

Shire of Lake Grace

Ordinary Council Meeting

MINUTES

24 November 2021

Meeting Commencing at 3:30 pm

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SHIRE OF LAKE GRACE

Minutes of the Ordinary Council Meeting held at Council Chambers, 1 Bishop Street, Lake Grace, WA on Wednesday 24 November 2021.

1.0 DECLARATION OF OPENING ANNOUNCEMENT OF VISITORS

The Shire President opened the meeting at 3:30pm.

2.0 CONSTITUTIONAL MATTERS

2.1 DISCLAIMER READING AND ACKNOWLEDGEMENT OF COUNTRY

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

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Acknowledgement of Country

The Shire of Lake Grace acknowledges and pays respect to the past, present and future Traditional Custodians and Elders of this nation and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander people.

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

3.1 PRESENT

Cr LW Armstrong	Shire President
Cr R Chappell	Deputy Shire President
Cr SD Carruthers	
Cr DS Clarke	
Cr SG Hunt	
Cr AJ Kuchling	
Cr RA Lloyd	
Cr JV McKenzie	

3.2 APOLOGIES

Cr Ben Hyde sent his apology to this meeting.

3.3 IN ATTENDANCE

Mr A George	Chief Executive Officer
Mr C Paget	Deputy Chief Executive Officer
Mr C Elefsen	Manager Infrastructure Services
Mr M Castaldini	Community & Emergency Services Manager
Mrs R Rose	Executive Assistant (for the Minutes)

3.4 OBSERVERS / VISITORS

Nil

3.5 LEAVE OF ABSENCE PREVIOUSLY GRANTED

Nil

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5.0 PUBLIC QUESTION TIME

Nil

6.0 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

7.0 NOTATIONS OF INTEREST

Nil

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

The following declared Disclosure of Financial Interests under the Local Government Act 1995 Section 5.60A

Cr Jeff McKenzie on three (3) Agenda Items as follows as Cr McKenzie has business dealings with the parties concerned:

- Item 14.2.1 – Development Application – Proposed New telecommunications Infrastructure on Lot 13069 on Deposited Plan 206385 Willcocks Road, South Lake Grace
- Item 14.2.2 – Proposed Upgrades and additions to farm supply centre on Lots 146, 147 and 148 (Nos 11, 15 & 17) May Street, Newdegate
- Item 14.2.3 – Development Application – Proposed additions and upgrades to an existing motor vehicle repair business on Lot 175 (No.2) McCracken Road, Newdegate

Mr Chris Paget on one (1) Agenda Item as Mr Paget is the Deputy Chief Executive Officer for the Shire of Lake Grace

- Item 14.4.3 – Appointment of Acting Chief Executive Officer

The following four (4) Councillors declared Disclosure of Financial Interests on Item 14.4.4 – Cooperative Bulk Handling Limited (CBH) Emergency Storage – Newdegate as they are shareholders of CBH:

- Cr Debrah Clarke
- Cr Ross Chappell
- Cr Shane Carruthers
- Cr Roz Lloyd

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

Nil

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

Cr Anton Kuchling declared a Disclosure of Interest Affecting Impartiality under the Administration Regulations 1996 Section 34C on Item 14.4.4 – Cooperative Bulk Handling Limited (CBH) – Emergency Storage – Newdegate as Cr Kuchling is an employee of CBH.

8.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

9.0 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

The Shire President announced that Item No. 14.4.4 – Cooperative Bulk Handling Limited (CBH) – Emergency – Newdegate is a late item to be discussed during the meeting.

10.0 CONFIRMATION OF MINUTES

10.1 ORDINARY COUNCIL MEETING – 27 OCTOBER 2021

Correction to the Minutes of the Ordinary Council Meeting of 27 October 2021 as follows:

Item 14.4.6 – Appointment of Authorised Persons – Shire of Lake Grace

(10) Pursuant to the Dog Act 1976 the local government is required to appoint a “Registration Officer” to undertake the registration of dogs in accordance with the requirements of the Act. The following staff members are appointed as an authorised “Registration Officers”:

- *Add Rebecca Clark as authorised “Registration Officers” and*
- *Delete Brooke Williamson (resignation)*

(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":

- *Delete Brooke Williamson (resignation)*

All other matters in the Minutes of the Ordinary Council Meeting of 27 October 2021 remain unchanged.

Resolution 13498

Moved: Cr Carruthers
Seconded: Cr Chappell

That the Minutes of the Ordinary Council Meeting held on 27 October 2021 be confirmed as a true and accurate record of the meeting.

SIMPLE MAJORITY: 8/0

10.2 SPECIAL COUNCIL MEETING

Nil

10.3 ANNUAL MEETING OF ELECTORS

Nil

11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil

13.0 REPORTS OF COMMITTEES

13.1 SHIRE OF LAKE GRACE TOURISM ADVISORY COMMITTEE – 25 OCTOBER 2021

Resolution 13499

Moved: Cr Hunt

Seconded: Cr Carruthers

That the Minutes of the Shire of Lake Grace Tourism Advisory Committee meeting held on 25 October 2021 be received.

CARRIED: 8/0

13.2 LAKE GRACE LIBRARY RESOURCE & COMMUNITY RESOURCE CENTRE MANAGEMENT COMMITTEE – 26 OCTOBER 2021

Resolution 13500

Moved: Cr Mckenzie

Seconded: Cr Chappell

That the Minutes of the Lake Grace Library Resource & Community Resource Centre Management Committee held on 26 October 2021 be received.

CARRIED: 8/0


14.0 REPORTS OF OFFICERS

14.1 INFRASTRUCTURE SERVICES

Nil

14.2 PLANNING

14.2.1 DEVELOPMENT APPLICATION – PROPOSED NEW TELECOMMUNICATIONS INFRASTRUCTURE ON LOT 13069 ON DEPOSITED PLAN 206385 WILLCOCKS ROAD, SOUTH LAKE GRACE

Applicant:	Field Solutions Group on behalf of KC & MJ Slarke (Landowners)
File No.:	TBA
Attachments:	Development Application documentation and plans
Author:	Mr Joe Douglas – Town Planner
Disclosure of Interest:	Nil
Date of Report:	16 November 2021
Senior Officer:	 Mr Alan George Chief Executive Officer

Councillor Jeff McKenzie declared a Disclosure of Financial Interest as per Local Government Act 1995 Section 5.65 on Item 14.2.1 – Development Application – Proposed New Telecommunications Infrastructure on Lot 13069 on Deposited Plan 206385 Willcocks Road, South Lake Grace as Cr McKenzie has business interest supplying concrete for footings and earthworks.

Summary

This report recommends that Council **grant conditional approval** to a development application received from Field Solutions Group on behalf of KC & MJ Slarke (Landowners) to construct and operate new telecommunications infrastructure on portion of Lot 13069 Willcocks Road, South Lake Grace.

Background

Field Solutions Group on behalf of KC & MJ Slarke (Landowners) have submitted a development application seeking Council’s approval to construct a new 45-metre-tall telecommunications tower and associated infrastructure on a 625m² portion of Lot 13069 Willcocks Road, South Lake Grace as part of a broader program to provide improved wireless broadband coverage in regional and remote areas of Western Australia.

A full copy of the application received is provided in Attachment 1.

