31st Bank Statement			$1,356.04
Less Unpresented payments	$129.55		$1,485.59
Plus Unrecorded deposits		$0	**$1,485.59**

Recommendation/Resolution

RESOLUTION 201820

Moved: Suzanne Reeves
Seconded: Debrah Clarke

That the financial report of the Lake Grace Community Resource Centre be confirmed.

CARRIED 6/0

10.0 MATTERS FOR DISCUSSION

10.1 CLEANING OF BUILDING

Suzanne bought to our attention that the 20 year old toilets need a very good spring clean and maybe have a blitz clean at the end of the year.

Caryn is going to put in a work order for new cisterns, toilet seats and fluro lights.

Michelle is going to look into someone to do "High" cleaning of the building. Michelle is also going to speak to the trainers of cleaners. It was suggested to ask other government departments who and when their buildings have the cleaning done.

The relief shire cleaner is now aware of when the school holidays are and that they clean the building during these holidays. The Shire is willing to adjust cleaning days when the Seminar room is booked during the school holiday period due to extra use of toilet and kitchen facilities. Community Resource Centre will inform Shire when bookings occur in this period.

10.2 PAINTING OF HALLWAY

Due to the grubby state of the CRC hallway, the staff are going to paint it.

10.3 BUILDING KEYS

The school is going to check out what building keys they have and any extra CRC keys can be returned to the CRC.

10.4 MEETING DATES FOR 2019

12 March 2019
28 May 2019
6 August 2019
12 November 2019

11.0 OTHER BUSINESS

11.1 USE OF THE LIBRARY

Lois to email the Shire, School and CRC to inform them of any people and clubs using the library after school hours.

11.2 LIBRARY 2019

The library will open four days a week in 2019.

11.3 STAFF COVER

CRC are more than happy to cover the library if library staff are called out on emergency 000 calls.

12.0 DATE OF NEXT MEETING

12.1 12 MARCH 2019 COMMITTEE MEETING

The next Lake Grace Library Resource and Community Resource Centre Management Committee Meeting is scheduled to take place on Tuesday 12 March 2019, commencing at 11.00 am at the Lake Grace Community Library, School Place, Lake Grace.

13.0 CLOSURE

There being no further business, the Chairperson closed the meeting at 11:40am.

14.0 CERTIFICATION

I _____certify that the minutes of the meeting held on the 13 November 2018 as shown were confirmed as a true record at the meeting held on ____February 2019

_____ _____

Presiding Member Date

14.0 REPORTS OF OFFICERS

14.1 INFRASTRUCTURE SERVICES

14.1.1 UNBUDGETED EXPENDITURE: PROVISION OF TELECOMMUNICATIONS SERVICES TO LOT 107 BENNETT STREET UNITS

Applicant: Internal Report
File No. 0810
Attachments: 1. Telstra Infrastructure Provisioning Agreement
Author: Mr Jason Lip
Technical Officer

Disclosure of Interest: Nil
Date of Report: 14 November 2018
Senior Officer: Mr John Dyer
Manager Infrastructure Services

Summary
The purpose of this report is for Council to authorise unbudgeted expenditure for the provision of telecommunications services to the tenants living in the Well-Aged Accommodation units at Lot 107 Bennett Street, Lake Grace (also known as the Independent Living Units).

Background
The three units at Lot 107 Bennett Street were constructed as a result from the Lakes and 4WDL strategy to improve the attractiveness for aged persons to live in regional towns, closer to family members.

As a result from this, the construction for the aforementioned units on Bennett Street commenced in earnest in the financial year 2017/18 with the opening occurring in December 2017.

Telecommunications service has always been a part of the specifications from the initial building plans. A contractor had been selected to install a new Telstra pit and to trench and lay conduit from this new pit to the utilities box sitting on the corner of 49a Bennett Street's driveway, but they had been unresponsive to requests for updates as to when the works would commence, effectively ceasing all communications. This has left the three units without a connection to the Telstra copper network, rendering the internal wiring and phone ports interior to the units useless.

Only Telstra may connect new developments to the copper telecommunications network. The contractor would only be leaving a conduit and pit for the Telstra technician to draw the new copper wiring through.

Comment
As telecommunications service was expected since the onset of the housing construction process, and people may apply for residence based upon access to these services, the Shire should follow through with that obligation despite its lateness. This project was part of the original specification for the units as the budget was overspent in 2017/18 no funds were carried forward.

In the 2018/19 Annual Budget, the was an allocation of $5,500 set aside for the repair of a plumbing failure under the capital job for the Independent Living Units, of which $5,001.84 has been spent to complete those works. As such the provision of telecommunications services would come under unbudgeted expenditure.

All three units at Lot 107 Bennett Street are connected to the main distribution frame (MDF) inside of the utilities box, sitting on the southeast corner of the lot. The only connection required would be from this MDF to the underground copper network that runs past the lot, parallel to the footpath. All cabling past the MDF plus the MDF itself (MDF to phone ports in each unit) is the responsibility of the developer (Shire of Lake Grace) and all cabling up to the MDF—also known as the lead-in—is the responsibility of Telstra.

A quote has been received from Telstra to provide whole of works for this job. Telstra would perform the installation of the Telstra pit, trenching, installation of a conduit, physical connection from the Telstra copper network to the MDF through the new conduit, backfill and any administrative and backend work required. The quote from Telstra is as follows.

	Cost	**GST**	**GST Inc**
Telecommunications infrastructure provision to 3 units	$4,971.01	$497.10	$5,468.11

Obtaining quotes for the works to be done separately; Telstra connection only, independent contractor performing the trenching, pit installation, conduit installation and backfill.

	Cost	**GST**	**GST Inc**
Contractor – excavation, installation and backfill works	$5,500.00	$550.00	$6,050.00
Telstra – connection work only	$3,564.79	$356.48	$3,921.27
Total	$9,064.79	$906.48	$9,971.27

Telstra has provided a document named “Infrastructure Provisioning Agreement” (IPA) that requires a signature from a Shire representative before an invoice can be issued to the Shire. Telstra is not required to commence work unless they have received payment. There may be additional costs, such as footpath repair or replacement that the Shire will have to bear.

We are seeking authorisation from Council to carry out this job through Telstra via signing of the IPA to fulfil the final specification for the Well-Aged Accommodation units.

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
Policy 3.7 Purchasing Policy

Purchase Value Threshold (excluding GST)	Purchasing Requirement
$100 to $500	Direct purchase from supplier requires one verbal or written quote.
$500 to $5,000	Direct purchase directly from supplier requires two verbal or written quotes.
$5,000 to $20,000	2 written quotations to be obtained and documented by responsible officer.

Consultation
Internal: John Dyer, Manager Infrastructure Services
Wayne Trawinski, Building Supervisor

External: Dane Castles, Telstra, Access Planner
Stephen Hunt, Lake Grace Communications & Computers

Financial Implications
Job ILULG – ILU Lot 107 Bennett St Lake Grace has a budget provision of $5,500.00 of which $5,001.84 has been spent, leaving $498.16.

A possible source of funding may be reducing the transfer to the Housing Reserve, which has an allocation of $400,000.00. It is proposed that when undertaking the annual Budget Review an adjustment will be made to offset the required expenditure.

Strategic Implications
Shire of Lake Grace Strategic Community Plan 2017-2027
Social – 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
- 2.1.2 Maintain and support the growth of education, childcare, youth and aged services

Voting Requirements
Absolute majority (5) required.

Recommendation/Resolution

RESOLUTION 12872

Moved Cr Stoffberg
Seconded Cr Lloyd

That Council, authorise the quote from Telstra of $5,468.11 GST inclusive for the provision of telecommunications services for the Well-Aged Accommodation units at 49 Bennett Street, Lake Grace, as unbudgeted expenditure.

CARRIED BY ABSOLUTE MAJORITY 8/0

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Infrastructure Provisioning Agreement

SECTION A – Party and Development Details

REFERENCE – AFR Number: 17420816

DEVELOPER DETAILS

Name:	Shire Of Lake Grace		(**Developer**)
ABN:	80 159 221 021		
ACN:	N/A		
Address:	P o Box 50, Lake Grace 6353		
Contact Person:	Jason Lip	**Tel / Mobile:** 0898 902 500	**Email:** to@lakegrace.wa.gov.au

TELSTRA DETAILS

Name and ABN:	Telstra Corporation Limited (ABN 33 051 775 556)		(**Telstra**)
Address:	General Manager, Contract Management Attn: Gaurav Arora Locked Bag 4520, Melbourne VIC 3001		
Contact Person:	Dane Castles	**Tel / Mobile:** 0484 326 895	**Email:** Dane.Castles@team.telstra.com

TELSTRA'S SCOPE OF WORKS

Design and installation of a telecommunications network for the Development including the installation of cabling and other Network Infrastructure necessary in Telstra's reasonable discretion to connect the lots or buildings in the Development to facilitate the future supply of Standard Telephone Services and other telecommunications services by Telstra to premises in the Development from time to time.

A. Installation of distribution network	Tick if applicable
Copper – installation of a copper telecommunications network	☑
FTTP – installation of a fibre telecommunications network, including installation of a PSU and ONT for each Service Address	☐
Comment – MDF - Telstra will provide copper network infrastructure for up to 3 services at the developer provided MDF	☑
B. Duct System for the Development (must be completed if A. is completed)	Tick if applicable
Telstra's existing duct is being used	☐
Telstra is providing new duct (trenching and backfill by Developer)	☐
Developer duct is being used (ownership will transfer to Telstra)	☑
C. Duct System to connect the Development	Tick if applicable
Telstra's existing duct is being used	☑
Telstra is providing new duct (trenching and backfill by Telstra)	☑
Telstra is providing new duct (trenching and backfill by Developer)	☐
Developer duct is being used (ownership will transfer to Telstra)	☐
D. Customer Access Network (CAN) Equipment	Tick if applicable
N/A	☐
E. Installation of Additional Network Equipment	Tick if applicable
N/A	☐

Note: Refer to Annexures A & C for Developer obligations, and Annexure B for Out of Scope Works

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DEVELOPMENT DETAILS	
AFR NO:	17420816
DEVELOPMENT LOCATION	49 Bennett Street, Lake Grace WA 6353
DEVELOPMENT NAME	Lot 107 ILUs – Stage 0
DEVELOPMENT PLAN NO.	DE-001 Electrical Plan.pdf
AND APPROVAL DATE ON PLAN	27 October 2017
NO. OF INITIAL SERVICE ADDRESSES (i.e. individual living units, lots or tenancies)	3
ESTIMATED PROJECT COMPLETION DATE (i.e. the date your development will be completed)	15 December 2017

Telstra and the Developer agree to the terms and conditions set out in this agreement

Acceptance by Telstra

Executed for **Telstra Corporation Limited** (ABN 33 051 775 556) by its authorised representative.

Signature _____ Date _____

Print Name Gaurav Arora Position _____

In Process

Acceptance by the Developer

Executed for **Shire Of Lake Grace** (ABN 80 159 221 021 and ACN N/A) by its authorised representative.

Signature _____ Date _____

Print Name _____ Position _____

By executing this agreement you warrant that you are duly authorised to execute this agreement on behalf of the Developer.

SECTION B – Charges

Initial Service Address Fee (for all Initial Service Addresses): $4,971.01 (GST exclusive)

$5,468.11 (GST inclusive)*

Additional Service Address Fee: Telstra to provide a quote upon request

*100% payable upfront

The Developer must pay the Charges to Telstra within 14 days of Telstra's invoice (or by such other due date specified in the invoice).

Telstra is not required to commence deployment of the Network Infrastructure until the Developer pays the Initial Service Address Fee or the Additional Service Address Fee (as applicable).

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Section C – Standard Terms

1 Scope and term

1.1 This agreement (comprising the Standard Terms and the Annexures) sets out the terms on which Telstra will provide Network Infrastructure in the Development.

1.2 This agreement commences on the Start Date and continues until both parties have performed its obligations under this agreement (unless terminated earlier in accordance with this agreement).

2 Developer's obligations

2.1 The Developer warrants that it:

(a) has the authority to enter into and can perform its obligations under this agreement; and

(b) owns the land on which the Development is located or has been authorised by the owner to enable it to carry out its obligations under this agreement.

2.2 The Developer must:

(a) if requested by Telstra provide written confirmation that **nbn co**, in response to a request from the Developer, has confirmed that it will not install telecommunications infrastructure in the Development;

(b) as soon as practicable, notify Telstra of any change to its project which will impact the completion timeframes of the project; and

(c) comply with its obligations in Annexure A and Annexure C.

3 Telstra's Installation Obligations

3.1 For a Development that is not a Subdivision, subject to clauses 3.2(b) and 3.4, Telstra will use reasonable endeavours to install the Network Infrastructure for the Initial Service Addresses by the later of:

(a) the date being on or about the Estimated Project Completion Date (provided that the Estimated Project Date is at least 6 months after the AFR Lodgement Date); and

(b) any extension to the Estimated Project Completion Date which has been agreed by the developer and Telstra as a result of delays or the developer's completion of the project beyond the Estimated Project Completion Date.

3.2 For a Development that is a Subdivision, subject to clauses (b) and 3.4, Telstra will use reasonable endeavours to install the Network Infrastructure for the Initial Service Addresses by the later of the date being 4 months after:

(a) the Estimated Project Completion Date (provided that the Estimated Project Completion Date is at least 6 months after the AFR Lodgement Date); and

(b) any extension to the Estimated Project Completion Date has been agreed by the developer and Telstra as a result of delays or the developer's actual completion of the project beyond the Estimated Project Completion Date.

3.3 If the Developer is providing the Duct System, the Developer must make a suitable Duct System available at least 4 months prior to the date determined under clause 3.1 or 3.2 (as applicable).

3.4 If Telstra is providing the Duct System (and provided Telstra is not specified in Section A as being responsible for trenching), the Developer must make a suitable trench available at least 4 months prior to the date determined under clause 3.1 or 3.2 (as applicable) and ensure the trench remains available for Telstra's use.

3.5 Telstra may (but is under no obligation to) agree to provide further Network Infrastructure for any Additional Service Address for payment of the Additional Service Address Fee.

3.6 On completion of the installation of the Network Infrastructure, Telstra will provide a Telecommunications Infrastructure Provisioning Letter on the Developer's request.

4 Ownership

4.1 Telstra owns all Network Infrastructure and any other equipment or facilities installed by Telstra for the Development, none of which shall be considered to be a fixture.

4.2 If **nbn co**:

(a) makes an announcement that:

(i) a Rollout Region includes the Development; or

(ii) that it otherwise intends to deploy **nbn™** network to the Development; or

(b) deploys or proposes to deploy the **nbn™** network in such a way that Telstra reasonably considers:

(i) it would not be able to efficiently deploy Network Infrastructure in the Development; or

(ii) the costs to it of that deployment would be materially greater,

then:

(c) Telstra may notify the Developer that it will cease installing, operating and/or maintaining Network Infrastructure for the Development;

(d) if Telstra gives notice under (c) Telstra will, where it has not completed the Network Infrastructure, refund to the Developer the Initial Service Address Fee and/or Additional Service Address Fee (as applicable) less any costs reasonably incurred by Telstra prior to the notification; or

(e) any or all of the Network Infrastructure installed by Telstra may be decommissioned by Telstra or **nbn co** and/or transferred by Telstra to **nbn co**, or Telstra may elect not to install its Network Infrastructure, in order for Telstra to comply with the Migration Plan or Telstra's contractual commitments to **nbn co**.

5 Charges

5.1 The Developer must pay the Charges to Telstra on the terms set out in Section B – Charges.

6 On-sale of land by the Developer

6.1 If the Developer transfers ownership of the land or part of the land on which the Development is located to a third party before Telstra has completed the Network Infrastructure, the Developer must:

(a) as soon as practicable following the transfer provide Telstra with a notice including:

(i) the date of the transfer;

(ii) the third party to whom the land was transferred; and

(iii) if only part of the land on which the Development is located is transferred, a description of the part which is transferred; and

(b) except where only part of the land on which the Development is located is transferred, use best endeavours to novate this agreement to that third party within 30 days of the date of the transfer.

6.2 If the agreement is not novated in accordance with clause 6.1(b), Telstra:

(a) may cease providing the Network Infrastructure; and / or

(b) on giving a further 30 days' notice, may terminate this agreement by notice in writing to the Developer.

6.3 If the Developer transfers ownership of part of the land on which the Development is located to a third party before Telstra has completed the Network Infrastructure in that part of the Development and Telstra and the third party do not, within 30 days of the date of the transfer, enter into an agreement on the same or substantially similar terms to this agreement Telstra may:

(a) cease providing the Network Infrastructure with respect to the part of the Development which has been transferred (**Transferred Development**); and / or

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(b) terminate this agreement with respect to the Transferred Development.

6.4 Where the agreement is novated in accordance with clause 6.1(b) or a new agreement is entered into in accordance with clause 6.3, Telstra will not:

(a) charge the third party for work already paid for by the Developer that relates to the Development or part of the Development (as applicable) that has been transferred; or

(b) refund the Developer the Initial Service Address Fee or the Additional Service Address Fee.

7 No Restriction on Commonwealth Legislation

7.1 Nothing in this agreement affects, restricts, or limits the rights, powers and immunity of Telstra under the Telco Act or any other applicable legislation and/or regulations of the Commonwealth or any State or Territory.

7.2 The Developer waives its right to be given a notice under paragraphs 17(1) and 19(1) of Schedule 3 of the Telco Act in relation to the exercise by Telstra of its power to inspect land, to install a low impact facility or to maintain a facility. The Developer acknowledges that by waiving these rights it is also waiving any right (including under clause 4.30 of the Telecommunications Code of Practice 1997) to object to those activities.

8 Intellectual Property

8.1 The Developer grants to Telstra a perpetual, irrevocable, royalty-free licence to use, modify and adapt all Developer Material for the purposes of this agreement.

8.2 The Developer indemnifies Telstra in respect of all loss, damage or expense suffered by Telstra arising from or in connection with a claim by a third party alleging that the exercise by Telstra of any rights assigned, transferred, or granted by the Developer in connection with this agreement infringes any intellectual property or other property interests of a third party.

8.3 Telstra retains ownership of the Acquisition Plan, technical specifications and other materials which Telstra develops in connection with the Network Infrastructure for the Development and they are Telstra Confidential Information.

9 Confidentiality and Privacy

9.1 A party must not use or disclose the other party's Confidential Information to any person except:

(a) with the prior written consent of the other party;

(b) to perform or exercise its rights under this agreement;

(c) to obtain professional advice;

(d) to its auditor to perform its audit functions;

(e) to comply with any law, regulatory authority or stock exchange;

(f) to its People, provided the person is subject an obligation to keep the information confidential; and

(g) in the case of Telstra, to **nbn co** where such disclosure is in connection with the planning, deployment or operation of the **nbn™** network.

9.2 The Developer consents to Telstra collecting, using and disclosing any personal information collected by it in connection with this agreement in accordance with the *Privacy Act 1988* (Cth) and Telstra's Privacy Policy (which can be viewed at http://www.telstra.com.au/privacy/privacy_statement.html).

9.3 The Developer consents to Telstra disclosing Confidential Information of the Developer to the Department for the purposes of the Department publishing information about telecommunications infrastructure deployment in real estate development projects.

10 Telstra's Liability

10.1 Subject to clause 11, Telstra's liability, whether arising under contract, tort (including negligence), statute or in any other way, under or in connection with this agreement is limited to an amount equal to the sum of the Charges payable by the Developer for the Network Infrastructure.

10.2 The limitation in clause 10.1 does not apply to:

(a) liability as a result of the death of, or injury to, any person caused by, arising out of, or in any way in connection with this agreement; or

(b) liability that cannot be limited by law.

10.3 To the extent permitted by law, Telstra has no liability to the Developer arising from or in connection with this agreement, regardless of how that liability arises, to the extent such liability is Consequential Loss.

11 Liability for Interim Services

11.1 **The Developer's liability:** If

(a) the Developer provides Telstra with less than 6 months' notice of the completion date of the project for the premises in the Development; or

(b) Telstra's failure to complete the Network Infrastructure by the date determined in accordance with clause 3.1 or 3.2 arises from an act or omission of the Developer,

and Telstra is required to provide interim services to end users within the Development to meet Telstra's Universal Service Obligation, the Developer must reimburse Telstra for its cost in providing those interim services.

11.2 **Telstra's Liability:** Subject to clause 11.1, if Telstra agrees to provide the Network Infrastructure by an agreed date, Telstra's sole liability to the Developer for failing to provide the Network Infrastructure by that date is the obligation to supply, at no cost to the Developer, interim services to end users in the Development to the extent required by Telstra's Universal Service Obligation.

12 Force Majeure Event

12.1 If a party is unable to perform, or is delayed in performing, an obligation under this agreement (other than an obligation to pay money) because of a Force Majeure Event:

(a) that obligation is suspended to the extent that, and for so long as, that party is affected by the Force Majeure Event; and

(b) the non-performing party must:

(i) promptly give the other party notice of the Force Majeure Event and an estimate of the impact of the Force Majeure Event on performance and anticipated delay in performance;

(ii) take all reasonable steps to overcome the effects of the Force Majeure Event (but this does not require the settlement of industrial disputes or other claims on unreasonable terms); and

(iii) resume compliance as soon as practicable after the Force Majeure Event no longer affects the non-performing party.

13 Suspension

13.1 Telstra may immediately suspend the installation of the Network Infrastructure if any of the following occurs:

(a) the Developer breaches clause 2, clause 5.1 or clause 11.1;

(b) the parties are unable to agree on the Out of Scope Work Fees for any Out of Scope Work (see Annexure B, section 2) required to be completed prior to installation of the Network Infrastructure;

(c) Telstra is entitled to terminate this agreement for cause under clause 14.2(c);

(d) the Developer suffers an Insolvency Event;

(e) a Regulatory Event happens; or

(f) in Telstra's opinion, acting reasonably:

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(i) an emergency necessitates suspension of installation of the Network Infrastructure (including to support emergency and other essential services);
(ii) the installation of the Network Infrastructure poses a threat to safety of persons or a hazard to equipment or other property; or
(iii) the installation of the Network Infrastructure is, or is likely to become, unlawful.

13.2 If Telstra exercises a right under clause 13.1, it will:
(a) notify the Developer in advance where practicable to do so and, if not, Telstra will notify the Developer as soon as practicable after exercising this right;
(b) not be limited in exercising any other rights; and
(c) exercise those rights only for so long as the event or circumstance giving rise to that right continues.

14 Termination

14.1 Telstra may, by giving notice to the Developer, terminate this agreement with immediate effect if a Regulatory Event occurs.

14.2 A party may terminate this agreement by notice in writing to the other party if:
(a) the other party suffers an Insolvency Event;
(b) a Force Majeure Event substantially adversely effects the ability of the other party to perform its obligations under this agreement continuously for a period of 30 days; or
(c) the other party commits a breach of this agreement and:
(i) the breach is a material breach and is not capable of being remedied; or
(ii) the breach is capable of being remedied and the other party fails to remedy the breach within 30 days of being notified in writing of the breach.

14.3 In addition to any other obligations set out in this agreement, upon termination or expiry of this agreement:
(a) all rights granted under this agreement cease (other than rights, including ownership rights, which accrued up to, and including, the date of termination or expiry); and
(b) the Developer must pay Telstra all amounts owed up to the date of termination.

14.4 Clauses 4, 6, 7, 8, 9, 10 and 11 and Annexure C survive termination of this agreement.

15 GST

15.1 Unless otherwise specified, the charges, and any other amounts, set out in this agreement are exclusive of GST.

15.2 Where GST is imposed on a taxable supply made under this agreement and the recipient of that supply receives a tax invoice for that supply, the recipient must pay the GST to the supplier (without deduction or set-off) by the tax invoice due date.

15.3 If one party is required to indemnify or reimburse another party (**Payee**) for any cost, loss or expense, the indemnity or reimbursement payable does not include any amount for which the Payee (or an entity grouped with the Payee for GST purposes) is entitled to an input tax credit, but will be increased under clause 15.2 if the amount payable is consideration for a taxable supply.

15.4 Terms used in this clause 15 that are defined in the *A New Tax System (Goods and Services Tax) Act 1999* (Cth) have the meaning given in that Act.

16 General

16.1 Unless otherwise specified, all notices given under this agreement must be in writing and delivered by hand or email to the representatives specified in Section A.

16.2 If the Developer authorises a third party to act on its behalf the Developer must provide written notice to Telstra including details of that third party and the scope of that third party's authorisation.

16.3 This agreement constitutes the entire agreement of the parties about its subject matter.

16.4 A party may not assign or transfer its rights or obligations under this agreement without the other party's prior written consent, which must not be unreasonably withheld.

16.5 This agreement is governed by the law applicable in the State or Territory in which the Development is located.

17 Interpretation

17.1 Unless the contrary intention appears, a term defined in the Telco Act has the same meaning in this agreement.

17.2 In this agreement, unless otherwise stated:

Acquisition Plan means the form of the Draft Acquisition Plan accepted or deemed to have been accepted by the Developer under paragraph 3.2 or 3.3 of Annexure C.

Additional Service Address means a Service Address in the Development that is not an Initial Service Address.

Additional Service Address Fee means the fee set out in Section B, for additional Network Infrastructure servicing one or more Additional Service Addresses.

AFR Lodgement Date means the date on which the document entitled "Application For Reticulation" is lodged by the Developer with Telstra.

Business Day means a day other than a Saturday, Sunday or public holiday in the State or Territory in which the Development is located.

CAN Equipment means the customer access network equipment set out in Section A that is owned, operated and maintained by Telstra and installed by Telstra in accordance with this agreement.

Charges means the Initial Service Address Fee, the Additional Service Address Fee and all other charges/fees payable by the Developer to Telstra in accordance with this agreement.

Confidential Information of a party means all information of a confidential or commercially sensitive nature relating to that party which is disclosed by it to the other party for the purposes of, or in the course of, performing this agreement, but does not include:
(a) information that is or becomes public (other than through breach of either this agreement by the other party or an obligation of confidence to a third party);
(b) information that is obtained by, or disclosed to, the other party, other than by the party to whom the information relates (except where the other party knew or should reasonably have known that the information was obtained in breach of an obligation of confidentiality); or
(c) information that was already known to the other party at the time of disclosure by the party (unless the other party knew or should reasonably have known that the information was obtained in breach of an obligation of confidentiality).

Consequential Loss means loss that is:
(a) fairly and reasonably considered to arise other than naturally (according to the usual course of things) from the fact, matter or circumstance giving rise to the relevant claim; or
(b) is for loss of profit, loss of revenue, loss of business opportunities, loss of anticipated savings or loss of data, even if any of that loss is fairly and reasonably considered to arise naturally (according to the usual course of things) from the fact, matter or circumstance giving rise to the relevant claim.

Department means the Commonwealth Department of Communications or any other federal department or agency with responsibility for administering the Telco Act.

Developer has the meaning given to that term in Section A.

Developer Material means any and all material provided by the Developer to Telstra under or in connection with this agreement, including all plans and diagrams.

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Development means the development described in Section A.
Development Period means the period from the Start Date until the completion of the installation of the Network Infrastructure by Telstra.
Development Plan means the plan provided by the Developer which shows all Service Addresses.
Draft Acquisition Plan has the meaning given to that term in paragraph 3.1 of Annexure C.
Duct Specification means the *Fibre Ready Pit and Pipe Specification for Real Estate Development Projects (G645:2017, with pit lid compliant with Section 8.2.1 (a) (i))* published by Communications Alliance (as it exists from time to time).
Duct System means telecommunications pit and pipe at the Development that:

(a) is free of any cabling or other infrastructure (excluding cable draw cord);
(b) may incorporate the use of Telstra or Comms branded pit lids (but must not use **nbn™** network or other non-Telstra carrier branded pit lids);
(c) maybe a Lead-in Duct System;
(d) has been installed in compliance with all relevant national, State and local laws and industry standards, guidelines and codes, including the Duct Specification;
(e) is sufficient to connect the Network Infrastructure to the Service Addresses (or proposed Service Addresses) in the Development; and
(f) for clarity, does not include any telecommunications pit and pipe on the customer side of an MDF or proposed MDF unless otherwise notified to the Developer by Telstra.

Estimated Project Completion Date means the date specified in Section A.
Force Majeure Event means any event, act or cause (except lack of funds) which is beyond the reasonable control of the party.
Initial Service Addresses means the Service Addresses set out in the Development Plan.
Initial Service Address Fee means the service fee payable by the Developer to Telstra set out in Section B.
Insolvency Event means, in relation to a party:

(a) an application made for an order for a party's winding up, which application is not withdrawn or dismissed within 20 days of being made;
(b) a liquidator, provisional liquidator, receiver, manager or administrator is appointed to a party; or
(c) a party is unable to pay its debts when they fall due.

Lead-in Duct System means a single (50mm or 100mm internal diameter) underground communications lead-in pipe and associated communications pits (where applicable), installed between a point on the boundary of the Development (property entry point) and a building on the location of the Development (e.g. a proposed or existing MDF or MDF room) or a pit immediately adjacent to the building, having a maximum lead-in pipe length of 100m.
MDU means a multi-dwelling unit of a commercial, industrial or residential nature.
Migration Plan means the plan approved by the ACCC under section 577BDA of the Telco Act, as amended from time to time.
nbn™ means the National Broadband Network as deployed comprising fixed network infrastructure.
nbn co means **nbn co** Limited (ACN 136 533 741) or one of its Related Bodies Corporate.
Network Infrastructure means the equipment and facilities installed, or to be installed by Telstra to provide telecommunications services for Service Addresses within the Development (in accordance with Telstra's Scope of Works and the Development Plan), including, without limitation the Duct System (excluding a Duct System provided by a third party), cable, road crossings, pits, and lead in starter pipe within the Development, but unless Telstra notifies the Developer otherwise, does not include any 'customer cabling' or 'customer equipment' (as those terms are defined in the Telco Act).
Out of Scope Work means the work identified in Annexure B as not being included in Telstra's Scope of Works.
Out of Scope Work Fees means the fees agreed by the Developer and Telstra for any Out of Scope Works.
People of a party means each of that party's directors, officers, employees, agents, contractors, advisers and representatives.
Regulatory Event means:

(a) a change in a statute, regulation, bylaw, licence, planning instrument, permit or approval of the Commonwealth or a State or Territory (**Law**), including enactment of a new Law, that means that; or
(b) a determination by the Australian Competition and Consumer Commission that; or
(c) a determination by any court of law that; or
(d) an anticipation by Telstra that, in its reasonable opinion (acting in good faith and on reasonable grounds),

this agreement, a clause of this agreement or any action taken or required to be taken in accordance with this agreement:

(e) contravenes, or may contravene, any provision of any applicable Law including, without limitation, the Telco Act or the *Competition and Consumer Act 2010* (Cth); or
(f) is inconsistent with the Migration Plan or Telstra's contractual commitments to **nbn co**.

Related Body Corporate has the meaning given to that term in the *Corporations Act 2001* (Cth).
Rollout Region means a geographical area or set of premises identified by **nbn co** as a 'Rollout Region'.
Service Address means each individual living unit (whether a standalone premises or individual premises in a MDU) or lot or tenancy in the Development.
Standard Telephone Service has the meaning given in section 6 of the *Telecommunications (Consumer Protection and Service Standards) Act 1999* (Cth).
Start Date means the date on which the last party executes this agreement.
Subdivision means an area of land that has been divided into two or more lots (however described) which can be disposed of separately.
Subscriber Agreement means the agreement of that name entered into between Telstra and **nbn co** dated 23 June 2011.
Telco Act means the *Telecommunications Act 1997* (Cth).
Telstra means Telstra Corporation Limited (ACN 051 775 556) and, where appropriate, its authorised contractors (including Telstra's Contractor).
Telstra's Contractor means the contractor engaged by Telstra in relation to the Development from time to time or its relevant validly appointed subcontractor.
Telstra's Scope of Works means the works to be performed by Telstra as set out in Section A.
Telstra's Universal Service Obligation means Telstra's universal service obligation under the *Telecommunications (Consumer Protection and Service Standards) Act 1999* (Cth).
Transfer Notice means a notice provided by Telstra's Contractor which includes details of the Development and states the date that the title in the Duct System (as described in the Acquisition Plan) passes to Telstra.

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Annexure A – Developer's Site Preparation Obligations

General

1 The Developer must:
- (a) comply with all reasonable directions of Telstra in relation to the Network Infrastructure;
- (b) use best endeavours to ensure that no damage or interference is caused to the Network Infrastructure by any person (other than Telstra);
- (c) meet the costs of replacement or repair of the Network Infrastructure in connection with a breach by it of this agreement;
- (d) ensure ongoing safe access to the Development for the purpose of inspecting, installing and maintaining the Network Infrastructure (including obtaining all necessary third party approvals or consents); and
- (e) conduct reasonable site inductions and safety briefings about the Development for Telstra or Telstra's Contractor.

2 The Developer must consult with Telstra as soon as reasonably practicable regarding any material change to the Development's design for residential, commercial, industrial, government, mixed use or other purposes, and installation of Network Infrastructure within the Development, including multi-storey or multi-purpose buildings.

3 The Developer must ensure that all fixed telecommunications infrastructure installed by, or on behalf of, the Developer in the Development (other than by Telstra):
- (a) in the case of any infrastructure beyond the network boundary point (as that concept is defined in section 22 of the Telco Act), has been installed in compliance with all relevant national, State and local laws and industry standards, guidelines and codes, including the Duct Specification; and
- (b) is 'fibre-ready' in accordance with Part 20A of the Telco Act, unless otherwise exempted by the Telecommunications (Fibre –ready Facilities – Exempt Real Estate Development Projects) Instrument 2016 as amended from time to time.

FTTP [Only applies if a FTTP distribution network is being installed in a building]

4 The Developer must at each unit of a MDU or other Service Address (as applicable) being connected to optical fibre Network Infrastructure:
- (a) ensure the safety and integrity of the passive optical network (**PON**) by providing workable space and access through risers, troughs or conduits within the building in accordance with the specifications provided by Telstra;
- (b) ensure space and access is provided for the installation, repair and maintenance of the optical network terminal (**ONT**) and power supply unit (**PSU**) in accordance with the specifications provided by Telstra (including, in relation to an MDU, access to customer cabling, cable trays and fittings in the Main Distribution Frame (**MDF**) room, risers and laterals);
- (c) allocate (where requested by Telstra) space for the unrestricted housing of fibre cross connecting units;
- (d) ensure suitable conduit access arrangements;
- (e) provide an electrical power point within 1 metre adjacent to the PSU;
- (f) provide internal cabling to the preferred design layouts for Telstra's network. These layouts can be sourced from http://www.telstrasmartcommunity.com; and
- (g) in relation to an MDU, ensure:
  - (i) standard minimum 23mm internal diameter telecommunications pipe from the riser to each ONT location is available; and
  - (ii) any housings, housing fixings, customer distribution, smart wiring boxes and cabling from the ONT are available.

Copper [Only applies if a copper distribution network is being installed to a building MDF]

5 The Developer must, at each MDU in respect of which copper Network Infrastructure is being provided, provide Telstra with access to, and use of, the MDFs and customer cabling for each MDU.

Installation of Duct System [Only applies if FTTP, copper or other cable is being installed]

6 The Developer must, where Telstra is responsible for installing the Duct System (and provided Telstra is not specified in Section A as being responsible for trenching), provide to Telstra or Telstra's Contractor, at no cost, access to a suitable shared trench or suitable exclusive trench and pit voids (as appropriate) and backfill the trench to enable Telstra to install the Duct System. Such trench and pit voids must meet Telstra and **nbn™** network specifications.

CAN Equipment [Only applies if CAN Electronic Equipment is being installed in a building]

7 The Developer must (at no cost to Telstra):
- (a) ensure a secure storage area in the Development for Telstra's equipment and materials during installation of the CAN Equipment;
- (b) provide a secure air conditioned communications room or adequate floor and rack space in its communications room for the CAN Equipment;
- (c) provide all necessary cable trays, troughing and cable entry points into the communications room;
- (d) provide required cabling and trenching to its side of the network boundary point;
- (e) provide suitable 240V power outlets and 10 ohm earthing at the Development; and
- (f) pay for power consumed or arrange for separate metering.

CAN Equipment [Only applies if CAN Electronic Equipment is being installed external to a building]

8 The Developer must (at no cost to Telstra):
- (a) ensure a secure storage area in the Development for Telstra's equipment and materials during installation of the CAN Equipment; and
- (b) allocate when requested by Telstra suitable space for unrestricted access to external cabinets.

Insurance

9 The Developer must (unless Telstra agrees otherwise) maintain, for a period not less than the Development Period, the following insurance policies:
- (a) public liability insurance for cover of not less than $10,000,000;
- (b) property damage insurance for not less than the amount of the Charges payable under this agreement; and
- (c) workers compensation insurance in accordance with the laws applicable in the State or Territory in which the Development is located.

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Annexure B – Out of Scope Works

1 Out of scope works

1.1 The following works are not included in Telstra's Scope of Works for the agreement:

(a) underground infrastructure not specified in Telstra's Scope of Works;
(b) surveying;
(c) excavation or drilling in rock;
(d) excavation at depths requiring shoring;
(e) permanent reinstatement to footways or roadways where Telstra does not undertake the civil component associated with the Network Infrastructure installation;
(f) environmental studies;
(g) council permits or bonds;
(h) removal of trees or other vegetation;
(i) removal and disposal of contaminated soil;
(j) removal and disposal of asbestos materials;
(k) clearing or removal of permanent structures such as fences, bus-stops and buried obstacles;
(l) impact of inclement weather on the performance of the works to install Network Infrastructure;
(m) moving or relocating Network Infrastructure;
(n) providing trenching or pit voids (unless specified in Section A);
(o) providing a Lead-in Duct System unless specified in Telstra's Scope of Works;
(p) changes to the configuration of the Network Infrastructure as a result of the splitting or amalgamation of lots or the rearrangement of roads, footpaths or other public spaces;
(q) changes to the configuration of the Network Infrastructure as a result of changes (e.g. design or installation) to the Duct System provided by the Developer;
(r) zone changes to lots that require re-design to provide additional infrastructure in order to ensure adequate capacity to the development; and
(s) connection of buildings or living units subsequently installed on a lot where the Development Plan specifies that a Service Address is a vacant lot.

1.2 If Telstra determines that it is required to or is requested by the Developer to undertake any of the works identified in paragraph 1.1 of this Annexure, Telstra will provide the Developer a quote for performance of those works, which quote must be agreed to and paid in full by the Developer before Telstra undertakes these works.

1.3 In calculating Out of Scope Work Fees for land that is or is to be used for a single-dwelling unit (**SDU**) which is now to be used for multi-dwelling units (**MDU**), Telstra will take into account Charges already paid by the Developer that were calculated on the basis of deploying Network Infrastructure required for the SDU to the extent that work undertaken or to be undertaken for the SDU can be re-used for the MDU.

In Process

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Annexure C – Developer Duct Conditions

This Annexure applies where the Developer is responsible for providing or procuring the Duct System in the Development which will be used by Telstra to install all or part of the Network Infrastructure.

1 Duct System Requirements

1.1 The Developer will ensure the Duct System complies with the Duct Specification.

2 Non-compliance with Duct Specifications

2.1 As soon as practicable after the Developer notifies Telstra of completion of the Duct System, Telstra's Contractor will inspect the Duct System for compliance with the Duct Specification. As part of this inspection, Telstra's Contractor may install Network Infrastructure in the Duct System.

2.2 If Telstra's Contractor determines that the Duct System does not comply with the Duct Specification:

(a) Telstra's Contractor may require the Developer to remedy the non-compliance in the manner and within the timeframe it specifies (following which Telstra's Contractor will re-inspect the Duct System and this paragraph 2.2 will re-apply);

(b) if the Developer fails to comply with paragraph 2.2(a), Telstra may, on providing 10 Business Days' notice, vary Telstra's Scope of Works (and may issue an invoice to reflect any additional Charges arising from the change in scope) to include:

(i) the design and installation of the Duct System for the installation of network facilities; or

(ii) the upgrade of the Duct System provided by the Developer in order to comply with the Duct Specifications; or

(c) Telstra may terminate this agreement with immediate effect by giving notice to the Developer and Telstra will refund to the Developer any Initial Service Address Fee or Additional Service Address Fee (as applicable) less any costs reasonably incurred by Telstra in performing its obligations under this agreement prior to such termination.

3 Acquisition Plan

3.1 Following inspection of the Duct System (which for the purpose of this paragraph 3.1 excludes any Lead-in Duct System), if Telstra's Contractor determines that the Duct System complies with the Duct Specification, Telstra will provide the Developer with a draft Acquisition Plan (**Draft Acquisition Plan**).

3.2 The Developer, acting reasonably, must notify Telstra's Contractor within 5 Business Days of receipt of the Draft Acquisition Plan of whether the Developer considers the Draft Acquisition Plan to be:

(a) accurate; or

(b) inaccurate, in which case the Developer must provide sufficient details to allow Telstra to understand the reason(s) for its objection.

3.3 If the Developer fails to:

(a) provide notice required by paragraph 3.2 of this Annexure; or

(b) provide sufficient details of its objections to the Draft Acquisition Plan,

within 5 Business Days of receipt of the Draft Acquisition Plan, the Developer will be deemed to have accepted the Draft Acquisition Plan as being accurate.

3.4 If the Developer provides sufficient reasons(s) for its objection to the Draft Acquisition Plan, the parties must use their best endeavours to resolve the objection within 15 Business Days of the Developer's notice. If the Developer's objections cannot be resolved within that period, Telstra may terminate this agreement with immediate effect by giving notice to the Developer.

4 Transfer of Title in the Duct System

4.1 Title to the Lead-in Duct System built by the Developer passes to Telstra on Telstra installing and completing Telstra's cabling in the Lead-in Duct System.

4.2 Title in the Duct System (other than the Lead-in Duct System), as described in the Acquisition Plan, passes to Telstra upon Telstra, or Telstra's Contractor, providing a Transfer Notice to the Developer.

4.3 The Developer must provide to Telstra details, to Telstra's reasonable satisfaction, of any rights that the Developer has previously granted to a person other than Telstra regarding access to, or installation of equipment within, the Duct System.

5 Termination

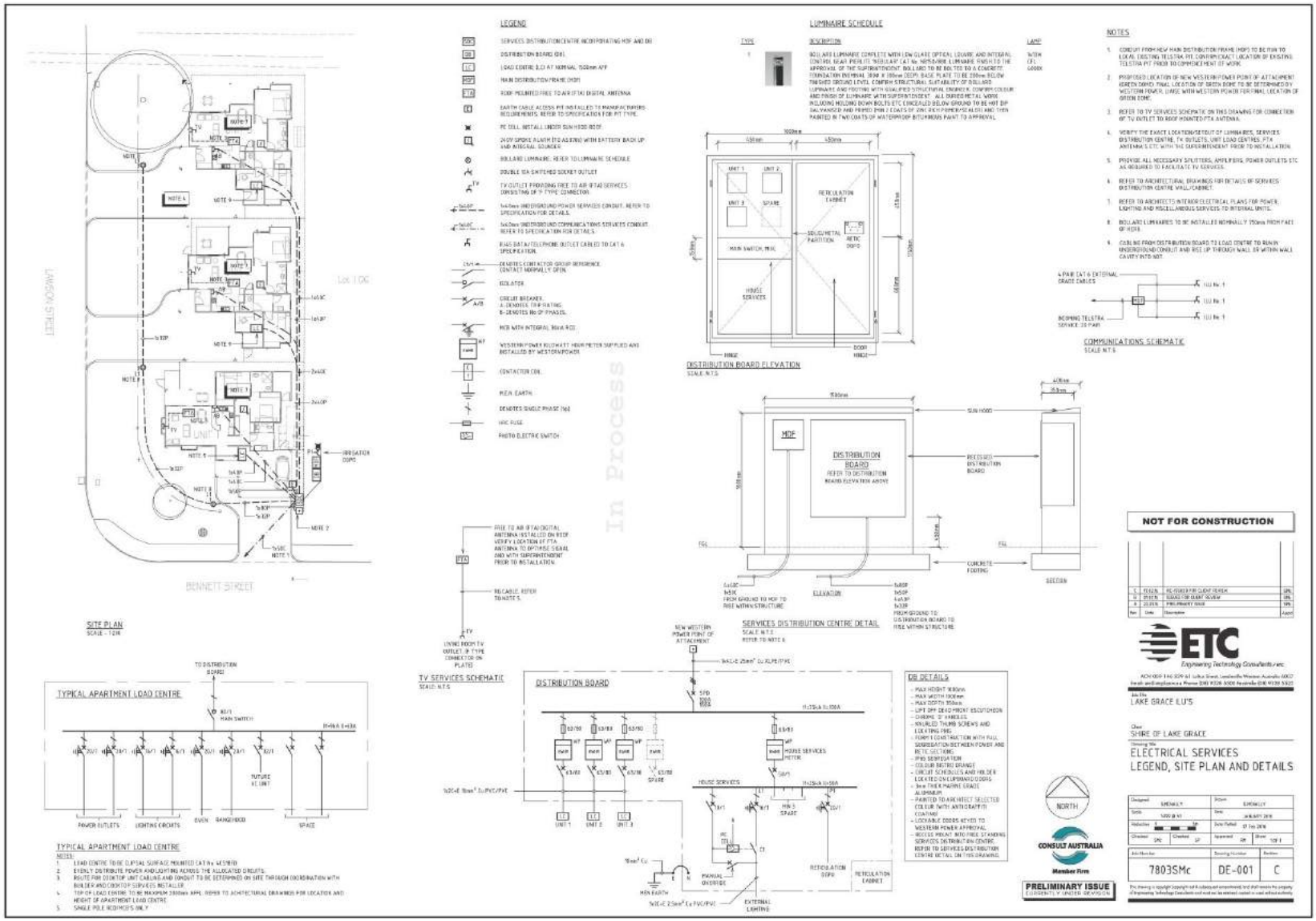
5.1 If this agreement is terminated for any reason before the Duct System is transferred to Telstra, the Developer, at its own cost and expense, must immediately after such termination remove any Telstra branding from any pit lids forming part of the Duct System or replace such Telstra branded pit lids with non-Telstra branded pit lids.

6 Access Agreement

6.1 The parties agree that:

(a) Telstra has requested access to the Duct System under Part 20A of the Telco Act and has provided the Developer with reasonable notice of that request; and

(b) this agreement constitutes an agreement as to the terms and conditions for access to the Duct System (for the purpose of enabling Telstra to provide facilities and carriage services or to establish its own facilities) for the purposes of section 372M of the Telco Act.


LEGEND
LUMINAIRE SCHEDULE
NOTES
SITE PLAN
SCALE - 1:200
DISTRIBUTION BOARD ELEVATION
SCALE: N.T.S
COMMUNICATIONS SCHEMATIC
SCALE: N.T.S
SERVICES DISTRIBUTION CENTRE DETAIL
SCALE: N.T.S
REFER TO NOTE 6
TV SERVICES SCHEMATIC
SCALE: N.T.S
TYPICAL APARTMENT LOAD CENTRE
TYPICAL APARTMENT LOAD CENTRE
NOTES:
1. LOAD CENTRE TO BE DUPSAL SURFACE MOUNTED CAT 1 by MESTRED
2. EVENLY DISTRIBUTE POWER AND LIGHTING ACROSS THE ALLOCATED CIRCUITS.
3. ROUTE FOR DOOKTOP UNIT CABLING AND CONDUIT TO BE DETERMINED ON SITE THROUGH COORDINATION WITH BUILDER AND DOOKTOP SERVICES INSTALLER
4. TOP OF LOAD CENTRE TO BE MAXIMUM 1800MM ABVE. REFER TO ACHITECTURAL DRAWINGS FOR LOCATION AND HEIGHT OF APARTMENT LOAD CENTRE
5. SINGLE POLE RCD'S ONLY
DISTRIBUTION BOARD
DB DETAILS
NOT FOR CONSTRUCTION
ETC
Engineering Technology Consultants etc.
LAKE GRACE LIFTS
SHIRE OF LAKE GRACE
ELECTRICAL SERVICES
LEGEND, SITE PLAN AND DETAILS
NORTH
CONSULT AUSTRALIA
Member Firm
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14.2 PLANNING

The Chief Executive Officer (CEO) advised that as a result of the declarations received prior to the meeting, an application had been made to the Minister for Local Government for approval under section 5.69(3)(a) of the Local Government Act 1995 for sufficient elected members to be present to form a quorum to allow the matters to be discussed. As a result of that request correspondence had been received from the Department of Local Government, Sport and Cultural Industries as follows:

"I refer to your correspondence dated 16 November 2018 and advise that, in accordance with authority delegated by the Minister of Local Government, the Deputy Director General – Regulation has approved your application under section 5.69(3)(a) of the Local Government Act 1995 (the Act).

This approval allows the following Councillors to fully participate and vote on the following item at the Shire's Ordinary Meeting of Council on Wednesday, 28 November 2018:

Agenda Item 14.2.1: Development Application – Existing Transport Depot on Lots 279, 280 & 281 (Nos. 11, 13 & 15) Mason Street, Lake Grace.

Approval: Cr Hunt and Cr Stanton

Subject to the following conditions:

1. *The approval is only valid for the 28 November Ordinary Meeting of Council when agenda 14.2.1 is considered;*
2. *The abovementioned Councillors must declare the nature and extent of their interests at the abovementioned meeting when each matter is considered, together with the approval provided;*
3. *The CEO is to provide a copy of the declarations, including approval given to the abovementioned Councillors;*
4. *The CEO is to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the Minutes of the above mentioned meeting, when the items are considered;*
5. *The CEO is to provide a copy of the confirmed Minutes of the abovementioned meeting to the Department, to allow the Department to verify compliance with the conditions of this approval; and*
6. *The approval granted is based solely on the interests disclosed by the abovementioned Councillors, made in accordance with the application. Should other interests be identified, these interests will not be included in this approval and the financial interest provisions of the Act will apply."*

Cr Chappell declared a financial interest in item 14.2.1 Development Application – Existing Transport Depot on Lots 279, 280 & 281 (Nos. 11,13 & 15) Mason Street Lake Grace with the nature of the interest being cartage contractor and grain purchaser for my business.

Cr De Landgrafft was an apology for the Ordinary Meeting of Council on Wednesday 28 November 2018, therefore did not make the declaration.

Cr Hunt declared a financial interest in item 14.2.1 Development Application – Existing Transport Depot on Lots 279, 280 & 281 (Nos. 11,13 & 15) Mason Street Lake Grace with the

nature and extent of the interest being they are a customer, sold computer equipment the Fyfe's. Ministerial approval has been granted to allow full participation in the discussion and decision making relating to this matter at the Ordinary Meeting of Council on Wednesday 28 November 2018.

Cr Lloyd declared a financial interest in item 14.2.1 Development Application – Existing Transport Depot on Lots 279, 280 & 281 (Nos. 11,13 & 15) Mason Street Lake Grace with the nature of the interest being carting livestock.

Cr Stanton declared a financial interest in item 14.2.1 Development Application – Existing Transport Depot on Lots 279, 280 & 281 (Nos. 11,13 & 15) Mason Street Lake Grace with the nature and extent of the interest being that David and Christine Fyfe and their family shop at my supermarket. Ministerial approval has been granted to allow full participation in the discussion and decision making relating to this matter at the Ordinary Meeting of Council on Wednesday 28 November 2018.

Cr Stoffberg declared a financial interest in item 14.2.1 Development Application – Existing Transport Depot on Lots 279, 280 & 281 (Nos. 11,13 & 15) Mason Street Lake Grace with the nature of the interest being financial.

Cr Chappell, Cr Lloyd and Cr Stoffberg, left the meeting at 3.30pm.

14.2.1 DEVELOPMENT APPLICATION – EXISTING TRANSPORT DEPOT ON LOTS 279, 280 & 281 (NOS.11, 13 & 15) MASON STREET, LAKE GRACE

Applicant: Mr David Fyfe under authority from the State of Western Australia (Landowner)
File No.: 0506
Attachments: 1. Town Planning Report
Author: Mr Joe Douglas (Exurban Rural & Regional Planning)

Town Planning Consultant

Disclosure of Interest: Nil
Date of Report: 13 November 2018
Senior Officer: Ms Denise Gobbart

Chief Executive Officer

Summary
This report recommends that a development application submitted by Mr David Fyfe under authority from the State of Western Australia (Landowner) for a number of proposed amendments to a previous approved site development plan for a transport depot on Lots 279, 280 and 281 (Nos.11, 13 & 15) Mason Street, Lake Grace be approved subject to conditions.

Background
On 22 March 2000 Council granted conditional approval to Mr David Fyfe for the development of a new transport depot on Lots 279, 280 and 281 (Nos.11, 13 & 15) Mason Street, Lake Grace. The land was subsequently developed and has continued to be used for this purpose by Fyfe Transport on an uninterrupted basis since that date.

In order to finalise acquisition of the land from the State Government as per the terms of the original conditional purchase lease agreement, Mr Fyfe must demonstrate to the Department of Planning, Lands and Heritage that the land has been developed in accordance all approvals issued by the Shire of Lake Grace.

Given the land has not been developed in accordance with the original development approval, Mr Fyfe has submitted a further development application seeking Council's approval for a revised site development plan that more accurately reflects the works completed to-date and those proposed to satisfy the requirements of the Shire's local planning framework. If approved, Mr Fyfe will need to complete the development in accordance with the revised plan and any associated conditions before being able to acquire the land from the State Government.

Lots 279, 280 and 281 are three (3) immediately adjoining, separately titled lots located in the south-eastern part of Lake Grace in the town's designated industrial area. The subject land comprises a total combined area of approximately 4,518m^2 and has direct frontage and access to Mason Street along its southern boundary which is a sealed and drained local road under the care, control and management of the Shire of Lake Grace.

The subject land has been extensively cleared, filled and developed for the purposes of a transport depot and contains a number of associated improvements including extensive hardstand areas for heavy vehicle access and parking, three (3) separate driveway crossovers to Mason Street, a concrete storage bunker for basic raw materials (i.e. sand, blue metal etc.), a sea container for general storage purposes and a small amount of landscaping in its south-western corner.
With respect to fill it should be noted the land was filled to the same level as the crown of the adjoining Mason Street road carriageway for drainage management purposes in accordance with the requirements of the original development approval issued in March 2000. Since that approval the Shire has raised the level of Mason Street slightly further in undertaking road maintenance / upgrade works. Given this history, the provision of additional fill to match the adjoining road level cannot be required as a condition of any subsequent development approval/s given the applicant's compliance with the terms of the original approval.

Location & Lot Configuration Plan (Source: Landgate)

Under the terms of this latest application, a full copy of which is provided in Attachment 1, Council's approval is sought for the following:

i) The unauthorised placement of a 12 metre long, 2.5 metre wide and 2.9 metre high sea container at the rear of Lot 281 with a setback of 5.6 metres from the land's western side boundary and 3.8 metres from its rear boundary which is being used for general storage purposes associated with the approved transport depot;

ii) The unauthorised construction of three (3) separate driveway crossovers ranging in width from 8 to 12 metres from Mason Street to the front boundaries of the subject land in alternative locations to the two (2) ten (10) metre wide crossovers originally approved for vehicle access purposes;

iii) The unauthorised construction of a slightly larger concrete bunker with a setback of one (1) metre from the front boundary of Lot 280 which is being used for basic raw material storage purposes (i.e. sand, blue metal etc.); and

iv) The installation of new landscaping on Lots 280 and 281 only in alternative locations to that originally approved in March 2000.

Comment

Lots 279, 280 and 281 are classified 'General Industry' zone in the Shire of Lake Grace Local Planning Scheme No.4 (LPS No.4).

Current Zoning Plan (Source: Shire of Lake Grace LPS No.4)

Subject Land ☆

Council's stated objectives for the development and use of any land classified '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.

The development and/or use of any land classified 'General Industry' zone for the purposes of a 'transport depot' is typically not permitted unless the local government has exercised its discretion by granting development approval following completion of public advertising for a minimum required period of 14 days. In this particular instance, having regard for the discretion afforded by clauses 64(2) and 77(3) in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, public advertising was deemed unnecessary given the proposed changes to the approved site development plan are minor in nature, will not substantially change the development originally approved or have any negative affect on any owners or occupiers in the general locality or adjoining the land.

The application has been assessed with due regard for all relevant development standards and requirements prescribed in LPS No.4 and all associated local planning policies as well as the

standards, requirements and general guidance provided by the relevant elements of the State planning framework. This assessment has confirmed the proposal is fully compliant with respect to the following matters:

- Plot ratio;
- Boundary fencing;
- Vehicle access and on-site parking;
- Stormwater drainage;
- Buffer distance separation requirements to sensitive land uses;
- Building bulk, scale, height, appearance and associated visual amenity impacts; and
- Bushfire risk.

Notwithstanding the above, it should be noted the following variations to the standards and requirements prescribed in LPS No.4 for industrial development are proposed and require Council's formal consideration and approval:

- Front boundary setback and use – 7.5 metres required with no storage of raw materials permitted / 1 metre proposed for the concrete storage bunker on Lot 280;
- Rear boundary setback – 7.5 metre average setback required / 3.8 metres proposed for the sea container at the rear of Lot 281;
- Building facade – Required to be constructed in brick, concrete or masonry / Green coloured painted steel is proposed for the sea container at the rear of Lot 281 to match the existing boundary fences; and
- Landscaping – 10% of the total site area (i.e. 451.8m^2) required / 5.09% of the total site area (i.e. 230m^2) proposed.

It is concluded from assessment of these non-compliant elements that Council can exercise the discretion afforded to it by clause 4.5 of LPS No.4 and grant approval to the proposed variations for the following reasons:

i) The reduced front boundary setback for the concrete bunker on Lot 280 and use of this bunker for basic raw material storage purposes is unlikely to have a detrimental impact upon the continued or future potential use of any adjoining property or the amenity and character of the locality more generally given the structure's low overall height (i.e. 1,120mm) and the fact it will be substantially screened from public view by the landscaping proposed along the land's front boundary;

ii) The reduced rear boundary setback for the sea container on Lot 281 is unlikely to have a detrimental impact upon the continued or future potential use of any adjoining property or the amenity and character of the locality more generally given the structure's proposed use for general storage purposes only and the fact it still complies with the fire separation requirements of the National Construction Code of Australia;

iii) The use of painted steel on the front facade of the sea container at the rear of Lot 281 in lieu of brick, concrete or masonry is unlikely to have a negative impact upon the local streetscape due to its significant setback from Mason Street and the significant visual screening that will be afforded by the proposed new landscaping along the front and western side boundaries of Lot 281 as well as the front boundary of Lot 281; and

iv) The provision of 451.8m^2 of on-site landscaping, being 10% of the total combined site area, as required by LPS No.4 is considered impractical and may compromise the efficient use of the land for transport depot purposes given the significant size of the heavy vehicles used

by Fyfe Transport. The provision of a reduced amount of on-site landscaping as proposed is therefore generally supported however it is recommended Council require some additional landscaping along the frontage of Lot 279 in the area between the two driveway crossovers to/from Mason Street and half the length of this lot's eastern side boundary from its Mason Street frontage using the same species as those proposed for Lots 280 and 281 (i.e. Callistemon) to help improve the visual appearance of the development when viewed from Mason Street.

In light of the above findings and conclusions, it is recommended Council exercise its discretion and grant conditional approval to the application to ensure the land is developed and used generally in accordance with the plan submitted in support of the application and the relevant standards and requirements of the Shire's local planning framework.

Legal Implications
Planning and Development Act 2005
Planning and Development (Local Planning Schemes) Regulations 2015
Shire of Lake Grace Local Planning Scheme No.4

Policy Implications
Shire of Lake Grace Policy 5.6 - Property Access and Crossovers

Consultation
Not required or deemed necessary for the reasons cited previously above.

Financial Implications
Nil, all costs associated with the project's implementation will be met by the applicant.

Strategic Implications
Shire of Lake Grace Local Planning Strategy - The proposal for Lots 279, 280 & 281 is considered to be consistent with the aims and objectives of the Shire's Local Planning Strategy as it applies to the following:

Economic Development Strategy:

i) Promote the diversification of the Shire's economy by encouraging the development of a wide range of new commerce and industry; and

ii) Direct the majority of new commercial and industrial development to the Lake Grace, Newdegate, Lake King and Varley townsites to build upon existing infrastructure in these settlements and maximise efficiencies of operation and economies of scale.

Environmental Protection and Conservation Strategy

i) Support land use change and development that has positive environmental outcomes or reduces the degree of negative impact on the environment.

Shire of Lake Grace Strategic Community Plan 2017-2027 – The proposal for Lots 279, 280 & 281 is considered to be consistent with the aims and objectives of the Shire's Strategic Community Plan as it applies to the following:

Economic Objective – A prosperous agricultural based economy, supporting diversification of industry
Outcome 1.2 A diverse and prosperous economy
- 1.2.2 Support local business and promote further investment in the district.

Voting Requirements
Simple majority required.

Recommendation/Resolution

RESOLUTION 12873

Moved Cr Clarke
Seconded Cr Stanton

That Council resolve to APPROVE the development application submitted by Mr David Fyfe under authority from the State of Western Australia (Landowner) for a number of proposed amendments to a previous approved site development plan for a transport depot on Lots 279, 280 and 281 (Nos.11, 13 & 15) Mason Street, Lake Grace subject to the following conditions and advice notes:

Conditions

1. The proposed development shall be undertaken generally in accordance with the information and site development plan submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval.
2. All vehicle access, parking and loading/unloading areas, including all three (3) driveway crossovers from Mason Street to the front property boundaries, shall be sealed using loose blue metal for stormwater drainage and dust management purposes.
3. The sea container on Lot 281 shall be used for general storage purposes associated with the approved use of the land unless otherwise approved by Council.
4. In addition to the landscaping shown on the site development plan submitted in support of the application, additional landscaping shall be provided along the frontage of Lot 279 in the area between the two driveway crossovers along this land's Mason Street frontage and half the length of this lot's eastern side boundary from Mason Street using the same species and density as those proposed for Lots 280 and 281 (i.e. Callistemon).
5. The landscaping required by Condition 4 of this approval shall be installed on all lots the subject of this approval by no later than 31 August 2019 and maintained thereafter to the specifications and satisfaction of the Shire's Chief Executive Officer.
6. Any open storage area/s used in connection with the approved use of the land shall be screened from public view by a closed wall or fence no less than 1.8 metres in height and/or additional screen landscaping approved by Council.
7. Formal written clearance to the conditions of this development approval will only be issued by the Shire following completion of development in its entirety to the satisfaction of the Shire's Chief Executive Officer. Should clearance be required prior to completion of development, the applicant is required to pay a bond to the Shire equivalent to the total estimated cost of any outstanding works, including all materials and labour, as determined by the Shire in consultation with the applicant and any relevant contractors. The bond required by this condition will be refunded in full following completion of all development on the land to the satisfaction of Shire's Chief Executive Officer.

RESOLUTION 12873 (continued)

Advice Notes

1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement, memorial or restrictive covenant. It is the responsibility of the applicant and landowner and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the Shire's attention.
2. This is a development approval of the Shire of Lake Grace under its Local Planning Scheme No.4. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant and landowner to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. Given the unauthorised placement and use of a sea container on Lot 281 for storage purposes, an application for a Building Approval Certificate (i.e. BA13) in accordance with the Building Act 2011 and Building Regulations 2012 must be submitted to and approved by the Shire's Building Surveyor.
4. The existing sea container on Lot 281 is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements are required to be submitted with the Building Approval Certificate application referred to in Advice Note 3.
5. Any future proposed advertising signage must be provided in accordance with the specific requirements of the Shire of Lake Grace Local Planning Scheme No.4 and Local Planning Policy No.6 entitled 'Advertising Signage' unless otherwise approved by Council.
6. Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the *Planning and Development Act 2005* and the Shire of Lake Grace Local Planning Scheme No.4 and may result in legal action being initiated by the local government.
7. If the applicant / owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be submitted within 28 days of the determination.

CARRIED 5/0

Cr Chappell, Cr Lloyd and Cr Stoffberg returned to the meeting at 3.34pm

The Deputy Shire President read aloud the decision of Council.

SHIRE OF LAKE GRACE
LOCAL PLANNING SCHEME NO.4

APPLICATION FOR DEVELOPMENT APPROVAL

Owner Details – Attach a separate sheet where there are more than two landowners		
Name/s: Department of Planning, Lands + Heritage.		
ABN (if applicable):		
Address:		Postcode:
Phone: (work): 6552 4584 (home): (mobile):	Fax:	E-mail:
Contact person: Jamie Lee King		
Signature: please see over.		Date:
Signature:		Date:

NOTE: *The signature of all registered owner(s) is required on all applications. This application will not proceed without the required signature/s. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2 clause 62(2).

Applicant Details		
Name: DAVID FYFE		
Address: 8 ELLIOTT ST LAKE GRACE		Postcode: 6353
Phone: (work): (home): (mobile): 0428 651129	Fax:	E-mail: Fyfe @ Westnet. com. au
Contact person for correspondence: DAVID FYFE		
The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. ☑ Yes ☐ No		
Signature:		Date: 21-8-18

Signed only as acknowledgment that a development application is being made in respect of a proposal that includes Crown land, land owned in fee simple by the Crown or a state instrumentality. Crown reserves under management for the purpose, or a road, permitting this application to be assessed under the appropriate local and/or region planning scheme. The signature does not represent approval or consent for planning purposes under the relevant local and/or region scheme. Further in the event that development approval is granted for the proposal, the above signature should not be taken as an acknowledgment of or consent to the commencement or carrying out of the proposed development or to any modification of the tenure or reservation classification of the Crown land involved.

Jamie Lee King
Assistant Manager
Assessment
#25286
8 October 2018.

Property Details – Details must match those shown on the Certificate/s of Title		
Lot No: 279, 280 & 281	House/Street No: 11, 13 & 15	Location No: 13/A
~~Diagram or~~ Plan No: 173485	Certificate of Title Volume No: LOTS 279 & 281 - LR3097 / LOT 280 - LR3124	Folio No: LOT 279 - 92 LOT 280 - 498 LOT 281 - 94
Title encumbrances (e.g. easements, restrictive covenants):		
Street name: MASON STREET	Suburb: LAKE GRACE	
Nearest street intersection: MASON & LOAD STREETS.		

Proposed Development:

Nature of development: ☑ Works (New construction works with no change of land use)
☐ Use (Change of use of land with no construction works)
☐ Works and Use

NOTE: *If the proposal involves advertising signage the Additional Information for Development Approval for Advertisements form must be completed and submitted with this application.*

Is an exemption from development claimed for part of the development? ☐ Yes ☑ No

If yes, is the exemption for: ☐ Works
☐ Use

Description of proposed works and/or land use: UNAUTHORISED SEA CONTAINER FOR STORAGE PURPOSES AND THREE (3) DRIVEWAY CROSSOVERS TO MASON STREET (RETROSPECTIVE DEVELOPMENT APPROVAL REQUIRED) PLUS ADDITIONAL LANDSCAPING AS SHOWN

Description of exemption claimed (if relevant):

NOT APPLICABLE

Nature of any existing buildings and/or land use:

TRANSPORT DEPOT

Approximate cost of proposed development: $5300

Estimated time of completion: (COMPLETED)

OFFICE USE ONLY

Acceptance Officer's initials: *Date received:*

Local government reference no:

Shire of Lake Grace - Form of Application for Planning Approval (Schedule 6)

Owner details:		
Name: DEPT OF PLANNING LANDS & HERITAGE		
Address:		Postcode:
Phone: (work): 6552 4584 (home): (mobile):	Fax:	E-mail:
Contact person: Jamie Lee King		
Signature:		Date:
Signature:		Date:
The signature of the owner(s) is required on all applications. This application will not proceed without that signature.		
Applicant details:		
Name: DAVID FYFE		
Address: 8 ELLIOTT ST LAKE GRACE		Postcode: 6353
Phone: (work): (home): (mobile): 0428 651129	Fax:	E-mail: fyfe@westnet.com.au
Contact person for correspondence: DAVID FYFE		
Signature:		Date: 21-8-18
Property details:		
Lot No: 281-280-279	House/Street No: 11-13-15	Location No:
Diagram or Plan No: 173485	Certificate of Title Vol. No: LOTS 279 & 280 - LR3097	Folio:
Diagram or Plan No:	Certificate of Title Vol. No: LOT 280 - LR3124	Folio:
Title encumbrances (e.g. easements, restrictive covenants):		
Street name: MASON ST	Suburb: LAKE GRACE	
Nearest street intersection: COAD ST		
Existing building/land use:		
Description of proposed development and/or use: RETROSPECTIVE APPROVAL FOR CROSSOVER AND SEA CONTAINER		
Nature of any existing buildings and/or use: EXISTING SEA CONTAINER + TRANSPORT PARKING.		
Approximate cost of proposed development: $ 2000		
Estimated time of completion:		

OFFICE USE ONLY	
Acceptance Officer's initials:	Date received:
Local government reference no:	

(The content of the form of application must conform to Schedule 6 but minor variations may be permitted to the format.)

This application form must be accompanied by the appropriate fee. This is not a building application for which a separate application is necessary.

WESTERN AUSTRALIA

REGISTER NUMBER	
281/DP173485	
DUPLICATE EDITION	DATE DUPLICATE ISSUED
N/A	**N/A**

VOLUME **LR3097** FOLIO **94**

RECORD OF CERTIFICATE OF CROWN LAND TITLE

UNDER THE TRANSFER OF LAND ACT 1893
AND THE LAND ADMINISTRATION ACT 1997
NO DUPLICATE CREATED

The undermentioned land is Crown land in the name of the STATE OF WESTERN AUSTRALIA, subject to the interests and Status Orders shown in the first schedule which are in turn subject to the limitations, interests, encumbrances and notifications shown in the second schedule.

REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 281 ON DEPOSITED PLAN 173485

STATUS ORDER AND PRIMARY INTEREST HOLDER:
(FIRST SCHEDULE)

STATUS ORDER/INTEREST: LEASEHOLD

PRIMARY INTEREST HOLDER: DAVID STANLEY FYFE OF POST OFFICE BOX 237, LAKE GRACE
(LC H335469) REGISTERED 13/1/2000

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

1. H335469 LEASE. SUBJECT TO THE TERMS AND CONDITIONS AS SET OUT IN THE LEASE. REGISTERED 13/1/2000.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required. Lot as described in the land description may be a lot or location.

----------END OF CERTIFICATE OF CROWN LAND TITLE----------

STATEMENTS:

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

SKETCH OF LAND:	LR3097-94 (281/DP173485)
PREVIOUS TITLE:	LR3097-94
PROPERTY STREET ADDRESS:	11 MASON ST, LAKE GRACE.
LOCAL GOVERNMENT AUTHORITY:	SHIRE OF LAKE GRACE
RESPONSIBLE AGENCY:	DEPARTMENT OF PLANNING, LANDS AND HERITAGE (SLSD)

NOTE 1: A000001A CORRESPONDENCE FILE 763/1993.

END OF PAGE 1 - CONTINUED OVER

LANDGATE COPY OF ORIGINAL NOT TO SCALE Fri Sep 21 13:44:06 2018 JOB 57698826

Landgate
www.landgate.wa.gov.au

ORIGINAL CERTIFICATE OF CROWN LAND TITLE

REGISTER NUMBER: 281/DP173485 VOLUME/FOLIO: LR3097-94 PAGE 2

NOTE 2: LAND PARCEL IDENTIFIER OF LAKE GRACE TOWN LOT/LOT 281 ON SUPERSEDED PAPER CERTIFICATE OF CROWN LAND TITLE CHANGED TO LOT 281 ON DEPOSITED PLAN 173485 ON 29-AUG-02 TO ENABLE ISSUE OF A DIGITAL CERTIFICATE OF TITLE.

NOTE 3: THE ABOVE NOTE MAY NOT BE SHOWN ON THE SUPERSEDED PAPER CERTIFICATE OF TITLE.

LANDGATE COPY OF ORIGINAL NOT TO SCALE Fri Sep 21 13:44:06 2018 JOB 57698826

Landgate
www.landgate.wa.gov.au

WESTERN AUSTRALIA

REGISTER NUMBER	
279/DP173485	
DUPLICATE EDITION	DATE DUPLICATE ISSUED
N/A	**N/A**

VOLUME **LR3097** FOLIO **92**

RECORD OF CERTIFICATE OF CROWN LAND TITLE

UNDER THE TRANSFER OF LAND ACT 1893
AND THE LAND ADMINISTRATION ACT 1997
NO DUPLICATE CREATED

The undermentioned land is Crown land in the name of the STATE OF WESTERN AUSTRALIA, subject to the interests and Status Orders shown in the first schedule which are in turn subject to the limitations, interests, encumbrances and notifications shown in the second schedule.

REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 279 ON DEPOSITED PLAN 173485

STATUS ORDER AND PRIMARY INTEREST HOLDER:
(FIRST SCHEDULE)

STATUS ORDER/INTEREST: LEASEHOLD

PRIMARY INTEREST HOLDER: DAVID STANLEY FYFE OF POST OFFICE BOX 237, LAKE GRACE
(LC M350142) REGISTERED 24/7/2013

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

1. M350142 LEASE. SUBJECT TO THE TERMS AND CONDITIONS AS SET OUT IN THE LEASE. REGISTERED 24/7/2013.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required. Lot as described in the land description may be a lot or location.

----------END OF CERTIFICATE OF CROWN LAND TITLE----------

STATEMENTS:

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

SKETCH OF LAND:	LR3097-92 (279/DP173485)
PREVIOUS TITLE:	LR3097-92
PROPERTY STREET ADDRESS:	15 MASON ST, LAKE GRACE.
LOCAL GOVERNMENT AUTHORITY:	SHIRE OF LAKE GRACE
RESPONSIBLE AGENCY:	DEPARTMENT OF PLANNING, LANDS AND HERITAGE (SLSD)

NOTE 1: A000001A CORRESPONDENCE FILE 2481 / 1992.

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Landgate
www.landgate.wa.gov.au

ORIGINAL CERTIFICATE OF CROWN LAND TITLE

REGISTER NUMBER: 279/DP173485 VOLUME/FOLIO: LR3097-92 PAGE 2

NOTE 2: LAND PARCEL IDENTIFIER OF LAKE GRACE TOWN LOT/LOT 279 ON SUPERSEDED PAPER CERTIFICATE OF CROWN LAND TITLE CHANGED TO LOT 279 ON DEPOSITED PLAN 173485 ON 07-AUG-02 TO ENABLE ISSUE OF A DIGITAL CERTIFICATE OF TITLE.

NOTE 3: THE ABOVE NOTE MAY NOT BE SHOWN ON THE SUPERSEDED PAPER CERTIFICATE OF TITLE.

LANDGATE COPY OF ORIGINAL NOT TO SCALE Fri Sep 21 13:44:06 2018 JOB 57698826

Landgate
www.landgate.wa.gov.au

WESTERN AUSTRALIA

REGISTER NUMBER	
280/DP173485	
DUPLICATE EDITION	DATE DUPLICATE ISSUED
N/A	**N/A**

VOLUME **LR3124** FOLIO **498**

RECORD OF CERTIFICATE OF CROWN LAND TITLE

UNDER THE TRANSFER OF LAND ACT 1893
AND THE LAND ADMINISTRATION ACT 1997
NO DUPLICATE CREATED

The undermentioned land is Crown land in the name of the STATE OF WESTERN AUSTRALIA, subject to the interests and Status Orders shown in the first schedule which are in turn subject to the limitations, interests, encumbrances and notifications shown in the second schedule.

REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 280 ON DEPOSITED PLAN 173485

STATUS ORDER AND PRIMARY INTEREST HOLDER:
(FIRST SCHEDULE)

STATUS ORDER/INTEREST: LEASEHOLD

PRIMARY INTEREST HOLDER: DAVID FYFE OF 8 ELLIOTT STREET, LAKE GRACE
(LC 1134626) REGISTERED 11/6/2002

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

1. 1134626 LEASE. SUBJECT TO THE TERMS AND CONDITIONS AS SET OUT IN THE LEASE. REGISTERED 11/6/2002.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required. Lot as described in the land description may be a lot or location.

----------END OF CERTIFICATE OF CROWN LAND TITLE----------

STATEMENTS:

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

SKETCH OF LAND:	DP173485
PREVIOUS TITLE:	LR3097-93
PROPERTY STREET ADDRESS:	13 MASON ST, LAKE GRACE.
LOCAL GOVERNMENT AUTHORITY:	SHIRE OF LAKE GRACE
RESPONSIBLE AGENCY:	DEPARTMENT OF PLANNING, LANDS AND HERITAGE (SLSD)

NOTE 1: A000001A CORRESPONDENCE FILE 00764-1993-01RO.

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Landgate
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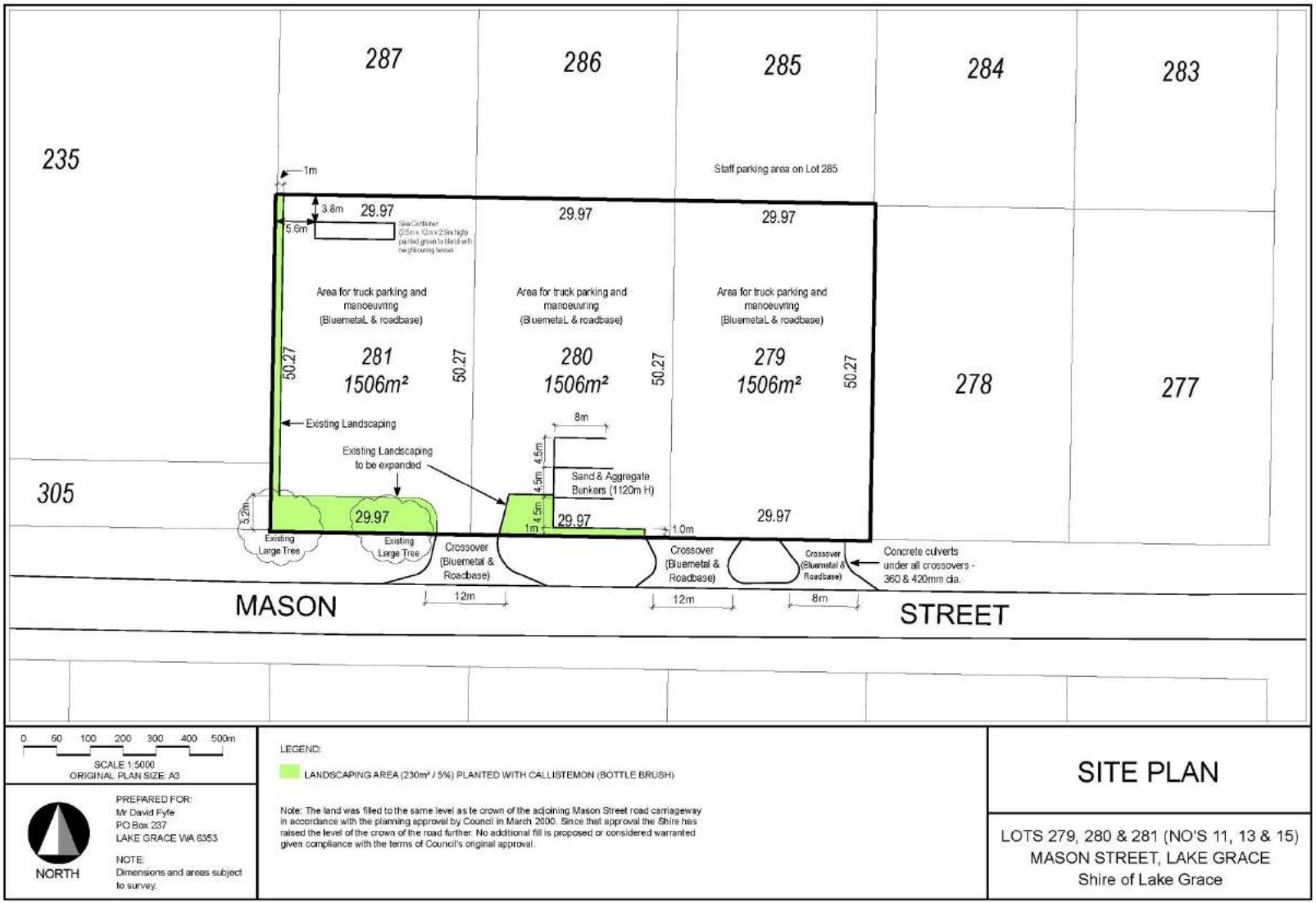
ORIGINAL CERTIFICATE OF CROWN LAND TITLE

REGISTER NUMBER: 280/DP173485 VOLUME/FOLIO: LR3124-498 PAGE 2

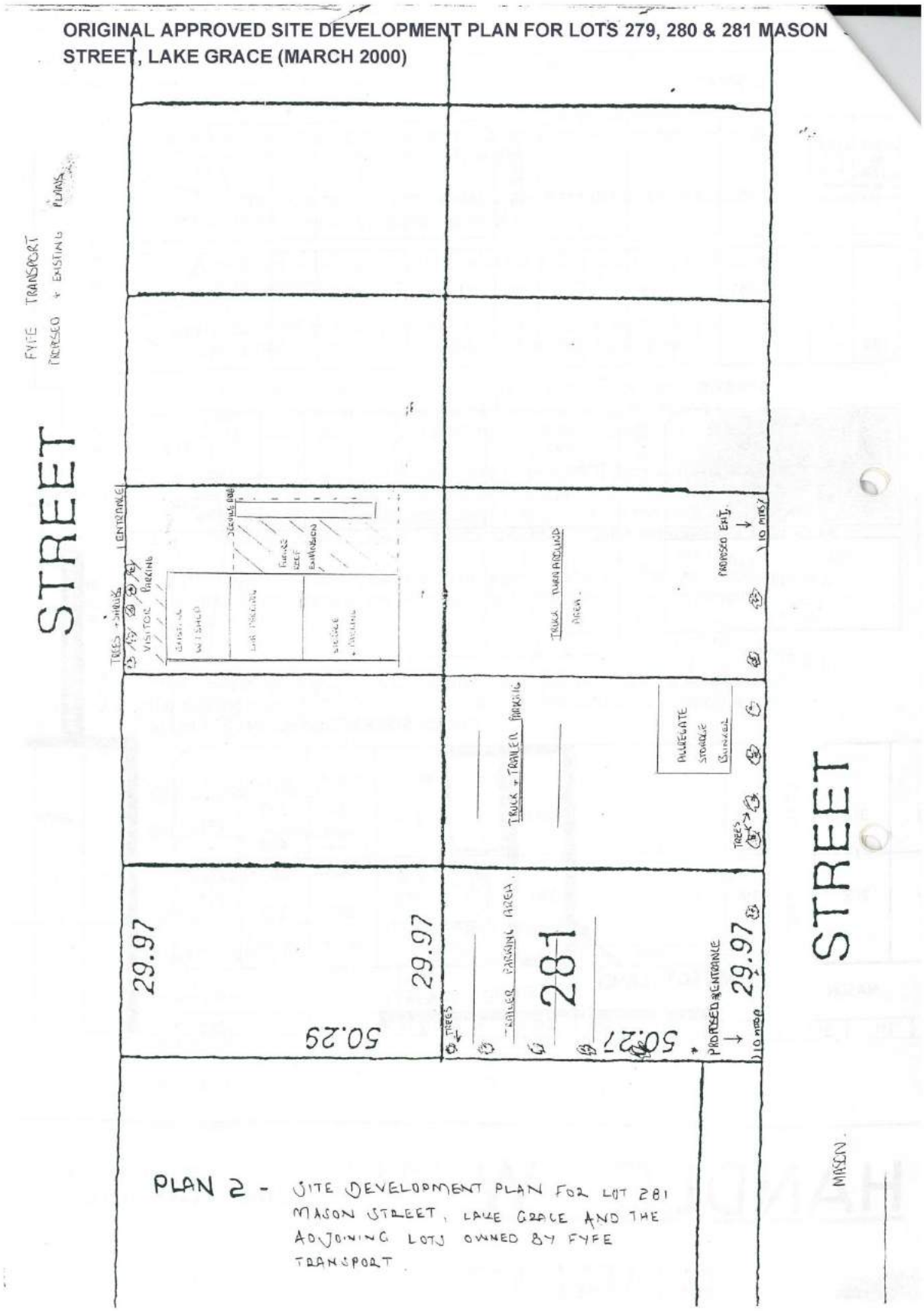
NOTE 2:	LEASE I134626 WAS ALLOCATED A DOCUMENT NUMBER TO ALLOW DIGITAL CAPTURE WITHOUT THE PRODUCTION OF THE DUPLICATE LEASE. CURRENT DUPLICATE LEASE IS STILL NUMBERED CL564/1995.
NOTE 3:	LAND PARCEL IDENTIFIER OF LAKE GRACE TOWN LOT/LOT 280 ON SUPERSEDED PAPER CERTIFICATE OF CROWN LAND TITLE CHANGED TO LOT 280 ON DEPOSITED PLAN 173485 ON 09-AUG-02 TO ENABLE ISSUE OF A DIGITAL CERTIFICATE OF TITLE.
NOTE 4:	THE ABOVE NOTE MAY NOT BE SHOWN ON THE SUPERSEDED PAPER CERTIFICATE OF TITLE.

LANDGATE COPY OF ORIGINAL NOT TO SCALE Fri Sep 21 13:44:06 2018 JOB 57698826

Landgate
www.landgate.wa.gov.au


287
286
285
284
283
235
1m
Staff parking area on Lot 285
3.8m
29.97
5.6m
Area for truck parking and manoeuvring (BluemetaL & roadbase)
281
1506m²
280
1506m²
279
1506m²
50.27
278
277
Existing Landscaping
Existing Landscaping to be expanded
8m
4.5m
Sand & Aggregate Bunkers (1120m H)
305
5.2m
1m
1.0m
Existing Large Tree
Crossover (Bluemetal & Roadbase)
12m
8m
Concrete culverts under all crossovers - 360 & 420mm dia.
MASON
STREET
0 50 100 200 300 400 500m
SCALE 1:5000
ORIGINAL PLAN SIZE: A3
NORTH
PREPARED FOR:
Mr David Fyfe
PO Box 237
LAKE GRACE WA 6353
NOTE:
Dimensions and areas subject to survey.
LEGEND:
LANDSCAPING AREA (230m² / 5%) PLANTED WITH CALLISTEMON (BOTTLE BRUSH)
Note: The land was filled to the same level as te crown of the adjoining Mason Street road carriageway in accordance with the planning approval by Council in March 2000. Since that approval the Shire has raised the level of the crown of the road further. No additional fill is proposed or considered warranted given compliance with the terms of Council's original approval.
SITE PLAN
LOTS 279, 280 & 281 (NO'S 11, 13 & 15)
MASON STREET, LAKE GRACE
Shire of Lake Grace

EXISTING UNAUTHORISED SEA CONTAINER ON LOT 281 (NO.15) MASON STREET, LAKE GRACE


ORIGINAL APPROVED SITE DEVELOPMENT PLAN FOR LOTS 279, 280 & 281 MASON STREET, LAKE GRACE (MARCH 2000)
FYFE TRANSPORT
PROPOSED + EXISTING PLANS
STREET
ENTRANCE
TREES
VISITOR PARKING
PROPOSED EXIT
10 MPH
TRUCK + TRAILER PARKING
AGGREGATE STORAGE
TREES
TRUCK + TRAILER PARKING AREA
281
29.97
29.97
50.29
50.27
PROPOSED ENTRANCE
10 MPH
29.97
STREET
MASON
PLAN 2 - SITE DEVELOPMENT PLAN FOR LOT 281 MASON STREET, LAKE GRACE AND THE ADJOINING LOTS OWNED BY FYFE TRANSPORT.

14.3 HEALTH AND BUILDING

NO MATTERS FOR CONSIDERATION.

14.4 ADMINISTRATION

14.4.1 SCHEDULING OF COUNCIL MEETING DATES 2019

Applicant: Executive Services
File No. 0041
Attachments: Nil
Author: Miss Cheryl Cavanagh
Executive Assistant

Disclosure of Interest: Nil
Date of Report: 19 October 2018
Senior Officer: Ms Denise Gobbart
Chief Executive Officer

Summary
For Council to consider its meeting arrangements for 2019.

Background
Meeting arrangements for 2019 in accordance with the *Local Government Act 1995*, Council is required, at least once a year, to give local public notice of the date, time and place of its Ordinary Council Meetings to be held in the coming months.

In 2018, Council scheduled the meetings as per Council's *Policy 1.2 Meeting Dates*, which confirms that its meetings are to be held every fourth Wednesday of the months of February to November and on the third Tuesday for the month of December.

However, as Anzac day fell on the fourth Wednesday in April 2018, there was a need for a variation to the meeting dates and the April meeting was held on the third Wednesday in April.

It was also agreed that the date of October meetings be set to the third Wednesday of the month on an annual basis. The reason for this is to ensure that in an election year newly elected members have an appropriate amount of time to read the agenda ahead of the October meeting. In an election year we would schedule a Special Meeting for the fourth Wednesday of the month.

Comment
It is proposed that the dates of each Ordinary Council meeting be set to the third Wednesday of the month on an annual basis. This is to reduce the conflict of future dates with events such as Anzac Day, Local Government Elections and local school concerts.

If Council endorse this proposal, Council's *Policy 1.2 Meeting Dates* detailed within the Shire of Lake Grace's Policy Manual will need to be amended to reflect this.

The proposed schedule for 2019 as follows, reflects the request that the dates of the Ordinary Council Meetings be set to the third Wednesday of the month on an annual basis.

Date	**Time**	**Location**
Wednesday 20 February 2019	3.00pm	Council Chambers, Lake Grace
Wednesday 20 March 2019	3.00pm	Council Chambers, Lake Grace
Wednesday 17 April 2019	3.00pm	Council Chambers, Lake Grace
Wednesday 15 May 2019	3.00pm	Council Chambers, Lake Grace
Wednesday 19 June 2019	3.00pm	Council Chambers, Lake Grace
Wednesday 17 July 2019	3.00pm	Council Chambers, Lake Grace
Wednesday 21 August 2019	3.00pm	Council Chambers, Lake Grace
Wednesday 18 September 2019	3.00pm	Council Chambers, Lake Grace
Wednesday 16 October 2019	3.00pm	Council Chambers, Lake Grace
Wednesday 20 November 2019	3.00pm	Council Chambers, Lake Grace
Wednesday 18 December 2019	1.00pm	Council Chambers, Lake Grace

Legal Implications

Local Government Act 1995

5.25 Regulations about council and committee meetings and committees

(1) Without limiting the generality of section 9.59, regulations may make provision in relation to —

(a) the matters to be dealt with at ordinary or at special meetings of councils; and

(b) the functions of committees or types of committee; and

(ba) the holding of council or committee meetings by telephone, video conference or other electronic means; and

(c) the procedure to be followed at, and in respect of, council or committee meetings; and

(d) methods of voting at council or committee meetings; and

(e) the circumstances and manner in which a decision made at a council or a committee meeting may be revoked or changed (which may differ from the manner in which the decision was made); and

(f) the content and confirmation of minutes of council or committee meetings and the keeping and preserving of the minutes and any documents relating to meetings; and

(g) the giving of public notice of the date and agenda for council or committee meetings; and

(h) the exclusion from meetings of persons whose conduct is not conducive to the proper conduct of the meetings and the steps to be taken in the event of persons refusing to leave meetings; and

(i) the circumstances and time in which the unconfirmed minutes of council or committee meetings are to be made available for inspection by members of the public; and

(j) the circumstances and time in which notice papers and agenda relating to any council or committee meeting and reports and other documents which could be —

(i) tabled at a council or committee meeting; or

(ii) produced by the local government or a committee for presentation at a council or committee meeting, are to be made available for inspection by members of the public.