Lot 13069 is located approximately 5 kilometres south-east of the Lake Grace townsite in the locality of South Lake Grace. The subject land comprises a total area of approximately 1022.33 hectares, is gently to moderately sloping throughout and has been developed and used for extensive agricultural purposes (i.e. broadacre cropping and grazing) for many years. Existing adjoining land uses are also predominantly rural nature (i.e. broadacre cropping and grazing) with the exception of Crown Reserve No.18384 located to the north-west of the subject land which is vested in the Water Corporation for water supply purposes.

The property has direct frontage and access to Willcocks Road along its southern boundary which is an unsealed local road under the care, control and management of the Shire that has been constructed to a rural standard and is capable of accommodating both light and heavy vehicle movements in a safe and convenient manner.

The proposed new tower and associated infrastructure will be sited on a high point in the north-western corner of Lot 13069 to maximise opportunity for wireless broadband coverage throughout the locality. All access to the development will be via the land's Willcocks Road frontage and existing all-weather access tracks on the subject land. No clearing of any native vegetation is required to accommodate the proposed development.

Council should note the proposed infrastructure will not transmit electromagnetic waves/fields to mobile phones and will not therefore emit any electromagnetic radiation. As such, an electromagnetic energy (i.e. EME) compliance report is not required to be prepared and submitted in support of the application.

That portion of the land where the development is proposed to be undertaken has been predominantly cleared of all native vegetation, does not contain any sites of European or Aboriginal Heritage significance and is not subject to inundation or flooding during extreme storm events. It has however, been designated by the Fire and Emergency Services Commissioner of Western Australia as being bushfire prone. Notwithstanding this fact, as the proposed development will not result in any significant intensification of land usage, increase the number of residents or employees on the land, involve the occupation of employees on site for any considerable amount of time, or increase the overall bushfire threat, a bushfire attack level (BAL) assessment and bushfire management plan are not required in support of the application.

Comment

Lot 13069 is classified 'General Agriculture' zone in the Shire of Lake Grace Local Planning Scheme No.4 (LPS4).

Under the terms of the Zoning Table in LPS4 the development and use of any land classified 'General Agriculture' zone for 'Telecommunication Infrastructure' purposes is listed as a use that is not permitted unless the local government has exercised its discretion by granting development approval.

The application has been assessed with due regard for all relevant objectives, standards and requirements prescribed in LPS4, clause 67 of the Deemed Provisions of the *Planning and Development (Local Planning Scheme) Regulations 2015* and State Planning Policy Nos.2.5 and 5.2 entitled 'Rural Planning' and 'Telecommunications Infrastructure' respectively. This assessment has confirmed the proposal is compliant with the following requirements:

- Land capability and suitability;
- Lot boundary setbacks;
- Amenity of the locality including potential environmental, visual and social impacts;
- On-site vehicle access and parking; and
- Flood, stormwater drainage and bushfire risk management.

The proposal is also consistent with the general aims and objectives of LPS4 and has considerable merit for the following reasons:

- i) It will assist implementation of the *State Planning Strategy 2050* (2014) which advocates for the provision of an effective state-wide telecommunications network;
- ii) It will be located in an area dominated and characterised by broadacre farming activities on large sized lots. Furthermore, it is unlikely to be visually prominent when viewed from any significant viewing locations in the locality such as scenic routes, lookouts and recreation sites;
- iii) It will not detract from a significant view of a heritage item or place, a landmark, a streetscape, vista or a panorama, whether viewed from public or private land in the locality;
- iv) Its location on the subject land will not compromise environmental, cultural heritage, social and visual landscape values;
- v) The scale, materials, external colours and finishes of the proposed infrastructure are not inconsistent with other existing similar developments within the Shire's broadacre agricultural areas and could be expected to fit into the surrounding landscape without raising any major concerns or objections;
- vi) It will not generate significant volumes of vehicular traffic or place undue loads on existing essential service infrastructure in the immediate locality; and
- vii) The location of the proposed infrastructure will facilitate continuous network coverage and address current communication coverage deficiencies in the immediate locality which will be of significant benefit to the local community and travelling public.

In light of all of the above, it is concluded that the proposal to construct and operate new telecommunications infrastructure on portion of Lot 13069 Willcocks Road, South Lake Grace is unlikely to have a negative impact on the general amenity, character, functionality and safety of the immediate locality and may therefore be supported and approved by Council subject to the imposition of a number of standard conditions to ensure the development proceeds in a proper and orderly manner. As such, it is recommended Council exercise its discretion and grant conditional development approval.

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

- State Planning Policy 2.5 - Rural Planning
- State Planning Policy No.5.2 - Telecommunications Infrastructure

Consultation

Not required or deemed necessary. The application was however, the subject of discussion with the applicant's town planning consultant and was modified prior to being formally lodged with the Shire to reflect some minor issues of concern raised by the reporting officer following preliminary assessment.

Financial Implications

There are no known financial implications in relation to this item aside from the administrative costs associated with processing the application which are provided for in Council's annual budget and have been offset by the development application fee paid by the applicant. All costs associated with the proposed development will be met by Field Solutions Group in its capacity as the developer / service provider.

It is significant to note that should the applicant be aggrieved by Council's final decision in this matter, it has the right seek a formal review of that decision by the State Administrative Tribunal. Should this occur for whatever reason, which is considered highly unlikely in this particular instance, the Shire would need to respond. The cost to respond to an appeal cannot be determined at this preliminary stage but could be expected, based on the recent experience of other local government authorities in Western Australia, to range anywhere from \$5,000 to \$60,000 excluding GST depending upon how far the matter proceeds through the review process.

Strategic Implications

- Shire of Lake Grace Local Planning Strategy 2007 as it applies specifically to the development of telecommunication infrastructure throughout the Shire's municipal district.
- Shire of Lake Grace Strategic Community Plan 2017-2027:

Economic Objective - A prosperous agriculturally based economy, supporting diversification of industry.

Outcome 1.1 - An innovative, productive agriculture industry.

1.1.3 - Support and promote the agricultural productivity of the district.

Outcome 1.2 - A diverse and prosperous economy.

1.2.1 - Advocate for improved communications and support infrastructure.

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

Outcome 1.3 - An attractive destination for visitors.

1.3.3 - Continue to provide and maintain visitor support 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.

3.2.1 - Manage and preserve the natural environment.

Voting Requirements

Simple majority required.

Resolution 13501

Moved: Cr Lloyd

Seconded: Cr Carruthers

That the development application submitted by Field Solutions Group on behalf of KC & MJ Slarke (Landowners) to construct and operate new telecommunications infrastructure on portion of Lot 13069 Willcocks Road, South Lake Grace be **approved** subject to the following conditions and advice notes:

Conditions:

1. The proposed development shall be undertaken strictly in accordance with the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.
2. Any additional development which is not in accordance with the application the subject of this approval or any condition of approval will require the further approval of Council.
3. The proposed development shall be substantially commenced within a period of two (2) years from the date of this approval. If the development is not substantially commenced within this period this approval shall lapse and be of no further effect. Where an approval has so lapsed, the proposed development shall not be carried out without the further approval of Council having first being sought and obtained.


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/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. The applicant/landowner are reminded of their obligation to ensure compliance with the requirements of the Shire of Lake Grace Annual Fire Management Notice as it applies specifically to all rural land in the Shire to help guard against any potential bushfire risk.
4. No construction works shall commence on the land prior to 7am without the Shire's written approval. No construction works are permitted to be undertaken on Sundays or Public Holidays unless otherwise approved by the Shire's Chief Executive Officer.
5. 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.

6. If the applicant / landowner 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 directly to the State Administrative Tribunal within 28 days of the determination.

CARRIED: 8/0

14.2.2 DEVELOPMENT APPLICATION – PROPOSED UPGRADES AND ADDITIONS TO FARM SUPPLY CENTRE ON LOTS 146, 147 & 148 (NOS.11, 15 & 17) MAY STREET, NEWDEGATE

Applicant:	King Endeavours Pty Ltd ATF Ross & Jodie Dunkeld Family Trust No.2 on behalf of themselves and the Western Australian Land Authority (Landowners)
File No.:	TBA
Attachments:	Development Application documentation and plans
Author:	Mr Joe Douglas – Town Planner
Disclosure of Interest:	Nil
Date of Report:	12 November 2021
Senior Officer:	 Mr Alan George Chief Executive Officer

Councillor Jeff McKenzie declared a Disclosure of Financial Interest as per Local Government Act 1995 Section 5.65 on Item 14.2.2 – Development Application – Proposed upgrades and additions to Farm Supply Centre on Lots 146, 147 and 148 (Nos 11, 15 & 17) May Street, Newdegate as Cr McKenzie has business interest supplying concrete for footings and earthworks.

Summary

This report recommends that Council **grant conditional approval** to a development application received from King Endeavours Pty Ltd ATF Ross & Jodie Dunkeld Family Trust No.2 on behalf of itself and the Western Australian Land Authority (Landowners) to undertake some minor upgrades to an existing approved farm supply centre on Lots 146 and 147 (Nos.15 & 17) May Street, Newdegate and the development of Lot 148 (No.11) to enable this land to be incorporated with and form part of the overall development.

Background

King Endeavours Pty Ltd ATF Ross & Jodie Dunkeld Family Trust No.2 on behalf of itself and the Western Australian Land Authority (Landowners) have submitted a development application seeking Council’s approval for the following:

- i) The use of Lot 148 for 'trade supplies' purposes to extend an existing approved farm supply centre trading as Nutrien Ag Solutions Limited (formerly Landmark) on Lots 146 and 147 immediately east;
- ii) Removal of some existing vegetation on Lot 148 and construction of a compacted gravel and blue metal hardstand area to a depth of 200-300mm for vehicle access, parking and loading/unloading purposes;
- iii) Installation of a new 3-metre-wide landscaping strip along the southern boundary of Lot 148 and a portion of Lot 147 comprising existing vegetation to be retained and new drought tolerant plant species where required to help improve each lot's visual appearance and comply with the landscaping requirements of Local Planning Scheme No.4;

- iv) Installation of a new 1.8-metre-high chain mesh fence on Lots 147 and 148 for security purposes. The chain mesh fencing will match the existing chain mesh fence around the museum on the opposite side of the laneway at the rear of the subject landholdings; and
- v) Minor levelling and sealing of the existing vehicle accessways, parking and loading/unloading area south of the existing building on Lots 146 and 147 (i.e. approximately 270m²) using blue metal.

A full copy of the application received is provided in Attachment 1.

Lots 146, 147 and 148 are located in a designated service commercial precinct in the southern part of the Newdegate townsite and comprise a total combined area of 3,795m². All three lots are relatively flat throughout their entire area, have been extensively cleared of most native vegetation and have direct frontage and access to May Street along their southern boundaries which is a sealed and drained local road under the care, control and management of the Shire. The lots also have direct frontage and access to an unsealed public right-of-way along their northern rear boundary which is again under the care, control and management of the Shire.



Location & Lot Configuration Plan (Source: Landgate 2021)

Lots 146 and 147, which are owned by King Endeavours Pty Ltd ATF Ross & Jodie Dunkeld Family Trust No.2, contain an existing 860m² warehouse building, including offices and staff amenities within, as well as portion of a large steel framed and clad storage shed which are currently being used for the purposes of a farm supply centre (i.e. Nutrien Ag Solutions Limited). A gravel vehicle access way, parking area and landscaping are also provided on Lot 146.

Lot 148, which is currently owned by the Western Australian Land Authority and is the subject of a contract of sale with King Endeavours Pty Ltd, is vacant and has not been developed and/or used for any approved purpose/s. It is understood the contract of sale is conditional upon the development application the subject of this report being formally approved by Council.

All three (3) lots do not contain any sites of European or Aboriginal Heritage significance, are not subject to inundation or flooding during extreme storm events and are not located within any designated Public Drinking Water Source Area. They have however been designated by the Fire and Emergency Services Commissioner of Western Australia as being bushfire prone. Notwithstanding this fact, as the proposed development will not result in any significant intensification of land usage, increase the number of residents or employees on the land, or increase the overall bushfire threat, a bushfire attack level (BAL) assessment and bushfire management plan are not required in support of the application.

Immediately adjoining and other nearby land uses are quite mixed and include:

- low density residential development to the west and south-west;
- a water supply reserve immediately south on the opposite side of May Street, low density residential development on Service Commercial zoned land to the south-east with the Newdegate Fire Brigade depot and Town Hall beyond;
- a St Johns ambulance depot and low-density residential development to the east; and
- undeveloped Crown land, low density residential development and the Newdegate Museum to the north.

Comment

Lots 146 and 147 are classified 'Service Commercial' zone in the Shire of Lake Grace Local Planning Scheme No.4 (LPS4) and have previously been approved to be developed and used for the purposes of a farm supply centre.

Lot 148 is classified 'Recreation' reserve in LPS4 however the land has never been developed and used for this purpose and is currently being offered for sale by the the Western Australian Land Authority (trading as Development WA) for commercial purposes. Under the terms of LPS4 a person must not use or commence or carry out development on a Local Scheme Reserve without first having obtained Council's development approval. In determining an application for development approval Council is required to have due regard to:

- a) the matters set out in clause 67 of the deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015; and
- b) the ultimate purpose intended for the Reserve.

The application has been assessed with due regard for all relevant objectives, standards and requirements prescribed in LPS4, clause 67 of the Deemed Provisions of the *Planning and Development (Local Planning Scheme) Regulations 2015*, Council's policy manual as well as the outcomes from public advertising. This assessment has confirmed the proposal is compliant with the following requirements:

- Land capability and suitability including topography, soil types and stability, drainage and flood risk;
- Land use compatibility;
- Environmental protection and conservation
- Visual character and amenity;
- Vehicle access and parking including sealing;
- Landscaping; and
- Stormwater drainage and bushfire risk management.

Notwithstanding the above conclusion, Council is required to consider and exercise its discretion

in relation to the following matters when finally determining the application:

i) 'Recreation' Reserve Classification

As mentioned previously above, Lot 148 is classified 'Recreation' reserve in LPS4 for the purpose of providing a small buffer area between the existing service commercial development on Lots 146 and 147 May Street and a number of 'Residential' zoned lots to the west. The same reserve classification has also been applied to Lot 139 (No.9) May Street located immediately west of Lot 148 for the same purpose.

Lots 139 and 148 are both currently vacant and have not been developed or used for any specific approved purpose. The existing vegetation on both lots has slowly been degraded over time through unauthorised vehicle access and parking.

The reporting officer is not aware of any plans by the Shire to formally acquire these two lots from the Western Australian Land Authority which it technically should have considered doing a number of years ago to secure the right to develop and use the land for recreational purposes in accordance with its current reserve classification in LPS4.