(2) Regulations providing for meetings to be held by telephone, video conference or other electronic means may modify the application of this Act in relation to those meetings to the extent necessary or convenient to facilitate the holding of those meetings in that way.

Local Government (Administration) Regulations 1996

Regulation 12 Meetings, public notice of (Act s. 5.25(1)(g))

1) At least once a year a local government is to give local public notice of the dates on which and the time and place at which –
   a) the Ordinary Council Meetings; and
   b) the 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, are to be held in the next 12 months.
2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).
3) Subject to subregulation (4), if a Special Meeting of a Council is to be open to members of the public the local government is to give local public notice of the date, time and place and purpose of the meeting.
4) If a Special Meeting of a Council is to be open to members of the public but, in the CEO's opinion, it is not practicable to give local public notice of the matters referred to in subregulation (3), the local government is to give public notice of the date, time, place and purpose of the Special Meeting in the manner and to the extent that, in the CEO's opinion, is practicable.

Policy Implications
The schedule of dates is in accordance with Council Policy 1.2 which makes no provision for specific times, locations or public holidays.

Policy 1.2 Meeting Dates
Council is to meet on the fourth Wednesday of the months of February to November and on the third Tuesday for the month of 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
Internal: Denise Gobbart, Chief Executive Officer

Financial Implications
Nil

Strategic Implications
Shire of Lake Grace Strategic Community Plan 2017 - 2027
Leadership Objective – 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

Voting Requirements
Simple majority required.

Recommendation/Resolution

RESOLUTION 12874

Moved Cr Clarke
Seconded Cr Stanton

That Council, as required by the *Local Government Act 1995,* give local public notice of the following schedule of meetings for 2019:

Date	**Time**	**Location**
Wednesday 20 February 2019	3.00pm	Council Chambers, Lake Grace
Wednesday 20 March 2019	3.00pm	Council Chambers, Lake Grace
Wednesday 17 April 2019	3.00pm	Council Chambers Lake Grace
Wednesday 15 May 2019	3.00pm	Council Chambers, Lake Grace
Wednesday 19 June 2019	3.00pm	Council Chambers, Lake Grace
Wednesday 17 July 2019	3.00pm	Council Chambers, Lake Grace
Wednesday 21 August 2019	3.00pm	Council Chambers, Lake Grace
Wednesday 18 September 2019	3.00pm	Council Chambers, Lake Grace
Wednesday 16 October 2019	3.00pm	Council Chambers, Lake Grace
Wednesday 20 November 2019	3.00pm	Council Chambers, Lake Grace
Wednesday 18 December 2019	1.00pm	Council Chambers, Lake Grace

CARRIED 8/0

14.4.2 CHRISTMAS AND NEW YEAR 2018/19 TRADING HOURS

Applicant: Executive Services
File No. 0498
Attachments: 1. Letter from the Department of Commerce
Author: Miss Cheryl Cavanagh

Executive Assistant

Disclosure of Interest: Nil
Date of Report: 02 November 2018
Senior Officer: Ms Denise Gobbart

Chief Executive Officer

Summary
For Council to consider applying for an extension of trading hours over the 2018/19 Christmas and New Year period.

Background
In previous years, a trading hour package based on the current Perth hours has been offered to regional Local Governments. However, the majority of Local Governments have declined the offer in the past and have applied for their own locally preferred Christmas/New Year trading arrangements.

In 2015, 2015, 2016 and 2017 the Shire adopted trading hours based on those in the metropolitan area, as listed below:

8.00am to 9.00pm	Monday to Friday
8.00am to 5.00pm	Saturday
11.00am to 5.00pm	Sunday
Christmas Day	Closed

In the notification to the Shire of Lake Grace's retailers, it has always stressed that with all extended trading hour variations, the decision to open or not during the additional hours provided is at the retailers' discretion.

Comment
The Department of Commerce recognises that metropolitan hours may not meet the needs of the local community, therefore, local governments that require amended trading hours need to consider their specific requirements and a proposal needs to be submitted with their application.

If Council do not support the extension of trading hours based on those in the metropolitan area, then an alternative recommendation would be 'That Council, not support extended trading arrangements over the 2018/19 Christmas and New Year period'.

Legal Implications
Retail Trading Hours Act 1987
Part III Retail Trading Hours
12E. Variation of trading hours (1) The Minister may by order vary the trading hours of retail shops by — (a) requiring retail shops to be closed at a time or times when the shops would otherwise not be required to be closed under section 12(1) or (3), 12B or 12D; or (b) authorising

retail shops to be open at a time or times when the shops would otherwise be required to be closed under any of those provisions

Policy Implications
Nil

Consultation
Internal: Denise Gobbart, Chief Executive Officer

Financial Implications
Nil

Strategic Implications
Shire of Lake Grace Strategic Community Plan 2017 - 2027
Economic Objective – A prosperous agricultural based economy, supporting diversification of industry
Outcome 1.2 A diverse and prosperous economy
- 1.2.2 support local business and promote further investment in the district

Voting Requirements
Simple majority required.

Recommendation/Resolution

RESOLUTION 12875

Moved Cr Clarke
Seconded Cr Stoffberg

That Council seek approval from the Department of Commerce for extended trading hours for the Shire of Lake Grace over the 2018/19 Christmas and New Year period, commencing from Monday 3 December 2018 and concluding on Tuesday 1 January 2019, both dates are inclusive. The hours will be as follows:

8.00am to 9.00pm	Monday to Friday
8.00am to 5.00pm	Saturday
11.00am to 5.00pm	Sunday and Public Holidays
Christmas Day	Closed

CARRIED 8/0

Government of **Western Australia**
Department of **Mines, Industry Regulation and Safety**
Consumer Protection

Shire of Lake Grace
File No: 0498
30 OCT 2018
Xref:
Records #: I34365
Officer: CSM01

22 October 2018

Chief Executive Officer
Shire of Lake Grace
PO Box 50
LAKE GRACE WA 6353

Dear Sir or Madam,

CHRISTMAS/ NEW YEAR RETAIL TRADING EXTENSIONS

The Department of Mines, Industry Regulation and Safety-Consumer Protection Division (Consumer Protection) invites you to consider applying for retail trading extensions within your locality, over the 2018-19 Christmas/New Year period.

Regional Local Governments that are yet to consider this issue are encouraged to do so at the earliest opportunity and where appropriate, formulate a Christmas trading proposal in accordance with local community needs.

Local Government's that wish to apply for an extension of retail trading hours over the 2018-19 Christmas/New Year period, should complete and submit the enclosed application form.

To enable sufficient time for processing please ensure your application is made before 19 November 2018.

Should you have further queries in relation to this advice, please contact this office on (08) 6251 2453 or by email to graeme.watts@dmirs.wa.gov.au.

Yours sincerely

Graeme Watts
PRINCIPAL COMPLIANCE OFFICER RETAIL TRADING
AUTOMOTIVE, MARINE AND TRADING HOURS BRANCH

A24639478

Automotive, Marine and Trading Hours Branch
Level 1 Mason Bird Building 303 Sevenoaks Street (entrance Grose Avenue) Cannington Western Australia 6107
Postal address: Locked Bag 14 Cloisters Square Western Australia 6850
Complaints +61 8 6251 1403 Facsimile +61 8 6251 2818
automotive@dmirs.wa.gov.au www.dmirs.wa.gov.au
ABN 69 410 335 356

Government of **Western Australia**
Department of **Mines, Industry Regulation and Safety**

Consumer Protection

NON METROPOLITAN LOCAL GOVERNMENT APPLICATION FOR EXTENDED TRADING HOURS

TEMPORARY / SHORT TERM ADJUSTMENTS

1. Lodged by:

Sponsoring Local Government

Postal Address

Suburb / Town *Post Code*

Contact Person

Telephone *Facsimile*

It is important to note that submissions made under these terms will not be considered within 12 months of a previous application which was defeated / not approved due to insufficient retailer and / or community support.

2. Dates and / or Times required:

If space here is insufficient, please continue on a separate sheet.

3. Location:

Please specify the exact area the proposed trading extension will apply to eg. Local Government boundaries, town boundaries, individual buildings or streets etc.

4. Reason for submission:

_____

_____

_____

5. Undertaking:

SUPPORT AND TRADERS' OPENING DISCRETION

"I confirm the proposed trading extension is supported by -

_____

(name of the local trader organisation consulted eg. Local Chamber of Commerce)

the majority of local community members and retailers and the clear majority of local Councillors.

I further confirm that, should approval be granted, all traders will be advised of their rights to exercise individual discretion whether to open or not during the proposed trading extension."

_____

Signature *Date*

_____

Name / Position:

6. Lodgement of applications:

Please forward completed applications at least **TWO WEEKS** prior to the planned activity to:

Automotive, Marine and Trading Hours Branch
Department of Mines, Industry Regulation and Safety
Locked Bag 14
CLOISTERS SQUARE 6850 or by fax to: **(08) 6251 2818**

If you have any enquiries regarding your application please contact the Retail Trading Unit on **(08) 6251 1406**.

A280045

14.4.3 LOCAL GOVERNMENT ELECTIONS – OCTOBER 2019

Applicant:	WA Electoral Commission
File No.	0229
Attachments:	Nil
Author:	Ms Denise Gobbart Chief Executive Officer
Disclosure of Interest:	Nil
Date of Report:	12 November 2018
Senior Officer:	Ms Denise Gobbart

Chief Executive Officer

Summary
The purpose of this report is to seek Council's approval for the Electoral Commissioner to be responsible for conducting the 2019 ordinary elections to be held on 19 October as a postal election.

Background
In accordance with the provisions of the Local Government Act, 1995 (the Act) a Local Government is to hold ordinary elections on the third Saturday in October every two years. In October 2019, Council has four (4) vacancies arising following the expiry of the terms of Councillors Clarke, Hunt, Lloyd and Marshall.

Section 4.20 of the Act provides that the CEO is the returning officer of a local government for each election unless Council appoints a person other than the CEO. Section 4.20(4) of the Act enables a local government to declare the Electoral Commissioner to be responsible for the conduct of the election having first obtained the Commissioner's written agreement.

Furthermore, section 4.61 of the *Act* enables a local government to conduct the election as a postal election.

The Commissioner has agreed to conduct the Election and seeks Council's endorsement in accordance with the requirements of the Act.

Comment
Council has previously acknowledged the benefits of postal elections, namely:

- Increased voter participation;
- Convenience for electors;
- The availability of an experienced Returning Officer at "arm's length" from local government business;
- Detailed candidates guides prepared by the Commissioner;
- All eligible electors being given information about the election;
- Statutory requirements are fulfilled;
- It is possible to include explanatory information to each elector to assist them prior to casting a vote.

Legal Implications
Local Government Act 1995
4.20. CEO to be the returning officer unless other arrangements made

(1) Subject to this section the CEO is the returning officer of a local government for each election.

(2) A local government may, having first obtained the written agreement of the person concerned and the written approval of the Electoral Commissioner, appoint* a person other than the CEO to be the returning officer of the local government for —
(a) an election; or
(b) all elections held while the appointment of the person subsists.
* Absolute majority required.

(3) An appointment under subsection (2) —
(a) is to specify the term of the person's appointment; and
(b) has no effect if it is made after the 80th day before an election day.

(4) A local government may, having first obtained the written agreement of the Electoral Commissioner, declare* the Electoral Commissioner to be responsible for the conduct of an election, or all elections conducted within a particular period of time, and, if such a declaration is made, the Electoral Commissioner is to appoint a person to be the returning officer of the local government for the election or elections.
* Absolute majority required.

(5) A declaration under subsection (4) has no effect if it is made after the 80th day before election day unless a declaration has already been made in respect of an election for the local government and the declaration is in respect of an additional election for the same local government.

(6) A declaration made under subsection (4) on or before the 80th day before election day cannot be rescinded after that 80th day.

4.61. Choice of methods of conducting election
(1) The election can be conducted as a —
postal election which is an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day; or

voting in person election which is an election at which the principal method of casting votes is by voting in person on election day but at which votes can also be cast in person before election day, or posted or delivered, in accordance with regulations.

(2) The local government may decide* to conduct the election as a postal election.
* Absolute majority required.

(3) A decision under subsection (2) has no effect if it is made after the 80th day before election day unless a declaration has already been made in respect of an election for the local government and the declaration is in respect of an additional election for the same local government.

(4) A decision under subsection (2) has no effect unless it is made after a declaration is made under section 4.20(4) that the Electoral Commissioner is to be responsible for the conduct of the election or in conjunction with such a declaration.

(5) A decision made under subsection (2) on or before the 80th day before election day cannot be rescinded after that 80th day.

(6) For the purposes of this Act, the poll for an election is to be regarded as having been held on election day even though the election is conducted as a postal election.

(7) Unless a resolution under subsection (2) has effect, the election is to be conducted as a voting in person election.

Policy Implications
N/A

Consultation
External: Western Australian Electoral Commission

Financial Implications
The Electoral Commission has advised that the estimated cost to conduct the 2019 election would be $14,000 GST inclusive, which is based on the following assumptions:

- 980 electors
- response rate of approximately 70%
- 4 vacancies
- count to be conducted at the offices of the Shire of Lake Grace
- appointment of a local Returning Officer
- regular Australia Post delivery service to apply for the lodgement of the election packages.

An additional amount of $196 will be incurred if your Council decides to opt for the Australia Post Priority Service for the lodgement of election packages. The Electoral Commission is of the view that the regular service of adequate for outgoing mail for most local governments, particularly in the Metropolitan areas.

Costs not incorporated in the estimate include:

- non-statutory advertising (ie any additional advertisements in community newspapers and promotional advertising)
- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission in a Court of Disputed Returns
- one local government staff member to work in the polling place on election day
- any additional postage rate increase by Australia Post

The cost of the 2013 ordinary election was $10,266.22 GST inclusive, it is noted that this was a full spill of Council. The 2015 ordinary election was $7,465.09 GST inclusive and the call for nominations for the 2015 extraordinary election was $1,257.03 GST inclusive. The 20107 ordinary election was $11,563.83 GST inclusive.

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
- 4.2.3 Provide a positive and safe workplace

Voting Requirements
Absolute majority (5) required

Recommendation
That Council:

1. declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2017 ordinary election together with any other elections or polls that may be required; and
2. decide, in accordance with section 4.61(2) of the Local Government Act 1995 that the method of conducting the election will be as a postal election.

Resolution

RESOLUTION 12876

Moved Cr Chappell
Seconded Cr Stoffberg

That Council:

1. declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2019 ordinary election together with any other elections or polls that may be required; and
2. decide, in accordance with section 4.61(2) of the Local Government Act 1995 that the method of conducting the election will be as a postal election.

CARRIED BY ABSOLUTE MAJORITY 8/0

REASON FOR CHANGE IN RESOLUTION
The Resolution differed from the Recommendation as the incorrect election year had been listed.

Cr Chappell declared an impartiality interest in item 14.4.4 Appointment of Authorised Persons with the nature of the interest being that his wife Cheryl Chappell is one of the authorised persons.

14.4.4 APPOINTMENT OF AUTHORISED PERSONS

Applicant: Internal Report
File No. 0052
Attachments: Nil
Author: Ms Denise Gobbart
Disclosure of Interest: Nil
Date of Report: 21 November 2018
Senior Officer: Ms Denise Gobbart

Chief Executive Officer

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

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

Authorisations are reviewed and updated to reflect legislation and staff changes; this was previously undertaken at the Ordinary Meeting of Council held 25 July 2018.

Since this time Brian Gaudet (Ranger) has resigned and Mornè Pfister has commenced work with WA Ranger Services. Also Kairi Nigol has resigned and Felicity Bettesworth has commenced in the Finance Coordinator role.

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

These authorisations relate to certain provisions about land, including issuance of notices requiring certain things to be done by an owner or occupier of land in accordance with Schedule 3.1 of the Act. These can include matters relating to drainage requirements, safety issues and unsightly land. It is proposed to appoint Denise Gobbart and John Dyer.

(2) Part 3, Division 3, Section 3.28 & 3.29 of the Local Government Act 1995 provides for Power of Entry, subject to notice and other than by a Local Law e.g. abandoned vehicles or home industry. For this purpose it is proposed to authorise Denise Gobbart and John Dyer.

(3) Section 3.39 of the Local Government Act 1995 enables Council to appoint an authorised person for the purpose of removing or impounding of goods that are involved in a contravention, as prescribed by regulation or local law, that can lead to impounding. It is proposed that Denise Gobbart and John Dyer are the authorised persons.

(4) & (5) Part 9 of the Local Government Act 1995 provides for the appointment of authorised persons relating to enforcements and legal proceedings, i.e. the fining of a person committing

an offence and the issuing of infringement notices. It is proposed that Denise Gobbart and John Dyer are the authorised persons.

(6) Section 37 of the Control of Vehicles (Off-road Areas) Act 1978 also deals with infringement notices. For the purposes of the above staff members are designated as Authorised Persons – Denise Gobbart and John Dyer.

(7) The extension of the payment period (s9.19) and/or the withdrawal of the notice (s9.20) is to be authorised by Chief Executive Officer, Denise Gobbart.

(8) In accordance with s449 of the Local Government (Miscellaneous Provisions) Act 1960, a local government may establish and maintain one or more public pounds and may appoint persons to be keepers of those pounds so as to have care, control and management of those pounds. John Dyer, Matthew Sharpe, Jodie Taylor, Hayley Goodwin and Mornè Pfister are appointed as the Authorised Persons.

(9) Pursuant to the Dog Act 1976 the local government is required to appoint an “Authorised Person” to exercise powers on behalf of the local government, under section 29(1) of this Act. The following staff members are appointed as an “Authorised Person”:
• Denise Gobbart
• John Dyer
• Matthew Sharpe
• Jodie Taylor
• Hayley Goodwin
• Mornè Pfister

(10) Pursuant to the Dog Act 1976 the local government is required to appoint a “Registration Officer” to effect the registration of dogs pursuant to the requirement of the Act.
The following staff members are appointed as an authorised “Registration Officer”:
• Lee-Anne Trevenen
• Felicity Bettesworth
• Victoria Gracheva
• Rebecca Clark
• Sharon Lampard
• Cheryl Chappell
• Fiona Beaurain

(11) Pursuant to the Cat Act 2011 the local government may, in writing, appoint persons or classes of persons to be authorised for the purposes of performing particular functions. Accordingly, the following staff members are appointed as an "Authorised Person":
• Denise Gobbart
• John Dyer
• Matthew Sharpe
• Jodie Taylor
• Hayley Goodwin
• Mornè Pfister

(12) Pursuant to the Cat Act 2011 the local government may, in writing, appoint persons or classes of persons to be authorised for the purposes of performing particular functions.

Accordingly, the following staff members are appointed as "Authorised Person – Registration Only":
• Lee-Anne Trevenen
• Felicity Bettesworth
• Victoria Gracheva
• Rebecca Clark
• Sharon Lampard
• Cheryl Chappell
• Fiona Beaurain

(13) Pursuant to s24 of the Public Health Act 2016 Council may appoint Environmental Health Officers and Authorised Officers to perform such duties as the local government from time to time directs and also such as are specifically prescribed by any order of the Executive Director, Public Health. Will Pearce, Lauren Pitman and Barry Smith are the appointed Environmental Health Officers and Authorised Officers.

(14) Pursuant to s17 of the Caravan Parks and Camping Grounds Act 1995 the Chief Executive Officer may appoint such persons to be authorised persons for the purposes of the Act. An authorised person may enter and inspect premises to ensure compliance with the requirements of the Act.

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

(15) For the purposes of s26 of the Litter Act 1979 all Council Members, Shire Employees, Matthew Sharpe, Jodie Taylor, Hayley Goodwin and Mornè Pfister are deemed to be authorised persons.

(16) Section 122 of the Food Act 2008 requires the local government as the “Enforcement Agency” (refer Delegation H04) to appoint Authorised Officers in writing and issue certificates of authorisation. For the purposes of s122, Will Pearce, Lauren Pitman and Barry Smith are the Shire’s Authorised Officers.

(17) Section 126 of the Food Act 2008 requires the local government as the “Enforcement Agency” (refer Delegation H04) to appoint Designated Officers in writing and issue certificates of authorisation. For the purposes of s126, Will Pearce, Lauren Pitman and Barry Smith are the Shire’s Designated Officers.

(18) Under Section 96(3) of the Building Act 2011, a local government may appoint authorised persons in relation to buildings and incidental structures located or proposed to be located in the Shire (refer Delegation B01). Josiah Farrell is appointed as an authorised person.

(19) Pursuant to the Health (Miscellaneous Provisions) Act 1911, and under Regulation 15D(5) of the Health (Asbestos) Regulations 1992, the local government may appoint officers who are authorised to issue infringement notices for the offences specified under Schedule 1 of those regulations. For the purposes of Regulation 15D(5), Will Pearce, Lauren Pitman and Barry Smith are the Shire’s Authorised Officers.

Legal Implications
Local Government Act 1995

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

Policy Implications
Nil

Consultation
Not Applicable

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
- 4.2.3 Provide a positive and safe workplace

Voting Requirements
Simple majority required.

Recommendation/Resolution

RESOLUTION 12877

Moved Cr Stanton
Seconded Cr Lloyd

That Council, appoint the following persons as "Authorised Persons" in respect to the requirements of the specified Acts effective 28 November 2018:

(1) *Local Government Act 1995*, Part 3, Division 3, Subdivision 2, certain provisions about land - s3.24 (relates to the issuing of notices):
- Denise Gobbart
- John Dyer

RESOLUTION 12877 (continued)

(2) *Local Government Act 1995*, Part 3 Division 3 Section 3.28 & 3.29 of the *Local Government Act 1995* provides for Power of Entry (relates to abandoned vehicles or home industry):
- Denise Gobbart
- John Dyer

(3) *Local Government Act 1995*, Part 3, Division 3, Subdivision 4, impounding goods involved in certain contraventions – s3.39 (relates to the power to remove and impound):
- Denise Gobbart
- John Dyer

(4) *Local Government Act 1995*, Part 9, Division 2, Subdivision 1, miscellaneous provisions about enforcement – s9.10, s9.11 and s9.15;
- Denise Gobbart
- John Dyer

(5) *Local Government Act 1995*, Part 9, Division 2, Subdivisions 1 & 2, miscellaneous provisions about enforcement and infringement notices – s9.13, s9.16 and s9.17: (relates to the issuing of notices):
- Denise Gobbart
- John Dyer

(6) *Control of Vehicles (Off-Road Areas) Act 1978* – s37 (relates to the fining of a person committing an offence):
- Denise Gobbart
- John Dyer

(7) *Local Government Act 1995*, Part 9, Division 2, Subdivision 2, miscellaneous provisions about enforcement – s9.19 and s9.20 (relates to amendment of notices):
- Denise Gobbart

(8) *Local Government (Miscellaneous Provisions) Act 1960* – s449 Local governments may establish pounds, appoint pound keepers and Rangers:
- John Dyer
- Matthew Sharpe
- Jodie Taylor
- Hayley Goodwin
- Mornè Pfister

(9) *Dog Act 1976* – Authorised Officer
- Denise Gobbart
- John Dyer
- Matthew Sharpe
- Jodie Taylor
- Hayley Goodwin
- Mornè Pfister

RESOLUTION 12877 (continued)

(10) *Dog Act 1976* – Registration Officer
- Lee-Anne Trevenen
- Felicity Bettesworth
- Victoria Gracheva
- Rebecca Clark
- Sharon Lampard
- Cheryl Chappell
- Fiona Beaurain

(11) *Cat Act 2011* – Authorised Persons
- Denise Gobbart
- John Dyer
- Matthew Sharpe
- Jodie Taylor
- Hayley Goodwin
- Mornè Pfister

(12) *Cat Act 2011* – Authorised Persons - Registration Only
- Lee-Anne Trevenen
- Felicity Bettesworth
- Victoria Gracheva
- Rebecca Clark
- Sharon Lampard
- Cheryl Chappell
- Fiona Beaurain

(13) *Public Health Act 2016* – Environmental Health Officer and Authorised Officer
- Will Pearce
- Lauren Pitman
- Barry Smith

(14) *Caravan Parks and Camping Grounds Act 1995* – s17 Authorised Persons (Power of Entry and Inspection).
- Will Pearce
- Lauren Pitman
- Barry Smith

(15) *Litter Act 1979* – s26 – Authorised Persons
- Members of Council
- Shire Employees
- Matthew Sharpe
- Jodie Taylor
- Hayley Goodwin
- Mornè Pfister

RESOLUTION 12877 (continued)

(16) *Food Act 2008* – s122 – Authorised Persons
- Will Pearce
- Lauren Pitman
- Barry Smith

(17) *Food Act 2008* – s126 – Designated Officer
- Will Pearce
- Lauren Pitman
- Barry Smith

(18) *Building Act 2011* – s96(3) Authorised Persons
- Josiah Farrell

(19) *Health (Asbestos) Regulations 1992* – Reg 15D(5) Infringement Notices
- Will Pearce
- Lauren Pitman
- Barry Smith

CARRIED 8/0

14.4.5 ROE REGIONAL ENVIRONMENTAL HEALTH SERVICES SCHEME RENEWAL OF MEMORANDUM OF UNDERSTANDING – COMMON SEAL

Applicant:	Roe Regional Organisation of Councils (RoeROC)
File No.	0753
Attachments:	1. Proposed Memorandum of Understanding 2. Original Memorandum of Understanding 3. Draft Budget 2018/2019
Author:	Denise Gobbart Chief Executive Officer
Disclosure of Interest:	Nil
Date of Report:	23 November 2018
Senior Officer:	Denise Gobbart

Chief Executive Officer

Summary
For Council to endorse the renewal of the Roe Regional Environmental Health Services Scheme (RREHHS) Memorandum of Understanding (MOU) for the provision of health services and authorise the use of the Common Seal.

Background
From 1 January 2014 to 30 June 2014 the Shire had engaged, on a fee for service basis, the services of an Environmental Health Officer (EHO) from the Shire of Corrigin on as required basis.

The Roe Regional Organisation of Councils (RoeROC) was established in October 2006 to facilitate voluntary cooperation and resource sharing between the Shires of Corrigin, Kondinin, Kulin and Narembeen.

Since its establishment RoeROC has worked to deliver a number of shared services to its member Councils. The RREHSS provides an environmental health service that included the Shire of Lake Grace from 1 July 2014. RREHSS operates under a MOU between the Councils. The scheme RREHSS operates under the shortened title of RoeHealth. The previous MOU expired on the 30 June 2018.

The RREHSS gives direct involvement of each member shire in the management of the scheme and provides access to a number of staff on a cost sharing basis.

Comment
Within the MOU Schedule 1 identifies the Operational Guidelines details the services that will be provided through this scheme. As can be seen from the list, the services are wide and varied. Having access to more than one EHO through this Scheme will ensure a high quality outcome, provide coverage for each officer whilst on leave and ensure peer support is available.

Under the provision of the MOU if a member Council no longer wished to participate they have to give twelve (12) months written notice to the other Member Councils. During this time the withdrawing Council is still liable for its contribution to all costs as per the schedule.

It is acknowledge that the Shire potentially requires an increased level of service for Environmental Health. At this time we are not in a position to be able to facilitate this potential need. The other Member Councils are aware that the Shire may withdraw from the scheme in the future.

Legal Implications

Health (Miscellaneous Provisions) Act 1911

26. Powers of local government

Every local government is hereby authorised and directed to carry out within its district the provisions of this Act and the regulations, local laws, and orders made thereunder:

Provided that a local government may appoint and authorise any person to be its deputy, and in that capacity to exercise and discharge all or any of the powers and functions of the local government for such time and subject to such conditions and limitations (if any) as the local government shall see fit from time to time to prescribe, but so that such appointment shall not affect the exercise or discharge by the local government itself of any power or function.

[Section 26, formerly section 25, amended by No. 17 of 1918 s. 5; renumbered as section 26 by No. 38 of 1933 s. 42; amended by No. 14 of 1996 s. 4.]

Local Government Act 1995

9.49A Execution of Documents

(1) A document is duly executed by a local government if —
  (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
  (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.

(2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.

(3) The common seal of the local government is to be affixed to a document in the presence of —
  (a) the mayor or president; and
  (b) the chief executive officer or a senior employee authorised by the chief executive officer, each of whom is to sign the document to attest that the common seal was so affixed.

(4) A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.

(5) A document executed by a person under an authority under subsection (4) is not to be regarded as a deed unless the person executes it as a deed and is permitted to do so by the authorisation.

(6) A document purporting to be executed in accordance with this section is to be presumed to be duly executed unless the contrary is shown.

(7) When a document is produced bearing a seal purporting to be the common seal of the local government, it is to be presumed that the seal is the common seal of the local government unless the contrary is shown.

[Section 9.49A inserted by No. 17 of 2009 s. 43.]

Policy Implications
Policy 1.11 – Use of the Common Seal
The Common Seal of the Shire of Lake Grace is to be affixed to the following documents:

- Deeds of agreement
- Senior officer contracts of employment
- Land transactions (including leases)
- Other documents requesting use of the common seal

A document is validly executed by the Shire of Lake Grace when the seal of the Shire is affixed to it by the President and the Chief Executive Officer, and the President and Chief Executive Officer attest the fixing of the seal.

All documents signed under seal must, in accordance with s9.49 of the Act, first be presented to Council for its authorisation of the seal to be affixed to it by the President and the Chief Executive Officer, and the President and Chief Executive Officer attesting the fixing of the seal.

Consultation
External: Natalie Manton – Chief Executive Officer Shire of Corrigin
Mia Dohnt – Chief Executive Officer Shire of Kondinin
Noel Mason – Chief Executive Officer Shire of Kulin
Chris Jackson – Chief Executive Officer Shire of Narembeen

Financial Implications
A copy of the RREHSS draft budget 2018/2019 is attached. This document estimates that the annual cost to the Shire is $47,895 for this financial year.

Strategic Implications
Shire of Lake Grace Strategic Community Plan 2017 – 2027
Social Objective
A valued, healthy and inclusive community and life-style
Outcome 2.2 A healthy and safe community

- 2.2.2 Provide and advocate for medical and health services

Environment Objective
Protect and enhance our natural and built environment
Outcome 3.2 A natural environment for the benefit and enjoyment of current and future generations.

- 3.2.3 Provide an effective waste management service

Leadership Objective
Strong governance and leadership, demonstrating fair and equitable community values
Outcome 4.2 A 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

Voting Requirements
Simple majority required

Recommendation/Resolution

RESOLUTION 12878

Moved Cr Marshall
Seconded Cr Stoffberg

That Council;

1. endorse the Roe Regional Environmental Health Services Scheme (RREHSS) for the provision of environmental health services, for the period 01 July 2018 to 30 June 2023; and
2. authorise the President and the Chief Executive Officer to affix the Common Seal to the Roe Regional Environmental Health Services Scheme (RREHSS) Memorandum of Understanding (MOU).

CARRIED 8/0

Roe Regional Environmental Health Services Scheme – renewal of the MOU

The Roe Regional Organisation of Councils (RoeROC) was established in October 2006 to facilitate voluntary cooperation and resource sharing between the Shires of Corrigin, Kondinin, Kulin and Narembeen.

Since its establishment RoeROC has worked to deliver a number of shared services to its member Councils. The Roe Regional Environmental Health Services Scheme (RREHSS) provides an environmental health service that also includes the Shire of Lake Grace. RREHSS operates under a Memorandum of Understanding (MOU) between the Councils commencing 1 July 2018 and expiring on the 30 June 2023. The MOU can be extended by the Member Councils in writing.

Member Councils are asked to consider the extension of the MOU.

DRAFT

ROE REGIONAL ENVIRONMENTAL HEALTH SERVICES SCHEME

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made the First day of July 2018

BETWEEN:

the SHIRE OF CORRIGIN of 9 Lynch Street, CORRIGIN, WA;

the SHIRE OF KONDININ of 11 Gordon Street, KONDININ, WA;

the SHRE OF KULIN of Johnston Street, KULIN, WA;

the SHIRE OF LAKE GRACE of 1 Bishop Street, LAKE GRACE, WA; and

the SHIRE OF NAREMBEEN of 1 Longhurst Street, NAREMBEEN, WA.

collectively known as the (**"Member Councils"**)

BACKGROUND

A. Each of the Member Councils are local government authorities established under the Local Government Act 1995.

B. Each of the Member Councils is required to provide Environmental Health Services within its council area in accordance with the Health Act 1911.

C. The Member Councils currently have an arrangement with each other with respect to the employment of Environmental Health Officers and the provision of Environmental Health Services. ("the Scheme").

D. Each of the Member Councils agrees that the Scheme shall be collectively known as **Roe Regional Environmental Health Services Scheme (RREHSS).** The Scheme will operate under the shortened title of **RoeHealth**

E. The Member Councils desire to formalise their agreement and understanding in relation to the Scheme and have agreed to enter into this Memorandum of Understanding in this regard. However, the Member Councils agree that this Memorandum shall not create any legal obligations and whilst recognising that there are no enforceable obligations between them the Member Councils agree to perform their obligations pursuant to this Memorandum in good faith and to the best of their abilities.

AND THE MEMBER COUNCILS AGREE:

1. **Definitions & Interpretation**

1.1 **Definitions**

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

1.1.2 **"Scheme Costs"** means all costs incurred by the Host Council including, but not limited to, the employment of the Environmental Health Officers (salary, training costs, sick leave, annual leave, long service leave and reimbursement of expenses), costs for time incurred by any other staff member or consultant, hardware, software licences, vehicle costs, communication costs, stationery, and any other resources associated with operating the Scheme;

1.1.3 "**Billing Period**" means the quarterly periods of each financial year when Tax invoices are issued by the Host Council;

1.1.4 **"~~Costs~~ Visitation Schedule"** means Schedule 1 attached to this Memorandum;

1.1.5 **"Host Council"** means the **Shire of Corrigin;**

1.1.6 **"Environmental Health Services"** means the services outlined in Schedule 1 attached to this Memorandum;

1.1.7 **"Committee"** means the group of representatives appointed by each of the Member Councils in accordance with Clause 4.1 of this Memorandum;

1.1.8 **"Scheme"** means the Roe Regional Environmental Health Services Scheme;

1.1.9 **"Memorandum"** means this Memorandum of Understanding;

1.1.10 **"Operating Guidelines"** means the guidelines (as amended from time to time) referred to in Clause 6 and Schedule 1 of this Memorandum;

1.1.11 **"Other Member Councils"** means the Member Councils that are not the Host Council.

1.2 **Interpretation**

1.2.1 .

1.2.1 ***Unless the contrary intention appears:***

1.2.1.1 Words noting the singular shall include the plural and vice versa.

1.2.1.2 Reference to any gender shall include every other gender and words denoting individuals shall include corporations and vice versa.

1.2.1.3 Reference to any Act of Parliament, statute or regulation shall include any amendment currently enforce at the relevant time and any Act of Parliament, statute or regulation enacted or passed in substitution therefore.

1.2.1.4 Headings are for convenience of reference only and do not affect the interpretation or construction of this Memorandum.

1.2.1.5 A requirement in this Memorandum for liaison and consultation is a requirement for full and frank discussion and includes a requirement where necessary and appropriate, for full disclosure of relevant information and material.

2. Term

2.1 The term of this Memorandum shall be five (5) years commencing 1 July 2018 and expiring on the 30 June 2023, unless otherwise agreed or extended by the Member Councils in writing.

2.2 The term shall be reviewed by the Member Councils not more than twelve (12) months and not less than six (6) months prior to the expiration of the term subject to the term being reviewed prior to this period.

3. Negotiate In Good Faith

The Member Councils agree that they will cooperate with each other and at all times act in good faith and with the joint objective of successfully and expeditiously concluding and carrying out all of the arrangements and agreements contemplated in this Memorandum.

4. The Member Councils Obligations

The Member Councils agree that each of them shall have the following obligations in respect of **Roe Regional Environmental Health Services Scheme;**

4.1 Host Council

On behalf of the Other Member Councils, the Host Council agrees;

4.1.1 Administration

4.1.1.1 to administer the Scheme in accordance with this Memorandum and the Operating Guidelines; and

4.1.1.2 to be accountable to the Other Member Councils in a manner determined for the administration of the Scheme and the facilitation of the Scheme;

4.1.2 **Membership of the Committee**

4.1.2.1 to appoint the Chief Executive Officer or delegated officer to the Committee;

4.1.2.2 to appoint a proxy for each of the representatives in Clause 4.1.2.1.

4.1.2.3 to delegate such powers to the representatives as are required and necessary to give effect to this Memorandum, the Operating Guidelines and the Scheme;

4.1.2.4 to delegate such powers to the Chief Executive Officer of the Host Council as are required and necessary to give effect to the preparation, amendment and implementation of the Operating Guidelines;

4.1.3 **Finances**

4.1.3.1 to administer and account to the Other Member Councils in accordance with the method set out in the ~~Cost~~ Visitation Schedule for the Scheme Costs and the Administration Costs and to issue to the Other Member Councils on a quarterly basis a tax invoice specifying the amount of the Scheme Costs and Administration Costs that each of the Other Member Councils are responsible for during that Billing Period. An adjustment will be made in the following July invoice to reflect the actual expenditure for the previous year.

4.1.3.2 to prepare with the assistance from the Other Member Councils, in accordance with this Memorandum, the budgets for the Scheme; and

4.1.3.3 to meet all auditing requirements for all monies received and paid for in relation to the Network;

4.1.4 **Environmental Health Officers**

4.1.4.1 to enter into, on behalf of the Other Member Councils, an enterprise agreement ("**EA**") or other employment or contractual arrangements with the Environmental Health Officers on terms and conditions that the Host Council determines appropriate;

4.1.4.2 to instruct the Environmental Health Officers in accordance with directions given to it by the Committee (if any);

4.1.4.3 to provide the Environmental Health Officers with office facilities, office equipment and resources, (including but not limited to stationery, postage resources, and telephone facsimile and photocopying facilities) and any other

administrative assistance or resources required to be provided to enable the Environmental Health Officers to effectively carry out their duties;

4.1.4.4 to nominate a representative (which at the commencement of the Memorandum shall be the Chief Executive Officer) to;

(a) liaise with the Environmental Health Officers in relation to the terms, conditions and operation of the Scheme; and

(b) supervise the conduct of and compliance of Environmental Health Officers Administrator with the EA;

4.1.4.5 not to terminate the Environmental Health Officers without the approval of the Other Member Councils. For the purposes of this clause, "approval" means the written approval of a majority of the Other Member Councils received after a request has been made by the Host Council to the Other Member Councils requesting their vote;

4.2 **The Other Member Councils**

The Other Member Councils agree;

4.2.1 **Finance**

to pay to the Host Council within fourteen (14) days of having received a tax invoice the amount specified in the tax invoice (GST inclusive) given during each Billing Period in accordance with Clause 4.1.3.1 for its share of the Scheme Costs and the Administration Costs.

4.2.2 **Membership of the Committee**

4.2.2.1 to appoint the Chief Executive Officer or delegated officer and to the Committee;

4.2.2.2 to appoint a proxy for each of the representatives in Clause 4.2.2.1;

4.2.2.3 to delegate such powers to the representatives as are required and necessary to give effect to this Memorandum, the Operating Guidelines and the Scheme;

4.2.2.4 to delegate such powers to the Chief Executive Officer of the relevant Member Council as are required and necessary to give effect to the preparation, amendment and implementation of the Operating Guidelines.

4.3 **All Member Councils**

The Member Councils agree:

4.3.1 **Reporting**

To consider reports and recommendations from its respective representatives on the Committee in relation to the administration of the Scheme.

5. **Scheme Committee**

5.1 The Member Councils agree to establish a Committee for the purposes specified below.

5.2 The Committee representatives shall meet at the times and places determined by the Committee (but in any case at least quarterly) for the purposes of;

5.2.1 considering the strategic direction of the Scheme;

5.2.2 considering any major policy issues in relation to the Scheme; and

5.2.3 reviewing, discussing and preparing budgets for the Scheme.

5.3 Each Member Council representative on the Committee shall be responsible for exercising their delegated authority and for the reporting back to their respective Council upon the exercise of those powers.

5.4 In the event of a conflict arising between the representatives of the Committee or if the Committee is divided in its votes on a decision required to be made by it, then the Committee will be required to report to their respective Councils for their determination.

5.5 The Member Councils agree that their respective Chief Executive Officer shall have delegated to them the necessary powers to make such decisions on behalf of the respective Member Council with respect to the Scheme.

5.6 The Committee shall at its first meeting (and annually thereafter) appoint amongst the representatives a Chairperson who shall hold office for a term of one (1) year but is eligible for reappointment for a further term, unless he/she resigns in which case the Committee shall appoint a new Chairperson to chair the meetings.

5.7 In the event that the appointed Chairperson is absent from a Committee meeting the representatives present shall appoint an acting Chairperson, who shall preside over that meeting or until the Chairperson is present.

6. **Operational Guidelines**

6.1 Upon execution of this Memorandum, the Chief Executive Officer or delegate of each of the Member Councils shall prepare and implement Operational

Guidelines which the Chief Executive Officers or delegates shall be capable of amending from time to time as the Chief Executive Officers or delegates see fit.

6.2 Notwithstanding the provisions of this Memorandum, the Member Councils agree that the Operational Guidelines shall be the operative document that facilitates the operational management of the Scheme.

6.3 The Member Councils shall delegate to their respective Chief Executive Officers such powers as are required and necessary to prepare and amend the Operational Guidelines and to manage the network in accordance with the Operational Guidelines.

6.4 The Councils agree to negotiate and cooperate with each other at all times and to act in good faith in the operation of the Operational Guidelines and to comply with its terms.

7. **Variation**

The Member Councils agree that the terms and conditions of this Memorandum may be varied upon written agreement of the proposed variation by **all** the Member Councils.

8. **Withdrawal**

8.1 If a Member Council of **Roe Regional Environmental Health Services Scheme** wishes to no longer participate, that Council may upon giving twelve (12) months written notice (the "Notice Period") to the other Member Councils withdraw from this Memorandum and the Network in which event that Council, as at and from the expiration of the Notice Period, shall no longer be a part of this Memorandum or the Scheme.

8.2 Notwithstanding withdrawing from the Network that Council shall still be liable for its contribution to all costs as per the Cost Schedule for the duration of the Notice Period.

9. **Additional Members**

9.1 If another council wish to join the Scheme, subject to the unanimous agreement of the Member Councils, that council may join in this Memorandum and the Scheme, provided that the council agrees;

9.1.1 to be bound by the terms and conditions of this Memorandum;

9.1.2 to contribute a share of the initial Scheme Costs and Administration Costs, with the contribution and use thereof to be determined by the Member Councils.

10. **No Partnership**

This Memorandum does not create or evidence a partnership between the Member Councils.

11. **Acknowledgement**

The Member Councils acknowledge and agree that each of the Member Councils may in its own right engage the other Member Council staff for their services, however any agreed costs incurred by the Council in doing so shall be borne solely by the respective Council.

12. **Winding Up**

12.1 Subject to the Member Councils extending or otherwise entering into a new agreement, at the expiration of this Memorandum, each of the participating Member Councils at that time shall be provided with the following:

12.1.1 a readable copy of all records (hard copy or otherwise), in an appropriate format, associated with the Scheme; and

12.1.2 a share of the proceeds in accordance with the percentages specified in the Cost Schedule upon the realisation of any of the assets forming part of the Scheme (as opposed to those owned by the individual Councils) after the payment of all liabilities (outstanding or contingent) if any.

12.2 If upon winding up the liabilities (outstanding or contingent) exceed the assets forming part of the Scheme (as opposed to those owned by the individual Councils) each Member Council shall contribute a share towards the payment of the liabilities in accordance with the formula specified in the Cost Schedule.

13. **Disputes Between Member Councils**

13.1 The Member Councils agree to work together in good faith to resolve any matter requiring their direction or resolution.

13.2 In the event of any dispute or difference ('dispute') arising between the Member Councils or any of them at any time as to any matter or thing of whatsoever nature arising under or in connection with this Memorandum of Understanding, then a Member Council may give to the other Member Council/s (as the case may be) notice in writing ('dispute notice') adequately identifying the matters, the subject of the dispute and the giving of the dispute notice shall be a condition precedent to the commencement by any Member Council of proceedings (whether by way of litigation or arbitration) with regard to the dispute as identified in the dispute notice.

13.3 At the expiration of 35 days from the date of receipt of the dispute notice by the persons to whom it was sent, the person giving the dispute notice may notify the others in writing ('arbitration notice') that it requires the dispute to be referred to arbitration and the dispute (unless meanwhile settled) shall upon receipt of the arbitration notice by the recipients then be and is hereby referred to arbitration under and in accordance with the provisions of the Commercial Arbitration Act 1985.

13.4 The costs (if any) of arbitration shall be borne equally by the Member Councils involved in the arbitration.

EXECUTED as a Memorandum of Understanding

THE COMMON SEAL of SHIRE OF CORRIGIN)
was hereunto affixed in the presence of:)

_____
President

_____
Chief Executive Officer

THE COMMON SEAL of SHIRE OF KONDININ)
was hereunto affixed in the presence of:)

_____
President

_____
Chief Executive Officer

THE COMMON SEAL of SHIRE OF KULIN)
was hereunto affixed in the presence of:)

_____
President

_____
Chief Executive Officer

THE COMMON SEAL of SHIRE OF LAKE GRACE)
was hereunto affixed in the presence of:)

_____
President

_____
Chief Executive Officer

THE COMMON SEAL of SHIRE OF NAREMBEEN)
was hereunto affixed in the presence of:)

_____
President

_____
Chief Executive Officer

SCHEDULE 1

ROE REGIONAL ENVIRONMENTAL HEALTH SERVICES SCHEME
(ROEHEALTH)
OPERATIONAL GUIDELINES

These Operational Guidelines have been prepared in accordance with Clause 6 of the Roe Regional Environmental Health Services Scheme Memorandum of Understanding (MOU). The Scheme will operate under the shortened title of RoeHealth.