In the absence of any plan to acquire Lots 139 and 148 for recreational purposes and the fact no submissions were received from the local community objecting to the proposed development and use of Lot 148 to expand the existing farm supply centre on Lots 146 and 147 immediately east, Council has the discretion to approve the application as it applies specifically to Lot 148 if it satisfied this lot is not required for passive recreational purposes and the proposed development will not have a negative impact on the general amenity, character, functionality and safety of the immediate locality.

Having regard for the nature, scale and intensity of the proposed development and use of Lot 148 and its general compliance with the standards and requirements of LPS4, it is considered reasonable to conclude it will not have any detrimental impacts on the immediate locality and could provide highly beneficial in terms of supporting local economic development and growth which is a key strategic objective.

Finally, Council should note that should it refuse the development application as it applies specifically to Lot 148, there may be potential for the Western Australian Land Authority to pursue a claim for compensation from the Shire for injurious affection under section 173 of the Planning and Development Act 2005 (as amended). If this were to occur the Shire may itself be required to acquire Lots 139 and 148 from the Western Australian Land Authority.

ii) Boundary Fencing

Clause 4.8.6 of LPS4 expressly states the minimum standard fence for lots used for commercial or service commercial purposes shall be a 1.8-metre-high Colorbond / Neetascreen style fence unless otherwise approved by the local government.

Under the terms of the application received 1.8-metre-high chain mesh / ring lock type fencing and vehicle access gates are proposed to be erected along or adjacent to the boundaries of Lots 147 and 148.

Having regard for the applicant's intention to retain, protect and enhance the existing vegetation along the street frontage of Lots 147 and 148, the visual screening that will be afforded by this vegetation and the fact there are a number of other properties in the immediate locality that have been permitted to use open, visually permeable fencing of the same type, it

is considered reasonable for Council to exercise its discretion and allow the installation of chain mesh / ring lock fencing as proposed.

In light of all of the above, it is concluded the proposals for Lots 146, 147 and 148 (Nos.11, 13 & 15) May Street, Newdegate are unlikely to have a negative impact on the general amenity, character, functionality and safety of the immediate locality and may therefore be supported and approved by Council subject to the imposition of a number of standard conditions to ensure the development proceeds in a proper and orderly manner. As such, it is recommended Council exercise its discretion and grant conditional development approval.

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

- Council Works Policy 5.6 – ‘Property Access and Crossovers’
- Council Works Policy 5.9 – ‘Storm Water Drainage’

Consultation

The application was advertised for public comment for a period of twenty-eight (28) days which included publication of a notice and a full copy of the development application on the Shire’s website and correspondence to all private landowners in the immediate locality inviting their feedback and comment.

Council should note at the conclusion of public advertising on Friday 22 October 2021 no submissions had been received by the Shire which suggests the local community is generally supportive of the proposal and has no objections.

Financial Implications

There are no known financial implications in relation to this item aside from the administrative costs associated with processing the application which are provided for in Council’s annual budget and have been offset by the development application fee paid by the applicant. All costs associated with the proposed development will be met by the applicant.

It is significant to note that should the applicant be aggrieved by Council’s final decision in this matter, it has the right seek a formal review of that decision by the State Administrative Tribunal. Should this occur for whatever reason, which is considered highly unlikely in this particular instance, the Shire would need to respond. The cost to respond to an appeal cannot be determined at this preliminary stage but could be expected, based on the recent experience of other local government authorities in Western Australia, to range anywhere from \$5,000 to \$60,000 excluding GST depending upon how far the matter proceeds through the review process.

Strategic Implications

- Shire of Lake Grace Local Planning Strategy 2007 as it applies specifically to the development of a diversified range of commerce and industry in appropriate locations to provide local employment opportunities.

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

Economic Objective - A prosperous agriculturally based economy, supporting diversification of industry.

Outcome 1.1 - An innovative, productive agriculture industry.

1.1.3 - Support and promote the agricultural productivity of the district.

Outcome 1.2 - A diverse and prosperous economy.

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

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.

Voting Requirements

Simple majority required.

Resolution 13502

Moved: Cr Chappell

Seconded: Cr Mckenzie

That the development application submitted by King Endeavours Pty Ltd ATF Ross & Jodie Dunkeld Family Trust No.2 on behalf of itself and the Western Australian Land Authority (Landowners) to undertake some minor upgrades to an existing approved farm supply centre on Lots 146 and 147 (Nos.15 & 17) May Street, Newdegate and the development of Lot 148 (No.11) to enable this land to be incorporated with and form part of the farm supply centre on the adjoining lots be **approved** subject to the following conditions and advice notes:

Conditions:

1. The proposed development shall be undertaken strictly in accordance with the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.
2. Any additional development which is not in accordance with the application the subject of this approval or any condition of approval will require the further approval of Council.
3. The proposed development shall be substantially commenced within a period of two (2) years from the date of this approval. If the development is not substantially commenced within this period, this approval shall lapse and be of no further effect. Where an approval has so lapsed, the proposed development shall not be carried out without the further approval of Council having first being sought and obtained.

4. Lot 148 shall be filled and compacted to the specifications and satisfaction of the Shire's Chief Executive Officer in consultation with the Shire's Manager Infrastructure Services to ensure all stormwater drainage from the proposed development is capable of being directed to the May Street and/or Collier Street road reserve area for discharge into the Shire's local drainage system.
5. The existing native vegetation along the primary street frontage of Lots 147 and 148 (i.e. May Street) shall be retained and maintained in perpetuity to the specifications and satisfaction of the Shire's Chief Executive Officer unless its removal is authorised by Council.
6. The additional planting proposed to be undertaken to supplement the existing native vegetation along the primary street frontage of Lots 147 and 148 shall be installed by no later than the end of winter 2022 and retained and maintained thereafter in perpetuity to the specifications and satisfaction of the Shire's Chief Executive Officer.


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/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. The applicant is reminded of their obligation to ensure compliance with the requirements of the Shire of Lake Grace Annual Fire Management Notice as it applies specifically to all townsite land in the Shire to help guard against any potential bushfire risk (<https://www.lakegrace.wa.gov.au/services/bushfire-emergency-management/fire-management-requirements.aspx>).
4. All chemical storage on the land shall be undertaken in a manner consistent with the Dangerous Goods Safety Act 2004 and all associated regulations as well as Australian Standard AS 2507-1998 entitled 'The Storage and Handling of Agricultural and Veterinary Chemicals'. Any queries regarding the relevant requirements should be directed to the Department of Mines, Industry Regulation and Safety (www.dmirs.wa.gov.au).
5. No construction works shall commence on the land prior to 7am without the Shire's written approval. No construction works are permitted to be undertaken on Sundays or Public Holidays unless otherwise approved by the Shire's Chief Executive Officer.
6. Any future proposed advertising signage shall be provided in accordance with the specific requirements of the Shire of Lake Grace Local Planning Scheme No.4 and Local Planning Policy 6.5 entitled 'Advertising Signage' unless otherwise approved by Council.
7. It is recommended the applicant consider preparing and lodging an application to the Western Australian Planning Commission to amalgamate all three (3) lots the subject of this approval into one (1) new separately titled lot to avoid any complications or delays with the processing of any building permit applications that may be needed in the future.
8. 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.

9. If the applicant / landowners are 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 directly to the State Administrative Tribunal within 28 days of the determination.

CARRIED: 8/0

14.2.3 DEVELOPMENT APPLICATION – PROPOSED ADDITIONS AND UPGRADES TO AN EXISTING MOTOR VEHICLE REPAIR BUSINESS ON LOT 175 (NO.2) MCCRACKEN ROAD, NEWDEGATE

Applicant:	Louis & Idra Greyling (Landowners)
File No.:	TBA
Attachments:	Development Application documentation and plans
Author:	Mr Joe Douglas – Town Planner
Disclosure of Interest:	Nil
Date of Report:	16 November 2021
Senior Officer:	 Mr Alan George Chief Executive Officer

Councillor Jeff McKenzie declared a Disclosure of Financial Interest as per Local Government Act 1995 Section 5.65 on Item 14.2.3 – Development Application – Proposed additions and upgrades to an existing motor vehicle repair business on Lot 175 (No.2) McCracken Road, Newdegate as Cr McKenzie has business interest supplying concrete for footings and earthworks.

Summary

This report recommends that Council **grant conditional approval** to a development application received from Louis and Idra Greyling (Landowners) for a number of proposed additions and upgrades to an existing motor vehicle repair business on Lot 175 (No.2) McCracken Road, Newdegate.

Background

Louis and Idra Greyling (Landowners) have submitted a development application for Lot 175 (No.2) McCracken Road, Newdegate seeking Council’s approval for the following:

- i. Construction of a proposed new 37.21m² steel framed, zincalume clad addition to an existing shed located in the western portion of the property;
- ii. Construction of a proposed new 144m² steel framed, zincalume clad lean-to structure immediately adjacent to another existing shed located centrally on the land;
- iii. Installation of two (2) new rainwater tanks adjacent to the improvements proposed in points i) and ii) above for stormwater drainage management purposes;
- iv. The clearer delineation of two (2) existing driveway crossovers along the land’s McCracken Road and Newdegate Road North frontages through the installation of new vehicle access gates of a suitable width to accommodate light and heavy vehicle movements;
- v. The provision of four (4) designated on-site parking bays to accommodate staff and customer vehicles; and
- vi. Installation of a new two (2) metre high chain mesh fence with barbed wire atop along the land’s McCracken Road and Newdegate Road North frontages for security purposes.

A full copy of the application received is provided in Attachment 1.

Lot 175 is located in a designated service commercial precinct in the eastern part of the Newdegate townsite and comprises a total area of 3,852m². The land is relatively flat throughout, has been predominantly cleared of native vegetation, aside from a few trees that have been retained for landscaping purposes, and has direct frontage and access to McCracken Road along its southern boundary and Newdegate Road North along its eastern boundary which are both sealed and drained local roads under the care, control and management of the Shire.



Location & Lot Configuration Plan (Source: Landgate 2021)

The subject land has been extensively developed and used for service commercial purposes for many years and contains a number of associated improvements including three (3) sheds, a caretaker’s dwelling, sealed and drained vehicle accessways and crossovers, parking and loading/unloading bays, an elevated loading ramp and landscaping comprising native vegetation in strategic locations.

Lot 175 does not contain any sites of European or Aboriginal Heritage significance, is not subject to inundation or flooding during extreme storm events, is not located within any designated Public Drinking Water Source Area and has not been designated by the Fire and Emergency Services Commissioner of Western Australia as being bushfire prone.

Immediately adjoining and other nearby land uses are essentially service commercial and industrial in nature with the exception of the Newdegate Caravan Park located to the north-east on the opposite side of Newdegate Road North.

Comment

Lots 175 is classified 'Service Commercial' zone in the Shire of Lake Grace Local Planning Scheme No.4 (LPS4).

Under the terms of the Zoning Table in LPS4 the use class 'Motor Vehicle Repairs' is listed as a permitted (i.e. 'P') use on any land classified 'Service Commercial' zone. Notwithstanding this fact, Council's development approval is still required for any proposed new works on the land pursuant to the specific requirements of regulation 60 of the Deemed Provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 (as amended).

The application has been assessed with due regard for all relevant objectives, standards and requirements prescribed in LPS4, clause 67 of the Deemed Provisions of the *Planning and Development (Local Planning Scheme) Regulations 2015* and Council's policy manual. This assessment has confirmed the proposal is compliant with the following requirements:

- Land capability and suitability including topography, soil types and stability, drainage and flood risk;
- Land use compatibility;
- Siting, design and lot boundary setbacks;
- Maximum permitted building height;
- Environmental protection and conservation;
- Visual character and amenity;
- Vehicle access and parking including sealing;
- Landscaping; and
- Stormwater drainage and bushfire risk management.

Notwithstanding the above conclusion, Council is required to consider and exercise its discretion in relation to the following matters when finally determining the application:

Boundary Fencing

Clause 4.8.6 of LPS4 expressly states the minimum standard fence for lots used for commercial or service commercial purposes shall be a 1.8-metre-high Colorbond / Neetascreen style fence unless otherwise approved by the local government.

Under the terms of the application received a new two (2) metre high chain mesh fence, including vehicle access gates, with barbed wire atop is proposed to be erected along the subject land's McCracken Road and Newdegate Road North frontages for security purposes.

Having regard for the requirements of the Shire's Fencing Local Law 2016 which allows for fencing of the type proposed on any lot used for commercial, service commercial or industrial purposes and the fact there are a number of other properties in the immediate locality that have been permitted to use open, visually permeable fencing of the same type, it is considered reasonable for Council to exercise its discretion and allow the installation of chain mesh / ring lock fencing as proposed.

In light of all of the above, it is concluded the proposals for Lot 175 (No.2) McCracken Road, Newdegate are unlikely to have a negative impact on the general amenity, character, functionality and safety of the immediate locality and may therefore be supported and approved by Council subject to the imposition of a number of standard conditions to ensure the development proceeds in a proper and orderly manner. As such, it is recommended Council exercise its discretion and grant conditional development approval.

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

- Council Works Policy 5.6 – ‘Property Access and Crossovers’
- Council Works Policy 5.9 – ‘Storm Water Drainage’

Consultation

Not required or deemed necessary. The application was however the subject of discussion with the applicant prior to it being finalised and formally submitted to the Shire for processing.

Financial Implications

There are no known financial implications in relation to this item aside from the administrative costs associated with processing the application which are provided for in Council’s annual budget and have been offset by the development application fee paid by the applicant. All costs associated with the proposed development will be met by the applicant.

It is significant to note that should the applicant be aggrieved by Council’s final decision in this matter, it has the right seek a formal review of that decision by the State Administrative Tribunal. Should this occur for whatever reason, which is considered highly unlikely in this particular instance, the Shire would need to respond. The cost to respond to an appeal cannot be determined at this preliminary stage but could be expected, based on the recent experience of other local government authorities in Western Australia, to range anywhere from \$5,000 to \$60,000 excluding GST depending upon how far the matter proceeds through the review process.

Strategic Implications

- Shire of Lake Grace Local Planning Strategy 2007 as it applies specifically to the development of a diversified range of commerce and industry in appropriate locations to provide local employment opportunities.
- Shire of Lake Grace Strategic Community Plan 2017-2027:
 - Economic Objective - A prosperous agriculturally based economy, supporting diversification of industry.*
 - Outcome 1.1 - An innovative, productive agriculture industry.*
 - 1.1.3 - Support and promote the agricultural productivity of the district.*
 - Outcome 1.2 - A diverse and prosperous economy.*

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

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.