Role of the Scheme

Governance

The members of the scheme agree to work together to ensure that the provision of environmental health services are provided in an effective and accountable manner under the statutory authority of each local government.

Services Schedule

The following Environmental Health Services will be provided by (but not limited to) the Scheme:

- General health application enquiries;
- Caravan Park and Camping Grounds Compliance and Licensing;
- Effluent disposal applications;
- Food Premises inspections, enforcement and general enquiries;
- Hairdressing premises compliance;
- Liquor licencing compliance in relation to environmental health requirements;
- Investigation of notifiable diseases;
- Pest Control licencing and enforcement;
- Public building inspections and enforcement;
- Tobacco products compliance;
- Unauthorised discharge issues;
- Waste management coordination;
- Wastewater reuse scheme compliance;
- Water Sampling;
- Compliance and enforcement of Health Act 1911 and subsidiary legislation;
- Training of administrative staff in Environmental Health administration; and
- Any other services broadly consistent with Environmental Health Services.

Visitation Schedule

The following service schedule is agreed by the scheme members as a general principle but may be varied from time to time:

Local Government	Percentage of Scheme Time/Costs	Equivalent Days Per Fortnight
Shire of Corrigin	16.66%	2
Shire of Kulin	16.66%	2
Shire of Kondinin	25%	3
Shire of Lake Grace	25%	3
Shire of Narembeen	16.66%	2

Scheme members agree that in the interests of effectiveness, some services may be provided remotely or that the EHOs may provide services to other scheme members during the normal round of visits to local governments so long as generally each local government receives their equivalent share of services each year.

Scheme equipment and resources

Scheme costs include the purchase and replacement of motor vehicles. In the event of winding up, the value of any motor vehicles will be distributed in accordance with the Clause 12 of the MOU.

Role of the EHO

Service Delivery

The Scheme Environmental Health Officers will endeavour to provide environmental health services in a fair and equitable manner in accordance with the general principle of the Visitation Schedule.

Record Keeping

Environmental Health Officers will ensure that appropriate records are created and maintained and are made available to the relevant local government for retention in their records management system.

Role of Member Councils

Flexibility in visitation

Member Councils agree to be flexible in their expectation of visitation and the method of service delivery so long as generally each local government receives their equivalent share of services each year.

Office space

Member Councils agree to provide an appropriate workstation and office space for Environmental Health Officers whilst visiting their local government.

Access to ITC networks

Member Councils will provide reasonable access for Environmental Health Officers to ITC networks and the internet.

Record keeping
Member Councils will establish appropriate records management systems for environmental health related records.

Administrative support
Member Councils agree to provide reasonable administrative support to Environmental Health Officers in the conduct of their normal duties.

Nominated Liaison person
Each Member Council will nominate a Staff Member to be the contact person for their local government to liaise with Environmental Health Officers to ensure regular two way communication, continuity of service and expectations.

Role of the Member Council CEO
The CEO of each Member Council agrees to take an active interest in the Scheme and the services provided by the Environmental Health Officers to ensure that:

a. The services provided are within the scope and expectation of each Council;
b. The local government is represented at all Scheme Committee Meetings; and
c. The role of the Environmental Health Officers is appropriately supported.

Role of the Host Council
Financial records & reporting
The Host Council will ensure that appropriate financial records are kept for all Scheme income and expenditure and financial reports are presented at the end of each quarter to Member Councils.

HR management
The Host Council will apply contemporary human resource management practices to the employment and management of employees providing services to the Scheme.

Record keeping
The Host Council is responsible for creating and maintaining records in relation to the administration, financial management and human resources management of the Scheme.

ROE REGIONAL ENVIRONMENTAL HEALTH SERVICES SCHEME

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made the First day of July 2014

BETWEEN:

the SHIRE OF BRUCE ROCK of 54 Johnson Street, BRUCE ROCK, WA

the SHIRE OF CORRIGIN of 9 Lynch Street, CORRIGIN, WA;

the SHIRE OF KONDININ of 11 Gordon Street, KONDININ, WA;

the SHRE OF KULIN of Johnston Street, KULIN, WA;

the SHIRE OF LAKE GRACE of 1 Bishop Street, LAKE GRACE, WA; and

the SHIRE OF NAREMBEEN of 1 Longhurst Street, NAREMBEEN, WA.

collectively known as the (**"Member Councils"**)

BACKGROUND

A. Each of the Member Councils are local government authorities established under the Local Government Act 1995.

B. Each of the Member Councils is required to provide Environmental Health Services within its council area in accordance with the Health Act 1911.

C. The Member Councils currently have an arrangement with each other with respect to the employment of Environmental Health Officers and the provision of Environmental Health Services. ("the Scheme").

D. Each of the Member Councils agrees that the Scheme shall be collectively known as **Roe Regional Environmental Health Services Scheme (RREHSS).** The Scheme will operate under the shortened title of **RoeHealth**

E. The Member Councils desire to formalise their agreement and understanding in relation to the Scheme and have agreed to enter into this Memorandum of Understanding in this regard. However, the Member Councils agree that this Memorandum shall not create any legal obligations and whilst recognising that there are no enforceable obligations between them the Member Councils agree to perform their obligations pursuant to this Memorandum in good faith and to the best of their abilities.

AND THE MEMBER COUNCILS AGREE:

1. **Definitions & Interpretation**

1.1 **Definitions**

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

1.1.2 **"Scheme Costs"** means all costs incurred by the Host Council including, but not limited to, the employment of the Environmental Health Officers (salary, training costs, sick leave, annual leave, long service leave and reimbursement of expenses), costs for time incurred by any other staff member or consultant, hardware, software licences, vehicle costs, communication costs, stationery, and any other resources associated with operating the Scheme;

1.1.3 "**Billing Period**" means the quarterly periods of each financial year when Tax invoices are issued by the Host Council;

1.1.4 **"Costs Schedule"** means the Cost Schedule attached to this Memorandum;

1.1.5 **"Host Council"** means the **Shire of Corrigin;**

1.1.6 **"Environmental Health Services"** means the services outlined in the Services Schedule attached to this Memorandum;

1.1.7 **"Committee"** means the group of representatives appointed by each of the Member Councils in accordance with Clause 4.1 of this Memorandum;

1.1.8 **"Scheme"** means the Roe Regional Environmental Health Services Scheme;

1.1.9 **"Memorandum"** means this Memorandum of Understanding;

1.1.10 **"Operating Guidelines"** means the guidelines (as amended from time to time) referred to in Clause 6 of this Memorandum;

1.1.11 **"Other Member Councils"** means the Member Councils that are not the Host Council.

1.2 **Interpretation**

1.2.1 The Background set out above forms part of this Memorandum and the Member Councils agree that the Background is true and accurate.

1.2.2 Unless the contrary intention appears:

1.2.2.1 Words noting the singular shall include the plural and vice versa.

1.2.2.2 Reference to any gender shall include every other gender and words denoting individuals shall include corporations and vice versa.

1.2.2.3 Reference to any Act of Parliament, statute or regulation shall include any amendment currently enforce at the relevant time and any Act of Parliament, statute or regulation enacted or passed in substitution therefore.

1.2.2.4 Headings are for convenience of reference only and do not affect the interpretation or construction of this Memorandum.

1.2.2.5 A requirement in this Memorandum for liaison and consultation is a requirement for full and frank discussion and includes a requirement where necessary and appropriate, for full disclosure of relevant information and material.

2. Term

2.1 The term of this Memorandum shall be three (3) years commencing 1 July 2014 and expiring on the 30 June 2017, unless otherwise agreed or extended by the Member Councils in writing.

2.2 The term shall be reviewed by the Member Councils not more than twelve (12) months and not less than six (6) months prior to the expiration of the term subject to the term being reviewed prior to this period.

3. Negotiate In Good Faith

The Member Councils agree that they will cooperate with each other and at all times act in good faith and with the joint objective of successfully and expeditiously concluding and carrying out all of the arrangements and agreements contemplated in this Memorandum.

4. The Member Councils Obligations

The Member Councils agree that each of them shall have the following obligations in respect of **Roe Regional Environmental Health Services Scheme;**

4.1 Host Council

On behalf of the Other Member Councils, the Host Council agrees;

4.1.1 Administration

4.1.1.1 to administer the Scheme in accordance with this Memorandum and the Operating Guidelines; and

4.1.1.2 to be accountable to the Other Member Councils in a manner determined for the administration of the Scheme and the facilitation of the Scheme;

4.1.2 **Membership of the Committee**

4.1.2.1 to appoint the Chief Executive Officer or delegated officer to the Committee;

4.1.2.2 to appoint a proxy for each of the representatives in Clause 4.1.2.1.

4.1.2.3 to delegate such powers to the representatives as are required and necessary to give effect to this Memorandum, the Operating Guidelines and the Scheme;

4.1.2.4 to delegate such powers to the Chief Executive Officer of the Host Council as are required and necessary to give effect to the preparation, amendment and implementation of the Operating Guidelines;

4.1.3 **Finances**

4.1.3.1 to administer and account to the Other Member Councils in accordance with the method set out in the Cost Schedule for the Scheme Costs and the Administration Costs and to issue to the Other Member Councils on a quarterly basis a tax invoice specifying the amount of the Scheme Costs and Administration Costs that each of the Other Member Councils are responsible for during that Billing Period. An adjustment will be made in the following July invoice to reflect the actual expenditure for the previous year.

4.1.3.2 to prepare with the assistance from the Other Member Councils, in accordance with this Memorandum, the budgets for the Scheme; and

4.1.3.3 to meet all auditing requirements for all monies received and paid for in relation to the Network;

4.1.4 **Environmental Health Officers**

4.1.4.1 to enter into, on behalf of the Other Member Councils, an enterprise agreement ("**EA**") or other employment or contractual arrangements with the Environmental Health Officers on terms and conditions that the Host Council determines appropriate;

4.1.4.2 to instruct the Environmental Health Officers in accordance with directions given to it by the Committee (if any);

4.1.4.3 to provide the Environmental Health Officers with office facilities, office equipment and resources, (including but not limited to stationery, postage resources, and telephone facsimile and photocopying facilities) and any other administrative assistance or resources required to be

provided to enable the Environmental Health Officers to effectively carry out their duties;

4.1.4.4 to nominate a representative (which at the commencement of the Memorandum shall be the Chief Executive Officer) to;

(a) liaise with the Environmental Health Officers in relation to the terms, conditions and operation of the Scheme; and

(b) supervise the conduct of and compliance of Environmental Health Officers Administrator with the EA;

4.1.4.5 not to terminate the Environmental Health Officers without the approval of the Other Member Councils. For the purposes of this clause, "approval" means the written approval of a majority of the Other Member Councils received after a request has been made by the Host Council to the Other Member Councils requesting their vote;

4.2 **The Other Member Councils**

The Other Member Councils agree;

4.2.1 **Finance**

to pay to the Host Council within fourteen (14) days of having received a tax invoice the amount specified in the tax invoice (GST inclusive) given during each Billing Period in accordance with Clause 4.1.3.1 for its share of the Scheme Costs and the Administration Costs.

4.2.2 **Membership of the Committee**

4.2.2.1 to appoint the Chief Executive Officer or delegated officer and to the Committee;

4.2.2.2 to appoint a proxy for each of the representatives in Clause 4.2.2.1;

4.2.2.3 to delegate such powers to the representatives as are required and necessary to give effect to this Memorandum, the Operating Guidelines and the Scheme;

4.2.2.4 to delegate such powers to the Chief Executive Officer of the relevant Member Council as are required and necessary to give effect to the preparation, amendment and implementation of the Operating Guidelines.

4.3 **All Member Councils**

The Member Councils agree:

4.3.1 **Reporting**

To consider reports and recommendations from its respective representatives on the Committee in relation to the administration of the Scheme.

5. **Scheme Committee**

5.1 The Member Councils agree to establish a Committee for the purposes specified below.

5.2 The Committee representatives shall meet at the times and places determined by the Committee (but in any case at least quarterly) for the purposes of;

5.2.1 considering the strategic direction of the Scheme;

5.2.2 considering any major policy issues in relation to the Scheme; and

5.2.3 reviewing, discussing and preparing budgets for the Scheme.

5.3 Each Member Council representative on the Committee shall be responsible for exercising their delegated authority and for the reporting back to their respective Council upon the exercise of those powers.

5.4 In the event of a conflict arising between the representatives of the Committee or if the Committee is divided in its votes on a decision required to be made by it, then the Committee will be required to report to their respective Councils for their determination.

5.5 The Member Councils agree that their respective Chief Executive Officer shall have delegated to them the necessary powers to make such decisions on behalf of the respective Member Council with respect to the Scheme.

5.6 The Committee shall at its first meeting (and annually thereafter) appoint amongst the representatives a Chairperson who shall hold office for a term of one (1) year but is eligible for reappointment for a further term, unless he/she resigns in which case the Committee shall appoint a new Chairperson to chair the meetings.

5.7 In the event that the appointed Chairperson is absent from a Committee meeting the representatives present shall appoint an acting Chairperson, who shall preside over that meeting or until the Chairperson is present.

6. **Operational Guidelines**

6.1 Upon execution of this Memorandum, the Chief Executive Officer or delegate of each of the Member Councils shall prepare and implement Operational

Guidelines which the Chief Executive Officers or delegates shall be capable of amending from time to time as the Chief Executive Officers or delegates see fit.

6.2 Notwithstanding the provisions of this Memorandum, the Member Councils agree that the Operational Guidelines shall be the operative document that facilitates the operational management of the Scheme.

6.3 The Member Councils shall delegate to their respective Chief Executive Officers such powers as are required and necessary to prepare and amend the Operational Guidelines and to manage the network in accordance with the Operational Guidelines.

6.4 The Councils agree to negotiate and cooperate with each other at all times and to act in good faith in the operation of the Operational Guidelines and to comply with its terms.

7. Variation

The Member Councils agree that the terms and conditions of this Memorandum may be varied upon written agreement of the proposed variation by **all** the Member Councils.

8. Withdrawal

8.1 If a Member Council of **Roe Regional Environmental Health Services Scheme** wishes to no longer participate, that Council may upon giving twelve (12) months written notice (the "Notice Period") to the other Member Councils withdraw from this Memorandum and the Network in which event that Council, as at and from the expiration of the Notice Period, shall no longer be a part of this Memorandum or the Scheme.

8.2 Notwithstanding withdrawing from the Network that Council shall still be liable for its contribution to all costs as per the Cost Schedule for the duration of the Notice Period.

9. Additional Members

9.1 If another council wish to join the Scheme, subject to the unanimous agreement of the Member Councils, that council may join in this Memorandum and the Scheme, provided that the council agrees;

9.1.1 to be bound by the terms and conditions of this Memorandum;

9.1.2 to contribute a share of the initial Scheme Costs and Administration Costs, with the contribution and use thereof to be determined by the Member Councils.

10. No Partnership

This Memorandum does not create or evidence a partnership between the Member Councils.

11. **Acknowledgement**

The Member Councils acknowledge and agree that each of the Member Councils may in its own right engage the other Member Council staff for their services, however any agreed costs incurred by the Council in doing so shall be borne solely by the respective Council.

12. **Winding Up**

12.1 Subject to the Member Councils extending or otherwise entering into a new agreement, at the expiration of this Memorandum, each of the participating Member Councils at that time shall be provided with the following:

12.1.1 a readable copy of all records (hard copy or otherwise), in an appropriate format, associated with the Scheme; and

12.1.2 a share of the proceeds in accordance with the percentages specified in the Cost Schedule upon the realisation of any of the assets forming part of the Scheme (as opposed to those owned by the individual Councils) after the payment of all liabilities (outstanding or contingent) if any.

12.2 If upon winding up the liabilities (outstanding or contingent) exceed the assets forming part of the Scheme (as opposed to those owned by the individual Councils) each Member Council shall contribute a share towards the payment of the liabilities in accordance with the formula specified in the Cost Schedule.

13. **Disputes Between Member Councils**

13.1 The Member Councils agree to work together in good faith to resolve any matter requiring their direction or resolution.

13.2 In the event of any dispute or difference ('dispute') arising between the Member Councils or any of them at any time as to any matter or thing of whatsoever nature arising under or in connection with this Memorandum of Understanding, then a Member Council may give to the other Member Council/s (as the case may be) notice in writing ('dispute notice') adequately identifying the matters, the subject of the dispute and the giving of the dispute notice shall be a condition precedent to the commencement by any Member Council of proceedings (whether by way of litigation or arbitration) with regard to the dispute as identified in the dispute notice.

13.3 At the expiration of 35 days from the date of receipt of the dispute notice by the persons to whom it was sent, the person giving the dispute notice may notify the others in writing ('arbitration notice') that it requires the dispute to be referred to arbitration and the dispute (unless meanwhile settled) shall upon receipt of the arbitration notice by the recipients then be and is hereby referred to arbitration under and in accordance with the provisions of the Commercial Arbitration Act 1985.

13.4 The costs (if any) of arbitration shall be borne equally by the Member Councils involved in the arbitration.

EXECUTED as a Memorandum of Understanding

THE COMMON SEAL of SHIRE OF BRUCE ROCK)
was hereunto affixed in the presence of:)

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF CORRIGIN)
was hereunto affixed in the presence of:)

Lynette Baker
President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF KONDININ)
was hereunto affixed in the presence of:)

President

Chief Executive Officer

10

THE COMMON SEAL of SHIRE OF KULIN)
was hereunto affixed in the presence of:)

President JAMES MICHAEL SULLIVAN.

Chief Executive Officer

THE COMMON SEAL of SHIRE OF LAKE GRACE)
was hereunto affixed in the presence of:)

President
Andrew James Walker

Chief Executive Officer
Neville A. Hale

THE COMMON SEAL of SHIRE OF NAREMBEEN)
was hereunto affixed in the presence of:)

President

Chief Executive Officer

COST SCHEDULE

Scheme Costs will be distributed on the following percentage basis:

Local Government	Percentage of Scheme Costs	Equivalent Days Per Fortnight
Shire of Bruce Rock	18.75%	3
Shire of Corrigin	18.75%	3
Shire of Kulin	12.50%	2
Shire of Kondinin	18.75%	3
Shire of Lake Grace	18.75%	3
Shire of Narembeen	12.50%	2

SERVICES SCHEDULE

The following Environmental Health Services will be provided by the Scheme:

- General health application enquiries;
- Caravan Park and Camping Grounds Compliance and Licensing;
- Effluent disposal applications;
- Food Premises inspections, enforcement and general enquiries;
- Hairdressing premises compliance;
- Liquor licencing compliance in relation to environmental health requirements;
- Investigation of notifiable diseases;
- Pest Control licencing and enforcement;
- Public building inspections and enforcement;
- Tobacco products compliance;
- Unauthorised discharge issues;
- Waste management coordination;
- Wastewater reuse scheme compliance;
- Water Sampling;
- Compliance and enforcement of Health Act 1911 and subsidiary legislation;
- Training of administrative staff in Environmental Health administration; and
- Any other services broadly consistent with Environmental Health Services.

ROE REGIONAL ENVIRONMENTAL HEALTH SERVICES SCHEME
DRAFT BUDGET 2018/2019

Account	PARTICULARS	BUDGET 2018/2019
07450	Scheme Income	$ -
	Reimbursements	
	Total - Operating Income	$ -
	Proceeds from Sale of Assets Sale RAV 4 + Subaru	$ 30,000.00
	TOTAL INCOME	**$ 30,000.00**
	EXPENDITURE	
07400	Wages	$ 131,057.99
07401	Superannuation - 14.5%	$ 18,715.88
07402	FBT Expense	$ 7,500.00
07403	Uniform Expenses - Lauren	$ 900.00
07404	Conference / Training	$ 4,060.00
07405	Telephone Expenses	$ 1,500.00
07407	Subscriptions Expenses	$ 1,400.00
07409	Insurance Expenses	$ 6,420.00
07410	Advertising Expenses	$ 2,000.00
07412	Vehicle Operating Expenses	$ 16,125.00
07415	Other Admin Expenses	$ 3,500.00
07418	Consultancy Services	$ 2,000.00
07417	Office Equipment	$ 2,000.00
	Relief EHO	$ 10,000.00
07416	Admin Allocation	$ 11,329.50
	Total - Operating Expenditure	$ 218,508.37
	CAPITAL	
07480	Vehicle Purchase	
07481	Vehicle Purchase - EHO	$ 35,000.00
	Total - Capital Expenditure	$ 35,000.00
	Net Income	$ 30,000.00
	Net Expenditure	$ 253,508.37
	Scheme Net Expenditure	**$ 223,508.37**

SHIRE CONTRIBUTIONS

%	Shire	Days F/N	Contribution
28.57%	Shire of Corrigin	4	$ 63,859.53
14.29%	Shire of Kulin	2	$ 31,929.77
14.29%	Shire of Narembeen	2	$ 31,929.77
21.43%	Shire of Lake Grace	3	$ 47,894.65
21.43%	Shire of Kondinin	3	$ 47,894.65
		14	
		Total Income	$ 223,508.37

14.5 FINANCE

14.5.1 ACCOUNTS FOR PAYMENT – OCTOBER 2018

Applicant: Internal Report
File No. 0277
Attachments: 1. Certificate of Expenditure
2. List of Accounts Payable
Author: Mrs Victoria Gracheva

Finance Officer

Disclosure of Interest: Nil
Date of Report: 14 November 2018
Senior Officer: Ms Denise Gobbart

Chief Executive Officer

Summary
For Council to ratify expenditures incurred for the month of October 2018.

Background
List of payments for the month October 2018 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
Nil

Financial Implications
The list of creditors paid for the month of October 2018 from the Municipal and Trust Account $1,577,762.66.

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

Voting Requirements
Simple majority required.

Recommendation/Resolution

RESOLUTION 12879

Moved Cr Stanton
Seconded Cr Stoffberg

That Council ratify the list of payments totalling $1,577,762.66 as presented for the month of October 2018 incorporating:

- Trust Account Cheques:	1449 - 1456	$	1,890.20
- Electronic Funds Transfer:	EFT18799 – EFT18916	$	1,302,069.85
- Municipal Account Cheques:	36720 - 36726	$	15,144.53
- Direct Debits:	DD8101.1 – DD8101.9 DD8136.1 – DD8136.9 DD8157.1 – DD8157.5 DD8160.1 – DD8160.22 DD8162.1 – DD8162.9 DD8166.1	$	88,630.92
- Electronic Funds Transfer:	Payroll Net Pay	$	170,027.16

CARRIED 8/0

Shire of Lake Grace

"CERTIFICATE OF EXPENDITURE"
October 2018

This Schedule of Accounts to be passed for payment, covering

Payment Method	Cheque/EFT/DD Number		Amount
Trust Account	1449 - 1456	$	1,890.20
Electronic Funds Transfers	EFT18799 – EFT18916	$	1,302,069.85
Municipal Account	36720 - 36726	$	15,144.53
Direct Debits	DD8101.1 – DD8101.9 DD8136.1 – DD8136.9 DD8157.1 – DD8157.5 DD8160.1 – DD8160.22 DD8162.1 – DD8162.9 DD8166.1	$	88,630.92
Electronic Funds Transfers	Payroll Net Pay	$	170,027.16
	Total of Expenditure	$	**1,577,762.66**

to the Municipal and Trust Accounts, totalling $1,577,762.66 which were submitted to each member of the Council on 28 November 2018, 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.

Denise Gobbart
Chief Executive Officer

SHIRE OF LAKE GRACE
ACCOUNTS PAYABLE

Chq/EFT	Date	Name	Description	Payment Amount	Invoice Amount
				$	$
1449	15/10/2018	BUILDING COMMISSION DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	September 18 BSL	169.95	
1450	15/10/2018	LAKE GRACE CATHOLIC CHURCH	Donation - Local Authority Shire Plates.	100.00	
1451	15/10/2018	MRS G'S CATERING	Refund Of Lake Grace Hall Kitchen Hire Bond	165.00	
1452	15/10/2018	ST JOHN AMBULANCE LAKE GRACE	Donation - Local Authority Shire Plates.	300.00	
1453	24/10/2018	CBH GROUP	Refund Of Bond For The Lake Grace Pavilion Hire 12/10/2018	500.00	
1454	24/10/2018	FARM TO SHIP	Refund Of Bond For The Lake Grace Pavilion Hire 11/10/2018	500.00	
1455	30/10/2018	BUILDING COMMISSION DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	October 18 BSL	63.50	
1456	30/10/2018	CONSTRUCTION TRAINING FUND	October 18 BCITF	91.75	
			TOTAL TRUST CHEQUES	**1,890.20**	
EFT18799	04/10/2018	GRAEME HOBBS CONTRACTING PTY LTD	Supply Of Plant And Operators For Road Flood Damage Repairs AGRN: 743. August 2018 Progress Payment Claim. Contract :122108, Cat D8T Dozer X 40.5 Hrss @ $360 P/Hr, Komatsu Gd655-5 Grader X 189 Hrss @ $160 P/Hr, Standby Komatsu Gd655-5 Grader X 28.5 Hrss @ $40 P/Hr, Volvo G940 Grader X 18.5 Hrss @ $160 P/Hr, Semi Side Tipper - 1 X 182 Hrss @ $125 P/Hr, Standby Semi Side Tipper 1 X 28.5 Hrss @ $32.5 P/Hr, Semi Side Tipper - 2 X 163 Hrss @ $125 P/Hr, Standby Semi Side Tipper 2 X 28.5 Hrss @ $32.5 P/Hr, Komatsu Wa 380 Front End Loader X 190 Hrss @ $145 P/Hr, Standby Komatsu Wa 380 Front End Loader X 28.5 Hrss @ $45 P/Hr, Smooth Drum Vibe Roller X 142.5 Hrss @ $105 P/Hr, Standby Smooth Drum Vibe Roller X 18 Hrss @ $30 P/Hr, Multi Tyred Roller X 45.5 Hrss @ $90 P/Hr, Watercart Tandem X 76 Hrss @ $92.5 P/Hr, Standby Watercart Tandem X 3 Hrss @ $45 P/Hr, Water Pump X 76 Hrss @ $25 P/Hr, Standby Water Pump X 3 Hrss @ $25 P/Hr, Cat 305 Mini Excavator X 46.5 Hrss @ $105 P/Hr, Standby Cat 305 Mini Excavator X 4.5 Hrss @ $35 P/Hr, Tipper Truck - Day Rate X 3 Hrss @ $200 P/Hr, Vib Plate Compactor X 3 Hrss @ $60 P/Hr, Supervisor X 194.5 Hrss @ $65 P/Hr, Standby Supervisor X 18.5 Hrss @ $65 P/Hr, Concreter Leading Hand (Tools, Vehicle, Etc) X 27 Hrss @ $95 P/Hr, Standby Concreter Leading Hand (Tools, Vehicle, Etc) X 8.5 Hrss @ $55 P/Hr, Labour General X 199.5 Hrss @ $45 P/Hr, Standby Labour General X 12.5 Hrss @ $45 P/Hr, Standby Labour General X 12.5 Hrss @ $45 P/Hr.	202,075.51	

SHIRE OF LAKE GRACE
ACCOUNTS PAYABLE

Chq/EFT	Date	Name	Description	Payment Amount	Invoice Amount
				$	$
EFT18800	09/10/2018	AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION LIMITED		1,780.00	
	04/10/2018	AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION LIMITED	Staff Conference & Travel Expenses: 2018 Alga National Local Roads And Transport Congress 20 - 22 November 2018 Early Registration For Attendee: CEO		890.00
	04/10/2018	AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION LIMITED	Conference Expenses: 2018 Alga National Local Roads And Transport Congress 20 -22 November 2018 Early Registration For Attendee: Cr Jeanette De Landgrafft.		890.00
EFT18801	09/10/2018	COALCLIFF PLANT HIRE & CIVIL CONTRACTING	Supply Of Plant And Operators For Road Flood Damage Repairs AGRN:743. Period 01/08/2018-31/08/2018: Grader 770 X 190.5 Hrss @ $115 P/Hr, Grader 771 Standby X 42 Hrss @ $75 P/Hr, Water pump/Standpipe X 21 Hrss @ $95 P/Hr, Side Tipper X 368 Hrss @ $120 P/Hr, Side Tipper Standby X 84 Hrss @ $65 P/Hr, Watercart Tandem X 161 Hrss @ $100 P/Hr, Watercart Tandem Standby X 36 Hrss @ $55 P/Hr, Smooth Drum X 20.5 Hrss @ $95 P/Hr, Smooth Drum Standby X 16 Hrss @ $55 P/Hr, Padfoot Roller X 22 Hrss @ $98 P/Hr, Padfoot Roller Standby X 6 Hrss @ $55 P/Hr, Multi Roller X 134.5 Hrss @ $95 P/Hr, Multi Roller Standby X 20 Hrss @ $55 P/Hr, Excavator 20T X 80.5 Hrss @ $140 P/Hr, Excavator 20T Standby X 4 Hrss @ $65 P/Hr, Excavator 20T Mob B X 1 Hrss @ $1485 P/Hr, Loader X 184.5 Hrss @ $95 P/Hr, Loader Standby X 42 Hrss @ $75 P/Hr, Dozer D8 X 39.5 Hrss @ $215 P/Hr, Ancillaries - Accommodation X 179 Hrss @ $190 P/Hr, Supervision X 253.5 Hrss @ $100 P/Hr, Labour X 17 Hrss @ $65 P/Hr, Ancillaries - Signage X 21 Hrss @ $50 P/Hr, Skeleton Bucket X 8 Hrss @ $100 P/Hr.	240,287.85	
EFT18802	09/10/2018	WML CONSULTANTS PTY LTD		24,157.46	
	26/09/2018	WML CONSULTANTS PTY LTD	Supply Of Project Management In Relation To Road Flood Damage Repairs AGRN:743. Lake Grace Fr - Superintendence AGRN 743. Billing To 31 August 2018		1,255.44
	26/09/2018	WML CONSULTANTS PTY LTD	Supply Of Project Management In Relation To Road Flood Damage Repairs AGRN:743. Lake Grace Fr - Survey Of Gravel Pits - Extention - Variation 05, 07,11 +14. Surveying.		10,794.41
	26/09/2018	WML CONSULTANTS PTY LTD	Supply Of Project Management In Relation To Road Flood Damage Repairs AGRN:743. Lake Grace Fr - Superintendence AGRN 743. Extension To Dec 2018		12,107.61
EFT18803	10/10/2018	S & L TREVENEN	Supply Of Plant And Operators For Road Flood Damage Repairs AGRN: 743 August 18: AGRN - 122106. Supervision & Planning @ $75.00/Hr Total Of 185.00Hrs: 01/08/18 X 8Hrs, 02/08/18 X 8Hrs, 03/08/18 X 8Hrs, 04/08/18 X 8Hrs, 05/08/18 X 8Hrs, 06/08/18 X 8Hrs, 07/08/18 X 10.5Hrs, 08/08/18 X 10.5Hrs, 09/08/18 X 8Hrs, 13/08/18 X 10.5Hrs, 14/08/18 X 10.5Hrs, 16/08/18 X 8Hrs, 18/08/18 X 10.5Hrs, 19/08/18 X 10.5Hrs, 23/08/18 X 10.5Hrs, 27/08/2018 X 10.5Hrs, 28/08/18 X 10.5Hrs, 29/08/18 X 10.5Hrs, 30/08/18 X 8Hrs, 31/08/2018 X 8 Hrs. X 185 Hrss @ $75 P/Hr, Cat 120H Grader X 147 Hrss @ $170 P/Hr, Samsung Loader Hire X 75.5 Hrss @ $170 P/Hr, Side Tipper Hire: Mack X 71 Hrss @ $136 P/Hr, Side Tipper Hire: Kenworth X 94 Hrss @ $136 P/Hr, Water Cart Tandem X 21 Hrss @ $135 P/Hr, Cat Cs-563E 12 Ton Steel Drum Roller X 18 Hrss @ $120 P/Hr, Malcolm Moore Rubber Tyre Roller X 120.5 Hrss @ $116 P/Hr, Mustang 2054 Bobcat X 10 Hrss @ $120 P/Hr, John Deere Backhoe X 39 Hrss @ $120 P/Hr, Prime Mover & Float X 28 Hrss @ $175 P/Hr, 94 Multipac Roller X 122.5 Hrss @ $116 P/Hr, Signs X 25 Hrss @ $25 P/Hr, Western Star Side Tipper X 2 Hr @ $136 P/Hr, Cat D7 Dozer X 39 Hrss @ $305 P/Hr, Labourer X 13 Hr @ $60 P/Hr, Standby 1-6, 9, 29-30.08.18 X 360 Hr @ $50 P/Hr, Isuzu Signs Truck Hrss: 01-31.08.18 x 1791 Hr @ $1.5 P/Hr, Cat 12H Grader X 118 Hr @ $170 P/Hr.	189,585.65	

SHIRE OF LAKE GRACE
ACCOUNTS PAYABLE

Chq/EFT	Date	Name	Description	Payment Amount	Invoice Amount
				$	$
EFT18804	10/10/2018	THE TRUSTEE FOR TALIS UNIT TRUST	Provision Of Consultancy Services For The Period Ending 31 August 2018: Provision Of Supervision Services North Sector, Provision Of Supervision Services West Sector, Provision Of Supervision Services South Sector, Provision Of Supervision Services East Sector,	84,943.52	
EFT18805	10/10/2018	KENNEDY, BRADLEY RYAN	Supply Of Plant And Operators For Road Flood Damage Repairs AGRN: 743. Project 122105. For The Period Of August 2018., 140H X 95.5 Hrss @ $175 P/Hr, 140H Inclement X 16 Hrss @ $70 P/Hr, Tipper Double Kat550 X 58 Hrss @ $175 P/Hr, Tipper Double (1Cdl894) X 76 Hrss @ $175 P/Hr, Tipper Double (1Cdl894) Inclement X 16 Hrss @ $70 P/Hr, Water Cart X 20 Hrss @ $175 P/Hr, Smooth Drum X 52 Hrss @ $90 P/Hr, Smooth Drum Inclement X 16 Hrss @ $36 P/Hr, Multi X 22 Hrss @ $90 P/Hr, 950 G X 51.5 Hrss @ $200 P/Hr, Supervisor X 83.5 Hrss @ $70 P/Hr, Supervisor Inclement X 16 Hrss @ $70 P/Hr, Labour X 233.5 Hrss @ $50 P/Hr, Labour (Inclement) X 16 Hrss @ $50 P/Hr, Traffic Management (Per Day) X 16 Days @ $25 P/Hr, Accommodation & Messing (Per Day) X 73 @ $90 P/Hr, Gas-It Traffic Management X 1 Hrss @ $14942.4 P/Hr, Gravel - Private Farmer X 1 Hrss @ $1700.6 P/Hr,	117,140.65	
EFT18806	15/10/2018	ABA SECURITY	Lake Grace Medical Centre: Monitoring Of The Security Alarm System From 01 October 2018 To 31 December 2018.	155.86	
EFT18807	15/10/2018	ACDC AUTO ELECTRICS	2017 Mitsub Fuso Canter Crew Cab Manual Lg3362: 21/09 Travel To Depot - Reroute Wiring Harness Going To Srs Airbag Ecu As Per Recall Instructions 0.25Hrs @ $25.00.	27.50	
EFT18808	15/10/2018	AFGRI EQUIPMENT AUSTRALIA PTY LTD		5,381.62	
	07/09/2018	AFGRI EQUIPMENT AUSTRALIA PTY LTD	2014 Johndr Ride On Mower/Slasher: Fit V-Belt To John Deere Mower/Slasher, Remove Mower Deck Safety Guards, Remove Old Belt, Refitted New Belt And Tensioned, Refitted Safety Guards, Ran Up Blades To Test Operation. No Faults Found, Workshop Sundries @ $16.00.		245.30
	19/09/2018	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Depot Tools & Miscellaneous Items: 1 X Stihl Ts800 Cutquick Saw 418Mm Ts 800 Z 418Mm @ $1560.00Ea, 1 X Fw20 Trolley Assy Mtg & Water Kit Cutquik Cart - Fw20 Ts700/800 @ $1030.00, 1 X Ts Pressurised Water Bottle Cpl10 @ $169.00Ea, 1 X Diamond Wheel B70 416 X 3.20Mm @ $490.00Ea,		3,573.90
	19/09/2018	AFGRI EQUIPMENT AUSTRALIA PTY LTD	2014 Johndr Ride On Mower/Slasher Lg3279: V-Belt For Lake Grace Ride-On Mower, Part # Tcu35604 2 @ $156.75Ea Overnight Freight @ $26.88Ea		374.42
	28/09/2018	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Lake Grace Public Toilets Cleaning: Stihl Wet Vac Se 62 1 @ $255.00Ea, Varley Public Toilets Cleaning: Re109 High Pressure Water Cleaner 1 @ $275.00Ea, Lake Grace Sports Pavilion: Re109 High Pressure Water Cleaner 1 @ $275.00Ea, Newdegate Public Toilets Cleaning: Re109 High Pressure Water Cleaner 1 @ $275.00Ea,		1,188.00
EFT18809	15/10/2018	ANNA J SCHEEPERS	Cleaning Varley Hall From 17/09/2018 To 29/09/2018, Total Of 8 Hrs @ $25.00 P/Hr	200.00	
EFT18810	15/10/2018	APV VALUERS AND ASSET MANAGEMENT		14,633.08	
	02/10/2018	APV VALUERS AND ASSET MANAGEMENT	Integrated Planning & Valuations: 2018 Revaluation Of Infrastructure Assets (Sewerage, Urban Infrastructure, Parks, Gardens And Recreation Facility) 45% Payable On Delivery Of Draft Report		9,895.05
	02/10/2018	APV VALUERS AND ASSET MANAGEMENT	Integrated Planning & Valuations: Variation - Valuation On An Additional 137 Infrastructure Assets For The 2018 Revaluation,		4,738.03

SHIRE OF LAKE GRACE
ACCOUNTS PAYABLE

Chq/EFT	Date	Name	Description	Payment Amount	Invoice Amount
				$	$
EFT18811	15/10/2018	AUSTRALIA POST		868.30	
	03/10/2018	AUSTRALIA POST	Printing & Stationery: Copy Paper A4 Economy White @ $5.44Ea.		5.99
	03/10/2018	AUSTRALIA POST	Postage & Freight Sept 18: Imprint Large Charge Letters Regular X 10 @ 4.187Ea, Imprint Small Charge Letters Regular X 342 @ 0.8955Ea, International Economy Letters Air 500G X 1 @ 3Ea, Parcel Post Parcels > 500G (Basic Item) X 3 @ 11.16667Ea, Local Country Letters Regular X 433 @ 0.91741Ea, Generic-Ppe C6 X 1 @ 1.09Ea, Tough Bag Tb2-236 X 329Mm X 1 @ 1.23Ea.		862.31
EFT18812	15/10/2018	BARRETTS MINI EARTHMOVING & CHIPPING		22,792.00	
	21/09/2018	BARRETTS MINI EARTHMOVING & CHIPPING	3 Days Removal Of Large Trees At Pingaring Community Centre And At Pingaring School, Accommodation And Meals		8,800.00
	11/09/2018	BARRETTS MINI EARTHMOVING & CHIPPING	Lake Grace Street Trees: Tree Lopping To Western Power Approved Standards, Clean Up And Cart Away. Street Trees And Power Lines As Per Worksheet Lake Grace Town Z1008461.		7,920.00
	21/09/2018	BARRETTS MINI EARTHMOVING & CHIPPING	Newdegate Street Trees: Tree Lopping To Western Power Approved Standards, Clean Up And Cart Away, Power Lines As Per Work Sheet Newdegate.		6,072.00
EFT18813	15/10/2018	BEST OFFICE SYSTEMS	Photocopier Charges Period : 20/08/18 - 20/09/18: Konica Minolta C659Black (Last Read 26905 20/08/18, Current Read 20/09/18 38208) Prints 11303 Units @ $0.011. Photocopier Charges Period : 20/08/18 - 20/09/18: Konica Minolta C659Colour (Last Read 7575 20/08/18, Current Read 20/09/18 17164) Prints 9589 Units @ $0.11.	1,297.04	
EFT18814	15/10/2018	BLACKWOODS	Depot Tools & Miscellaneous: Respirator Disposable 3M P2 (Pack 10) 1 @ $50.00Ea, Disposable Coveralls Safeguard L White 10 @ $40.50Ea,	99.55	
EFT18815	15/10/2018	BOC GASES AUSTRALIA LIMITED	Small And Misc Plant Items: September - R020D Oxygen Indust D Size 30Days Rental, R020G Oxygen Indust G Size 30Days Rental, R040D Dissolved Acetylene D Size 30Days Rental, R061G Argon Selding G Size 30Days Rental, R060G Argoshield Light G Size 30Days Rental, R400C Oxygen Medical C Size 30Days Rental.	89.47	
EFT18816	15/10/2018	BT EQUIPMENT PTY LTD	Parts For Bomag Road Roller: 07993022 Element Hydraulic Short 2 @ $152.48Ea, 07993014 Element Hyd Oil 2 @ $186.66Ea, 07993992 Pressure Switch, Oil Filter 1 @ $366.51Ea.	1,149.27	
EFT18817	15/10/2018	BUILDING SUPPLIES WA	Items Required To Contract Formwork For Culverts On Roads: Magenta Road, Newdegate-Pingrup Road, Lake Biddy Road & Newdegate-Pingrup Cbh: 5.8Mtr Length Thru Tie Rod 3 @ $33.60Ea, Thru Tie Wing Nuts 40 @ $3.22Ea, 3Mtr Lengths Thru Tie Conduit 17 @ $3.78Ea, Bx1000 Conduit End Cones 1 @ $308.00Ea, 17Mm Form Ply 2400X1200 20 @ $88.20Ea, 4.8Mtr Lengths 95X47Mm Lvl X 84 @ $31.58Ea, 19X19Mm X25Mm Fillet 3Mtr Lengths 20 @ $3.78Ea, Rolls M5 X 50Mtr Green Spaghetti Plug 3 @ $39.37Ea, 100Mm High Density Foam Mini Roller Kit 4 @ $10.00Ea, Pk100 50Mm Bar Chairs @ $33.60Ea,	5,962.32	
EFT18818	15/10/2018	CCL HARDWARE		887.71	
	04/09/2018	CCL HARDWARE	2017 Ford Ranger Ute Lg002: Trailer Plug - 7 Pin Car Flat To 7 Pin Trailer Round 1 @ $31.00Ea,		31.00
	19/09/2018	CCL HARDWARE	Depot Tools & Miscellaneous: 5 Litre Windex Class Cleaner 3 @ $22.75Ea		68.25
	20/09/2018	CCL HARDWARE	Lg Swimming Pool: Nipple Poly 1 X 3/4 Inch @ 2.21Ea, Hunter Adj 360 Gear Drive 100Mm 20Mm Inlet 1 @ $35.50Ea,		37.71
	27/09/2018	CCL HARDWARE	Lg Swimming Pool - Garden: Pvc Adaptor - Socket Valve Mi 40Mm 1 @ $4.25Ea,		4.25

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	27/09/2018	CCL HARDWARE	Expendable Tools: Screw Irwin Saw Blade 184Mmx40T 1 @ $20.34Ea, Admin Centre - Building: Fluro Tube Cool Dry 1200Mm 36W 2 @ $5.94Ea, Fluro Starter 4-65W Cd2 1 @ $2.66Ea, 6 Banksia Pl: Grate Square Chrome 50Mm 1 @ $9.22Ea, Lane Badia L960190 3 @ $10.66Ea, Corners Mirror Inside Lge Cd4 1 @ $5.02Ea, Sponge Car 1 @ $4.50Ea, Screw Lt Hng 8Gx25 Pk1001 @ $6.39Ea, Door Stop Cushion 75Mm White 5 @ $1.44Ea, Lake Grace Pool: U Long Ramplug 10X100Mm 24 @ $3.55Ea, 54B Bennett St: Valve Tap 13Mm Nylon Cd2 2 @ $2.025Ea,		188.58
	27/09/2018	CCL HARDWARE	Lake Grace Pool - Building: Norglass Fibreglass Repair Kit 250Ml 2 @ $67.14Ea, Screw Hx T17 B8 14Gx75 Sp5 2 @ $4.41Ea, Flap Disc Brumby 127Mmx120 Grit 1 @ $10.80Ea, Flap Disc Brumby 127Mmx60 Grit 1 @ $10.80Ea, Film Poly Black 4Mx50Mx200Um 1 @ $101.34, Tap Gaffa 48Mmx50M Scotch 1 @ $12.00Ea, 12Mm Plastic Universal Adapt 1 @ $3.74Ea, Bush Poly 3/4X1/2In 1 @ $2.46Ea, Barge Mould 100X100Mmx2.4M Flashing 3 @ $19.35Ea Downpipe Pop Zinc Round 90Mm 1 @ $5.22Ea, Wall plug Green 1/4X25Mm Sp40 1 @ $3.95Ea, Saddle 90Mm Sw Galpc Wh 2 @ $1.83Ea,		355.12
	27/09/2018	CCL HARDWARE	Expendable Tools: Air Adaptor Nitto 20Pm 1/4M 1 @ $4.18Ea, Bg700 1Mt Extension Nozzle Gun 1 @ $76.90Ea, Blue Air Hose 10Mm(3/8) X 20M W Nitto Fit 1 @ $55.00Ea,		136.08
	27/09/2018	CCL HARDWARE	5 Banksia Pl: Shade cloth Green 70% 3.66M X 50M 5.5M @ $9.94P/Mtr, Fasteners Timber Green Cd50 1 @ $6.00Ea, Fasteners Timber Beige Cd50 1 @ $6.00Ea,		66.72
EFT18819	15/10/2018	COURIER AUSTRALIA	Freight Charge: 17/09/18 SoLG Newdegate To State Library 3 Metal Boxes 10Kg Freight Charge: 18/09/18 SoLG Lake King To State Library 3 Boxes 60Kg Freight Charge: 18/08/18 Marshall Mower To SoLG 1 Bag 7Kg, Parts Freight Charge: 20/09/18 Tutt Bryant To SoLG 1 Bag 4Kg, Parts	89.63	
EFT18820	15/10/2018	CR ALLAN MARSHALL	Councillor's Meeting Fees For Sep 2018 1 X $333.33. Councillor's Travel Fees For Sep 2018 1 X $114.65 Councillor's It Allowance For Sep 2018 1 X $125.76.	573.74	
EFT18821	15/10/2018	CR DEBRAH CLARKE	Councillor's Meeting Fees For Sep 2018 1 X $333.33. Councillor's Travel Fees For Aug & Sep 2018 1 X $157.65. Councillor's It Allowance For Sep 2018 1 X $175.46.	666.44	
EFT18822	15/10/2018	CR JEANETTE DE LANDGRAFFT (TRAVEL)	President's Travel Fees For Aug-Sep 2018 1 X $515.92.	515.92	
EFT18823	15/10/2018	CR JEANETTE FRANCES DE LANDGRAFFT (ATTENDANCE)	President's Meeting Fees For Sep 2018 1 X $666.66. President's Allowance For Sep 2018 1 X $1655.33. President's It Allowance For Sep 2018 1 X $129.57.	2,451.56	
EFT18824	15/10/2018	CR MIKAELA SPURR	Councillor's Meeting Fees For Sep 2018 1 X $333.33. Councillor's It Allowance For Sep 2018 1 X $176.81.	510.14	
EFT18825	15/10/2018	CR MURRAY STANTON	Councillor's Meeting Fees For Sep 2018 1 X $333.33. Councillor's It Allowance For Sep 2018 1 X $176.81.	510.14	
EFT18826	15/10/2018	CR PETER STOFFBERG	Councillor's Meeting Fees For Sep 2018 1 X $333.33. Councillor's It Allowance For Sep 2018 1 X $176.81.	510.14	
EFT18827	15/10/2018	CR ROSALIND LLOYD	Councillor's Meeting Fees For Sep 2018 1 X $333.33. Councillor's Travel Fees For Aug 2018 1 X $83.8. Councillor's It Allowance For Sep 2018 1 X $176.81.	593.94	
EFT18828	15/10/2018	CR ROSS CHAPPELL	Councillor's Meeting Fees For Sep 2018 1 X $333.33. Councillor's Travel Fees For Sep 2018 1 X $95.54. Councillor's It Allowance For Sep 2018 1 X $173.91.	602.78	