Voting Requirements

Simple majority required.

Resolution 13503

Moved: Cr Clarke

Seconded: Cr Lloyd

That the development application submitted by Louis and Idra Greyling (Landowners) for a number of proposed additions and upgrades to an existing motor vehicle repair business on Lot 175 (No.2) McCracken Road, Newdegate be **approved** subject to the following conditions and advice notes:

Conditions:

1. The proposed development shall be undertaken strictly in accordance with the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.
2. Any additional development which is not in accordance with the application the subject of this approval or any condition of approval will require the further approval of Council.
3. The proposed development shall be substantially commenced within a period of two (2) years from the date of this approval. If the development is not substantially commenced within this period this approval shall lapse and be of no further effect. Where an approval has so lapsed, the proposed development shall not be carried out without the further approval of Council having first being sought and obtained.
4. The two (2) new rainwater tanks proposed to be used for stormwater drainage management purposes shall be installed prior to occupation and use of the proposed shed extension and lean-to structure.

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/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. The applicant is reminded of their obligation to ensure compliance with the requirements of the Shire of Lake Grace Annual Fire Management Notice as it applies specifically to all townsite land in the Shire to help guard against any potential bushfire risk

<https://www.lakegrace.wa.gov.au/services/bushfire-emergency-management/fire-management-requirements.aspx>).

4. In accordance with the Building Act 2011 and Building Regulations 2012, a building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any earthworks or construction on the land.
5. The proposed development 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 permit application.
6. No construction works shall commence on the land prior to 7am without the Shire's written approval. No construction works are permitted to be undertaken on Sundays or Public Holidays unless otherwise approved by the Shire's Chief Executive Officer.
7. Any future proposed advertising signage shall be provided in accordance with the specific requirements of the Shire of Lake Grace Local Planning Scheme No.4 and Local Planning Policy 6.5 entitled 'Advertising Signage' unless otherwise approved by Council.
8. 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.
9. If the applicant / landowners are 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 directly to the State Administrative Tribunal within 28 days of the determination.


CARRIED: 8/0

14.3 HEALTH AND BUILDING

Nil

14.4 ADMINISTRATION

14.4.1 4WDL TOURISM AND KEY WORKER HOUSING PROJECTS

Applicant:	Mr Alan George Chief Executive Officer – Shire of Lake Grace
File No.:	0733
Attachments:	Nil
Author:	Mr Alan George – Chief Executive Officer Shire of Lake Grace Mr Gavin Treasure – Chief Executive Officer Shire of Dumbleyung
Disclosure of Interest:	Nil
Date of Report:	15 November 2021
Senior Officer:	 Mr Alan George Chief Executive Officer

Summary

For Council to **approve** the use of \$5,000 from the Shire of Lake Grace’s approved budget for Consultants for use with both 4WDL project activities. A similar funding request is being sought from each of the 4WDL LGA members. Therefore, no net offsetting budget or cashflow deficit is expected. Shire CEO in kind time is anticipated to assist with managing, overseeing and supporting both project activities.

Background

At its most recent meeting held on 9 November 2021, the 4WDL VROC considered proposals for separate tourism and key worker housing project activities. The purpose of this agenda item is to seek Council funding endorsement support for contributions towards both projects in conjunction with other 4WDL LGA members.

Comment

Tourism

The purpose of the 4WDL Tourism Action Plan is to establish a 3-5-year tourism action plan that links all LGA’s connected through 4WDL and identifies key new project opportunities for potential development / redevelopment and investment throughout the region. Each project will have sufficient design, description and scope to enable the 4WDL to seek (grant) funding towards the same.

The aim is to increase the tourism product and events offering throughout the 4WDL group by identifying opportunities to attract and retain tourists in the region. The test to be used in relation to impact includes increase in overall visitation (numbers), increased overnight stays and positive

employment impacts. **The first recommended project is to conduct a review of existing tourist accommodation options in each LGA, including recommendations and a plan for improvement.**

Future potential projects may include:-

- ✓ Identify and scope potential new or refurbished project attractions, including consideration being given to historical interpretation, night-time and art experiences
- ✓ Identify and scope potential new motor vehicle, bike riding and/or walking trails
- ✓ Identify new or expanded key signature events
- ✓ Identify new or expanded Aboriginal tourism experiences

Key Worker Housing

At the 4WDL meeting of CEO's on 14 September 2021, an action was proposed for the Shire of Dumbleyung CEO to compile a 4WDL '*Housing Needs Analysis Scope*' prior to the next in-person meeting on the 9 November 2021 to help identify, from the survey undertaken as to where the collective is currently positioned.

On 13 October 2021, Mr Rob Cossart (CEO) and Ms Clare Atkins from the Wheatbelt Development Commission visited the CEO of Wagin to discuss the shortage of housing. The possibility was raised of the WDC and 4WDL Shires scoping a project whereby a consultant could be employed to help determine the implications and viability of Shires funding new housing to accommodate workers by way of long-term lease arrangements, with government agencies and/or local employers. The follow up email from this meeting explains the concept as follows:-

'Good Morning Bill,

Just sending through some notes from our recent meeting where we discussed the current shortage of housing in Wagin and the Wheatbelt on a broader scale:-

- This shortage is expected to continue with State Government employee housing requirements and general worker accommodation fuelling a strong rental market that has seen consistently low vacancy rates over the past few years. This has become a barrier to local businesses being able to increase production and building on capacity.*
- Rob introduced the concept of approaching some of the larger entities who are seeking housing for employees with the proposal of establishing long term lease agreements to assist securing finance and creating a demand for local shires investing in building houses.*
- There may be scope for a joint project between WDC and members of the 4WDL Local Government Group to engage a consultant who would gather the required information to assess if this could be a model that is achievable and financially viable. WDC is willing to co- contribute to the cost of engaging a consultant to complete the project.*
- Rob will continue to progress enquiries with senior management at a State Government level to introduce the concept of committing to longer term leases to secure long term housing options for employees in Wheatbelt towns.*

- *Bill will take the concept to the next 4WDL meeting to gauge support and feedback from other LGAs. Following this meeting a scoping document will be written up to define the project and allow a budget to be set prior to engaging a consultant.*

The product of this body of work will allow viability of this strategy to be assessed, Rob will have a report that substantiates his enquiries at higher Government levels and allow other shires to assess the potential of a similar project to alleviate the widespread worker housing shortages.

Given the importance of the housing issues the WDC would like to have the report by the end of the year to facilitate future discussion and investment.

Kind Regards,

Clare Atkins, Regional Development Officer, Wheatbelt Development Commission'

COMMENT

Tourism

Tourism is an important industry driver for Wheatbelt communities, including those in the 4WDL group. At present, no 4WDL LGA is considered a destination, more so a place to visit, maybe stopover on a journey to another preferred location. By taking a strategic and focused approach on identifying opportunities to expand the tourism offerings for visitors in the region, this increases the likelihood of increasing visitation both in numbers and duration leading to increased economic benefit, particularly for our hospitality and retail business sectors.

Due to geographic tourism alignment challenges through the 4WDL group, initial focus will be given to a review of existing tourist accommodation options in each LGA, including recommendations and a plan for improvement. If resources and time allows, additional effort may be exerted to consider other tourism activation opportunities under a broader tourism action plan. This is considered secondary in importance to the prioritised tourism accommodation review.