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EFT18829	15/10/2018	CR STEVE HUNT	Deputy President's Meeting Fees For Sep 2018 1 X $333.33. Deputy President's Travel Fees For Sep 2018 1 X $632.47. Deputy President's Allowance For Sep 2018 1 X $413.83. Deputy President's It Allowance For Sep 2018 1 X $176.81.	1,556.44	
EFT18830	15/10/2018	DAVMIN HOLDINGS PTY LTD	Slarke Road: Gravel Pushing - 16 Hrss - Slarke Road With Shantui Sd32 @ $297.00P/Hr	5,227.20	
EFT18831	15/10/2018	DEPARTMENT OF PRIMARY INDUSTRIES AND REGIONAL DEVELOPMENT	Recoups - Newdegate Research Facility - Water A/C 3 August 2018 - 1 October 2018	44.36	
EFT18832	15/10/2018	DIRECT FASTENERS & INDUSTRIAL SUPPLIES	Various Items Required To Construct Formwork For Culverts On Roads: Magenta Road, Newdegate-Pingrup Road, Lake Biddy Road & Newdegate-Pingrup Cbh, 2Kg Tub 20Mm Panel Pins $21.95, 1 Of 2.0X40Mm 5Kg Tub Bullet Head Nails $32.95, 1 Of 3.15X75Mm 5Kg Tub Bullet Head Nails $30.52, 1 X1000 75Mm Type 17 Hex Head Tek Screws $251.90, 1 X1000 100Mm Type 17 Hex Head Tek Screws $290.16, 8 X Tek Bits To Suit Tek Screws $57.20Ea. 6 X 6Mm Long Reach 210Mm Masonry Bits $75.90Ea	760.58	
EFT18833	15/10/2018	ENERGY AND WATER OMBUDSMAN (WESTERN AUSTRALIA) LIMITED	Sewerage Maintenance: Annual Levy 2018/2019	1.00	
EFT18834	15/10/2018	FOUR POINTS BY SHERATON PERTH	2018 Wa Local Government Convention Accommodation 30 July 2018 - 04 August: Cr Ross Chappell, Cr Debrah Clarke, Cr Stephen Hunt, Cr Rosalind Lloyd: 3 X King Rooms @ $205.00 Per Room Per Night X 16 Nights. Councillors Valet Parking X 16. CEO Valet Parking X 5. 2018 Wa Local Government Convention Accommodation 30 July 2018 - 04 August: CEO: 1 X King Rooms @ $205.00 Per Room Per Night X 5 Nights.	5,355.00	
EFT18835	15/10/2018	FYFE TRANSPORT		13,313.84	
	17/09/2018	FYFE TRANSPORT	Lake Grace Tip: Transport Of Used Tyres To Perth 24.8 Tonnes,		3,300.00
	30/04/2018	FYFE TRANSPORT	Lake Biddy Road Slk 4.49-13.73 - Reseal: Deliver X 260.10 Tonne Of 10Mm Aggregate From Hanson As Quoted To Stockpile 9 @ 35.00/Tonne		10,013.84
EFT18836	15/10/2018	GRAEME HOBBS CONTRACTING PTY LTD	Contract Maintenance Grading Lake King From 27/09/18 To 30/09/18 Total Of 38.5 Hrss: 27/09/18 Milstead Cat 12H 3.5 Hrss @ $165 P/Hr. 27/09/18 Mallee Tree Cat 12H 3 Hrss @ $165 P/Hr. 28/09/18 Mallee Tree Cat 12H 3.5 Hrss @ $165 P/Hr. 28/09/18 Milstead Cat 12H 5 Hrss @ $165 P/Hr. 28/09/18 Kathleen Cat 12H 2.5 Hrss @ $165 P/Hr. 29/09/18 Kathleen Cat 12H 5 Hrss @ $165 P/Hr. 29/09/18 Pickernell Cat 12H 6 Hrss @ $165 P/Hr. 30/09/18 Pickernell Cat 12H 2.5 Hrss @ $165 P/Hr. 30/09/18 Finlay Cat 12H 4 Hrss @ $165 P/Hr. 30/09/18 Rose Cat 12H 3.5 Hrss @ $165 P/Hr	6,987.75	
EFT18837	15/10/2018	IT VISION		9,549.38	
	30/09/2018	IT VISION	Rates Consultancy: Rates Services - Service Codes No Longer In Use 21Hrss @ $250.00P/Hr,		5,775.00
	30/09/2018	IT VISION	Rates Consultancy: Sep 18 - Rate Services - Including End Of Month Routines, Pensioner Management, Valuation Management, Instalment & Final Notice Preparation, Debt Collection Reports, Raise Debt Collection Costs To Assessments, Esl Management, Data Management, Council Staff Queries, Valuation Rolls Rates End Of Year, Rates Billing Monthly Fee @ $3431.25P/Mth		3,774.38

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EFT18838	15/10/2018	JOHNS BUILDING SUPPLIES PTY LTD	Items Required For Formwork For The Culverts On Roads: Magenta Road, Newdegate-Pingrup Road, Lake Biddy Road And Newdegate-Pingrup Cbh 20 Star Picket 450Mm @ $3.07 Each, 1Calform Form Release Agent 20L @ $126.59	187.97	
EFT18839	15/10/2018	KENNEDY, BRADLEY RYAN	Contract Maintenance Grading - Newdegate Area: 17/09/18 - 28/09/18 Total Of 37.5 Hrss: 17/09/18 Rodger: 140 H 2 Hrss @ $145 P/Hr, 19/09/18 Oakey: 140 H 8 Hrss @ $145 P/Hr, 20/09/18 Tonkin: 140 H 5 Hrss @ $145 P/Hr, 20/09/18 Mt Sheridan: 140 H 4 Hrss @ $145 P/Hr, 26/09/18 Mt Sheridan: 140 H 7.5 Hrss @ $145 P/Hr, 27/09/18 Mt Sheridan: 140 H 3 Hrss @ $145 P/Hr, 27/09/18 Dawson: 140 H 2 Hrss @ $145 P/Hr, 28/09/18 Dawson: 140 H 6 Hrss @ $145 P/Hr,	5,981.25	
EFT18840	15/10/2018	LAKE GRACE ARTISTS GROUP		2,881.51	
	10/09/2018	LAKE GRACE ARTISTS GROUP	Shows On The Go: Ticket Sales At Shire Office - To Pay Performance Fees And 5% Royalties		1,654.51
	09/08/2018	LAKE GRACE ARTISTS GROUP	Contribution To Shows On The Go - A Boy Named Cash		1,227.00
EFT18841	15/10/2018	LAKE GRACE COMMUNICATIONS & COMPUTERS	Shire Building - MIS Office: Port # 45 Unable To Establish Connection From Wall Outlet To Switch, Requires Locating Connection Break And Repair: Investigate Issues With Data Point In Mis Office. Port Faulty. Supply Data Splitters To Repair. 1 Hr @ $110.00P/Hr, Supply 2 Data Splitters @ $38.50Ea, Establish Internet Access To Triple Office Detachable At Shire Depot: There Is Already Internet Access With Router In Mechanics Office (Overlooking Plant Workshop): Repair Internet Services To Depot Offices, Install Cat6 Sockets In Mdf Box To Extend Internet. Tested All 6 Outlets And All Have Access. 3 Hrss @ $110.00P/Hr, 9 X Cat6 Rj45 Sockets @ $25.00Ea.	742.00	
EFT18842	CANCELLED				
EFT18843	15/10/2018	LAKE GRACE ENGINEERING		7,606.50	
	30/09/2018	LAKE GRACE ENGINEERING	2000 Roadwest Tri Axle Side Tipper Lg257: Replace Hydraulic Fittings On Tipper Materials, Labour 0.5 Hr @ $132.00P/Hr,		247.50
	30/09/2018	LAKE GRACE ENGINEERING	2007 Volvo L90 Loader Lg126: Repairs To Grab Attachment - Fabricate 2 X New Tynes, Cut Off Worn Out Skid And Weld On New, Material @ $253.00, Labour @ $120.00P/Hr.		2,755.50
	30/09/2018	LAKE GRACE ENGINEERING	2011 John Deere Grader Lg393: Supply Ring Feeder, Fabricate Mounting Plates And Frame For Ringfeeder And Fit To Grader, Materials @ $2161.50, Labour To Fit @ $120.00P/Hr.		4,603.50
EFT18844	15/10/2018	LAKE GRACE HOTEL	Bushfire Meeting 05/10/2018: 2 Super Dry 3.5 Cartons @ $52.00Ea	104.00	
EFT18845	15/10/2018	LAKE GRACE MEAT SUPPLY	Bushfire Meeting 05/10/2018: 20 X Bbq Pack @ $8.50Ea	170.00	
EFT18846	15/10/2018	LAKE GRACE PLAZA		163.78	
	26/09/2018	LAKE GRACE PLAZA	Receptions, Functions, Refreshments Mun: 1 Gluten Free Items For Councillor Afternoon Tea, 1 X 2Ltr Hilo Milk Fruit For Platter: 1 X Granny's Cake Tray, @ $7.62Ea, 1 X Milk Chocolate Fruit/Nut Gluten Free Bites @ $5.49Ea, 1 X 2Ltr Hilo Milk @ $3.49Ea, 1 X Dates And Almond Rolls 227G Pkt @ $5.99Ea, 1 X Punnet Strawberries 250G @ $2.99Ea, 1 X Half Rockmelon @ $3.99Ea, 1 X Caramel Slice 350G Pck @ $7.55Ea, 1 X Cadbury Dairy Milk Chocolate 350G @ $7.10Ea, 2 X Allens Kool Mints 150G Pcks @ $2.10Ea, 2 X Sara Lee Danish Apple Slice 400G Each @ $6.71Ea.		61.84

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	05/10/2018	LAKE GRACE PLAZA	Bushfire Meeting 05/10/2018: 5 X T/Top Bread 700Gm @ $3.20Ea, Harvey Fresh 25% Orange Juice 2Lts 3 @ $2.39Ea, Kirks Lemon 10Pkt 1 @ $10.95Ea, Kirks Ginger Beer 10Pkt 1 @ $10.95, 1 X Flora Spread Margarine 500G @ $3.09Ea, 1.446Kg Onions Brown @ $1.99P/Kg,		51.04
	30/09/2018	LAKE GRACE PLAZA	Subscription For West Australian For The Month Of Sept 2018 20 @ $1.70Ea, Subscription For The Weekend West For The Month Of Sept 2018 5 @ $2.90Ea, Subscription For Lakes Link Community News For The Month Of Sept 2018 2 @ $1.20Ea,		50.90
EFT18847	15/10/2018	LANDGATE	Valuation Expenses: Mining Tenement, Job No 202175, Schedule No. M2018/9, Dated 07/08/18 To 05/09/18 Minimum Charge X 1.	39.00	
EFT18848	15/10/2018	LEISURE INSTITUTE OF WA AQUATIC		1,380.00	
	24/07/2018	LEISURE INSTITUTE OF WA AQUATIC	Conference / Training Expenses: Annual State Conference - 2 Day Conference & Dinner - Pool Manager		510.00
	02/10/2018	LEISURE INSTITUTE OF WA AQUATIC	Newdegate Pool Council Subsidy; Newdegate Pool Manager - LIWA Membership And Country Aquatic Seminar Attendance Fee @ 90.00Ea, LIWA Aquatics Membership/Accreditation Fee 3/10/2018 To 3/10/2019 Newdegate Pool Manager @ $120.00,		210.00
	02/10/2018	LEISURE INSTITUTE OF WA AQUATIC	Conference / Training Expenses: Country Pool Managers Seminar - LIWA Member Delegates 2 X Lake Grace Pool Managers @ $90.00Ea LIWA Aquatics Membership/Accreditation Fee 1 Lake Grace Pool Manager 03/10/2018-03/10/2019 @ $120.00Ea		300.00
	28/09/2018	LEISURE INSTITUTE OF WA AQUATIC	Conference / Training Expenses: LIWA Aquatics Membership/Re-Accreditation Fee 2018-2021 - Lake Grace Pool Manager @ $120.00 Per Year		360.00
EFT18849	15/10/2018	LGISWA		89,743.26	
	30/09/2018	LGISWA	LGIS Workcare Insurance 2018/2019, Second Instalment Policy Number - 000046, 30/06/2018-30/06/2019,		28,400.16
	30/09/2018	LGISWA	LGIS Liability Contribution 2018/2019: Policy Number 000048 30/06/2018 - 30/06/2019 Second Instalment		25,699.33
	03/10/2018	LGISWA	Credit Note - 2018/2019 Contributions Discount Second Instalment		-7,342.64
	30/09/2018	LGISWA	LGIS Property Insurance - 30/06/2018 - 30/06/2019 Second Instalment - 36 Properties: Newdegate Indoor Recreation - Building, Lake King Public Hall - Building, Lake King Public Hall - Shed (Rear Of Hall), Lake King Sports - Building, Lake King Library - Building, Lake King Toilets - Building, Varley Public Hall - Building, Varley Fire Station, Varley Health Service, Varley Museum - Building, Varley Museum - Garage, Varley Sports - Building, Varley Sports - Tennis Court Shelter, Varley Toilets - Building, Varley Golf - Building, Varley Golf - Machinery Shed, Pingaring Sport - Building, Pingaring Sport - Recreation Ground Toilets, Dunn Rock Tennis - Building, Property Insurance 2018 - 65A Bennett St, 65B Bennett St, 10A Gumtree Dr, 10B Gumtree Dr, 3 Absolon St, 5 Banksia Pl, 6 Banksia Pl, 8 Wattle Drive, 3 Clark Ave, 36 Bennett St, 14 Blackbutt, 23 Absolon St, 6 Blackbutt Way, 54A Bennett St, 54B Bennett St, Miscellaneous Structures And Equipment, Shire Standpipes,		42,986.41
EFT18850	15/10/2018	MARKETFORCE PRODUCTIONS	Statewide Promotion: Advertisement Placement In March 2018 Edition Of The Senior - Caravan And Camping, Note: To Be Charged To 2018/19 Budget	436.15	
EFT18851	15/10/2018	MARSHALL MOWERS	Parts For Newdegate Hustler Slasher Mower: Bearing Disc Fork Neoprene Plastic Washer 2 @ $7.15Ea	14.30	

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EFT18852	15/10/2018	MESSAGE MEDIA	Newdegate Field Day Sponsorship: Sept 18 Sms Service For Newdegate Field Day (Messages Sent 143) -Fday@Westnet.Com.Au.	31.46	
EFT18853	15/10/2018	MIDALIA STEEL	Drainage: F81 Reinforcing Mesh 2400X6000 20 @ $178.60Ea, 6M Lengths Deformed/Tempcore Bar 12Mm Thick 20 @ $8.87Ea, Tie Wire Black 1.4Mm 1.5Kg Belt Pack 4 @ $6.53Ea, Delivery And Freight.	4,241.07	
EFT18854	15/10/2018	MOORE STEPHENS (WA) PTY LTD		6,028.00	
	30/09/2018	MOORE STEPHENS (WA) PTY LTD	Consultancy Charges: Monthly Statement Of Financial Activity Starting August 2018		2,475.00
	30/09/2018	MOORE STEPHENS (WA) PTY LTD	Consultancy Charges: Monthly Statement Of Financial Activity Starting July 2018.		2,475.00
	30/09/2018	MOORE STEPHENS (WA) PTY LTD	Jul 2018 - Complete Reconcile And Lodge Monthly Business Activity Statement		539.00
	30/09/2018	MOORE STEPHENS (WA) PTY LTD	Aug 2018 - Complete Reconcile And Lodge Monthly Business Activity Statement		539.00
EFT18855	15/10/2018	MRS G'S CATERING	4Wdl Meeting To Be Held On Tuesday 09 October 2018 - Morning Tea And Light Lunch. Number Of Attendees: 18 (Max). Labour X 5.5Hrs, Supplies = 10%.	294.43	
EFT18856	15/10/2018	NEU-TECH AUTO ELECTRICS		126.54	
	30/09/2018	NEU-TECH AUTO ELECTRICS	2017 Toyota Prado Glx Lg001: Repairs To Spotlights, Traced Fault And Repaired Spotlight Circuit 0.25Hrs @ $100.00P/Hr,		27.50
	30/09/2018	NEU-TECH AUTO ELECTRICS	Fogging Machine: Bosch Battery 1 @ $99.04Ea		99.04
EFT18857	15/10/2018	NEWDEGATE STOCK & TRADING		315.36	
	12/09/2018	NEWDEGATE STOCK & TRADING	Newdegate Parks & Gardens: Bags Of Potting Mix 8 @ $13.00Ea,		114.40
	12/09/2018	NEWDEGATE STOCK & TRADING	Hustler Slasher: 50L Of Retail Diesel For Newdegate Oval Mower/Slasher @ $1.3338 Per/Ltr 10L Of Glyphosate For Newdegate Rec Ground @ $5.80 Per/Ltr, 10L Of Glyphosate For Newdegate Townsite @ $5.80 Per/Ltr,		200.96
EFT18858	15/10/2018	OBORNE CONCRETE (WA) PTY LTD		1,782.00	
	27/09/2018	OBORNE CONCRETE (WA) PTY LTD	Slarke Road And Drainage: 2.50 M Cubed Of Concrete , Supply And Deliver Concrete For Culvert Headwalls, Travel 50Kms,		1,100.00
	04/10/2018	OBORNE CONCRETE (WA) PTY LTD	Lake Grace Swimming Pool: Supply And Deliver Concrete To Lake Grace Swimming Pool - 2 Cubic Metres 20Mpa		682.00
EFT18859	15/10/2018	PERFECT COMPUTER SOLUTIONS PTY LTD		765.00	
	25/09/2018	PERFECT COMPUTER SOLUTIONS PTY LTD	Computer Operating Expenses: It Support Aug - Sept 2018: 29/08/18 - 20/09/18 X 4.00Hr @ $170/Hrs.		680.00
	27/09/2018	PERFECT COMPUTER SOLUTIONS PTY LTD	Computer Operating Expenses: Sep 2018 Monthly Fee For Daily Monitoring, Management And Resolution Of Disaster Recovery Options At Site @ $85.00P/Mth		85.00
EFT18860	15/10/2018	PETER HUDSON'S TYRE & MECHANICAL SERVICES PTY LTD		6,583.00	
	28/09/2018	PETER HUDSON'S TYRE & MECHANICAL SERVICES PTY LTD	2014 Tri Axle Water Tanker 1Tpd327: Advance Tyres 11R22.5 2 @ 330.00Ea, Tubeless Truck Valve 2 @ $15.00Ea, Fitting - Truck Tyre 2 @ $ 25.00Ea, Disposal - Truck Tyre 2 @ $24.00Ea, Rotated Lhr Inner Tyre To Lhm Outer Workshop Labour 0.25Hrs @ $142.00P/Hr Adjust Brakes - Workshop Labour 0.50Hrs @ $142.00P/Hr.		894.50

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	28/09/2018	PETER HUDSON'S TYRE & MECHANICAL SERVICES PTY LTD	2009 Nolist Cnvdolly Trailer Lg10040: Std Suzi Coil 1 @ $120.00Ea, 1/2 In Female Adaptor 2 @ $30.00Ea, 1/2 In Female Coupling Non Sealing Female Thread 2 @ $28.00Ea, Dual Clamp Cable Tie 4 @ $2.50Ea, Grease 1 @ $6.00Ea, Hose Clamps 2 @ $1.50Ea, Workshop Labour 3.25Hrs @ $142.00P/Hr , Fit Suzi Coils To Dolly, Change Over Air Couplings On Dolly, Grease Turntable.		716.50
	01/10/2018	PETER HUDSON'S TYRE & MECHANICAL SERVICES PTY LTD	2016 Mack Truck Lg200: Kumho 11R22.5 Rd03 148/145L 8 @ $550.00Ea, Tubeless Truck Valve 8 @ $15.00Ea, Fitting - Truck Tyre 8 @ $25.00Ea, Disposal - Truck Tyre 8 @ 24.00Ea, Flexible Valve Extension 4 @ $15.00Ea,		4,972.00
EFT18861	15/10/2018	PITSTOP MECHANICAL & TYRE SERVICES	Toro Reel Master 3100-3 Mower (Newdegate): Replacement Drive Tyre Plus Fitting For Toro Reel Mower, Used For Newdegate Ovals: Deestone D266 T/L 1 @ $78.00Ea, Freight @ $10.00, Tubeless Valve 1 @ $4.65Ea, Strip & Fit 1 @ $33.00Ea	138.22	
EFT18862	15/10/2018	PRIMARIES LAKE GRACE		446.90	
	20/09/2018	PRIMARIES LAKE GRACE	Magenta Road And Newdegate-Pingrup Road: Fence Droppers/Survey Pegs, 2 Fence Dropper Gal 94Cm 45Bn (Waratah) @ $125.87Ea		276.91
	17/09/2018	PRIMARIES LAKE GRACE	Lake Grace Parks & Gardens 100477733 Knapsack 15L Silvan 2 @ $77.27Ea		169.99
EFT18863	15/10/2018	PRITCHARD BOOKBINDERS	Councillor's Other Expenses: 1 X Binding A4 Book Using Buckram Cloth Same As Previous With Gold Foiling, Book One: May, June And July 2018 Ocm Minutes, Council Minutes Book To Be Bound In #5 Burgundy Buckram @ $70.00Logo Set Up @ $20.00, Ludlow Title Set - Up Charge @ $20.00, Foiling @ $10.00, Cartons/Packaging @ $1.00, Postage - Australia Post @ $20.00.	155.10	
EFT18864	15/10/2018	ROAMIN ENTERPRISES PTY LTD		13,708.50	
	20/09/2018	ROAMIN ENTERPRISES PTY LTD	Lake Biddy Road: 18/09/2018 Accommodation For 1 Night @ $75.00P/Night, Parsons Road Floodway: 12/09/2018-13/09/2018 Accommodation For 2 Nights @ $75.00P/Night, Drainage: 14/09/2018 - 17/09/2018 Accommodation For 4 Nights @ $75.00P/Night.		525.00
	17/09/2018	ROAMIN ENTERPRISES PTY LTD	Lake Biddy Road: 17/09/2018 - 18/09/2018 Travel To Site, Set Up Road signs & Cones, Transport 6 Tonne Cement From Lake Grace To Site, Pickup 2 Pipes + 1 Headwall At Mallee Hill. Transport 3X 600 Poly Pipes To Lake Biddy Rd. Load 8X Box Culverts And Base Plates Webb Rd To Depot. Clear Lake Biddy Rd Site And Prep For Installing Pipe. 17Hrs Labour Hire @ $50 Per Hrs, Machine Hire @ $120 Per Hrs.		3,179.00
	14/09/2018	ROAMIN ENTERPRISES PTY LTD	Drainage: Magenta Road - 14/09/2018 To 17/09/2018 Transport 12X 450 Poly Pipes + 6 Tonne Cement From Lake Grace To Magenta Rd, Set Up Road Signs, Clean Roadside Area And Prepare. Remove Old Headwalls, Trench Through Road And Install Pipes 3 Wide, Mix Stabiliser, Lay And Compact. Box Out Area And Prep For Headwalls To Be Formed. 35.5Hrs Labour Hire @ $50 Per Hrs, 35.50Hrs Machine Hire @ $120 Per Hrs,		6,638.50
	13/09/2018	ROAMIN ENTERPRISES PTY LTD	Parsons Road Flood Way: 12/09/2018-13/09/2018 Erect Road Signs And Cone Off, Check Level, Mark Out And Trench Through Road. Install 6X375 Concrete Pipes And 2X Headwalls + 2 Tonne Of Cement, Mix Cement Stabiliser, Backfill, Trench And Compact. Clean Up Waste And Transport To Lake Grace. 18Hrs Labour Hire @ $50 Per Hrs, 18 Hrs Machine Hire @ $120 Per Hrs.		3,366.00
EFT18865	15/10/2018	RURAL TRAFFIC SERVICES PTY LTD	Lake Biddy Road Slk 12.67-12.95: 2 Traffic Controllers, 1 Vehicle And Signs 10.5Hrs @ $106.10P/Hr, 2 Traffic Controllers, 1 Vehicle And Signs At The After Hrss Rate 1 Hrs @ $148.55P/Hr.	1,388.86	

SHIRE OF LAKE GRACE
ACCOUNTS PAYABLE

Chq/EFT	Date	Name	Description	Payment Amount	Invoice Amount
				$	$
EFT18866	15/10/2018	SHIRE OF DENMARK	LGIS Wa 2018 Inter Municipal Golf Tournament - Event One - Friday 14 September 2018: Team Nomination Fee: Includes All Tournament Fees, Morning And Afternoon Tea, Lunch And Presentation Dinner On The Friday Evening. Team Members: Cr Stephen Hunt, Cr Murray Stanton, CEO, Mr Merv Spurr.	700.00	
EFT18867	15/10/2018	SHIRE OF LAKE GRACE		29,389.83	
	12/09/2018	SHIRE OF LAKE GRACE	Shire Rates 2018-2019		27,389.83
	03/10/2018	SHIRE OF LAKE GRACE	Payroll Deductions		2,000.00
EFT18868	15/10/2018	TYRE STORAGE & RECOVERY WA		3,098.06	
	17/09/2018	TYRE STORAGE & RECOVERY WA	Lake Grace Tip: Tyre Disposal 17/09/2018 13.50 Tonnes @ $110.00P/Ton, Tracking Form Fee Cwtf6005458 @ $45.00.		1,678.50
	17/09/2018	TYRE STORAGE & RECOVERY WA	Lake Grace Tip: Tyre Disposal 07/09/2018 11.36 Tonnes @ $110.00P/Ton, Tracking Form Fee Cwtf6005457 @ $45.00.		1,419.56
EFT18869	15/10/2018	WA CONTRACT RANGER SERVICES	Sept 2018 Ranger Services Performed As Per Requested By Shire Of Lake Grace (Travel Included) 18/09/2018 - 26/09/2018 X 8.5 Hrs @ $85.00/Hr.	794.75	
EFT18870	15/10/2018	WARREN BLACKWOOD WASTE		8,028.80	
	03/10/2018	WARREN BLACKWOOD WASTE	Residential (240 Litre) Bin Pick Ups (Lake Grace, Newdegate, Lake King, Varley), Street (120 Litre) Bin Pick Ups (Lake Grace, Newdegate, Lake King, Varley) For The Month Of Sept18		3,752.00
	03/10/2018	WARREN BLACKWOOD WASTE	Recycling Bin Pick Ups In Lake Grace And Newdegate For The Month Of Sept18		4,276.80
EFT18871	15/10/2018	WAZZAS COMPLETE SHEEP MANAGEMENT		5,621.00	
	02/10/2018	WAZZAS COMPLETE SHEEP MANAGEMENT	Street Trees: 2 Hrss To Cut Up And Remove Fallen Tree @ $55.00P/Hr.		121.00
	02/10/2018	WAZZAS COMPLETE SHEEP MANAGEMENT	Newdegate Oval Tank: Assisting Prep Of Sandpad For New Tank 2Hrs @ $55.00 P/Hr.		121.00
	02/10/2018	WAZZAS COMPLETE SHEEP MANAGEMENT	Newdegate Oval - Tank: 3 Hrss To Draining Water From Oval Tank, Levelling Pad And Blue Metal Around Base @ $55.00P/Hr		181.50
	02/10/2018	WAZZAS COMPLETE SHEEP MANAGEMENT	Contract Newdegate Town Maintenance And Gardening From 10/09/18 To 28/09/18 Total Of 105 Hrss: Newdegate Medical Centre Garden 3 Hrs @ $45.00P/H, Newdegate Ilu Common Garden 3 Hrs @ $45.00P/H, Newdegate Cemetery 3 Hrs @ $45.00P/H, Newdegate Play Ground Garden 3 Hrs @ $45.00P/H, Newdegate Skate Park Garden 3 Hrs @ $45.00P/H, Newdegate Landscaping 9 Hrs @ $45.00P/H, Newdegate Parks And Gardens 30 Hrs @ $45.00P/H, Newdegate Rec Grounds 50 Hrs @ $45.00P/H, Newdegate Public Hall 3Hrs @ $45.00P/H, Newdegate Public Toilets Garden 3 Hrs @ $45.00P/H.		5,197.50
EFT18872	25/10/2018	ANNA J SCHEEPERS	Cleaning Varley Hall From 02/10/18 To 12/10/18, Total Of 8 Hrs @ $25.00 P/Hr.	200.00	
EFT18873	25/10/2018	ATOM SUPPLY	2014 Tri Axle Water Tanker 1Tpd327 Road: 4 Inch Female Cam Lock Fittings Aluminium With Hose Tails 3 @ $33.77Ea;	111.44	
EFT18874	25/10/2018	BARRETTS MINI EARTHMOVING & CHIPPING	5 Banksia Place, Lake Grace: Removal Of 1 Large Pine Tree Overhanging Roof	792.00	
EFT18875	25/10/2018	BUNNINGS GROUP LIMITED	Lake Grace Swimming Pool: 4 Litres Sika High Strength Contact Adhesive In 1660981 1 @ $69.10Ea	69.10	

SHIRE OF LAKE GRACE
ACCOUNTS PAYABLE

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EFT18876	25/10/2018	BURGESS RAWSON	Newdegate Toilets: Reimbursement Of Water Rates 01/09/2018 To 31/10/2018 Property Lease W5410/L2699-3 Ngt Public Toilets; Reimbursement Of Water Usage 06/08/2018 To 02/10/2018 Property Lease W5410/L2699-3 Ngt Public Toilets.	219.43	
EFT18877	25/10/2018	CASTELLI BAR & BISTRO	12-15/09/18 Accommodation For Cr Steve Hunt, Cr Murray Stanton, Cr Mikaela Spurr And Merv Spurr & CEO: 4 X Double Rooms At Castelli Lodge For The LGIS Golf Tournament $200Per Night Per Room (Includes Breakfast)	2,400.00	
EFT18878	25/10/2018	CJD EQUIPMENT PTY LTD		6,380.02	
	19/09/2018	CJD EQUIPMENT PTY LTD	2006 Volvo L60E Wheel Loader Lg205: Sikaflex 221 Adhesive Sealant 1 @ $21.78Ea;		23.96
	28/09/2018	CJD EQUIPMENT PTY LTD	2006 Volvo L60E Wheel Loader Lg205: 1 X Windscreen @ $520.00Ea;		572.00
	15/10/2018	CJD EQUIPMENT PTY LTD	2007 Volvo L90F Loader Lg126 (Front End Loader): Labour - Inspect Wheel Seals For Leaks. Found Rhf Leaking. Remove Wheel, Remove Hub Assembly, Disassemble Hub, Remove Bearings And Old Seal. Install New Parts And Reassemble. Plug In Laptop And Read Diagnostic Codes. Found Defective Crankshaft Cam Timing Sensor. Remove And Replace. Remove And Replace Crankshaft (Tachometer) Sender. Tidy Up Wiring. Test Run Ok. Check All Fault Codes Cleared Ok. Travel X 654Kms @ $1.50/Km; Consumables; Super W/Brake Oil Wb102 20L X 2; Loctite Blue Maxx Sl; Sealing Ring; O-Ring X 2; O-Ring X 2; Roller Bearing X 2; Tachometer; Sensor.		5,077.84
	23/10/2018	CJD EQUIPMENT PTY LTD	2007 Volvo L90F Loader Lg126 (Front End Loader): Inspection Glass, Strainer, Gasket.		706.22
EFT18879	25/10/2018	CLAIRE ELIZABETH NESS	Refund Of Dog Registration Overpayment On 15.10.2018 Receipt 55153	19.37	
EFT18880	25/10/2018	CORSIGN WA PTY LTD		148.94	
	10/10/2018	CORSIGN WA PTY LTD	Private Works: Materials - Mounting Of Business Sign Directional Plate Lts X 200Mm, White On Blue, Class 1 Reflective, Double Sided, Text = 'Tiarri Prime Samms' 1 @ $38.00Ea, L-Clamp W/N+B+W 2 @ $1.80Ea, Td-1 Ring Bracket With Bolt & Washer 2 @ $1.40Ea, Freight Charge @ $35.00.		87.34
	12/10/2018	CORSIGN WA PTY LTD	Rural Roads Signs & Guideposts: Mms-Adv-28 Multi Message Sign - Reduce Speed 1200 X 300W/R Cl1 Corflute 4 @ $14.00Ea; Freight @ $15.00Ea.		78.10
	17/10/2018	CORSIGN WA PTY LTD	Rural Roads Signs & Guideposts: Credit Adjustment Note - Freight @ -$15.00Ea.		-16.50
EFT18881	25/10/2018	COURIER AUSTRALIA		146.57	
	28/09/2018	COURIER AUSTRALIA	Freight Charge: 25/09/18 Direct Fasteners To SoLG 3 Items 39Kgs, Fasteners Freight Charge: 28/09/18 CJD Equipment To SoLG 1 Item 20Kg, Windscreen		44.28
	12/10/2018	COURIER AUSTRALIA	Freight Charge: 04/10/18 SoLG Lake King To State Library 3 Metal Boxes 60Kg. Freight Charge: 08/10/18 Best Office To SoLG 1 Bag 1Kg, Ink Cartridge. Freight Charge: 11/10/18 Blackwoods To SoLG 1 Bag 3Kg, Safety Equipment.		78.85
	19/10/2018	COURIER AUSTRALIA	Freight Charge: 15/10/18 Atom To SoLG - Parts, 1 Carton, 4 Kg. Freight Charge: 16/10/18 SoLG To State Library - 3 Boxes, 60Kg.		23.44
EFT18882	25/10/2018	CUBIC M3	Drainage: 450Mm Ads N12 M294 Wt Pipe 4.0M; 600Mm Ads N12 M294 Wt Pipe 4.0M; 600Mm Ads N12 M294 Wt Pipe 6.1M.	7,918.99	
EFT18883	25/10/2018	DAVMIN HOLDINGS PTY LTD	O'Neill Road: Gravel Pushing Hire Shantui Dozer 14.44Hrs @ $297.00, Griffin Reward: Gravel Pushing Hire Shantui Dozer 23.56Hrs @ $297.00	12,414.60	

SHIRE OF LAKE GRACE
ACCOUNTS PAYABLE

Chq/EFT	Date	Name	Description	Payment Amount	Invoice Amount
				$	$
EFT18884	25/10/2018	DEPARTMENT OF FIRE & EMERGENCY SERVICES	2018/19 Esl In Accordance With The Fir & Emergency Services Act 1998 Part 6A - Section 36L &36M:Lg Medical Centre, Lot: 338, Memorial Dr, Lg 6353. Sports Complex - Lg Pavilion, Lot:75, Bishop St, Lg 6353. Shire Visitor Centre, Lot: 361, 19 Stubbs St, Lg 6353. Men's Shed, Lot:28, 25 Bennett St, Lg 6353. Shire Depot, Lot 252, Absolon St, Lg 6353. Lg Tennis Club, Lot:75, Bishop St, Lg 6353. Lg Sportsman's Club, Lot:500, Stubbs St, Lg 6353. Lg Shire Council Office, Lot:75, Stubbs St, Lg 6353. Hall - Library - Rsl War Memorial, Lot: 4, 24 Stubbs St, Lg 6353. Pre Primary - Lg 6353. Lg Swimming Pool, Lot:75, Bishop St, Lg 6353. Lg Railway Station/ Public Toilets, Lot:362, 29 Stubbs St, Lg 6353. Lg Public Hall, 33 Bennett St, Lg 6353. Houses - Units, 49/51 Bennett St, Lg 6353. Pingaring Sport Pavilion, Commonwealth Rd, Pingaring 6357. Pingaring Vacant Primary School, Commonwealth Rd, Pingaring 6357. Dunn Rock Tennis Club, Old Ravensthorpe Rd Dunn Rock 6353. Varley Sports Pavilion, Varley South Rd Varley 6355. Ngt Public Toilets , Maley St Ngt 6355. Ngt Indoor Rec. Centre , 149 Mitchell St Ngt 6355. Ngt Golf & Bowling, 156 Ngt-Pingrup Rd 6355. Hainsworth Building, 16 Mitchell St Ngt 6355. Ngt Public Hall, 32 May St Ngt 6355. Ngt Fire Station, 28 May St Ngt 6355. Lake King Fire Station, 214 The Crossing Lake King 6356. Varley Public Hall, 7 & 8 Pitt St Varley 6355. Varley Museum, 64 Seward Ave Varley. Lake King Ambulance Depot, 158 Church Avenue Lake King 6356. Lake King Sports Pavilion & Hall , Ngt-Ravensthorpe Rd Lake King 6356. Varley Public Toilets, 59 Seward Ave Varley.	2,854.01	
EFT18885	25/10/2018	EXURBAN PTY LTD	Oct 2018 - General Town Planning Consulting Services Being 32.90Hrs @ $130.00/Hr. Disbursements @ Cost +10%: Printing/Photocopying.	4,714.86	
EFT18886	25/10/2018	FIONA DEANNE CHATFIELD	Conference / Training Expenses: Reimbursement - Refresher First Aid Course With St John Ambulance @ $160.00	160.00	
EFT18887	25/10/2018	GRAEME HOBBS CONTRACTING PTY LTD		17,333.25	
	17/10/2018	GRAEME HOBBS CONTRACTING PTY LTD	Contract Maintenance Grading Lake King From 12/10/18 To 16/10/18 Total Of 48 Hrss: 14/10/18 Norseman Rd - Cat12H X 3 Hrss @ $165 P/Hr; 12/10/18 Norseman Rd - Cat12H X 11 Hrss @ $165 P/Hr; 13/10/18 Norseman Rd - Cat12H X 11 Hrss @ $165 P/Hr. 15/10/18 Norseman Rd - Cat12H X 12 Hrss @ $165 P/Hr; 16/10/18 Drust Rd - Cat12H X 11 Hrss @ $165 P/Hr.		8,712.00
	22/10/2018	GRAEME HOBBS CONTRACTING PTY LTD	Contract Maintenance Grading Lake King From 17/10/18 To 21/10/18 Total Of 47.8 Hrss: 17/10/18 Drust Rd - Komatsu X 11 Hrss @ $165 P/Hr. 18/10/18 Drust Rd - Komatsu X 6.5 Hrss @ $165 P/Hr. 19/10/18 Purnta Rd - Komatsu X 11.5 Hrss @ $165 P/Hr. 20/10/18 Purnta Rd - Komatsu X 11.5 Hrss @ $165 P/Hr. 21/10/18 Purnta Rd - Komatsu X 7 Hrss @ $165 P/Hr.		8,621.25
EFT18888	25/10/2018	GREAT SOUTHERN FUEL SUPPLIES		1,635.18	
	30/09/2018	GREAT SOUTHERN FUEL SUPPLIES	Fuel Usage Sept'18, 2017 Toyota Prado Gxl Lg001 (Stnsdn) CEO: 324.22 Litres. Fuel Usage Sept'18, Miscellaneous Equipment And Attachments / Small Plant: 147.47 Litres. Fuel Usage Sept'18, 2017 Ford Ranger Lg002 (Ute) Mis: 287.83 Litres. Fuel Usage Sept'18, 2015 Ford Territory Zs Ts Lg139 (Stnsdn) DCEO: 97.84 Litres. Fuel Usage Sept'18, Toyota Hilux Kt4270 CESM: 161.28 Litres.		1,621.43
	25/09/2018	GREAT SOUTHERN FUEL SUPPLIES	2014 Ford Territory Stnsdn Lg976: Distributor Card 1 @ $2.50Ea; Lg1200 & Lg2926: Distributor Card 2 @ $2.50Ea.		8.25
	25/09/2018	GREAT SOUTHERN FUEL SUPPLIES	2017 Ford Ranger Ute Lg002 & Workshop: 2 Distributor Card @ $2.50Ea		5.50

SHIRE OF LAKE GRACE
ACCOUNTS PAYABLE

Chq/EFT	Date	Name	Description	Payment Amount	Invoice Amount
				$	$
EFT18889	25/10/2018	KENNEDY, BRADLEY RYAN	Contract Maintenance Grading - Newdegate Area: 23/08/18 - 06/09/18 Total Of 40.5 Hrss: 24/08/18 Shalders: 140 H 5.5 Hrss @ $145 P/Hr, 24/08/18 Shalders: Multi Roller 5 Hrss @ $70 P/Hr, 25/08/18 Shalders: 140 H 7 Hrss @ $145 P/Hr, 25/08/18 Shalders: Multi Roller 7 Hrss @ $70 P/Hr, 31/08/18 Field Day Site: 140 H 8.5 Hrss @ $145 P/Hr, 31/08/18 Field Day Site: Multi Roller 7.5 Hrss @ $70 P/Hr.	4,851.00	
EFT18890	25/10/2018	LAKE GRACE CWA		630.57	
	01/10/2018	LAKE GRACE CWA	Credit Note Due To Reimbursement Of Esl Is Not Included In Our Policy 2.2 Rates Donations Reimbursement Of Rates As Per 2.2 CWA Playground - Rates A3784, Revised And Amended 22 June 2016 Motion 12312		-82.00
	01/10/2018	LAKE GRACE CWA	Donations & Ex-Gratia Payments: Reimbursement Of Rates As Per 2.2 CWA Playground - Rates A3784, Revised And Amended 22 June 2016 Motion 12312		712.57
EFT18891	25/10/2018	LAKE GRACE DISTRICT HIGH SCHOOL	Lake Grace Library: 25% Library Co-Ordinator Wage 2018 Term 3 & 4	4,106.70	
EFT18892	25/10/2018	LAKE GRACE ENGINEERING		5,522.00	
	10/10/2018	LAKE GRACE ENGINEERING	2014 Tri Axle Water Tanker 1Tpd327: Modifications To Water Tanker Build Storage Rack For Suction Hoses, Fit Pipe Holder, Fit Toolbox And Fit Cover Around Water Pump, Materials @ $935.00, Labour 25.83Hrs @ $120.00 P/Hr,		4,345.00
	17/10/2018	LAKE GRACE ENGINEERING	2007 Volvo L90 Loader Lg126: Repairs To Lug On Grab Attachment Materials & Labour Charge.		1,177.00
EFT18893	25/10/2018	LAKE GRACE PLAZA	Staff Training - Outside Staff: Incidental Purchases For Morning Tea - First Aid Training 16 October 2018; 1 X H/Fresh Free Range Milk 3Lt @ $4.69Ea; 1 X D/Ko Serv White 1P 80S @ $1.50Ea; 1 X B/Gold Pap/Plate U/C230Mm @ $2.34Ea; 1 X B/Gold C/Wave Cups 12Oz @ $8.49Ea.	17.02	
EFT18894	25/10/2018	LAKE GRACE SMASH REPAIRS	2016 Mack Truck Lg200 Claim Number Cl;633558092, Insurance Excess 1 @ $300.00	300.00	
EFT18895	25/10/2018	LAKE KING AGENCIES & ROADHOUSE	Lake King Public Toilets Cleaning: Disposable Rubber Gloves Large Box 100 1 @ $6.50Ea; Optimax Hand Towel 24 X 30Cm 4 @ $83.00Ea; Pure Hygiene Jumbo Rolls 1Carton 8 Rolls 2 @ $61.50Ea; Chux - Large Roll 1 @ $16.50Ea.	477.70	
EFT18896	25/10/2018	LAKE KING PROGRESS ASSOCIATION	Lake King Public Hall: Community Budget Request - Purchase Pa System For Lake King Community.	949.00	
EFT18897	25/10/2018	LANDMARK OPERATIONS LIMITED	Lake Grace Parks & Gardens; 2X 20L Glyphosate Roundup Ultramax @ $159.80Ea;	351.56	
EFT18898	25/10/2018	MAALOUF FORD		425.99	
	03/09/2018	MAALOUF FORD	Impounded Vehicle Expense: Credit Adjustment Note: Tow Away Sedan (Plates Removed) Behind Newdegate Public Toilets And Deliver To Shire's Lake Grace Depot Yard, Travel To Newdegate To Pickup Vehicle Left Behind The Toilets. The Vehicle Was Not There, Travel 1 @ -$110.00.		-110.00
	03/09/2018	MAALOUF FORD	Impounded Vehicle Expense: Tow Away Sedan (Plates Removed) Behind Newdegate Public Toilets And Deliver To Shire's Lake Grace Depot Yard; Travel To Newdegate To Pickup Vehicle Left Behind The Public Toilets. The Vehicle Was Not There; Travel 1 @ $220.00,		220.00
	03/09/2018	MAALOUF FORD	Ford Territory Lg139: 90,000Km Service; Labour 1.4Hrs @ $120.00P/Hr; Engine Oil 5.9Lts @ $10.89Ea; Oil Filter 1 @ $24.00Ea; Top Up Battery, Coolant And Diff Oil Consumables 1 @ $31.00Ea.		315.99

SHIRE OF LAKE GRACE
ACCOUNTS PAYABLE

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EFT18899	25/10/2018	MCKENZIE RURAL CONTRACTING	Lake Grace Swimming Pool: Cut Through Concrete In Prep For New Sewer Line, Excavator Hire 10.5 Hrs @ $125.00P/Hr, Labour Hire 69.5 Hrs @ $70.00P/Hr	6,795.25	
EFT18900	25/10/2018	MRS G'S CATERING	Catering For Aware Hazard And Risk Assessment For LEMC To Be Held On Wednesday 10 October 2018 At 9Am. Morning Tea And Lunch For 15 People @ $25Ea. Includes 1 Vegan Meal. Labour X 5.5Hrs. Supplies + 10%.	292.11	
EFT18901	25/10/2018	NARROGIN TOYOTA	Supply Prado Dsl Wgn A/T Gxl 4277430 003; Less State Government Discount; Black Leather Accented Gxl+Option Factory Fitted; Alloy Bull Bar - Polished; Floor Mats - Front & 2Nd Row - All Weather ;Rubber Tow Bar - With Small Round Plug; Tint X 2 Front Windows; 12 Volt Power Supply To Cargo Area; Light force 240 Blitz Hid Spotlights; Dealer Delivery; Complimentary Full Tank Of Fuel; Vehicle Colour - Crystal Pearl; Less Trade In Prado Dsl Wgn A/T Gxl 4C78720 001; On Road Cost: Plate Swap, Registration Other.	15,918.46	
EFT18902	25/10/2018	NEWDEGATE NEWSAGENCY & PO	Postage Of Rates Envelopes At Newdegate Post Office X 162.	153.90	
EFT18903	25/10/2018	NEWDEGATE PRIMARY SCHOOL		159.30	
	22/10/2018	NEWDEGATE PRIMARY SCHOOL	Donation Towards The 2018 Shire Of Lake Grace Endeavour Award (Yr6)		60.00
	16/09/2018	NEWDEGATE PRIMARY SCHOOL	Reimbursement Of Electricity Usage (50%) For Newdegate Community Library/CRC 16/09/2018 - Meter Reading - 140097, Units Used - 744, Cost Per Unit - 24.268, Total - 180.55, 20% Edwa $36.11, 50% Shire $90.27		99.30
EFT18904	25/10/2018	NEWDEGATE STOCK & TRADING		253.44	
	26/09/2018	NEWDEGATE STOCK & TRADING	Fuel For Fogging Machine Newdegate: Unleaded Petrol 20Lts @ $1.421P/Lt; Mosquito Control: Distillate Fuel - 27.20Lts @ $1.4264P/Lt; Distillate Fuel - 46Lts @ $1.4264P/Lt.		146.11
	13/09/2018	NEWDEGATE STOCK & TRADING	2017 Ford Ranger Ute Lg002: Fuel Distillate For Mis Vehicle - 68.40Lts @ $1.4264P/Lt;		107.33
EFT18905	25/10/2018	OLOWU AND OMONIYI PTY LTD	2016 Mitsubishi Pajero Sport Glx 4Wd Lg1825 Doctor: Reimbursement For 45,000Km Service Carried Out As Per Handbook	985.00	
EFT18906	25/10/2018	OUTBACK TV		382.25	
	09/10/2018	OUTBACK TV	Admin Centre - Building: 3/10/2018 - Repair To Fluro Shire Office Printer Room; Labour Minimum Charge 1 Hrs 1 Hr @ $95.00P/Hr; 20W 1200Mm Led Tube 2 @ $55.00Ea.		225.50
	09/10/2018	OUTBACK TV	Lake Grace Shire Office: 03/10/2018 - Investigate And Repair Air Conditioner In Communal Office Area; Labour 1.5Hrs @ $95.00P/Hr.		156.75
EFT18907	25/10/2018	PETER HUDSON'S TYRE & MECHANICAL SERVICES PTY LTD	2000 Roadwest Side Tipper Lg252: Puncture Repair Truck Tyre 295/80R22.5 Doublecoin 1 @ $40.00Ea; Fitting - Truck Tyre 1 @ $22.73Ea; Tubeless - Truck Valve 1 @ $13.64Ea.	84.00	
EFT18908	25/10/2018	ROAMIN ENTERPRISES PTY LTD		1,866.00	
	27/09/2018	ROAMIN ENTERPRISES PTY LTD	Lake Biddy Road: Transport Digger To Lake Biddy Road, Prepare Site And Set Up Levels, Traffic Control, Dig Out Old Pipe And Install 3X600Mm Poly Pipes, Backfill With Stabilised Gravel And Compact, Clean Up Site And Transport Waste To Lake Grace; 13 Hrss Machine Hire @ $120 Per Hrs.		1,716.00
	27/09/2018	ROAMIN ENTERPRISES PTY LTD	Lake Biddy Road: Accommodation 27/09/2018 & 28/09/2018 1 Man; 2 Nights @ $75.00P/Night		150.00
EFT18909	25/10/2018	ROE TOURISM ASSOCIATION	Statewide Promotion: Roe Tourism Association Membership 2018 -2019, Contribution To Executive Officer Position 2018 - 2019.	5,000.00	

SHIRE OF LAKE GRACE
ACCOUNTS PAYABLE

Chq/EFT	Date	Name	Description	Payment Amount	Invoice Amount
				$	$
EFT18910	25/10/2018	SHIRE OF KONDININ		23,732.50	
	16/10/2018	SHIRE OF KONDININ	Credit Note - Mallee Hill Road: Private Works Labour x 5.50Hrs @ $113.00P/Hr; Private Works Travel 5.5Hrs @ $26.00P/Hr		-764.50
	14/08/2018	SHIRE OF KONDININ	Mallee Hill Road: Private Works Labour - W S 113Hrs @ $88.00P/Hr; Private Works Labour - J B 10Hrs @ $66.00P/Hr; Private Works Travel - W S 26Hrs @ $88.00P/Hr; Private Works Travel - J B 2Hrs @ $66.00P/Hr; Private Works - Plant - Side Tipper & P/Mover 68.50Hrs @ $154.00P/Hr; Private Works - Travel - Side Tipper & P/Mover 14Hrs @ $66.00P/Hr		24,497.00
EFT18911	25/10/2018	SHIRE OF LAKE GRACE	Payroll Deductions	2,000.00	
EFT18912	25/10/2018	SHIRE OF NARROGIN	Contract Building Surveyor: September 2018 - Fortnightly Visits And Travel, Monthly Building Report, Synergy Data Entry; Certificate Of Design Compliance 3 @ $340.00Ea; Building Trainee Surveyor Hrsly Rate September 2018 22Hrs @ $70.00P/Hr; Building Trainee Surveyor Mileage Rate September 2018 552Kms @ $1.50P/Km	3,388.00	
EFT18913	25/10/2018	SHIRE OF WAGIN	Conference Expenses: Local Government Week Dinner Function At Simple Italian Cucina Pizzeria - 2 August 2018 Attendees: Cr Chappell, Cr Stoffberg, Cr Lloyd, Cr Clarke And CEO	651.80	
EFT18914	25/10/2018	SYNERGY - ELECTRICITY GENERATION AND RETAIL CORP		8,632.60	
	29/09/2018	SYNERGY - ELECTRICITY GENERATION AND RETAIL CORP	Service Number 76250900 - Electricity Charge : Lot 158 Church Ave , Lake King, Lake King TV Transmitter		146.40
	29/09/2018	SYNERGY - ELECTRICITY GENERATION AND RETAIL CORP	Service Number 587508750 - Electricity Charge : Loc 12722 Elliott Rd, South Lake Grace, Lake Grace Oval		176.35
	29/09/2018	SYNERGY - ELECTRICITY GENERATION AND RETAIL CORP	Service Number 624795400 - Electricity Charge : Lot 215 The Crossing Lake King, Emergency Services		97.27
	01/10/2018	SYNERGY - ELECTRICITY GENERATION AND RETAIL CORP	Service Number 791802670 - Electricity Charge : Loc 1166 Carstairs Rd, Varley, Varley Pavilion		637.35
	29/09/2018	SYNERGY - ELECTRICITY GENERATION AND RETAIL CORP	Service Number 837171710 - Electricity Charge : Loc 2266 Pingaring-Varley Rd, Pingaring, Pingaring Sports Pavilion		63.75
	29/09/2018	SYNERGY - ELECTRICITY GENERATION AND RETAIL CORP	Service Number 867084910 - Electricity Charge : Loc 20321 Ravensthorpe Rd, Lake King, Lake King Hall		838.00
	29/09/2018	SYNERGY - ELECTRICITY GENERATION AND RETAIL CORP	Service Number 901681390 - Electricity Charge : Lot 59 Seward Ave, Varley, Public Toilets		114.20
	29/09/2018	SYNERGY - ELECTRICITY GENERATION AND RETAIL CORP	Service Number 946946910 - Electricity Charge : Loc 19914 Dumbleyung - Lake Grace Rd, Lake Grace , Lake Grace Airstrip		91.55
	29/09/2018	SYNERGY - ELECTRICITY GENERATION AND RETAIL CORP	Service Number 968110430 - Electricity Charge : Stubbs Street, Lake Grace, Town Clock		118.35
	29/09/2018	SYNERGY - ELECTRICITY GENERATION AND RETAIL CORP	Service Number 118869830 - Electricity Charge : Lot 186 U Pump Hetherington Way, Lake King, Park		192.65
	01/10/2018	SYNERGY - ELECTRICITY GENERATION AND RETAIL CORP	Service Number 129094750 - Electricity Charge : Loc 1166 U A Carstairs Rd Varley, Varley Rec Ground - Oval		77.75
	29/09/2018	SYNERGY - ELECTRICITY GENERATION AND RETAIL CORP	Service Number 156576110 - Electricity Charge : Lot 149 Waddell Street, Newdegate, Newdegate Oval		2,190.40

SHIRE OF LAKE GRACE
ACCOUNTS PAYABLE

Chq/EFT	Date	Name	Description	Payment Amount	Invoice Amount
				$	$
	29/09/2018	SYNERGY - ELECTRICITY GENERATION AND RETAIL CORP	Service Number 264043790 - Electricity Charge : Lot 8 Pitt Street, Varley, Varley Hall		103.00
	29/09/2018	SYNERGY - ELECTRICITY GENERATION AND RETAIL CORP	Service Number 336652990 - Electricity Charge : Street Lighting 67.2% Lake Grace, 23.1% Newdegate, 5.9% Lake King, 3.8% Varley		3,968.95
	29/09/2018	SYNERGY - ELECTRICITY GENERATION AND RETAIL CORP	Service Number 455735630 - Electricity Charge : Lot 161, Hyden-Lake King Rd, Lake King, Lake King Golf Pavilion		-67.85
	29/09/2018	SYNERGY - ELECTRICITY GENERATION AND RETAIL CORP	Service Number 510645320 - Electricity Charge : 4383 Mallee Rd Magenta (Lot 3019 U A Koomong Rd Ravensthorpe), Dunn Rock Community Dam		101.65
	29/09/2018	SYNERGY - ELECTRICITY GENERATION AND RETAIL CORP	Service Number 546144710 - Electricity Charge : Loc 20321 U Pump Ravensthorpe Rd, Lake King, Lake King Recreation Ground		-217.17
EFT18915	25/10/2018	WA LOCAL GOVERNMENT ASSOCIATION		100.00	
	03/10/2018	WA LOCAL GOVERNMENT ASSOCIATION	Staff Conference & Travel Expenses: Mis Attendance At 2018 Wa Transport And Roads Forum @ $50.00Ea;		50.00
	03/10/2018	WA LOCAL GOVERNMENT ASSOCIATION	Staff Conference & Travel Expenses: CEO Attendance At 2018 Wa Transport And Roads Forum @ $50.00		50.00
EFT18916	25/10/2018	WESTCARE INDUSTRIES	Lake King Library Books Due For Return - Date Label Lb14 1000 @ $0.095Ea	105.00	
			TOTAL EFT's	**1,302,069.85**	
36720	15/10/2018	SHIRE OF LAKE GRACE (PETTY CASH)	Petty Cash Recoup 10/09/2018-09/10/2018: Milk And Tea Bags	36.50	
36721	15/10/2018	TELSTRA CORP	Telephone Charges To 03 Oct 18: Lake Grace Sewage Scheme, CEO'S, Roadwise Speed Trailer Modem, Infrastructure Supervisor Mobile, Lake Grace Sewerage, Building Maintence Supervisor, Lake Grace Parks And Gardens, Community Emergency Services Manager Mobile, Manager Of Infrastructure Services, Councillor Tablet 2 & 4.	380.34	
36722	15/10/2018	WATER CORPORATION		10,925.11	
	03/10/2018	WATER CORPORATION	9007779978 - Water Charge : Sports Ground At Newdegate-Ravensthorpe Rd Lake King Lot Res 20321, Lake King Hall		200.19
	03/10/2018	WATER CORPORATION	9011311139 - Water Charge : Fire Station At The Crossing Lake King Lot 214 Res 46461, Fire Station (4 The Crossing)		46.89
	03/10/2018	WATER CORPORATION	9007734040 - Water Charge : Shop, Residence At Lot 60 Collier St Newdegate, Hainsworth Building		66.94
	03/10/2018	WATER CORPORATION	9007734534 - Water Charge : Toilets At Dillon St Newdegate Lot 149 (29080), Public Toilets		301.55
	03/10/2018	WATER CORPORATION	9012458917 - Water Charge : Park At 15 Maley St Newdegate Lot 9, Parks & Gardens		184.98
	03/10/2018	WATER CORPORATION	9007733531 - Water Charge : La Standpipe At Maley St Newdegate Lot 198 Res 17616, Standpipe #3 Newdegate Town		918.59
	03/10/2018	WATER CORPORATION	9007733515 - Water Charge : Garden At Maley St Newdegate Lot Median Strip, Median Strip Garden		7.60
	03/10/2018	WATER CORPORATION	9007733523 - Water Charge : Hall At 23 May St Newdegate Lot 195 Res 19136, Newdegate Hall		465.73

SHIRE OF LAKE GRACE
ACCOUNTS PAYABLE

Chq/EFT	Date	Name	Description	Payment Amount	Invoice Amount
				$	$
	03/10/2018	WATER CORPORATION	9007734833 - Water Charge : Fire Station At May St Newdegate Lot 196 Res 42416, Fire Station 28 May St		44.73
	03/10/2018	WATER CORPORATION	9007780338 - Water Charge : Golf Course At Hyden-Lake King Rd Varley Lot 1166 Res 27683, Golf Course Varley		7.60
	03/10/2018	WATER CORPORATION	9007807692 - Water Charge : La Standpipe At Mallee Hill Rd Katanning Fl Lot 13978, Standpipe #2 Mallee Hill Rd		196.40
	03/10/2018	WATER CORPORATION	9007780303 - Water Charge : Cemetery At Hyden-Lake King Rd Varley Lot 3120 Res 42011, Varley Cemetery		7.60
	03/10/2018	WATER CORPORATION	9007780370 - Water Charge : Hall At 7L Pitt St Varley Lot 7-8, Varley Public Hall		10.14
	03/10/2018	WATER CORPORATION	9007780311 - Water Charge : La Standpipe At Pitt St Varley Lot 1166 Res 27638, Standpipe #12 Varley Town		44.36
	03/10/2018	WATER CORPORATION	9007780688 - Water Charge : Toilets At Lot 22 Seward Av Varley (South), Public Toilets		81.09
	03/10/2018	WATER CORPORATION	9007807297 - Water Charge : La Standpipe At Kulin-Lake Grace Rd Katanning Fl Lot Road Res, Standpipe #1 North Lake Grace		1,351.90
	03/10/2018	WATER CORPORATION	9007807529 - Water Charge : Sale Yard At 2L Kulin-Lake Grace Rd Katanning Fl Lot 2, Sale Yard		44.36
	03/10/2018	WATER CORPORATION	9011860138 - Water Charge : La Standpipe At Burngup Rd Katanning Fl Lot Road Res, Standpipe #6 Burngup Sth Rd		44.36
	03/10/2018	WATER CORPORATION	9011860090 - Water Charge : La Standpipe At Dumbleyung-Lake Grace Rd Katanning Fl Lot Road Res, Standpipe #8 Jarring South Rd		135.58
	03/10/2018	WATER CORPORATION	9011860146 - Water Charge : La Standpipe At Lake Biddy Rd Katanning Fl Lot Adj Lot 121, Standpipe #9 Biddy/Rodger Rd		535.96
	03/10/2018	WATER CORPORATION	9011860111 - Water Charge : La Standpipe At Newman Rd Katanning Fl Lot Road Res, Standpipe #11 Newman Rd		44.36
	03/10/2018	WATER CORPORATION	9007780231 - Water Charge : Fountain At Hetherington Wy Lake King Lot 186, Fountain Lake King		12.67
	27/09/2018	WATER CORPORATION	Service Number 9015200049 - Water Charge : La Standpipe At Mordetta Rd Narrogin Fl Lot Road Res Adj Lc 291, Standpipe #10 Mordetta Rd Dicko's Corner		388.98
	04/10/2018	WATER CORPORATION	Service Number 9010795485 - Water Charge : House At 14 Blackbutt Dr Lake Grace Lot 102, Dept Of Housing - Service Charges Only		43.10
	04/10/2018	WATER CORPORATION	Service Number 9011976245 - Water Charge : House At 6 Blackbutt Dr Lake Grace Lot 201, Staff Housing - Doctors Residence		109.03
	04/10/2018	WATER CORPORATION	Service Number 9007707915 - Water Charge : La Standpipe At Boulton St Lake Grace Lot Road Reserve, Standpipe #13 Lake Grace Town		649.99
	04/10/2018	WATER CORPORATION	Service Number 9007707712 - Water Charge : Flat At 10A Gumtree Drive Lake Grace Lot 60, Staff Housing - Plant Operator/Labourer		78.74
	04/10/2018	WATER CORPORATION	Service Number 9007707720 - Water Charge : Flat At 10B Gumtree Drive Lake Grace Lot 60, Staff Housing - Vacant As At 25/3/18		43.10
	04/10/2018	WATER CORPORATION	Service Number 9007707640 - Water Charge : House At 8 Wattle Dr Lake Grace Lot 30, Staff Housing - CEO		82.30

SHIRE OF LAKE GRACE
ACCOUNTS PAYABLE

Chq/EFT	Date	Name	Description	Payment Amount	Invoice Amount
				$	$
	04/10/2018	WATER CORPORATION	Service Number 9007706103 - Water Charge : House At 23 Absolon St Lake Grace Lot 61, Staff Housing - Gardener		64.48
	05/10/2018	WATER CORPORATION	Service Number 9007705186 - Water Charge : Surgery At 37 Bennett St Lake Grace Lot 22, Old Doctor's Surgery		53.21
	05/10/2018	WATER CORPORATION	Service Number 9007706867 - Water Charge : Swimming Pool At Bishop St Lake Grace Lot 75, Lake Grace Swimming Pool		1,811.81
	05/10/2018	WATER CORPORATION	Service Number 9007704220 - Water Charge : La Standpipe At Boulton St Lake Grace Lot 9000, Standpipe - Truck Wash-Down Bay		297.76
	27/09/2018	WATER CORPORATION	Service Number 9007807318 - Water Charge : La Standpipe At Mordetta Rd Narrogin Fl Lot Road Res Adj Lc14977, Standpipe #7 Gimbel Rd		452.33
	05/10/2018	WATER CORPORATION	Service Number 9007707114 - Water Charge : House At 3 Clark Av Lake Grace Lot 241, Staff Housing - Final Trim Grader Operator		96.56
	05/10/2018	WATER CORPORATION	Service Number 9007705194 - Water Charge : Hall At McMahon St Lake Grace Lot 23-24 Res 20856, Lake Grace Hall 33 Bennett St		230.59
	05/10/2018	WATER CORPORATION	Service Number 9007704087 - Water Charge : Youth Centre At 33 Stubbs St Lake Grace Lot 363 Res 46769, Lake Grace Railway Station 33 Stubbs St (Public Toilets)		162.18
	05/10/2018	WATER CORPORATION	Service Number 9007707878 - Water Charge : Park At 75 Stubbs St Lake Grace Lot 75, Park		12.67
	05/10/2018	WATER CORPORATION	Service Number 9018768203 - Water Charge : Medical Centre/Clinic At Stubbs Street Lake Grace Lot 338 Res 45958, Lg Medical Centre 11 Memorial Drive		121.63
	05/10/2018	WATER CORPORATION	Service Number 9007704183 - Water Charge : House At Stubbs St Lake Grace Lot 361 Res 46768 (Station Master), 19 Stubbs St Visitor Centre Toilets		121.51
	05/10/2018	WATER CORPORATION	Service Number 9007704095 - Water Charge : Garden At Stubbs St Lake Grace Lot 362 Res 46768, Garden Area 29 Stubbs St		25.34
	05/10/2018	WATER CORPORATION	Service Number 9007704458 - Water Charge : Hall At Stubbs St Lake Grace Lot 4 Res 17442, Rsl 24 Stubbs St		86.16
	05/10/2018	WATER CORPORATION	Service Number 9007706840 - Water Charge : Office At Stubbs St Lake Grace Lot 75, Admin Office		50.68
	05/10/2018	WATER CORPORATION	Service Number 9007707894 - Water Charge : Garden At Stubbs St Lake Grace Lot Median Strip, Median Strip Garden		2.53
	04/10/2018	WATER CORPORATION	Service Number 9007705952 - Water Charge : Depot At Absolon St Lake Grace Lot 252 Res 28516, Shire Depot		25.34
	05/10/2018	WATER CORPORATION	Service Number 9007704108 - Water Charge : Garden At Stubbs St Lake Grace Lot Median Strip, Median Strip Garden		76.02
	05/10/2018	WATER CORPORATION	Service Number 9007704132 - Water Charge : Garden At Stubbs St Lake Grace Lot Median Strip, Median Strip Garden		238.20
	05/10/2018	WATER CORPORATION	Service Number 9007706058 - Water Charge : House At 33 Absolon St Lake Grace Lot 56, Staff Housing - Demolished Feb 18		43.10
	05/10/2018	WATER CORPORATION	Service Number 9007705362 - Water Charge : Hall At Lot 124 Bennett St Lake Grace, Lakes Village Hall		2.53
	05/10/2018	WATER CORPORATION	Service Number 9007705522 - Water Charge : House At 36 Bennett St Lake Grace Lot 42, Staff Housing - Vacant Since 25/4/18		43.10

SHIRE OF LAKE GRACE
ACCOUNTS PAYABLE

Chq/EFT	Date	Name	Description	Payment Amount	Invoice Amount
				$	$
	05/10/2018	WATER CORPORATION	Service Number 9007705231 - Water Charge : Ambulance Depot At Bennett St Lake Grace Lot 28 Res 22641, Men's Shed 25 Bennett St		58.47
	05/10/2018	WATER CORPORATION	Service Number 9008559213 - Water Charge : Add Service Res At Unit 1-7 / 2 Bennett St Lake Grace Lot 500, Lakes Village Gardens		43.10
	05/10/2018	WATER CORPORATION	Service Number 9007706875 - Water Charge : Club At Bishop St Lake Grace Lot 75, Sporting Grounds		12.67
	05/10/2018	WATER CORPORATION	Service Number 9007706533 - Water Charge : Kindergarten At Griffiths St Lake Grace Lot 233-234 Res 27864, Kindergarten 1 Griffiths St		60.82
	04/10/2018	WATER CORPORATION	Service Number 9007707587 - Water Charge : House At 5 Banksia Pl Lake Grace Lot 80, Staff Housing - CESM		62.70
	04/10/2018	WATER CORPORATION	Service Number 9007707536 - Water Charge : House At 6 Banksia Pl Lake Grace Lot 75, Staff Housing - Vacant Form Nov17		44.88
	04/10/2018	WATER CORPORATION	Service Number 9011098518 - Water Charge : Duplex Unit At 54A Bennett St Lake Grace Lot 340, Staff Housing - Vacant As At 25/3/18		43.10
	04/10/2018	WATER CORPORATION	Service Number 9011098526 - Water Charge : Duplex Unit At 54B Bennett St Lake Grace Lot 340, Staff Housing - Building Maintenance Supervisor		76.96
	04/10/2018	WATER CORPORATION	Service Number 9019142245 - Water Charge : Duplex Unit At 65A Bennett Street, Lake Grace Lot 184, Staff Housing - Mis		84.09
	04/10/2018	WATER CORPORATION	Service Number 9019142237 - Water Charge : Duplex Unit At 65B Bennett Street, Lake Grace Lot 184, Staff Housing - Engineering Technical Officer		62.70
	03/10/2018	WATER CORPORATION	Water Charge : La Standpipe At Biddy-Camm Rd Katanning Fl Lot Adj To 2150, Standpipe #4 Biddy-Camm/Mission Rd		209.07
36723	24/10/2018	PIVOTEL SATELLITE PTY LIMITED	Health And Safety Expenses - Isolated Worker Safety Solution: Trak Spot Tracking Charge X 3 Spot Gen3 Devices 1/10/18 - 14/11/18	135.54	
36724	24/10/2018	SAND & SALT		1,985.00	
	04/10/2018	SAND & SALT	Protective Clothing: General Hand Parks & Gardens: 2 X Women's 3M Taped Two Tone Hi Vis Industrial Cool Vent Shirt, Yellow/Navy, Embroidered @ $70.00Ea; 1 X 3M Taped Two Tone Hi Vis Drill Jacket, Yellow/Navy, @ $110.00Ea; 3 X Embroidered @ $4.50Ea		263.50
	04/10/2018	SAND & SALT	Protective Clothing Gardener: 2 X 3M Taped Two Tone Hi Vis Industrial Cool Vent Shirt, Yellow/Navy @ $65.00Ea; 1 X 3M Taped Two Tone Hi Vis Drill Jacket, Yellow/Navy @ $110.00Ea; 1 X Steel Blue Argyle Boots, Wheat, Size 9 @ $175.00Ea; Embroidery 3 @ $4.50Ea		428.50
	04/10/2018	SAND & SALT	Protective Clothing Gardener/General Hand: 2 X Two Tone Hi Vis Polo Shirt, Yellow/Navy @ $40.00Ea; 1 X Two Tone Hi Vis Polar fleece Zip Pullover @ $50.00Ea; Embroidery X 3 @ $4.50Ea		143.50
	04/10/2018	SAND & SALT	Protective Clothing - Plant Operator: 1 X Rossi Boots, Elastic Sides, Size 13 @ 130.00Ea		130.00
	04/10/2018	SAND & SALT	Protective Clothing - Plant Operator/Labourer: 2 X Industrial Engineered Cargo Pant, Navy @ $ 65.00Ea; 2 X 3M Taped Two Tone Hi Vis Cool Lightweight Shirt, Yellow/Navy, @ $65.00Ea; Embroidery 4 @ $4.50Ea		278.00

SHIRE OF LAKE GRACE
ACCOUNTS PAYABLE

Chq/EFT	Date	Name	Description	Payment Amount	Invoice Amount
				$	$
	04/10/2018	SAND & SALT	Protective Clothing - Gardener: 1 X Two Tone Hi Vis Polo Shirt, Yellow/Navy, @ $40.00Ea; 1 X Two Tone Hi Vis Polar fleece Zip Pullover, @ $50.00Ea; 1 X Work Boots From Blue Steel @ $180.00Ea; Embroidery 2 @ $4.50Ea		279.00
	04/10/2018	SAND & SALT	Protective Clothing - Senior Leading Hand - Works: 1 X 3M Taped Two Tone Hi Vis Drill Shirt, Yellow/Navy @ $65.00Ea; 1 X 3M Taped Two Tone Hi Vis Cool Lightweight Shirt, Yellow/Navy @ $65.00Ea; 2 X Industrial Stretch Work Denim Jean, Straight Leg, Dark Denim @ $65.00Ea; 1 X Two Tone Hi Vis Polar fleece Zip Pullover, Yellow/Navy, @ $50.00Ea; 1 X Rossi Boots, Size 10 @ $130.00Ea; Embroidery 5 @ $4.50Ea		462.50
36725	24/10/2018	SYNERGY - ELECTRICITY GENERATION AND RETAIL CORP	Electricity Charge: Stubbs St, Lake Grace, Sewerage.	33.55	
36726	24/10/2018	TELSTRA CORP		1,648.49	
	12/10/2018	TELSTRA CORP	Telephone Charges To 04 October 18: Shire Depot Telephone, Lake Grace Swimming Pool, CEO Telephone, Lake Grace Medical Centre Line1, Lake Grace Medical Centre Line2, Shire Depot Fax Line, Aim Hospital Telephone, Airport Telephone, Lake Grace 338 Memorial Drive 1, Shire Depot Telephone 2, Shire Depot Telephone 3, Transport Test - Telecentre, Lake Grace 338 Memorial Drive 2, Shire Depot Telephone 1, Shire Depot Telephone 2, Visitors Centre Phone, Visitors Centre Fax, Transport - Licensing Computer, Newdegate Medical Centre1, Newdegate Medical Centre2, Newdegate Medical Centre3, Lake King Library Phone, Lake King Health Centre, Lake King Fire Station Phone, Lake King Fire Station Fax, Lake King Library Internet, Lake Grace Medical Centre Fax, Harvest Ban Message Bank, Office Admin Telephone, Internet And Data Usage1, Internet And Data Usage2, Newdegate Fire Station.		1,543.49
	20/10/2018	TELSTRA CORP	Telephone Charges To 19 Nov 18: Satellite Phone For Lake King Bush Fire Brigade, Satellite Phone For Newdegate Bush Fire Brigade, Satellite Phone For Varley Bush Fire Brigade.		105.00
			TOTAL CHEQUES	**15,144.53**	
DD8101.1	03/10/2018	HOSTPLUS	Superannuation Contributions	104.28	
DD8101.2	03/10/2018	WALGSP PLAN	Payroll Deductions & Superannuation Contributions	6,948.91	
DD8101.3	03/10/2018	REST SUPERANNUATION	Payroll Deductions & Superannuation Contributions	854.58	
DD8101.4	03/10/2018	JOKAPHINE SUPERANNUATION FUND	Payroll Deductions & Superannuation Contributions	825.00	
DD8101.5	03/10/2018	ENERGY SUPER	Superannuation Contributions	187.72	
DD8101.6	03/10/2018	SUPERWRAP (BT SUPER FOR LIFE)	Superannuation Contributions	44.88	
DD8101.7	03/10/2018	BT SUPER FUND	Superannuation Contributions	212.57	
DD8101.8	03/10/2018	AUSTRALIAN SUPER ADMINISTRATION	Superannuation Contributions	74.50	
DD8101.9	03/10/2018	PRIME SUPER	Superannuation Contributions	60.18	
DD8136.1	17/10/2018	HOSTPLUS	Superannuation Contributions	154.93	
DD8136.2	17/10/2018	WALGSP PLAN	Payroll Deductions & Superannuation Contributions	7,200.04	
DD8136.3	17/10/2018	REST SUPERANNUATION	Payroll Deductions & Superannuation Contributions	927.01	

SHIRE OF LAKE GRACE
ACCOUNTS PAYABLE

Chq/EFT	Date	Name	Description	Payment Amount	Invoice Amount
				$	$
DD8136.4	17/10/2018	JOKAPHINE SUPERANNUATION FUND	Payroll Deductions & Superannuation Contributions	825.00	
DD8136.5	17/10/2018	ENERGY SUPER	Superannuation Contributions	187.72	
DD8136.6	17/10/2018	SUPERWRAP (BT SUPER FOR LIFE)	Superannuation Contributions	44.88	
DD8136.7	17/10/2018	BT SUPER FUND	Superannuation Contributions	212.57	
DD8136.8	17/10/2018	AUSTRALIAN SUPER ADMINISTRATION	Superannuation Contributions	22.24	
DD8136.9	17/10/2018	PRIME SUPER	Superannuation Contributions	68.03	
DD8157.1	01/10/2018	WESTNET PTY LTD	Monthly Internet Charges For The Shire Office, Depot, Visitor Centre (Westnet Invoice # 104083961 17/09/18)	224.85	
DD8157.2	01/10/2018	COMMONWEALTH BANK (BANKWEST)		140.90	
	01/10/2018	COMMONWEALTH BANK (BANKWEST)	Bank Charges: Bankwest Reserve, Maintenance Fee Ex 019-012534-0		20.00
	01/10/2018	COMMONWEALTH BANK (BANKWEST)	Bank Charges: Bankwest Municipal, Obb Transaction Fee		29.70
	01/10/2018	COMMONWEALTH BANK (BANKWEST)	Bank Charges: Bankwest Municipal, Obb Maintenance Fee		5.00
	01/10/2018	COMMONWEALTH BANK (BANKWEST)	Bank Charges: Bankwest Trust, Maintenance Fee Ex 019-012533-2		20.00
	01/10/2018	COMMONWEALTH BANK (BANKWEST)	Bank Charges: Bankwest Trust, Paper Transaction Fee Ex 019-012533-2		0.40
	01/10/2018	COMMONWEALTH BANK (BANKWEST)	Bank Charges: Bankwest Municipal, Over The Counter Service Fee		4.00
	01/10/2018	COMMONWEALTH BANK (BANKWEST)	Bank Charges: Bankwest Municipal, Maintenance Fee		20.00
	01/10/2018	COMMONWEALTH BANK (BANKWEST)	Bank Charges: Bankwest Municipal, Electronic Transaction Fee		28.60
	01/10/2018	COMMONWEALTH BANK (BANKWEST)	Bank Charges: Bankwest Municipal, Paper Transaction Fee		13.20
DD8157.3	03/10/2018	COMMONWEALTH BANK (BANKWEST)		613.97	
	03/10/2018	COMMONWEALTH BANK (BANKWEST)	Bank Charges: Eftpos Machine, Cba Merchant Fee 5353109690337912		593.97
	03/10/2018	COMMONWEALTH BANK (BANKWEST)	Bank Charges: Bpoint, Cba Merchant Fee 5353109694241774		20.00
DD8157.4	15/10/2018	COMMONWEALTH BANK (BANKWEST)	BANK CHARGES: BANKWEST BPOINT DIRECT DEBIT, (T) BPNT DIR DR TRANS FEES-0245946	30.87	
DD8157.5	22/10/2018	SHIRE OF LAKE GRACE CREDIT CARD	26/09/18 Council Meeting Evening Meal: Cr De Landgrafft, Cr Hunt, Cr Chappell & CEO Lake Grace Hotel Receipt #18385 Dated 26/09/2018	119.00	

SHIRE OF LAKE GRACE
ACCOUNTS PAYABLE

Chq/EFT	Date	Name	Description	Payment Amount	Invoice Amount
				$	$
DD8160.1	01/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20180927	2,862.40	
DD8160.2	15/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20181011	2,030.70	
DD8160.3	16/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20181012	1,899.60	
DD8160.4	17/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20181015	299.00	
DD8160.5	18/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20181016	2,872.00	
DD8160.6	19/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20181017	3,755.85	
DD8160.7	22/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20181018	2,619.50	
DD8160.8	23/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20181019	848.95	
DD8160.9	24/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20181022	1,007.55	
DD8162.1	31/10/2018	HOSTPLUS	Superannuation Contributions	25.33	
DD8162.2	31/10/2018	WALGSP PLAN	Payroll Deductions & Superannuation Contributions	7,459.72	
DD8162.3	31/10/2018	REST SUPERANNUATION	Payroll Deductions & Superannuation Contributions	920.41	
DD8162.4	31/10/2018	JOKAPHINE SUPERANNUATION FUND	Payroll Deductions & Superannuation Contributions	825.00	
DD8162.5	31/10/2018	ENERGY SUPER	Superannuation Contributions	187.72	
DD8162.6	31/10/2018	MERCER SUPER TRUST	Superannuation Contributions	53.75	
DD8162.7	31/10/2018	SUPERWRAP (BT SUPER FOR LIFE)	Superannuation Contributions	44.88	
DD8162.8	31/10/2018	BT SUPER FUND	Superannuation Contributions	212.57	
DD8162.9	31/10/2018	PRIME SUPER	Superannuation Contributions	75.88	
DD8166.1	01/10/2018	WESTPAC BANK		61.60	
	01/10/2018	WESTPAC BANK	Bank Charges: Westpac Payway, Withdrawal Westpac Merchant Fees 24986895Fee 001556		22.00
	01/10/2018	WESTPAC BANK	Bank Charges: Payway, Activity Fee - Refer Analysis & Fee Stmt Wbc 905881591720 9828503442		39.60
DD8160.10	25/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20181023	310.35	
DD8160.11	26/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20181024	642.85	
DD8160.12	02/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20180928	11,318.20	
DD8160.13	29/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20181025	326.70	

SHIRE OF LAKE GRACE
ACCOUNTS PAYABLE

Chq/EFT	Date	Name	Description		Payment Amount	Invoice Amount
					$	$
DD8160.14	30/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20181026		1,226.60	
DD8160.15	31/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20181029		851.00	
DD8160.16	03/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20181001		2,913.80	
DD8160.17	04/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20181002		8,747.00	
DD8160.18	08/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20181004		5,056.00	
DD8160.19	09/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20181005		4,617.55	
DD8160.20	10/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20181008		1,573.10	
DD8160.21	11/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20181009		2,377.55	
DD8160.22	12/10/2018	DEPARTMENT OF TRANSPORT (DIRECT DEBITS)	Transport Lgco20181010		521.20	
		DEDUCTIONS	Centrelink Bank Charges		1.98	
				TOTAL DIRECT DEBITS	**88,630.92**	
PAYROLL	03/10/2018	SHIRE OF LAKE GRACE	Shire Of Lake Grace Employees Payroll		53,849.98	
PAYROLL	17/10/2018	SHIRE OF LAKE GRACE	Shire Of Lake Grace Employees Payroll		57,367.56	
PAYROLL	31/10/2018	SHIRE OF LAKE GRACE	Shire Of Lake Grace Employees Payroll		58,809.62	
				TOTAL PAYROLL	**170,027.16**	

REPORT TOTALS

TOTAL CHEQUE TRUST	**1,890.20**
TOTAL EFT MUNICIPAL	**1,302,069.85**
TOTAL CHEQUE MUNICIPAL	**15,144.53**
TOTAL DIRECT DEBIT MUNICIPAL	**88,630.92**
TOTAL PAYROLL MUNICIPAL	**170,027.16**
TOTAL	**1,577,762.66**

SHIRE OF LAKE GRACE
ACCOUNTS PAYABLE

Chq/EFT	Date	Name	Description	Payment Amount $	Invoice Amount $

Bank Code	Bank Name	
14	TRUST BANK 0125-332	1,890.20
2	MUNICIPAL BANK 0125-324, 00-0001, 00-0108	1,575,872.46
	TOTAL	1,577,762.66

14.5.2 FINANCIAL STATEMENTS – 31 OCTOBER 2018

Applicant:	Internal Report
File No.	0275
Attachments:	1. Monthly Financial Report October 2018 2. Compilation Report October 2018 3. Bank Reconciliations October 2018
Author:	Ms Denise Gobbart Chief Executive Officer
Disclosure of Interest:	Nil
Date of Report:	23 November 2018
Senior Officer:	Ms Denise Gobbart

Chief Executive Officer

Summary

Consideration of the financial statements for the month ending 31 October 2018.

Background

The following financial reports to 31 October 2018 are included for your information:

- Monthly Information Summary Graphs
- Statement of Financial Activity – Statutory Reporting Programs
- Statement of Financial Activity – By Nature and Type
- Note 1 (a) Operating Activities - Adjusted Net Current Assets
- Note 2 Operating Activities – Cash and Investments
- Note 3 Operating Activities – Receivables
- Note 4 Operating Activities – Rate Revenue
- Note 5 Operating Activities – Disposal of Assets
- Note 6 Investing Activities – Capital Acquisitions
- Note 7 Investing Activities – Capital Acquisitions
- Note 8 Financing Activities – Borrowings
- Note 9 Operating Activities – Cash And Investments
- Note 10 – Grants and Contributions
- Note 11 – Trust Fund
- Note 12 – Budget Amendments
- Note 13 – Explanation of Material Variances

Comment

Moore Stephens have compiled 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 31 October 2018. 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.

Moore Stephens procedures use accounting expertise to collect, classify and summarise the financial information, which we provide, to compile the financial statements. No audit or review has been performed and accordingly no assurance is expressed.

Legal Implications

Local Government Act 1995

Section 6.4 Financial report

(1) A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.

(2) The financial report is to —
  (a) be prepared and presented in the manner and form prescribed; and
  (b) contain the prescribed information.

(3) By 30 September following each financial year or such extended time as the Minister allows, a local government is to submit to its auditor —
  (a) the accounts of the local government, balanced up to the last day of the preceding financial year; and
  (b) the annual financial report of the local government for the preceding financial year.

Local Government (Financial Management) Regulations 1996

Regulation 34 Financial activity statement required each month (Act s. 6.4) (1A) In this regulation —

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —
  (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
  (b) budget estimates to the end of the month to which the statement relates; and
  (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
  (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
  (e) the net current assets at the end of the month to which the statement relates.

(2) Each statement of financial activity is to be accompanied by documents containing —
  (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
  (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
  (c) such other supporting information as is considered relevant by the local government.

(3) The information in a statement of financial activity may be shown —
  (a) according to nature and type classification; or
  (b) by program; or
  (c) by business unit.

(4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
  (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
  (b) recorded in the minutes of the meeting at which it is presented.

(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

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

Voting Requirements

Simple majority required.

Recommendation/Resolution

RESOLUTION 12880

Moved Cr Lloyd
Seconded Cr Clarke

That Council in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996* receives the Statements of Financial activity for the period ended 31 October 2018.

CARRIED 8/0

SHIRE OF LAKE GRACE

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 October 2018

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 OCTOBER 2018

INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 13 November 2018

BASIS OF PREPARATION

REPORT PURPOSE
This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996* , *Regulation 34* . Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING
This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not in-consistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY
All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 11.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX
Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

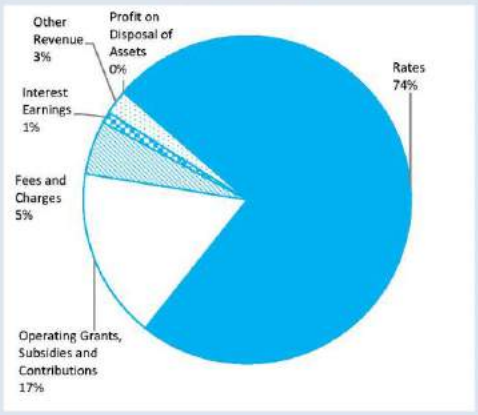
CRITICAL ACCOUNTING ESTIMATES
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

ROUNDING OFF FIGURES
All figures shown in this statement are rounded to the nearest dollar.