Key Worker Housing

The significant lack of key worker housing (both government and business) in all 4WDL LGA communities is the impetus behind this initiative. Failed market conditions in our towns in which lending institutions do not support loans for new housing is a significant issue restricting infrastructure investment. In consultation between the CEO's of Wagin & Dumbleyung, it was agreed that this proposal should be discussed in advance of the previously referred to 4WDL Housing Needs Analysis Scope being prepared.

Whilst it is 'early days' the scope for a joint (WDC 4WDL) approach to engage a consultant to carry out the work as proposed, could include (but not be limited to):-

- Identification of available residential land within each (4WDL) Shire
- Identification of number of dwellings required and over what period
- Broad configuration (type) of housing units required (i.e., single/multiple dwellings)
- Investigation into what headworks charges might apply
- Ascertaining the financial capacity of Shires to fund developments
- Financial Modelling to determine viability of project
- And (critically) the commitment of third parties (Government/employers) to lock into long term leasing arrangements.

A principal objective is that the provision of workers accommodation should be cost neutral to the Shires choosing to take up this initiative. This would need to be by way of either self-supporting loans or locked in long term lease arrangements with the agencies involved.

Legal Implications

Nil

Policy Implications

Nil

Consultation

Early initial engagement has occurred through 4WDL CEO's and elected members. Shire of Dumbleyung facilitated a joint LGA workshop of CEO's and other key LGA officers to consider the Tourism project scope on 25 October 2021, in which Australia's Golden Outback CEO attended.

The Shire of Wagin coordinated a Housing Needs Analysis to gauge/assess the level of interest and impact in relation to key worker housing shortages. The WDC has also recently engaged with the Shire of Wagin in which an offer was made to co-contribute funding towards the key worker housing project, initially targeting government employees and their host agencies.

Financial Implications

This agenda item seeks to access \$5,000 from the Shire of Lake Grace's approved budget for Consultants for use with both 4WDL project activities. A similar funding request is being sought from each of the 4WDL LGA members. Therefore, no net offsetting budget or cashflow deficit is expected. Shire CEO in kind time is anticipated to assist with managing, overseeing and supporting both project activities.

It is anticipated that either a part time employee or a consultant will be appointed to deliver the Tourism project. The Wheatbelt Development Commission (WDC) has notionally agreed to co-contribute \$10,000 for the Key Worker Housing project. An external consultant will probably be appointed for this activity.

This is considered a low risk project for the Shire of Lake Grace to participate with significant upside potential. 4WDL has a demonstrated track record of similar success, particularly in relation to an earlier Aged Care Housing Project which attracted grant funding success for all LGA participants.

Strategic Implications

The 4WDL Strategic Plan includes the following strategic priorities:-

Housing, short and long-term accommodation, undertake a needs analysis for the provision of short- and long-term accommodation. *Monitor for funding opportunities State Government funding for Community Housing possibility for refurbishment of existing or new dwellings for member local governments that require it, not all membership have same need for housing currently.*

Tourism, identify opportunities to work across the 4WDL region. *Compile a 'Drive Trail' brochure for all 4WDL member local governments to maximise the current tourism market and the travelers through the region.*

This agenda item and funding request is consistent and closely aligns with both 4WDL strategic priority projects.

Voting Requirements

Absolute majority required.

Resolution 13504

Moved: Cr Clarke

Seconded: Cr Chappell

That Council endorses operational expenditure commitments for the following two (2) 4WDL projects:

- Tourism Action Plan (Tourism Accommodation Review) \$3,000 and
- Key worker Housing \$2,000

CARRIED BY ABSOLUTE MAJORITY: 8/0


Comment from the Chief Executive Officer

It was noted by the CEO that all 4WDL member councils have approved/endorsed the Tourism Action Plan with the exception of the Shire of Williams.

Comment from Cr Len Armstrong

The Shire of Wandering had some concerns about the tourism aspect.

14.4.2 DISSOLUTION OF TWO (2) COMMITTEES OF COUNCIL

Applicant:	Internal Report
File No.:	0795
Attachments:	Nil
Author:	<i>RRRose</i> Mrs Racelis Rose Executive Assistant
Disclosure of Interest:	Nil
Date of Report:	2 November 2021
Senior Officer:	 Mr Chris Paget Deputy Chief Executive Officer

Summary

At the Ordinary Council Meeting of 27 October 2021, Council determined the allocation of membership to various Committees of Council. During this process, two (2) Committees of Council were recommended to be **disbanded**, namely:

- Newdegate Rejuvenation Committee (Resolution 13484)
- Lake King Grassed Oval Committee (Resolution 13485)

As discussed by the Council below, the reasons for the proposed dissolutions are that the Terms of Reference for both committees are no longer applicable/required for the purposes they were originally established.

Resolution 13484

Moved Cr Armstrong

Seconded Cr Carruthers

That Council disband the Newdegate Rejuvenation Committee (NRC) as the Terms of Reference is no longer relevant. Administration staff to present an agenda item and take up to the November 2021 Council meeting.

Carried by Absolute Majority: 9/0

The primary objective of the Newdegate Rejuvenation Committee is to consult on the status of the Newdegate Town Centre Rejuvenation Project and where appropriate make recommendations to Council. As of this writing, the project that has **not** been completed is the Newdegate Town Hall additions and modifications. For the purpose of the centenary celebrations of Newdegate in September 2022, minor repairs, alterations and modification will be facilitated by the Shire. Contractors will be engaged to take responsibility of this project.

After the centenary celebrations, a community consultation will be conducted to determine what needs to be done with the Newdegate Town Hall, e.g. demolish the building and rebuild or repurpose the area to make way for an alternative function and use of the facility.

Resolution 13485
Moved Cr Carruthers
Seconded Cr Lloyd

That Council disband the Lake King Grassed Oval Committee (LKGOC) as the Terms of Reference is no longer relevant. Administration staff to present an agenda item and take up to the November 2021 Council meeting.

Carried by Absolute Majority 9/0

The Lake King Grassed Oval committee was discussed and it was pointed out that the Shire is looking after the ongoing maintenance and upkeep of the Lake King oval, and as such this committee is no longer required and thus should be disbanded.

Legal Implications

Local Government Act 1995
Subdivision 2 – Committees and their meetings

5.8. Establishment of Committees
A local government may establish* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

* Absolute majority required.

- 5.9. Committees, types of
- (1) In this section —
other person means a person who is not a council member or an employee.
 - (2) A committee is to comprise —
 - (a) council members only; or
 - (b) council members and employees; or
 - (c) council members, employees and other persons; or
 - (d) council members and other persons; or
 - (e) employees and other persons; or
 - (f) other persons only.

- 5.10. Committee members, appointment of
- (1) A committee is to have as its members —
 - (a) persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and
 - (b) persons who are appointed to be members of the committee under subsection (4) or (5).

* Absolute majority required.

- (2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under

subsection (1)(a) to at least one of those committees as the local government decides.

- (3) Section 52 of the Interpretation Act 1984 applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the local government.
- (4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.
- (5) If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —
 - (a) to be a member of the committee; or
 - (b) that a representative of the CEO be a member of the committee, the local government is to appoint the CEO or the CEO’s representative, as the case may be, to be a member of the committee.