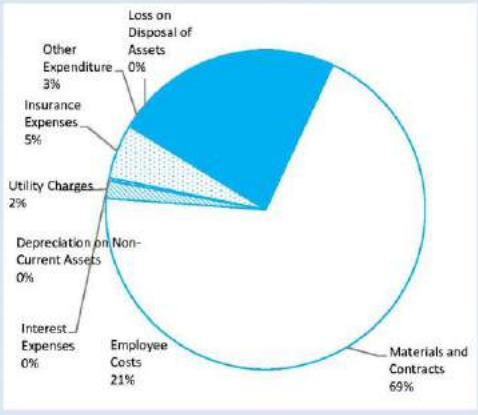
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 OCTOBER 2018

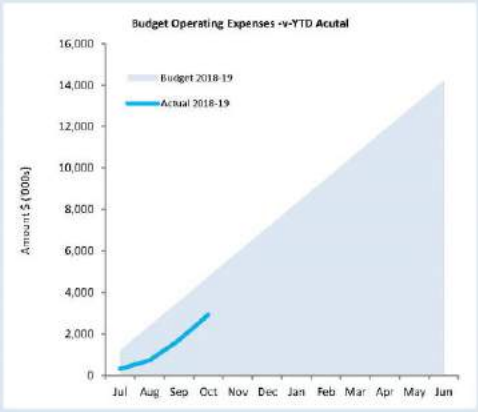
SUMMARY GRAPHS

OPERATING REVENUE

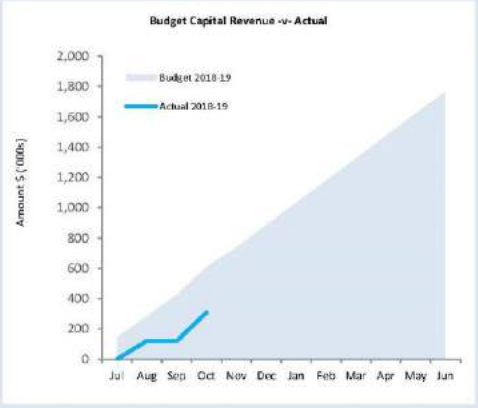


OPERATING EXPENSES

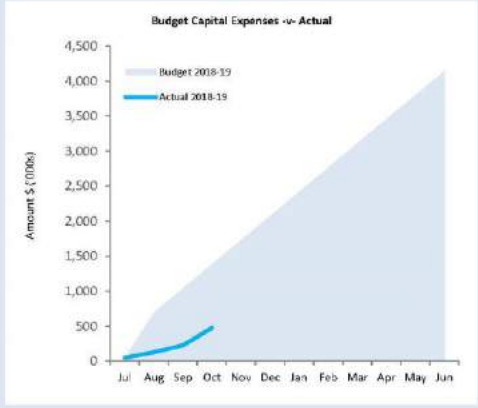




CAPITAL REVENUE



CAPITAL EXPENSES



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 OCTOBER 2018

STATUTORY REPORTING PROGRAMS

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

	ACTIVITIES
GOVERNANCE To provide a decision making process for the efficient allocation of scarce resources.	Includes the activities of members of Council and the administrative support available to the Council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific local government services.
GENERAL PURPOSE FUNDING To Collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY To provide bushfire prevention services and animal control services.	Supervision, enforcement of various local laws, fire prevention, emergency services, animal control and other aspects of public safety.
HEALTH To provide for an operational framework for good community health in conjunction with the Health Department of WA.	Health inspection services in relation to food outlets and their control, pest and noise control and waste disposal compliance and the provision of a Doctor, dental and medical surgeries.
EDUCATION AND WELFARE To provide services for the elderly, children and youth.	Maintenance of playgroups and daycare centres. Provision of elderly and youth services.
HOUSING To ensure that adequate housing is available to staff and the community.	Provision and maintenance of staff housing, aged persons units and community accomodation (Joint Venture and LOGCHOP) Units.
COMMUNITY AMENITIES To provide services and infrastructure as required by the community.	Rubbish collection services, operation of refuse disposal sites and the Lake Grace sewerage scheme. Administration of the Local Planning Scheme, maintenance of cemetries and public conveniences.
RECREATION AND CULTURE To establish and effectively manage infrastructure and resources which will help with the social wellbeing.	The provision and maintenance of public halls, sports pavillions, recreation grounds, Lake Grace swimming pool, parks, gardens and playgrounds. The operation of public libraries in conjunction with the Department of Education and other cultural and heritage facilities.
TRANSPORT To provide safe, effective and efficient transport infrastructure to the community.	Construction and maintenance of streets, roads, drainage, footpaths and aerodromes. Cleaning of streets, maintenance of street trees, street lighting and works depot. Provision of Department of Transport licensing services.
ECONOMIC SERVICES To help promote the Shire and improve its economic wellbeing.	The regulation and provision of tourism, area promotion, building control, noxious weeds, saleyards and the provision of emergency water supplies.
OTHER PROPERTY AND SERVICES To monitor and control Council's overheads operating accounts.	Private works operation, plant repair and operating costs, engineering operation costs.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		$	$	$	$	%	
Opening Funding Surplus(Deficit)	1(b)	3,468,453	3,468,453	**3,480,319**	11,866	0.34%	
Revenue from operating activities							
Governance		11,600	3,852	**48,729**	44,877	1165.03%	▲
General Purpose Funding - Rates	5	2,970,871	990,620	**2,910,367**	1,919,747	193.79%	▲
General Purpose Funding - Other		1,495,063	498,004	**391,833**	(106,171)	(21.32%)	▼
Law, Order and Public Safety		133,971	44,648	**11,481**	(33,167)	(74.29%)	▼
Health		4,910	1,632	**9,852**	8,220	503.68%	
Education and Welfare		2,000	664	**975**	311	46.84%	
Housing		21,000	7,000	**6,971**	(29)	(0.41%)	
Community Amenities		296,127	98,696	**314,686**	215,990	218.84%	▲
Recreation and Culture		1,121,817	373,892	**1,069,842**	695,950	186.14%	▲
Transport		5,123,273	1,707,748	**301,365**	(1,406,383)	(82.35%)	▼
Economic Services		119,903	39,944	**22,899**	(17,045)	(42.67%)	▼
Other Property and Services		86,000	28,656	**32,652**	3,996	13.94%	
		11,386,535	**3,795,356**	**5,121,652**			
Expenditure from operating activities							
Governance		(404,226)	(134,644)	**(203,055)**	(68,411)	(50.81%)	▼
General Purpose Funding		(184,261)	(61,408)	**(35,742)**	25,666	41.80%	▲
Law, Order and Public Safety		(309,720)	(103,148)	**(68,040)**	35,108	34.04%	▲
Health		(341,325)	(113,640)	**(44,550)**	69,090	60.80%	▲
Education and Welfare		(76,101)	(25,328)	**(5,652)**	19,676	77.68%	▲
Housing		(193,547)	(64,280)	**(33,840)**	30,440	47.36%	▲
Community Amenities		(981,516)	(326,884)	**(169,057)**	157,827	48.28%	▲
Recreation and Culture		(2,089,181)	(695,584)	**(333,524)**	362,060	52.05%	▲
Transport		(8,928,123)	(2,975,804)	**(1,950,944)**	1,024,860	34.44%	▲
Economic Services		(606,641)	(202,068)	**(121,710)**	80,358	39.77%	▲
Other Property and Services		(88,748)	(29,516)	**42,411**	71,927	243.69%	▲
		(14,203,389)	**(4,732,304)**	**(2,923,703)**			
Operating activities excluded from Actual							
Add Back Depreciation		2,965,457	988,448	**0**	(988,448)	(100.00%)	▼
Adjust (Profit)/Loss on Asset Disposal	6	23,313	7,768	**0**	(7,768)	(100.00%)	
Adjust Provisions and Accruals		0	0	**(32,030)**	(32,030)		▼
Amount attributable to operating activities		**171,916**	**59,268**	**2,165,919**			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	10	1,692,815	564,264	**264,561**	(299,703)	(53.11%)	▼
Proceeds from Disposal of Assets	6	75,000	0	**0**	0		
Capital Acquisitions	7	(4,140,942)	(1,379,996)	**(474,452)**	905,544	65.62%	▲
Amount attributable to investing activities		**(2,373,127)**	**(815,732)**	**(209,891)**			
Financing Activities							
Self-Supporting Loan Principal		33,029	16,346	**16,346**	0	0.00%	
Transfer from Reserves	9	3,524	0	**0**	0		
Repayment of Debentures	8	(250,054)	(73,585)	**(73,585)**	0	0.00%	
Transfer to Reserves	9	(1,053,000)	(23,210)	**(23,210)**	0	0.00%	
Amount attributable to financing activities		**(1,266,501)**	**(80,449)**	**(80,449)**			
Closing Funding Surplus(Deficit)	1(b)	**741**	**2,631,540**	**5,355,898**			

KEY INFORMATION
▲▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note 12 for an explanation of the reasons for the variance.
The material variance adopted by Council for the 2018-19 year is $10,000 or 10.00% whichever is the greater.
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 OCTOBER 2018

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES
All rates levied under the *Local Government Act 1995*. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS
Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS
Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

PROFIT ON ASSET DISPOSAL
Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

FEES AND CHARGEES
Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES
Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995 . Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST EARNINGS
Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME
Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

EXPENSES

EMPLOYEE COSTS
All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS
All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)
Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE
All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL
Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS
Depreciation expense raised on all classes of assets.

INTEREST EXPENSES
Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE
Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

NOTE 1(a)
NET CURRENT ASSETS

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION
In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

EMPLOYEE BENEFITS

Short-term employee benefits
Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits
The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Other long-term employee benefits (Continued)
Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

PROVISIONS
Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

INVENTORIES
Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 OCTOBER 2018

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)
		$	$	$	$	%
Opening Funding Surplus (Deficit)	1(b)	3,468,453	3,468,453	**3,480,319**	11,866	0.34%
Revenue from operating activities						
Rates	5	2,970,871	990,620	**2,910,367**	1,919,747	193.79%
Specified Area Rates	5	1,202,989	400,976	**1,204,282**	803,306	200.34%
Operating Grants, Subsidies and Contributions	10	1,725,309	575,084	**660,874**	85,790	14.92%
Fees and Charges		375,651	125,160	**207,774**	82,614	66.01%
Interest Earnings		104,000	34,664	**43,616**	8,952	25.83%
Other Revenue		5,007,715	1,668,852	**94,739**	(1,574,113)	(94.32%)
		11,386,535	**3,795,356**	**5,121,652**		
Expenditure from operating activities						
Employee Costs		(2,026,123)	(822,920)	**(600,859)**	222,061	26.98%
Materials and Contracts		(8,475,963)	(2,676,176)	**(2,023,306)**	652,870	24.40%
Utility Charges		(262,819)	(87,488)	**(51,489)**	35,999	41.15%
Depreciation on Non-Current Assets		(2,965,457)	(988,448)	**0**	988,448	100.00%
Interest Expenses		(76,734)	(25,876)	**(9,124)**	16,752	64.74%
Insurance Expenses		(164,453)	(54,692)	**(161,935)**	(107,243)	(196.09%)
Other Expenditure		(208,527)	(68,936)	**(76,990)**	(8,054)	(11.68%)
Loss on Disposal of Assets	6	(23,313)	(7,768)	**0**	7,768	100.00%
		(14,203,389)	**(4,732,304)**	**(2,923,703)**		
Operating activities excluded from Actual						
Add back Depreciation		2,965,457	988,448	**0**	(988,448)	(100.00%)
Adjust (Profit)/Loss on Asset Disposal	6	23,313	7,768	**0**	(7,768)	(100.00%)
Adjust Provisions and Accruals		0	0	**(32,030)**	(32,030)	
Amount attributable to operating activities		**171,916**	**59,268**	**2,165,919**		
Investing activities						
Non-operating grants, subsidies and contributions	10	1,692,815	564,264	**264,561**	(299,703)	(53.11%)
Proceeds from Disposal of Assets	6	75,000	0	**0**	0	
Capital acquisitions	7	(4,140,942)	(1,379,996)	**(474,452)**	905,544	65.62%
Amount attributable to investing activities		**(2,373,127)**	**(815,732)**	**(209,891)**		
Financing Activities						
Proceeds from New Debentures		0	0	**0**	0	
Self-Supporting Loan Principal Repayments		33,029	16,346	**16,346**	0	0.00%
Transfer from Reserves	9	3,524	0	**0**	0	
Repayment of Debentures	8	(250,054)	(73,585)	**(73,585)**	0	0.00%
Transfer to Reserves	9	(1,053,000)	(23,210)	**(23,210)**	0	0.00%
Amount attributable to financing activities		**(1,266,501)**	**(80,449)**	**(80,449)**		
Closing Funding Surplus (Deficit)	1(b)	**741**	**2,631,540**	**5,355,898**		

KEY INFORMATION

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

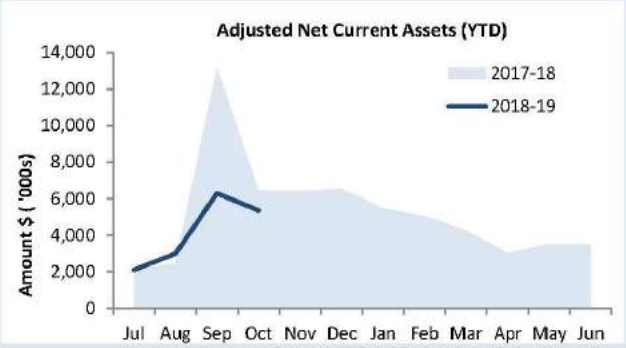
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

OPERATING ACTIVITIES
NOTE 1(b)
ADJUSTED NET CURRENT ASSETS

Adjusted Net Current Assets	Ref Note	Last Years Closing 30 Jun 2018	This Time Last Year 31 Oct 2017	Year to Date Actual 31 Oct 2018
		$	$	$
Current Assets				
Cash Unrestricted	2	1,867,795	2,046,990	4,084,026
Cash Restricted	2	3,979,146	2,773,609	4,002,356
Rates outstanding	3	70,068	3,563,182	997,069
Sundry debtors	3	2,232,440	866,991	488,672
GST receivable	3	214,754	19,068	189,628
Debtors - Self Supported Loans	3	33,029	20,922	16,683
Provision For Doubtful Debts	3	(29,348)	(29,348)	(29,348)
Accrued Income/Prepayments	3	1,636,661	0	0
Inventories		9,896	19,426	32,404
		10,014,441	9,280,840	9,781,490
Less: Current Liabilities				
Payables	4	(2,521,947)	(42,423)	(406,553)
Provisions - employee		(332,469)	(384,001)	(300,439)
Long term borrowings		(250,052)	(228,462)	(176,467)
		(3,104,468)	(654,886)	(883,459)
Unadjusted Net Current Assets		**6,909,973**	**8,625,954**	**8,898,031**
Adjustments and exclusions permitted by FM Reg 32				
Less: Cash reserves	2	(3,979,146)	(2,773,609)	(4,002,356)
Less: Loans receivable		(33,029)	(20,922)	(16,683)
Add: Long term borrowings		250,052	228,462	176,467
Add: Provisions - employee		332,469	384,001	300,439
Adjusted Net Current Assets		**3,480,319**	**6,443,886**	**5,355,898**

SIGNIFICANT ACCOUNTING POLICIES
Please see Note 1(a) for information on significant accounting polices relating to Net Current Assets.

KEY INFORMATION
The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) compared to the budgeted surplus(deficit) represented on the budget.



This Year YTD Surplus(Deficit)
$5.36 M

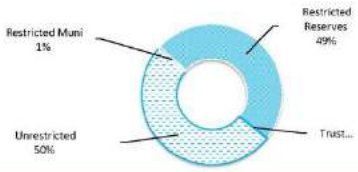
Last Year YTD Surplus(Deficit)
$6.44 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

OPERATING ACTIVITIES
NOTE 2
CASH AND INVESTMENTS

Description	Type	Unrestricted	Restricted Muni	Restricted Reserves	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
		$		$	$	$			
Municipal Bank Account		4,083,626				4,083,626	Bankwest	Variable	n/a
Petty Cash And Floats		400				400	n/a	n/a	n/a
Trust Fund Cash At Bank					19,102	19,102	Bankwest	Variable	n/a
Restricted LOGCHOP Housing			44,669			44,669	Bankwest	Variable	n/a
Rural Town Salinity Program			5,403			5,403	Bankwest	Variable	n/a
Reserve Fund				2,754,216		2,754,216	Bankwest	Variable	n/a
SolG Reserve Gold TD 306-019 120837	Term deposit			20,118		20,118	Bankwest	2.75%	28/05/2019
SolG Reserve Gold TD 306-019 12080-5	Term deposit			175,038		175,038	Bankwest	2.50%	11/03/2019
SolG Reserve Gold TD 019-012075-6	Term deposit			347,061		347,061	Bankwest	2.35%	14/01/2019
SolG Reserve Gold TD 019-012076-4	Term deposit			655,851		655,851	Bankwest	2.60%	14/01/2019
Total		**4,084,026**	**50,072**	**3,952,284**	**19,102**	**8,105,484**			

KEY INFORMATION
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.



Total Cash	Unrestricted
$8.11 M	$4.08 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

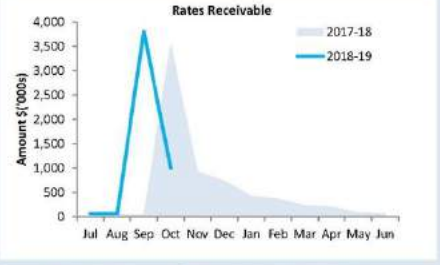
Rates Receivable	30 Jun 2018	31 Oct 18
	$	$
Opening Arrears Previous Years	70,808	70,068
Levied this year	0	4,114,649
Less Collections to date	(740)	(3,187,648)
Equals Current Outstanding	**70,068**	**997,069**
Net Rates Collectable	**70,068**	**997,069**
% Collected	1%	76.2%

Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$	$
Receivables - General	(9,153)	451,796	1,034	326	44,669	488,672
Percentage	-1.9%	92.5%	0.2%	0.1%	9.1%	
Balance per Trial Balance						
Sundry debtors						488,672
GST receivable						189,628
Debtors - Self Supported Loans						16,683
Provision For Doubtful Debts						(29,348)
Total Receivables General Outstanding						**665,635**

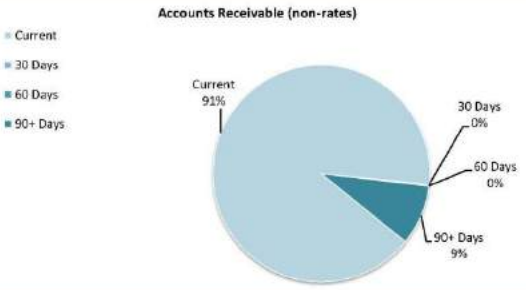
Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



Collected	Rates Due
76.2%	$997,069



Debtors Due
$665,635

Over 30 Days
9%

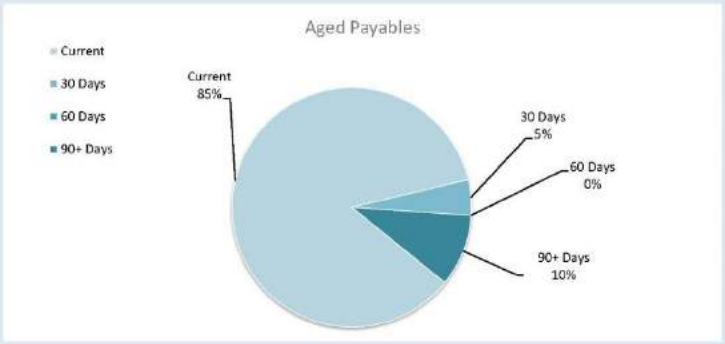
Over 90 Days
9.1%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

OPERATING ACTIVITIES
NOTE 4
Payables

Payables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$	$
Payables - General	(1,840)	74,550	4,180	0	8,524	85,413
Percentage	-2.2%	87.3%	4.9%	0%	10%	
Balance per Trial Balance						
Sundry creditors						85,413
ATO liabilities						68,786
Accrued expenditure and other creditors						252,354
Total Payables General Outstanding						**406,553**
Amounts shown above include GST (where applicable)						

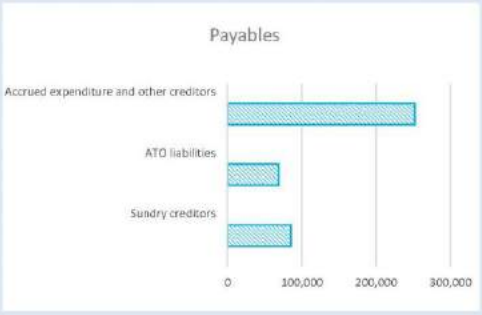
KEY INFORMATION
Trade and other payables respresent liaibilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

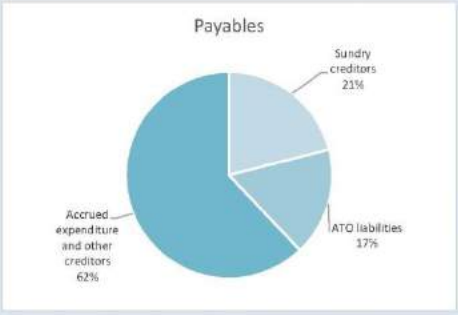


Creditors Due
$406,553

Over 30 Days
15%

Over 90 Days
10%



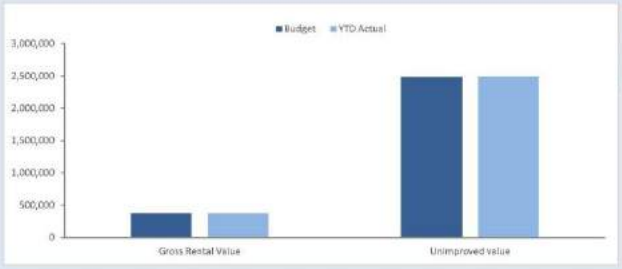


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

OPERATING ACTIVITIES
NOTE 5
RATE REVENUE

General Rate Revenue		Budget						YTD Actual			
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE	$			$	$	$	$	$	$	$	$
Differential General Rate											
Gross Rental Value											
Gross Rental Value	0.081877	383	4,567,116	373,942	0	0	373,942	373,942	0	0	373,942
Unimproved Value											
Unimproved value	0.008268	564	300,692,980	2,488,362			2,488,362	2,488,362	2,053	0	2,490,415
Sub-Total		947	305,260,096	2,862,304	0	0	2,862,304	2,862,304	2,053	0	2,864,357
Minimum Payment	**Minimum $**										
Gross Rental Value											
Gross Rental Value	430	44	80,220	18,920	0	0	18,920	18,920			18,920
Unimproved Value											
Unimproved value	430	64	863,738	27,520	0	0	27,520	27,090	0	0	27,090
Sub-Total		**108**	**943,958**	**46,440**	**0**	**0**	**46,440**	**46,010**	**0**	**0**	**46,010**
Amount from General Rates							**2,908,744**				**2,910,367**
Ex-Gratia Rates							62,127				0
Total General Rates							**2,970,871**				**2,910,367**
Specified Area Rates											
Lake Grace Sewerage Residential minimum GRV	0.0422		2,437,362	102,930	0	0	102,930	102,930	0	0	102,930
Lake Grace Sewerage Commercial minimum GRV	0.0422		651,122	27,497	0	0	27,497	27,497	0	0	27,497
Lake Grace Sewerage Vacant land minimum GRV	0.0422		12,200	515	0	0	515	515	0	0	515
Lake Grace Sewerage Ist Major fixtures	237.4500		31	7,361	0	0	7,361	7,361	0	0	7,361
Lake Grace Sewerage Additional fixtures	105.8400		45	4,763	0	0	4,763	4,763	0	0	4,763
Sport & Recreation - Varley GRV	0.0319		153,203	4,880	0	0	4880	4,880	0	0	4,880
Sport & Recreation - Varley UV	0.0016		41,027,500	67,080	0	0	67,080	67,080	0	0	67,080
Sport & Recreation - Lake King GRV	0.0234		290,730	6,815	0	0	6,815	6,815	0	0	6,815
Sport & Recreation - Lake King UV	0.0017		63,717,800	110,614	0	0	110,614	110,614	0	0	110,614
Sport & Recreation - Newdegate GRV	0.0901		887,143	44,483	0	0	44,483	44,483	0	0	44,483
Sport & Recreation - Newdegate UV	0.0024		107,877,500	253,620	0	0	253,620	254,914	0	0	254,914
Sport & Recreation - Lake Grace GRV	0.0528		3,374,329	178,246	0	0	178,246	178,245	0	0	178,245
Sport & Recreation - Lake Grace UV	0.0044		88,600,700	394,185	0	0	394,185	394,185	0	0	394,185
Total Specified Area Rates			**309,029,665**	**1,202,989**	**0**	**0**	**1,202,989**	**1,204,282**	**0**	**0**	**1,204,282**
Totals							**4,173,860**				**4,114,649**

KEY INFORMATION
Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.



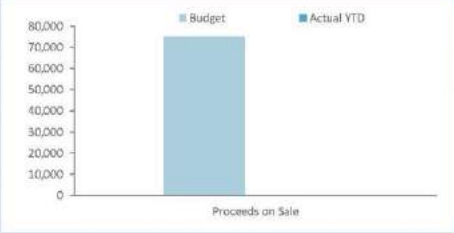
General Rates		
Budget	**YTD Actual**	**%**
$2.91 M	**$2.91 M**	**1.001**

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS

		Budget				YTD Actual			
Asset Ref.	Asset Description	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		$	$	$	$	$	$	$	$
	Governance								
	CEO Vehicle - Toyota Prado	53,289	38,000	0	(15,289)	0	0	0	0
	DCEO Vehicle - Ford Territory	34,156	27,000	0	(7,156)	0	0	0	0
	Transport								
	Ford Ranger	10,868	10,000	0	(868)	0	0	0	0
		98,313	**75,000**	**0**	**(23,313)**	**0**	**0**	**0**	**0**

KEY INFORMATION



Proceeds on Sale		
Annual Budget	**YTD Actual**	**%**
$75,000	**$0**	**0%**

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

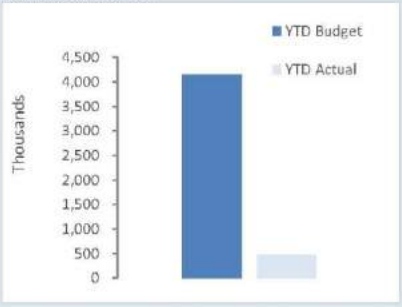
INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS

Capital Acquisitions	Adopted Budget	YTD Budget	YTD Actual	YTD Actual Variance
	$	$	$	$
Buildings	447,432	149,052	83,638	(65,414)
Furniture & equipment	17,000	5,664	1,153	(4,511)
Plant & equipment	327,000	108,996	59,580	(49,416)
Infrastructure - Roads	2,924,130	974,508	317,397	(657,111)
Parks, Gardens, Recreation Facilities	260,380	86,780	12,551	(74,229)
Urban Infrastructure	165,000	54,996	133	(54,863)
Capital Expenditure Totals	**4,140,942**	**1,379,996**	**474,452**	**(905,544)**
Capital Acquisitions Funded By:				
	$	$	$	$
Capital grants and contributions	1,692,815	564,264	264,561	(299,703)
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	75,000	0	0	0
Cash Backed Reserves				
Contribution - operations	2,373,127	815,732	209,891	(605,841)
Capital Funding Total	**4,140,942**	**1,379,996**	**474,452**	**(905,544)**

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	$4.14 M	$.47 M	11%

Capital Grant	Annual Budget	YTD Actual	% Received
	$1.69 M	$.26 M	16%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (CONTINUED)

Capital Expenditure Total
Level of Completion Indicators

Percentage YTD Actual to Annual Actual
Expenditure over Actual highlighted in red.

% of Completion	# Level of completion indicator, please see table at the end of this note for further detail.	Account Description	Adopted Budget	YTD Budget	YTD Actual	Variance (Under)/Over
	Capital Expenditure					
	Plant & Equipment					
2.06	E042550	Purchase Admin Vehicles Cap Exp	92,000	30,664	59,580	-28,916
0.00	E123059	Road Plant Purchases Cap Exp	235,000	78,332	0	78,332
1.21	**Plant & Equipment Total**		**327,000**	**108,996**	**59,580**	**49,416**
	Furniture & Equipment					
0.53	E042540	Purchase Office Furniture & Fittings Cap Exp	10,000	3,332	1,153	2,179
0.00	E042541	Upgrade Council Chambers Furniture Cap Exp	7,000	2,332	0	2,332
1.00	E042543	Computer/server Upgrade Cap Exp	0	0	0	0
0.26	**Furniture & Equipment Total**		**17,000**	**5,664**	**1,153**	**4,511**
	Buildings					
0.00	E077503	Medical Centres Cap Exp	20,000	6,664	0	6,664
5.46	E091960	Staff Housing Non-Specialised.	98,120	32,684	40,012	-7,328
0.17	E091970	Staff Housing Specialised	10,000	3,332	488	2,844
0.00	E092006	Other Housing Cap Exp	16,533	5,508	0	5,508
1.58	E092120	Lake Grace Independent Living Units Cap Exp	5,500	1,832	5,002	-3,170
0.00	E093006	LOGCHOP Housing Cap Exp	20,000	6,664	0	6,664
4.73	E111007	Public Halls Cap Exp	48,893	16,280	13,440	2,840
1.06	E112525	Swimming Pools Cap Exp	140,000	46,664	23,979	22,685
0.01	E113152	Sports Pavilions Cap Exp	58,840	19,588	212	19,376
0.00	E117042	Heritage Buildings - Capital Works	3,128	1,036	0	1,036
0.11	E121502	Lake Grace Depot - Cap Exp	15,300	5,100	505	4,595
0.00	E132500	Shire Visitor Centre Improvements Cap Exp	11,118	3,700	0	3,700
1.00	E092100	Independent Living Unit Cap Exp	0	0	0	0
1.28	**Buildings Total**		**447,432**	**149,052**	**83,638**	**65,414**
	Infrastructure - Roads					
0.31	E121200	Roadworks - Capital Renewal Cap Exp	1,876,728	625,432	62,525	562,907
4.39	E121300	Roadworks - Capital Upgrade Cap Exp	947,402	315,744	254,872	60,872
0.00	E121314	Town Street Cap Exp	100,000	33,332	0	33,332
0.48	**Infrastructure - Roads Total**		**2,924,130**	**974,508**	**317,397**	**657,111**
	Parks, Gardens, Recreation Facilities					
0.17	E113175	Infrastructure Other - Other Rec & Sport Cap Exp	254,780	84,916	12,551	72,365
0.00	E113183	Sports Oval Dam Upgrade Cap Exp	5,600	1,864	0	1,864
0.17	**Parks, Gardens, Recreation Facilities Total**		**260,380**	**86,780**	**12,551**	**74,229**
	Urban Infrastructure					
1.00	E107751	Lake Grace Stormwater Harvest - Cap Exp	0	0	133	-133
0.00	E121312	Footpaths - Urban Infr Capital Exp	165,000	54,996	0	54,996
0.00	**Urban Infrastructure Total**		**165,000**	**54,996**	**133**	**54,863**
0.52	**Grand Total**		**4,140,942**	**1,379,996**	**474,452**	**905,544**

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

FINANCING ACTIVITIES
NOTE 8
BORROWINGS

Repayments - Borrowings

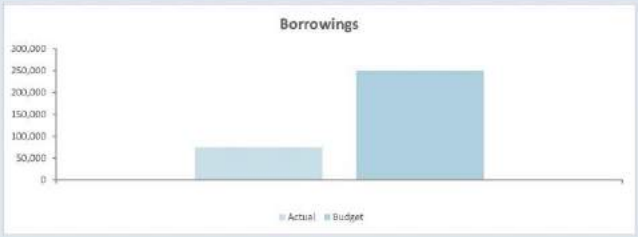
Information on Borrowings		New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	01-07-18	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	$	$	$	$	$	$	$	$	$
Governance									
L175- CEO's Residence	12,874	0	0	6,338	12,874	6,536	0	112	767
L181 - Office Redevelopment	282,508	0	0	7,439	15,093	275,069	267,415	3,726	18,143
Health									
L 190 NGT Medical Centre	67,188	0	0	12,703	25,764	54,485	41,424	252	4,055
Housing									
L 184 - Country Housing Authority		0	0			0	0	45	
L 185 - Country Housing Authority		0	0			0	0	45	
Recreation and culture									
L173 - Lake Grace Pool	72,746	0	0	6,384	12,951	66,362	59,795	1,109	4,583
L182 - LG Sports Precinct	368,097	0	0	7,073	14,370	161,024	153,727	2,384	11,671
L192 - LG Bowling Club	26,073	0	0	4,905	9,960	21,168	16,113	98	1,694
L193 - NGT Bowling Club	21,488	0	0	2,470	4,998	19,018	16,490	152	1,145
L198 - LG Precinct	130,436	0	0	0	19,407	130,436	111,029	(41)	6,652
L202 - LK Winter Sports Grou	36,811	0	0	0	8,891	36,811	27,920	74	976
Transport									
L196 - Roadworks & Plant	243,432	0	0		45,082	243,432	198,350	94	10,858
Economic services									
L189 - LG Residential Land	149,328	0	0	4,085	8,293	145,243	141,035	480	9,946
L199 - Standpipe Controllers	27,479	0	0		27,479	27,479	0	61	1,190
Other property and services									
L191 - Staff Housing	31,053	0	0	5,842	11,863	25,211	19,190	117	2,017
	1,269,513	0	0	57,239	217,025	1,212,274	1,052,488	8,708	73,697
Self Supporting Loans									
Recreation and culture									
L188- LG Sportman's club	26,073	**0**	**0**	**4,905**	**9,960**	**21,168**	**16,113**	**98**	**1,694**
Economic services									
L201- LG Development Assoc	34,887	**0**	**0**	**11,441**	**23,069**	**23,446**	**11,818**	**318**	**1,343**
	60,960	0	0	16,346	33,029	44,614	27,931	416	3,037
Total	1,330,473	0	0	73,585	250,054	1,256,888	1,080,419	9,124	76,734

All debenture repayments were financed by general purpose revenue.

Unspent Borrowings

The Shire has no unspent debenture funds as at 30th June 2018, nor is it expected to have unspent funds as at 30th June 2019.

KEY INFORMATION
All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.



Principal Repayments	
$73,585	
Interest Earned	**Interest Expense**
$43,616	$9,124
Reserves Bal	**Loans Due**
$3.95 M	$1.26 M

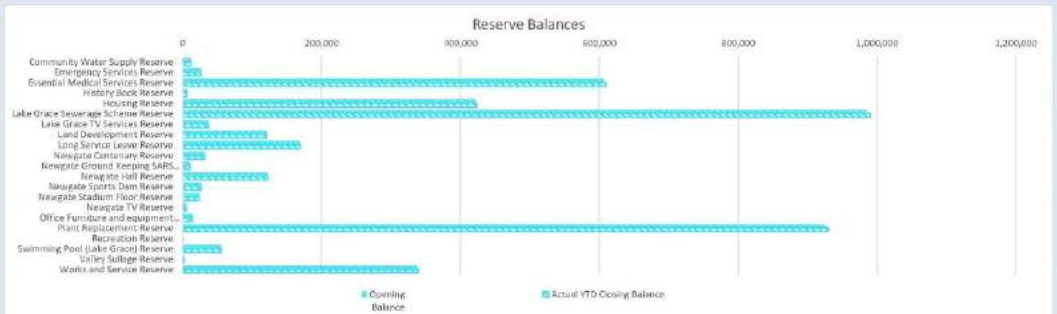
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

OPERATING ACTIVITIES
NOTE 9
CASH AND INVESTMENTS

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	$	$	$	$	$	$	$	$	$
Community Water Supply Reserve	11,677	134	69	0	0	0	0	11,811	11,746
Emergency Services Reserve	26,464	303	156	0	0	0	0	26,767	26,620
Essential Medical Services Reserve	606,179	6,943	3,581	150,000	0	0	0	763,122	609,760
History Book Reserve	5,326	61	31	0	0	0	0	5,387	5,357
Housing Reserve	420,701	4,818	2,485	400,000	0	0	0	825,519	423,186
Lake Grace Sewerage Scheme Reserve	984,463	11,275	5,815	0	0	0	0	995,738	990,278
Lake Grace TV Services Reserve	36,799	421	218	0	0	(1,727)	0	35,493	37,017
Land Development Reserve	119,735	1,371	707	0	0	0	0	121,106	120,442
Long Service Leave Reserve	168,186	1,926	994	50,000	0	0	0	220,112	169,180
Newgate Centenary Reserve	31,288	358	185	5,000	0	0	0	36,646	31,473
Newgate Ground Keeping SARS Reserve	10,357	119	61	5,000	0	0	0	15,476	10,418
Newgate Hall Reserve	122,048	1,398	721	0	0	0	0	123,446	122,769
Newgate Sports Dam Reserve	26,077	299	154	0	0	0	0	26,376	26,231
Newgate Stadium Floor Reserve	23,528	269	139	0	0	0	0	23,797	23,667
Newgate TV Reserve	4,503	52	27	0	0	(1,797)	0	2,758	4,530
Office Furniture and equipment Reserve	12,973	149	77	0	0	0	0	13,122	13,050
Plant Replacement Reserve	924,020	10,583	5,458	330,000	0	0	0	1,264,603	929,478
Recreation Reserve	741	8	5	18,000	0	0	0	18,749	746
Swimming Pool (Lake Grace) Reserve	54,814	628	324	0	0	0	0	55,442	55,138
Valley Sullage Reserve	1,624	19	9	0	0	0	0	1,643	1,633
Works and Service Reserve	337,571	3,866	1,994	50,000	0	0	0	391,437	339,565
	3,929,074	**45,000**	**23,210**	**1,008,000**	**0**	**(3,524)**	**0**	**4,978,550**	**3,952,284**

KEY INFORMATION



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

NOTE 10
GRANTS AND CONTRIBUTIONS

Grants and Contributions

Grant Provider	Opening Balance (a)	Adopted Budget Operating	Adopted Budget Capital	YTD Budget	Annual Budget (d)	Budget Variations (e)	Expected (d)+(e)	YTD Actual Revenue (b)
		$	$	$				$
General purpose funding								
Grants Commission - General	0	776,726	0	258,908	776,726	0	776,726	194,182
Grants Commission - Road Funds	0	595,832	0	198,608	595,832	0	595,832	148,958
ESL Administration Fee	0	4,000	0	1,332	4,000	0	4,000	0
Law, order, public safety								
DFES LGGS Operating	0	30,746	0	10,248	30,746	0	30,746	9,122
Health								
Grant - Youth	0	0	0	0	0	0	0	3,382
Education and welfare								
Seniors Activities	0	1,000	0	332	1,000	0	1,000	975
Youth Activities	0	1,000	0	332	1,000	0	1,000	0
Recreation and culture								
Grants and Contributions - Lake King	0	4,000	0	1,332	4,000	0	4,000	0
Contributions - Other Culture	0	0	87,715	29,236	87,715	0	87,715	0
Contributions - Other Culture	0	0	100	32	100	1,350	1,450	0
Grant - Playground Equipment (Newdegate Skate Park)	0	0	0	0	0	0	0	1,350
Lake Grace Rec Council Affiliation Fees	0	7,000	0	2,332	7,000	0	7,000	0
Lake King Pavilion / Oval - Hire Fees	0	500	0	164	500	0	500	0
Transport								
Roads to Recovery	0	0	1,250,000	416,664	1,250,000	0	1,250,000	121,211
Regional Road Group	0	0	355,000	118,332	355,000	0	355,000	142,000
Street Lighting	0	8,000	0	2,664	8,000	0	8,000	0
MRWA	0	289,773	0	96,588	289,773	0	289,773	293,912
Economic services								
Tourism & Services Promotion	0	6,732	0	2,244	6,732	0	6,732	0
Contributions - Other Economic Services	0	0	0	0	0	0	0	4,915
Other property and services								
Fuel Tax Rebates	0	0	0	0	0	0	0	5,429
TOTALS	**0**	**1,725,309**	**1,692,815**	**1,139,348**	**3,418,124**	**1,350**	**3,419,474**	**925,435**
SUMMARY								
Operating grants, subsidies and contributions	0	1,725,309	0	575,084	1,725,309	0	1,725,309	660,874
Non-operating grants, subsidies and contributions	0	0	1,692,815	564,264	1,692,815	1,350	1,694,165	264,561
TOTALS	**0**	**1,725,309**	**1,692,815**	**1,139,348**	**3,418,124**	**1,350**	**3,419,474**	**925,435**

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

NOTE 11
TRUST FUND

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 01-07-18	Amount Received	Amount Paid	Closing Balance 31 Oct 2018
	$	$	$	$
Number Plates	0	700	(700)	**0**
Hall Deposits	5,000	4,330	(3,785)	**5,545**
Miscellaneous Deposits	1,327			**1,327**
Housing Bonds	4,742	750		**5,492**
Standpipe Bonds	6,300	203		**6,503**
BCITF	0	153	(153)	**0**
Builders Registration Board	0	233	(233)	**0**
Key Bonds	75			**75**
NGT Swimming Pool Key Bond	160			**160**
	17,604	**6,369**	**(4,871)**	19,102

KEY INFORMATION

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

NOTE 12
EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.
The material variance adopted by Council for the 2018-19 year is $10,000 or 10.00% whichever is the greater.

Reporting Program	Var. $	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	$	%			
Revenue from operating activities					
Governance	44,877	1165.03%	▲	Timing	Proceeds sale of Prado - Asset not yet disposed in Asset register
General Purpose Funding - Rates	1,919,747	193.79%	▲	Timing	Rates Billing was issued in September
General Purpose Funding - Other	(105,171)	(21.32%)	▼	Timing	Timing of quarterly payments
Law, Order and Public Safety	(33,167)	(74.29%)	▼	Timing	Emergency Services Officer reimbursement claim not made.
Community Amenities	215,990	218.84%	▲	Timing	Rates Billing was issued in September, Reimbursement $10,268 Claw Collections, $19,395 Sale of Scrap Metal
Recreation and Culture	695,950	186.14%	▲	Timing	Rates Billing was issued in September
Transport	(1,406,383)	(82.35%)	▼	Timing	WANDRRA payments $1.6 million and only the first 40% MRWA funds has been claimed.
Economic Services	(17,045)	(42.67%)	▼	Timing	Gravel allocations $7,382, Building Permits $1,534 less than anticipated, No tourism grants $2,244 received to date.
Expenditure from operating activities					
Governance	(68,411)	(50.81%)	▼	Timing	Depreciation not run, Administration Allocated lower than anticipated, Wages lower than anticipated as no Deputy CEO
General Purpose Funding	25,666	41.80%	▲	Timing	Valuation, Consultancy and Administration Allocated lower than anticipated
Law, Order and Public Safety	35,108	34.04%	▲	Timing	Depreciation not run, Administration Allocated lower than anticipated, Works on Varley Fire Station not yet commenced
Health	69,090	60.80%	▲	Timing	Depreciation not run, Administration Allocated lower than anticipated. Environmental Health Services yet to be billed $9,583, Mosquito Control $8,911, Medical Centre Support payment yet to be made $16,664.
Education and Welfare	19,676	77.68%	▲	Timing	Depreciation not run, Administration Allocated lower than anticipated, Playground Mtc , Seniors and Youth programs yet to commence.
Housing	30,440	47.36%	▲	Timing	Depreciation not run, Administration Allocated lower than anticipated, Building & Garden Mtc not been undertaken
Community Amenities	157,827	48.28%	▲	Timing	Depreciation not run, Administration Allocated lower than anticipated, Refuse Sites $15,588, Rubbish Collection $9,341, DrumMuster $2,609, Sewerage Mtc $39,009, Drainage $5,332, NRM $11,664, Town Planning $10,097, Building Mtc $11,561, Cemetery Mtc $8,911 lower than anticipated
Recreation and Culture	362,060	52.05%	▲	Timing	Depreciation not run, Administration Allocated lower than anticipated. Building Mtc $8,505, Garden & Playground Mtc $25,379, LG Pool Salaries $9,470, NGT Pool Subsidy $3,990, NGT Adult Gym $5,000, Memorial NGT $5,000, Rec Grounds $24,307 lower than anticipated.
Transport	1,024,860	34.44%	▲	Timing	Depreciation not run, Administration Allocated lower than anticipated, WANDRRA $83,901, Rural Road Mtc $208,279, Town Street Mtc $67,604, Airstrip Mtc $2,784, Licensing $6,061, Consultants $12,000 lower the anticipated.
Economic Services	80,358	39.77%	▲	Timing	Depreciation not run, Administration Allocated lower than anticipated. Noxios Weeds $7,136, Tourism Promotion $12,090, Community Services Functions $6,276, Contract Building Surveyor $6,140, LG Saleyard $3,562. Research Station Fees $9,959 lower than anticiapted
Other Property and Services	71,927	243.69%	▲	Timing	Depreciation not run, Administration Allocated lower than anticipated, POC to be adjusted
Investing Activities					
Non-operating Grants, Subsidies and Contrib	(299,703)	(58.11%)	▼	Timing	Projects yet to commence, unable to claim funds.
Capital Acquisitions	905,544	65.62%	▲	Timing	Plant purchases not made $49,416, Road Projects $657,111, Pool Upgrade $22,685, Playground Upgrades $71,664, Building Projects $65,414 less than anticipated to date.

KEY INFORMATION

MOORE STEPHENS

Ms Denise Gobbart
The Chief Executive Officer
Shire of Lake Grace
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LAKE GRACE WA 6353

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2 The Esplanade
Perth, WA 6000

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Dear Denise

COMPILATION REPORT TO THE SHIRE OF LAKE GRACE

We have compiled the accompanying Local Government special purpose financial statements of 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 31 October 2018. The financial statements have been compiled to meet compliance with the *Local Government Act 1995* and associated Regulations.

THE RESPONSIBILITY OF THE SHIRE OF LAKE GRACE

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

OUR RESPONSIBILITY

On the basis of information provided by the Shire of Lake Grace we have compiled the accompanying special purpose financial statements in accordance with the requirements of the *Local Government Act 1995*, associated Regulations and APES 315 *Compilation of Financial Information*.

Our procedures use accounting expertise to collect, classify and summarise the financial information, which the Shire of Lake Grace provided, in compiling the financial statements. Our procedures do not include verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

The Local Government special purpose financial statements were compiled exclusively for the benefit of the Shire of Lake Grace. We do not accept responsibility to any other person for the contents of the special purpose financial statements.

Moore Stephens (WA) Pty Ltd

Moore Stephens (WA) Pty Ltd
Chartered Accountants

RUSSELL BARNES
DIRECTOR

14 November 2018

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Shire of Lake Grace
Municipal Fund Reconciliation Statement
31 October 2018

Month Closing Balances as per General Ledger

G/L Account No.		
A001101	Municipal Bank	4,083,625.65
A001290	Rural Town Salinity Program	5,403.47
A001105	Restricted L'chop Housing	44,669.08
		4,133,698.20

Balances as per Bank Statements

Bank Account No.		
0125-324	Bankwest Municipal Working account	4,053,368.02
00-0001	Westpac Municipal Working Account	48,098.27
00-0108	Westpac Municipal Working Account	33,724.97
		4,135,191.26

Plus		
	Outstanding Deposits	901.60
	Transfer from another Fund	0.00
	Variance on Licensing Bank Account	525.15
Less		
	Unpresented Cheques	(2,350.71)
	Transfer to another Fund	(500.00)
	Reserve Interest Transfer	0.00
		4,133,698.20
	Variance	**0.00**

Signed _____ Date 2-11-18 21/11/18

Checked _____ Date 5/11/2018

Shire of Lake Grace
Reserve Funds Reconciliation Statement
31/10/2018

Month Closing Balances as per General Ledger

G/L Account No.		
A001337	Community Water Supplies Res Bank	11,746.11
A001311	Emergency Services Res Bank	26,620.25
A001312	Housing Reserve Bank	423,186.01
A001331	Lake Grace Sewerage Reserve	990,278.30
A001320	Lake Grace TV Reserve Bank	37,016.86
A001314	Land Development Reserve Bank	120,442.33
A001315	Long Service Leave Res Bank	169,179.17
A001338	Newdegate Ground Keeping SAR Bank	10,417.83
A001319	Newdegate Hall Reserve Bank	122,768.56
A001321	Newdegate TV Reserve Bank	4,529.34
A001335	Ngt Sports Dam Reserve Bank	26,231.21
A001336	Ngt Stadium Floor Res Bank	23,667.29
A001339	Office Furniture & Equipment Res Bank	13,049.99
A001316	Plant Reserve Bank	929,478.20
A001317	Recreation Reserve Bank	745.57
A001313	Swimming Pool Reserve Bank	55,137.63
A001323	Varley Sullage Reserve Bank	1,633.11
A001318	Works & Services Reserve Bank	339,564.75
A001341	Newdegate Centenary Reserve	31,473.28
A001342	History Book Reserve	5,357.47
A001343	Essential Medical Services Reserve	609,760.20
		3,952,283.46

Balances as per Bank Statements

Bank Account No.		
120756	Bankwest Term Deposit	347,060.75
120764	Bankwest Term Deposit	655,851.05
120837	Bankwest Term Deposit	20,117.62
122805	Bankwest Term Deposit	175,038.01
125340	Bankwest Reserve Account	2,754,216.03
		3,952,283.46
	Variance	**0.00**
	Total difference	**0.00**

Signed _____ Date 2-11-18 2/11/18

Checked _____ Date 5/11/2018

Shire of Lake Grace
Trust Fund Reconciliation Statement
31 October 2018

Month Closing Balances as per General Ledger

G/L Account No.			
	A001305	Trust Cash at Bank	19,101.57
			19,101.57

Balances as per Bank Statements

Bank Account No.		
0125 332	Bankwest Trust Fund	20,706.77
		20,706.77
Plus		
	Outstanding Deposits	0.00
	Transfers from municipal bank account	500.00
Less		
	Unpresented Cheques	(2,105.20)
	Transfers to Municipal Fund	0.00
		19,101.57
	Variance	**0.00**

Signed _____ Date 2-11-18 2/11/18

Checked _____ Date 5/11/2018

14.6 COMMUNITY SERVICES

Cr Chappell declared an impartiality interest in item 14.6.1 Shows on the Go 'Earth Dinosaur Zoo' with the nature of the interest being Cheryl Chappell is the author.

14.6.1 SHOWS ON THE GO 'ERTH'S DINOSAUR ZOO' – FUNDING REQUEST

Applicant Lake Grace Artists Group
File No. 0287
Attachments: 1. Performance Information for *Erth's Dinosaur Zoo*
2. Estimated Budget
Author: Mrs Cheryl Chappell
Community Service Officer

Disclosure of Interest: The Author is a member of the Lake Grace Artists Group
Date of Report: 24 October 2018
Senior Officer: Ms Denise Gobbart
Chief Executive Officer

Summary
The purpose of this report is for Council to approve the request for financial assistance for the Lake Grace Artists Group presentation of Shows on the Go '*Erth's Dinosaur Zoo'* in 2019/2020 and to endorse an application for a Lotterywest Vehicles grant.

Background
The Lake Grace Artists Group promotes the development of all forms of art in the region of Lake Grace. The Artists Group hold workshops and exhibitions regularly at the Lake Grace Regional Art Space.

Country Arts WA is a Western Australian arts body with a purely regional focus. It is an independent, membership-based, not-for-profit organisation supported by State and Federal Government funding. The purpose is to build the creativity, connection and ability of regional communities to further develop performing arts in regional WA.

The Lake Grace Artists Group has previously received support from the Shire of Lake Grace through funding of half of the performance fees for each Country Arts WA *Shows on the Go*. With Shire support, the following performances have been presented: Everything Must Go (March 2016), Trash Test Dummies (May 2016), Marty's Party (March 2017), Kookoo Kookaburra (May 2017), Loose Ends (May 2018) and A Boy Named Cash (August 2018).

The Shows on the Go team come complete with their own technical support and a dedicated Technical Operator. Workshops are also provided by the touring artists for local organisations, groups or schools.

Country Arts WA cover the touring party's accommodation and travel costs. The Lake Grace Artists Group is required to pay the performers fee, which varies for each artist. A contract is signed by Country Arts WA and Lake Grace Artists Group, so no negotiating is required between the artist and the presenter.

The Lake Grace Artists Group has access to Share the Risk Funding, as they acknowledge that the audience numbers and the fees vary for each show. Previous shows have yielded an attendance of between 60 - 100 people, which is a good number for our small town. The Lake Grace Artist Group has previously used Share the Risk funding to cover shortfalls for the Kookooo Kookaburra and Marty's Party presentations. Funding was not required for A Boy Named Cash, due to the Shire's funding assistance and audience attendance.

Comment

Erth's Dinosaur Zoo is a theatre performance, which features a cast of large-scale Australian dinosaur puppets brought to life by sophisticated design, electronics and theatrical presentation.

The Lake Grace Artists Group would like to present *Erth's Dinosaur Zoo* on a date to be confirmed between July and September 2019.

In the 2018/19 CONCERT budget there is an allocation of $6,000.00 to contribute to half of the performance fees for two Shows on the Go presentation. So far there has been one performance in the 2018/19 budget, *A Boy Named Cash,* which was held on 15 August 2018.

The *Erth's Dinosaur Zoo* show arrives after July 2019 and the 2019/20 budget may not be confirmed. The Lake Grace Artists Group is requesting funding assistance from the Shire of Lake Grace for half of the $4,450.00 performance fees, being a total of $2,225.00.

The aim is to hold a daytime performance to enable students from Lake Grace, Newdegate and Lake King schools to attend the show and possible workshops. The Lake Grace Artists Group would like the Shire to apply for a grant to assist the schools in the cost of transport estimated at:

School	**Number of Buses required**	**Distance (KMs)**	**Cost**	**Total cost (incl. GST)**
Newdegate Primary School	2	116	$232.00	$692.00
Lake King Primary School	2	230	$460.00	

Due to the cost of the performance fees, the proposed entrance fees are:

Ticket Type	**Price (incl. GST)**
Adults	$25.00
Children	$10.00
Concession	$15.00

Please refer to attachment 2 'Estimated Budget' for *Erth's Dinosaur Zoo,* which details the estimated income and expenditure excluding GST.

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 purpos**e*** 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: Denise Gobbart, Chief Executive Officer

External: Kerrie Argent, Lake Grace Artists Group
Anne Webster, Newdegate Primary School
Kaye Brownley, Lake King Primary School
Cathy Willis, Lake Grace District High School
Country Arts WA

Financial Implications
The Lake Grace Artists Group will be organising the show and are requesting assistance from the Shire of $2,225.00 with the cost of *Erth's Dinosaur Zoo* performance fees from the Concert Budget: CONCERT.

The estimated cost of transporting attendees from the Lake King and Newdegate Primary Schools is $692.00. In order to cover these costs it is proposed that the Shire will make an application for a Lotterywest Vehicles grant. This grant supports the use of community buses by a regional local government authority to transport people to recreational activities.

Strategic Implications
Shire of Lake Grace Strategic Community Plan 2017 -2027
Economic Objective – A prosperous agricultural based economy, supporting diversification of industry
Objective 1.3 An attractive destination for visitors
- 1.3.1 Promote and develop tourism as part of a regional approach

Social Objective – A valued, healthy and inclusive community and life-style
Objective 2.1 An engaged, supportive and inclusive community
- 2.1.2 Maintain and support the growth of education, childcare, youth and aged services
- 2.1.3 Actively promote and support community events and activities within the district

Voting Requirements
Simple majority required.

Recommendation/Resolution

RESOLUTION 12881

Moved Cr Clarke
Seconded Cr Stoffberg

That Council:

1. Approves the request for financial assistance from the Lake Grace Artists Group for the Shows on the Go presentation of *Erth's Dinosaur Zoo* to be held on a date between July and September 2019;
2. Approves funds of $2,225.00 to be allocated from the job CONCERT in the 2019/20 Draft Budget; and
3. Endorse the application submitted for a Lotterywest Vehicles grant to support the transportation costs for Lake King and Newdegate Primary Schools to attend the performance

CARRIED 8/0

CHILDRENS / FAMILY / PHYSICAL THEATRE / VISUAL THEATRE

ERTH'S DINOSAUR ZOO

Erth - Visual and Physical Inc.

Following sell out international seasons in the UK's West End, Broadway USA and Japan, Erth is bringing 'Dinosaur Zoo' back home to share its success and a further developed performance in touring to regional areas of Australia.

'Erth's Dinosaur Zoo' is an experiential theatre performance which features a cast of large-scale Australian dinosaur puppets brought to life by sophisticated design, electronics and theatrical presentation. Get up close and personal with an amazing array of creatures from bygone eras. Meet a menagerie of insects, mammals and dinosaurs that once roamed free around the southern hemisphere and developed in consultation with paleontologists. You can pet, feed and interact with them in a once in a lifetime imaginative experience. Children can watch wide-eyed from a safe distance or dare to get right up close to the creatures. Erth's dinosaur puppets stimulate the imagination about dinosaur life in a way that connects children to the real science of paleontology. Erth's life-like dinosaurs are alive and mostly friendly in this fun, educational and unique performance event that will delight children of all ages. This will also open the opportunity to work with Erth on their latest show in development 'ARK'.

WORKSHOPS

Puppet dinosaur making workshops using simple materials. Suitable for primary-aged children.
Skills development workshop for high school aged students, creating puppets with their hands.

PRODUCER CONTACT

Scott Wright, Erth
info@erth.com.au
02 8378 4222

FOR FURTHER INFO:

https://touringselector.com/production/2366

AVAILABILITY

29 July - 28 September 2019

TARGET AUDIENCE

Ages 5+

CONSIDERATIONS

VIP meet and greets after the show can be arranged with the producer

VENUE TO PROVIDE

Stage min (w, d, h): 10 x 7 x 5m
(+3m wing space preferred, however, producer can accommodate)
Dressing room or back stage area.
APRA casual license for house music
Indoor or outdoor

PERFORMANCE FEE

Standard:
$4,420 + GST
Lotterywest Audience Development Grant Recipient
$5,085 + GST

ROYALTIES

8%

DURATION

50 minutes (no interval)
Q&A after performance subject to availability

BUMP IN / BUMP OUT

3 hours / 1 hour

Department of Local Government, Sport and Cultural Industries
lotterywest
COUNTRY ARTS WA
act belong commit
healthway
GWN7

Shows on the Go - *Erth's Dinosaur Zoo* - Estimated Income and Expenditure

EXPECTED INCOME (ex GST)	AMOUNT ($)	EXPECTED EXPENDITURE (ex GST)	AMOUNT ($)
Total In-Kind Contribution	**$1,316.00**	**Total In-Kind Contribution**	**$1,316.00**
Earned Income		**Artists Salaries, Fees & Allowances**	
Adult tickets = 25 @ $22.50 each	$ 563.00	Performance Fee	$4,420.00
Concession tickets = 20 @ $13.50 each	$ 270.00		
Children = 220 @ $8.00	$1,760.00		
Total Earned Income	**$2,593.00**	**Total Artists Fees**	**$4,420.00**
Funding and Grants		**TOTAL ELIGIBLE EXPENDITURE**	**$4,420.00**
Please list all other grant applications and indicate if approved **(A)** or pending **(P)**		**Non-Eligible Expenditure**	
		Total Travel & Accommodation Costs	**$ 0.00**
Lake Grace Community Resource Centre	$ 180.00	**Marketing & Promotion**	
Local Government **(A)**	$2,210.00	Advertising flyer costs	$ 117.00
Total Funding and Grants	**$2,390.00**	Promotional printing costs	$ 180.00
		Other marketing/promotion costs - postage	
Other Income		**Total Marketing Costs**	**$ 297.00**
Sponsorship agreements		**Project Costs**	
Fundraising by applicant		All other salaries except artists	
Donations		Venue hire costs- daytime & late night	$ 44.00
Applicant's own cash - postage		Insurance costs	
Any other cash contributions		Copyright/royalties 8%	$ 175.00
Total Other Income	**$ 0.00**	Any other project costs	
		Total Project Costs	**$ 219.00**
		Administration Costs	
		Phone, fax, internet costs	
		Office stationery, printing, copying	
		Any other administration costs	
		Total Administration Costs	**$ 0.00**
		Total Non - Eligible Expenditure	**$1,832.00**
TOTAL EXPECTED INCOME:	**$6,299.00**	**TOTAL EXPENDITURE:**	**$6,252.00**
		Profit/Loss	$ 47.00

Cr Chappell declared an impartiality interest in item 14.6.2 Bush Fire Advisory Committee – Appointment of Bush Fire Control Officer with the nature of the interest being that he chaired the meeting and is also a Fire Control Officer.

14.6.2 BUSH FIRE ADVISORY COMMITTEE – APPOINTMENT OF BUSH FIRE CONTROL OFFICER

Applicant: Internal
File No. 0177
Attachments: Nil
Author: Mr Mike Barnes

Community Emergency Services Manager

Disclosure of Interest: Nil
Date of Report: 29 October 2018
Senior Officer: Ms Denise Gobbart

Chief Executive Officer

Summary
The purpose of this report is for Council to appoint an additional Bush Fire Control Officer for the 2018/2019 season for the southern area of Lake Grace.

Background
The General Meeting of the Shire of Lake Grace Bush Fire Advisory Committee (BFAC) was held on the 5 October 2018 at the Newdegate Recreation Centre.

At the meeting the BFAC nominated Jason Willcocks to fill the vacancy of Bush Fire Control Officer, in Zone Two, for the 2018/2019 Season for the southern area of Lake Grace with the recommendation that Council make the appointment.

Resolution/Recommendation

RESOLUTION 201807

Moved Brad Watson
Seconded Doug Dunham

That Council appoint a new Fire Control Officer for the 2018/2019 season for the southern area of Lake Grace. Jason Willcocks is recommended to be appointed as a Fire Control Officer for the southern area zone 2 South Lake Grace and use the call sign Lake Grace 23.

CARRIED 10/0

Comment
There is a vacancy for a third Fire Control Officer in Zone Two. The filling of this vacancy will bring the total Fire Control Officers for Zone Two to three (3). All of the other zones have five (5) or more Fire Control Officers. This addition will also greatly assist in the management of permits and incidents. Jason is a qualified Fire Control Officer and is well suited to the appointment if approved.

It is a requirement that the Shire's Bush Fire Control Officers are published at least once a year in a newspaper circulating in its district, once Council has made the appointments for the 2018/2019 season.

Legal Implications

Bush Fires Act 1954 – s38 appointment of bush fire control officers

1.1.1.1.1 Local government may appoint bush fire control officer

(1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.

(2) (2A)The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.

(2C) The local government shall fill any vacancy occurring in the office of Chief Bush Fire Control Officer or Deputy Chief Bush Fire Control Officer within one month after the vacancy occurs and if the local government fails or neglects to do so within that time, the FES Commissioner may by notice in writing require the local government to appoint a person to the vacant office within one month after service on it of such notice.

(2D) Where a local government that has been served with a notice pursuant to subsection (2C) fails or neglects to comply with the requirements of that notice, the FES Commissioner may appoint a person who is not employed in the Department to the vacant office.

(2E) A bush fire control officer appointed by a local government under the provisions of this section shall be issued with a certificate of appointment by the local government or, if he is appointed by the FES Commissioner, by the FES Commissioner.

(3) The local government may, in respect to bush fire control officers appointed under the provisions of this section, exercise so far as they can be made applicable the same powers as it may exercise in respect to its other officers, under the provisions of the Acts under which those other officers are appointed.

(4) A bush fire control officer appointed under the provisions of this section shall, subject to such directions as may be given by the local government, and subject to this Act take such measures as appear to him to be necessary or expedient and practicable for —

(a) carrying out normal brigade activities;

[(b), (c) deleted]

(d) exercising an authority or carrying out a duty conferred or imposed upon him by any of the provisions of Part III;

(e) procuring the due observance by all persons of the provisions of Part III.

(5A) A local government may issue directions to a bush fire control officer appointed by the local government, or to an officer of a bush fire brigade registered by the local government to burn, subject to the provisions of this Act, bush on, or at the margins of, streets, roads, and ways, under the care, control and management of the local government.

(5B) The bush fire control officer, or officer of the bush fire brigade, may by authority of any directions issued under subsection (5A) carry out the directions but subject to the provisions of this Act.

(5C) The provisions of subsections (5A) and (5B) are not in derogation of those of subsection (4).

(6) In this section —

***approved local government** means a local government approved under subsection (7)by the FES Commissioner.*

(7) If it appears to the FES Commissioner that the standard of efficiency of a local government in fire prevention and control justifies the FES Commissioner doing so, the FES Commissioner, by notice published in the Government Gazette —

(a) may approve the local government as one to which subsections (6) to (18) apply; and

(b) may from time to time cancel or vary any previous approval given under this subsection.

(8) An approved local government may appoint to the office of fire weather officer such number of senior bush fire control officers as it thinks necessary.

(9) Where more than one fire weather officer is appointed by a local government the local government shall define a part of its district in which each fire weather officer shall have the exclusive right to exercise the power conferred by subsection (17).

(10) An approved local government may appoint one or more persons, as it thinks necessary, to be the deputy or deputies, as the case may be, of a fire weather officer appointed by the local government and where 2 or more deputies are so appointed they shall have seniority in the order determined by the local government.

(11) Where the office of a fire weather officer is vacant or whilst the occupant is absent or unable to act in the discharge of the duties of the office, any deputy appointed in respect of that office under subsection (10) is, subject to subsection (12), entitled to act in the discharge of the duties of that office.

(12) A deputy who is one of 2 or more deputies of a fire weather officer is not entitled to act in the discharge of the duties of the office of that fire weather officer if a deputy who has precedence over him in the order of seniority determined under subsection (10) is available and able to discharge those duties.

(13) The local government shall give notice of an appointment made under subsection (8) or (10) to the FES Commissioner and cause notice of the appointment to be published at least once in a newspaper circulating in its district and the FES Commissioner shall cause notice of the appointment to be published once in the Government Gazette.

(14) An approved local government may appoint a committee for the purpose of advising and assisting a fire weather officer or any deputy of a fire weather officer acting in the place of that officer under subsections (6) to (18).

(15) Where a committee is appointed, a fire weather officer, or, as the case may be, a deputy of a fire weather officer while acting in the place of that officer, may exercise the authority conferred on him by subsection (17), notwithstanding the advice and assistance tendered to him by the committee.

(16) The provisions of subsections (6) to (18) are not in derogation of those of any other subsection of this section.

(17) A fire weather officer of an approved local government, or a deputy of that fire weather officer while acting in the place of that officer, may authorise a person who has received a permit under section 18(6)(a), to burn the bush in the district of the local government notwithstanding that for any day, or any period of a day, specified in the notice the fire danger forecast issued by the Bureau of Meteorology in Perth, in respect to the locality where the bush proposed to be burnt is situated, is "catastrophic", "extreme", "severe" or "very high", and upon the authority being given the person, if he

has otherwise complied with the conditions prescribed for the purposes of section 18, may burn the bush.

(18) Subsections (6) to (18) do not authorise the burning of bush —

(a) during the prohibited burning times; or

(b) during the period in which, and in the area of the State in respect of which, a total fire ban is declared under section 22A to have effect.

Shire of Lake Grace Bush Fire Brigades Local Law
Part 2 Establishment of Bush Fire Brigades
(2.2) Name and officers of bush fire brigade Local government to have regard to nominees
Part 3 Organisation and Maintenance of Bush Fire Brigades
Division 1 Local government responsibility
(3.12) Local government to have regard to nominees
Part 5 Appointment Dismissal and Management of Members
(5.1) Rules to govern

Policy Implications
Nil

Consultation
External Shire of Lake Grace Bush Fire Advisory Committee

Financial Implications
Local advertising costs may apply.

Strategic Implications
Shire of Lake Grace Community Strategic Plan 2017 – 2027
Social Objective – A valued, healthy and inclusive community life-style
Outcome 2.2 A healthy and safe community

- 2.2.3 Support provision of emergency services and encourage community volunteers

Voting Requirements
Simple majority required.

Recommendation/Resolution

RESOLUTION 12882

Moved Cr Clarke
Seconded Cr Stoffberg

That Council appoint Jason Willcocks as a Fire Control Officer for the 2018/2019 season for South Lake Grace and use the call sign Lake Grace 23.

CARRIED 8/0

Cr Chappell declared an impartiality interest in item 14.6.3 Purchase of E-Flares Safety Strobe Lights – Unbudgeted Expenditure with the nature of the interest being that he chaired the meeting and is a Fire Control Officer.

14.6.3 PURCHASE OF E-FLARES SAFETY STROBE LIGHTS – UNBUDGETED EXPENDITURE

Applicant: Internal Report
File No. 0810
Attachments:
1. Quotation from Fire Rescue Safety Australia
2. Quotation from Seton Australia
3. Approval email from Department of Fire and Emergency Services

Author: Mr Mike Barnes

Community Emergency Services Manager

Disclosure of Interest: Nil
Date of Report: 1 November 2018
Senior Officer: Ms Denise Gobbart

Chief Executive Officer

Summary
The purpose of this report is for Council to authorise unbudgeted expenditure for the purchase of E-Flares (safety strobe lights) to be distributed to the Chief Bush Fire Control Officer and the three (3) Deputy Chief Bush Fire Control Officers.

Background
The General Meeting of the Shire of Lake Grace Bush Fire Advisory Committee (BFAC) was held on the 5 October 2018 at the Newdegate Recreation Centre.

At the meeting it was resolved that a recommendation be put to Council to approve the purchase of four (4) sets of E-flares (two (2) per set, including bag) to be issued and carried by the Chief Bush Fire Control Officer and his deputies. The E-flares are to be purchased through the Emergency Services Levy:

RESOLUTION 201806

Moved Brad Watson
Seconded Richard Metcalf

That Council approve the purchase of four (4) sets of E-Flares (two (2) per set including bag), warning lights, through the Emergency Services Levy on an over spend. To be issued and carried by the Chief and their Deputies for use in an incident as per the action item in section 3 of the Upper Great Southern Regional Operations Advisory Committee Minutes dated 16 August 2018.

CARRIED 10/0

This request also comes following a recommendation from the Regional Operational Advisory Committee (ROAC) that the Shire purchase the E-flares for use at incidents to advertise to road users that emergency personnel are working in the area.

Minute of ROAC meeting held on 16 August 2018:

3. BUSINESS ARISING:

Previous meeting action items

ACTION ITEM: is recommended that if a car is speeding through incident when hazard has been issued to take down, in diary/notebook; registration plate and details of vehicle, description of driver and hand to Police. This is still a grey area.

ACTION ITEM: Local Government advised to order "E FLARE" so BFB can utilise in emergency's placing them on signs and cones.

Comment
The E-flares flash red and blue and are able to be placed on a road cone or a rubber base (which is included as part of the kit) to identify the working location of emergency personnel.

In line with the Shire of Lake Grace Purchasing Policy, two quotations have been obtained for the supply of the E-flares.

A Quotation received from Fire Rescue Safety Australia for an AT293 Series Dual Flash Beacon (including Rubber Base, Cone Mount Clip and Beacon Carry Bag) lists the total costs as follows:

Cost	**Amount (excl. GST)**	**GST**	**Total Amount (incl. GST)**
AT293 Series – Dual Flash Beacon	$79.00	$7.90	$86.90
Aviation – Rubber Base Mount	$10.00	$1.00	$11.00
Cone Mount Clip	$5.00	$0.50	$5.50
Beacon Carry Bag	$6.00	$0.60	$6.60
Total Cost per E-Flare	**$100.00**	**$10.00**	**$110.00**

The total cost for four (4) sets of two (2) E-Flares **is $880.00 (including GST).**

Peter Raykos, Department of Emergency Services Grants Funding Officer, has been contacted for confirmation that these items are available on the Emergency Services Levy (ESL) Local Government Grants Scheme. Peter is also aware that these items have not been budgeted for in the 2018/19 budget and an unbudgeted expenditure has been authorised.

Although this expenditure will be reimbursed by the Emergency Services Levy, the funds used to initially purchase the E-flares will be sourced from the 2018/19 Shire Budget under E051070 Purchase of Bushfire P&E <$1200, for which this spend will be unbudgeted.

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.

Road Traffic Code 2000
Part 11, keeping left, overtaking and other driving provisions
Division 7, Freight Containers, r.183
137A. Approaching and passing stationary incident response vehicles

(1) In this regulation —

hazard warning light has the same meaning as in regulation 188;

incident response vehicle means any of the following vehicles if the vehicle is displaying a flashing light other than a turn indicator light or hazard warning light —

(a) an emergency vehicle;

(b) a motor break-down service vehicle;

(c) a tow truck;

(d) a vehicle that is being used to provide an incident response service on behalf of the Commissioner of Main Roads.

(2) A driver approaching a stationary incident response vehicle must drive at a speed at which the driver can, if necessary, stop safely before passing the incident response vehicle.

Points: 3 Modified penalty: 6 PU

(3) A driver approaching a stationary incident response vehicle that is in the same lane of a multi-lane carriageway as the driver must move to another lane for vehicular traffic travelling in the same direction as the driver, if it is safe to do so.

Points: 3 Modified penalty: 6 PU

(4) A driver must not pass a stationary incident response vehicle at a speed exceeding 40 km/h.

Points: 3 Modified penalty: 6 PU

(5) Sub-regulations (2) and (4) do not apply if the driver —

(a) is on a two-way carriageway; and

(b) the incident response vehicle is on the side of the carriageway used by vehicular traffic travelling in the opposite direction to the driver.
[Regulation 137A inserted in Gazette 5 Jan 2018 p. 9-10.]

Policy Implications
Policy 3.7 Purchasing Policy

Purchase Value Threshold (excluding GST)	**Purchasing Requirement**
$100 to $500	Direct purchase from supplier requires one verbal or written quote.
$500 to $5,000	Direct purchase directly from supplier requires two verbal or written quotes
$5,000 to $20,000	2 written quotations to be obtained and documented by responsible officer.

Consultation
Internal: Denise Gobbart, Chief Executive Officer

External: Regional Operation Advisory Committee (ROAC)
Bush Fire Advisory Committee (BFAC)

Financial Implications
There is budgeted funding of $5,249.00 under E051070 Purchase of Bushfire P&E <$1200. If the purchase of the E-flares is costed to this, it may most likely result in unbudgeted expenditure by the end of the year.

Approval has been received the Department of Fire and Emergency Services that the purchase of the E-flares will be reimbursed from the Emergency Services Levy (ESL) Local Government Grant Scheme (LGGS) via the operating grant acquittal process, should an overspend occur.

Strategic Implications
Shire of Lake Grace Strategic Community Plan 2017-2027
Environment Objective – Protect and enhance our natural and built environment.
Outcome 3.1 A well maintained attractive built environment servicing the needs of the community.
- 3.2.1 Manage and preserve the natural environment.

Social Objective – A valued, healthy and inclusive community and lifestyle.
Outcome 2.2 - A healthy and safe community.
- 2.2.3 Support provision of emergency services and encourage community volunteers

Voting Requirements
Absolute majority (5) required.

Recommendation/Resolution

RESOLUTION 12883

Moved Cr Clarke
Seconded Cr Lloyd

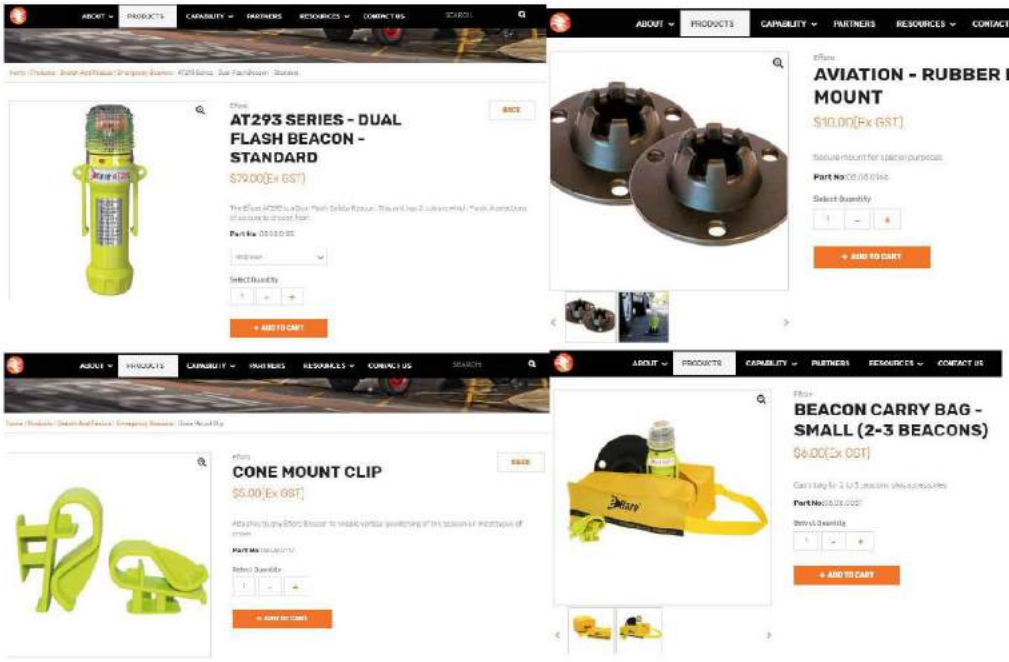
That Council authorise:

1. The purchase of four (4) sets of two (2) E-flares (safety strobe lights) to be issued to the Chief Fire Control Officer and the three (3) Deputy Chief Bush Fire Control Officers for a cost of up to $880.00 GST inclusive;
2. Funds to be expensed to E051070 Purchase of Bushfire P&E <$1200 for the initial purchase and reimbursed through the Emergency Services Levy, as approved by the Department of Emergency Services.

CARRIED BY ABSOLUTE MAJORITY 8/0

Web Site quote from Fire Rescue Safety Australia

Part No.	Item	Cost	Quantity	Total	GST	Grand Total
08.08.0185	AT293 SERIES - DUAL FLASH BEACON - STANDARD	$79.00 (Ex GST)	8	$632.00	$63.20	$695.20
08.08.0146	AVIATION - RUBBER BASE MOUNT	$10.00 (Ex GST)	8	$80.00	$8.00	$88.00
08.08.0117	CONE MOUNT CLIP	$5.00 (Ex GST)	8	$40.00	$4.00	$44.00
08.08.0057	BEACON CARRY BAG - SMALL (2-3 BEACONS)	$6.00 (Ex GST)	8	$48.00	$4.80	$52.80
			32	$800.00	$80.00	$880.00



Web Site quote from Seton

SETON AUSTRALIA

T1149	Eflare™ AT293 Dual Flash	200mm	Red/Blue, Red/Amber, Red/White, Amber/White, Red/Green or Green/Amber	129.00

A20130	Cone Mounting Clip	$7.30
A20131	Eflare™ Small Carry Bage	14.50
A24639	Eflare™ Rubber Standard Base	7.90

From: RAYKOS Peter
Sent: Thursday, 1 November 2018 2:39 PM
To: BARNES Michael <Michael.BARNES@dfes.wa.gov.au>
Subject: RE: ESL approved items - E-Flares

Hi Mike

Please proceed with the purchase of the E-Flares and should this result in an overspend the Shire may seek reimbursement via the operating grant acquittal process.

Regards

Peter Raykos

Grants Funding Officer | Asset Planning & Resource Allocation

Department of Fire & Emergency Services | 20 Stockton Bend, Cockburn Central, WA 6164

Tel: 9395 9846 | **Email:** peter.raykos@dfes.wa.gov.au

Web: www.dfes.wa.gov.au

Government of **Western Australia**
Department of **Fire & Emergency Services**

DFES
Department of Fire & Emergency Services

I only check my emails 3 times a day. If your email is of an urgent nature please contact me via telephone. Thank you.

From: BARNES Michael
Sent: Thursday, 1 November 2018 2:24 PM
To: RAYKOS Peter <Peter.Raykos@dfes.wa.gov.au>
Subject: RE: ESL approved items - E-Flares

Hi Peter,

Thank you for this information. I intend to apply to the council for the purchase of these items (4 Sets) at a cost of $880.00 Unfortunately these have not been budgeted in the 2018-2019 ESL LGGS round of funding.

So I am seeking permission to purchase these through council in the interim and then claim this back through the ESL LGGS on an overspend.

Supporting documentation;

Copy of the Regional Operational Advisory Committee Meeting Minutes,

Quote for Fire Rescue Safety Australia.

Regards

Mike Barnes

CESM

T: (08) 9890 2500 Lake Grace Office

T: (08) 9829 1051 Nyabing Office, Kent

M: 0436 668 242

michael.barnes@ dfes.wa.gov.au

I check my email 2 to 3 times a day. If you need to contact me urgently please call me on my mobile.

From: RAYKOS Peter
Sent: Monday, 3 September 2018 9:28 AM
To: BARNES Michael <Michael.BARNES@dfes.wa.gov.au>; KRAVAINIS Garry <Garry.Kravainis@dfes.wa.gov.au>
Subject: RE: ESL approved items - E-Flares

Hi Michael

E-Flares are fine to be purchased via the LGGS.

Regards

Peter Raykos

Grants Funding Officer

Department of Fire & Emergency Services | 20 Stockton Bend, Cockburn Central, WA 6164

Tel: 9395 9846 | **Email:** peter.raykos@dfes.wa.gov.au

Web: www.dfes.wa.gov.au

I only check my emails 3 times a day. If your email is of an urgent nature please contact me via telephone. Thank you.

From: BARNES Michael
Sent: Friday, 31 August 2018 2:06 PM
To: RAYKOS Peter; KRAVAINIS Garry
Subject: ESL approved items - E-Flares

Hi Peter/Garry,

Can you tell me in the LGGS ESL, if E-Flares are an eligible item to purchase for the bush fire brigades/CBFCO/DCBFCO? Thank you.

Regards

Mike Barnes

Community Emergency Services Manager

Shires of Lake Grace and Kent

Department of Fire & Emergency Services

T: (08) 9890 2500 Lake Grace Office

T: (08) 9829 1051 Nyabing Office, Kent

M: 0436 668 242

michael.barnes@ dfes.wa.gov.au

I check my email 2 to 3 times a day. If your matter is of an urgent nature then please call me on my mobile.

The CESM position is proudly supported and is jointly sponsored by the Shire of Lake Grace, Shire of Kent & DFES.

15.0 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

16.0 INFORMATION BULLETIN

16.1 INFORMATION BULLETIN – NOVEMBER 2018

Applicant: Internal Report
File No. N/A
Attachments: Information Bulletin (under separate cover)
Author: Miss Cheryl Cavanagh
Executive Assistant
Disclosure of Interest: Nil
Date of Report: 21 November 2018
Senior Officer: Ms Denise Gobbart
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
The Information Bulletin Reports deal with monthly standing items and other information of a strategic nature relevant to Council.

Note: The Information Bulletin is an internal management document; therefore attachments are not for public information.

Copies of other relevant Councillor information are distributed via email.

Comment
This month's (November 2018) Information Bulletin Report has been emailed to Councillors.

The November 2018 Information Bulletin attachment includes:

Reports

1. Council Status Report – November 2018
2. Infrastructure Services Report – October 2018
3. Monthly Schedules – October 2018
4. Newdegate Library Statistics – October 2018
5. WALGA Quarterly Report – July to September 2018

Circulars, Media Releases & Newsletters

6. Infopage – Better Ageing Grant Program – 8 October 2018
7. Infopage – Glyphosate – 10 October 2018
8. Infopage – Intergovernmental Panel on Climate Change (IPCC) Special Report – 11 October 2018

9. Infopage – Draft WA Cultural Infrastructure Strategy - 16 October 2018
10. Media Release – Change to WALGA CEO – 16 October 2018
11. Media Release – Local Governments Awarded for Contribution to Road Safety – 16 October 2018
12. Media Release - New Road Funding Agreement Ensures Safe Roads for the Community – 16 October 2018
13. Infopage – Update – Social Media, Cyber Bullying and Abuse – 24 October 2018
14. Infopage – 2018 Road Ribbon for Road Safety Campaign – 25 October 2018
15. Infopage – WA State CCTV Strategy – 8 November 2018
16. Media Release – More Liveable Communities - 8 November 2018

Agendas & Minutes

17. 4WDL Meeting 9 October 2018 Minutes
18. Lake Grace District Regional Health Advisory Council Meeting 18 October 2018 Notes
19. WALGA State Council Meeting Agenda – 5 December 2018

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

Recommendation
That Council accepts the Information Bulletin report.

Voting Requirements
Simple majority required.

Recommendation/Resolution

RESOLUTION 12884

Moved Cr Clarke
Seconded Cr Stanton

That Council accepts the Information Bulletin report.

CARRIED 8/0

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

Recommendation/Resolution

RESOLUTION 12885

Moved Cr Chappell
Seconded Cr Clarke

That Council meet behind closed doors at 3.47pm in accordance with section 3.7 of the Shire of Lake Grace Standing Orders Local Law 2015, and Section 5.23(2)(b) of the *Local Government Act 1995.*

CARRIED 8/0

This item and any attachments are confidential in accordance with Section 5.23(2)(b) of the Local Government Act 1995 as it contains 'the personal affairs of any person'.

17.1 COMMUNITY SERVICES

Cr Chappell declared an impartiality interest in item 17.1.1 2019 Australia Day Citizenship Awards with the nature of the interest being that Cheryl Chappell is the author.

17.1.1 2019 AUSTRALIA DAY CITIZENSHIP AWARDS

Resolution

RESOLUTION 12886

Moved Cr Lloyd
Seconded Cr Clarke

That Council considered the 2019 the Australia Day WA, Citizen of the Year Awards, as contained within this report. This information will remain confidential until 26 January 2019.

CARRIED 8/0

17.2 INFRASTRUCTURE SERVICES

These items and any attachments are confidential in accordance with Section 5.23(2)(c) of the Local Government Act 1995 as they contain "a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting".

The Chief Executive Officer (CEO) advised that as a result of the declarations received prior to the meeting, an application had been made to the Minister for Local Government for approval under section 5.69(3)(a) of the Local Government Act 1995 for sufficient elected members to be present to form a quorum to allow the matters to be discussed. As a result of that request correspondence had been received from the Department of Local Government, Sport and Cultural Industries as follows:

""I refer to your correspondence dated 16 November 2018 and advise that, in accordance with authority delegated by the Minister of Local Government, the Deputy Director General – Regulation has approved your application under section 5.69(3)(a) of the Local Government Act 1995 (the Act).

This approval allows the following Councillors to fully participate and vote on the following item at the Shire's Ordinary Meeting of Council on Wednesday, 28 November 2018:

Agenda Item 17.2.1: Appointment of Gravel Pushing & Stockpiling Services Tender

Approval: Cr Chappell

Subject to the following conditions:

1. *The approval is only valid for the 28 November Ordinary Meeting of Council when agenda 17.2.1 is considered;*
2. *The abovementioned Councillors must declare the nature and extent of their interests at the abovementioned meeting when each matter is considered, together with the approval provided;*
3. *The CEO is to provide a copy of the Department's letter of approval to the abovementioned Councillors;*
4. *The CEO is to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the Minutes of the above mentioned meeting, when the items are considered;*
5. *The CEO is to provide a copy of the confirmed Minutes of the abovementioned meeting to the Department, to allow the Department to verify compliance with the conditions of this approval; and*
6. *The approval granted is based solely on the interests disclosed by the abovementioned Councillors, made in accordance with the application. Should other interests be identified, these interests will not be included in this approval and the financial interest provisions of the Act will apply."*

Cr Chappell declared a financial interest in item 17.2.1 Appointment of Gravel Pushing & Stockpiling Services Tender (RFT 2018-03) with the nature and extent of the interest being employed Davmin Holdings. Ministerial approval has been granted to allow full participation in the discussion and decision making relating to this matter at the Ordinary Meeting of Council on Wednesday 28 November 2018.

Cr Clarke declared a financial interest in item 17.2.1 Appointment of Gravel Pushing & Stockpiling Services Tender (RFT 2018-03) with the nature of the interest being contracts with Davmin, S&L Trevenen and Hegwood.

Cr De Landgrafft was an apology for the Ordinary Meeting of Council on Wednesday 28 November 2018, therefore did not make the declaration.

Cr Stanton declared a financial interest in item 17.2.1 Appointment of Gravel Pushing & Stockpiling Services Tender (RFT 2018-03) with the nature of the interest being that all of the Tenderer's would come into my premises and purchase something whether it be a newspaper, can of coke or do a shop.

Cr Stoffberg declared a financial interest in item 17.2.1 Appointment of Gravel Pushing & Stockpiling Services Tender (RFT 2018-03) with the nature of the interest being financial, trade with S&L Trevenen and Wagin Earthmoving.

Cr Clarke, Cr Stanton and Cr Stoffberg left the meeting at 3.54pm

17.2.1 APPOINTMENT OF GRAVEL PUSHING & STOCKPILING SERVICES TENDER (RFT 2018-03)

Resolution

RESOLUTION 12887

Moved Cr Marshall
Seconded Cr Spurr

That Council, award Tender RFT 2018-03 Supply of Gravel Pushing and Stockpiling Services to Davmin Holdings Pty Ltd as per the recommendation contained in the report.

CARRIED 5/0

The Chief Executive Officer (CEO) advised that as a result of the declarations received prior to the meeting, an application had been made to the Minister for Local Government for approval under section 5.69(3)(a) of the Local Government Act 1995 for sufficient elected members to be present to form a quorum to allow the matters to be discussed. As a result of that request correspondence had been received from the Department of Local Government, Sport and Cultural Industries as follows:

""I refer to your correspondence dated 16 November 2018 and advise that, in accordance with authority delegated by the Minister of Local Government, the Deputy Director General – Regulation has approved your application under section 5.69(3)(a) of the Local Government Act 1995 (the Act).

This approval allows the following Councillors to fully participate and vote on the following item at the Shire's Ordinary Meeting of Council on Wednesday, 28 November 2018:

Agenda Item 17.2.2: Appointment of Maintenance Grading Services Tender (RFT 2018-02)

Approval: Cr Hunt

Subject to the following conditions:

1. *The approval is only valid for the 28 November Ordinary Meeting of Council when agenda 17.2.2 is considered;*
2. *The abovementioned Councillors must declare the nature and extent of their interests at the abovementioned meeting when each matter is considered, together with the approval provided;*
3. *The CEO is to provide a copy of the Department's letter of approval to the abovementioned Councillors;*
4. *The CEO is to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the Minutes of the above mentioned meeting, when the items are considered;*
5. *The CEO is to provide a copy of the confirmed Minutes of the abovementioned meeting to the Department, to allow the Department to verify compliance with the conditions of this approval; and*
6. *The approval granted is based solely on the interests disclosed by the abovementioned Councillors, made in accordance with the application. Should other interests be identified, these interests will not be included in this approval and the financial interest provisions of the Act will apply."*

Cr Clarke declared a financial interest in item 17.2.2 Appointment of Maintenance Grading Services Tender (RFT 2018-02) with the nature of the interest being contract work with S&L Trevenen.

Cr De Landgrafft was an apology for the Ordinary Meeting of Council on Wednesday 28 November 2018, therefore did not make the declaration.

Cr Hunt declared a financial interest in item 17.2.2 Appointment of Maintenance Grading Services Tender (RFT 2018-02) with the nature of the interest being the sale of CCTV system to Brad Kennedy. Ministerial approval has been granted to allow full participation in the discussion and decision making relating to this matter at the Ordinary Meeting of Council on Wednesday 28 November 2018.

Cr Stanton declared a financial interest in item 17.2.2 Appointment of Maintenance Grading Services Tender (RFT 2018-02) with the nature of the interest being that all of the Tenderer's would come into my premises and purchase something whether a newspaper, can of coke or do their shopping.

Cr Stoffberg declared a financial interest in item 17.2.2 Appointment of Maintenance Grading Services Tender (RFT 2018-02) with the nature of the interest being financial, trade with Lake Grace Earthmoving and Newdegate Grading and Plant Hire.

17.2.2 APPOINTMENT OF MAINTENANCE GRADING SERVICES TENDER (RFT 2018-02)

Resolution

RESOLUTION 12888

Moved Cr Chappell
Seconded Cr Marshall

That Council, award Tender RFT 2018-02 Supply of Maintenance Grading Services to S & L Trevenen Pty Ltd trading as Lake Grace Earthmoving as per the recommendation contained in the report.

CARRIED 5/0

Cr Clarke, Cr Stanton, Cr Stoffberg returned to the meeting at 4.08pm.

The Deputy Shire President read aloud the decisions of Council.

Cr Stoffberg declared a financial interest in item 17.2.3 WANDDRA AGRN: 743 Contractor Administration with the nature of the interest being Coalcliff owes him money.

Miss Cavanagh left the meeting at 4.09pm and Cr Stoffberg left the meeting at 4.11pm

17.2.3 WANDRRA AGRN: 743 CONTRACTOR ADMINISTRATION

Resolution

RESOLUTION 12889

Moved Cr Chappell
Seconded Cr Clarke

That Council accepts the recommendations in the report.

CARRIED 7/0

Miss Cavanagh and Cr Stoffberg returned to the meeting at 4.28pm.
The Deputy Shire President read aloud the decision of Council.

Resolution

RESOLUTION 12890

Moved Cr Chappell
Seconded Cr Stanton

That Council move out from behind closed doors at 4.29 pm.

CARRIED 8/0

18.0 DATE OF NEXT MEETING

18.1 DECEMBER 2018 ORDINARY MEETING

The next Ordinary Meeting of Council is scheduled to take place on Wednesday 19 December 2018, commencing at 1.00pm at the Council Chambers, 1 Bishop Street, Lake Grace.

19.0 CLOSURE

There being no further business, the Shire President closed the meeting at 4.28pm

20.0 CERTIFICATION

I, Jeanette Francis De Landgrafft, certify that the minutes of the meeting held on the 28 November 2018 as shown were confirmed as a true record at the meeting held on the 19 December 2018.

_____ _____

Shire President Date