Policy Implications

Nil

Consultation

Internal Mr Chris Paget, Deputy Chief Executive Officer

Financial Implications

Nil

Strategic Implications

Shire of Lake Grace Strategic Community Plan 2017 - 2027
Social – A valued, healthy and inclusive community and life-style
Outcome 2.1 An engaged, supportive and inclusive community

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
4.1.2 Promote and advocate for the community and district
4.1.3 Provide strategic leadership and governance

Voting Requirements

Absolute majority required.

Resolution 13505

Moved: Cr Clarke



Seconded: Cr Mckenzie

That Council, based on this report, formally dissolve the following two (2) committees:

- Newdegate Rejuvenation Committee
- Lake King Grassed Oval Committee

CARRIED BY ABSOLUTE MAJORITY: 8/0

14.4.3 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

Applicant:	Internal Report
File No.:	0009
Attachments:	Nil
Author:	 Mr Alan George Chief Executive Officer
Disclosure of Interest:	Nil
Date of Report:	17 November 2021
Senior Officer:	 Mr Alan George Chief Executive Officer

Mr Chris Paget – Deputy Chief Executive Officer declared a Disclosure of Financial Interest on Item 14.4.3 – Appointment of Acting Chief Executive Officer as Mr Paget is the Deputy Chief Executive Officer for the Shire of Lake Grace.

Summary

For Council to appoint an Acting Chief Executive Officer during the period of Annual Leave by the Chief Executive Officer.

Background

The Chief Executive Officer is seeking Council approval to take Annual Leave for the periods:

- from Monday 10 January 2022 to Friday 28 January 2022 (15 days) and
- from Monday 14 February 2022 to Friday 25 February 2022 (10 days) inclusive.

There may be some fluidity of dates in January. As there is currently no policy for approving the Chief Executive Officer’s leave, this item is presented to Council for approval.

In accordance with Policy 1.14 Christmas / New Year Closure of Council Facilities the Administration Centre will be closed from midday 24 December 2021 to Monday 4 January 2022 inclusive. During this time the Chief Executive will be utilising accrued Rostered Days Off (RDO).

An allowance is provided in the Annual Budget for higher duties to be paid during a period of time an Acting Chief Executive Officer is appointed.

Comment

Mr. Chris Paget has indicated that he is willing to take on the role of Acting Chief Executive Officer in the absence of Mr. Alan George on annual leave. Mr. Paget is familiar with the operations of local government.

Legal Implications

Local Government Act 1995

5.36. Local government employees

- (1) A local government is to employ —
 - (a) a person to be the CEO of the local government; and
 - (b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed.
- (2) A person is not to be employed in the position of CEO unless the council —
 - (a) believes that the person is suitably qualified for the position; and
 - (b) is satisfied* with the provisions of the proposed employment contract.

* Absolute majority required.

- (3) A person is not to be employed by a local government in any other position unless the CEO —
 - (a) believes that the person is suitably qualified for the position; and
 - (b) is satisfied with the proposed arrangements relating to the person's employment.
- (4) Unless subsection (5A) applies, if the position of CEO of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.
- (5A) Subsection (4) does not require a position to be advertised if it is proposed that the position be filled by a person in a prescribed class.
- (5) For the avoidance of doubt, subsection (4) does not impose a requirement to advertise a position before the renewal of a contract referred to in section 5.39.

Policy Implications

There is no policy on approving leave for the Chief Executive Officer.

Policy 1.14 Christmas / New Year Closure of Council Facilities

The Administration Centre will be closed for business on Christmas Eve and re-open on the first working day following New Year's Day.

Shire staff will take leave entitlements during this closure period for those days that are not designated public holidays.

The Lake Grace and Newdegate landfill sites close on Christmas Day only. All other normal operating times apply over the Christmas / New Year period.

The Lake Grace Swimming Pool closes on Christmas Day only. All other normal operating times apply over the Christmas / New Year period.

Delegation A05 – Acting Chief Executive Officer

During un-scheduled absences of the Chief Executive Officer, the Chief Executive Officer is delegated authority to appoint one of Council's designated Senior Officers, being the Deputy Chief Executive Officer or the Manager Infrastructure Services to act, as Chief Executive Officer in accordance with the terms of his/her contract.

NOTE:

During scheduled absences of the Chief Executive Officer, the Chief Executive Officer is to recommend to Council to appoint a senior employee of the Shire's staff to act in the capacity of Chief Executive Officer.

Consultation

Internal: Cr Len Armstrong – Shire President
Mr Chris Paget – Deputy Chief Executive Officer

Financial Implications

A provision for higher duties allowance is provided within the annual Budget for staff acting in higher positions.

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

Voting Requirements

Absolute majority required

Resolution 13506

Moved: Cr Chappell



Seconded: Cr Carruthers

That Council approve:

1. the Chief Executive Officer's annual leave for the period Monday 10 January 2022 to Friday 28 January 2022 (15 Days) and from Monday 14 February 2022 to Friday 28 February 2022 inclusive, noting that there may be some fluidity of dates in January
2. the Appointment of Mr Chris Paget, Deputy Chief Executive Officer as Acting Chief Executive Officer for the periods from Monday 10 January 2022 to Friday 28 January 2022 (15 Days) and from Monday 14 February 2022 to Friday 28 February 2022 inclusive;
3. the hourly rate of \$78.3979 be paid during the period of Acting Chief Executive Officer appointment, which is within the prescribed band for level four Local Governments.

CARRIED: 8/0

14.4.4 CO-OPERATIVE BULK HANDLING LIMITED (CBH) – EMERGENCY STORAGE - NEWDEGATE

Applicant:	Co-operative Bulk Handling Limited (CBH) Ltd
File No.:	0365
Attachments:	1. Site Location 2. Concept Plan 3. Minutes of NFD Committee Meeting 4. CBH alternative site investigations
Author:	 Mr Alan George Chief Executive Officer
Disclosure of Interest:	<ul style="list-style-type: none"> • The author has no interest to disclose. • Five (5) Councillors declared a Financial Interest (being shareholders of CBH) • One (1) Councillor declared Impartiality being an employee of CBH) as per Local Government Act 1995 Sections 5.60A and 5.65
Date of Report:	23 November 2021
Senior Officer:	 Mr Alan George Chief Executive Officer

The following five (5) Councillors declared Disclosure of Financial Interests on Item 14.4.4 – Cooperative Bulk Handling Limited (CBH) Emergency Storage – Newdegate as they are shareholders of CBH:

- Cr Debrah Clarke
- Cr Ross Chappell
- Cr Shane Carruthers
- Cr Roz Lloyd
- Cr Jeff McKenzie

Cr Anton Kuchling declared a Disclosure of Interest Affecting Impartiality under the Administration Regulations 1996 Section 34C on Item 14.4.4 – Cooperative Bulk Handling Limited (CBH) – Emergency Storage – Newdegate as Cr Kuchling is an employee of CBH.

Council discussed **Section 5.63(1)(a)** of the Act which states:

5.63. Some interests need not be disclosed

(1) Sections 5.65, 5.70 and 5.71 do not apply to a relevant person who has any of the following interests in a matter —

- (a) an interest common to a significant number of electors or ratepayers;

As all Members present considered the nature and extent of their interests as declared for the agenda item to be common to a significant number of electors or ratepayers within the Shire of

Lake Grace, it was determined that these were prescribed exempt interests as defined in the Act and as a result those six members could fully participate in the matter before Council.

Summary

For Council to grant temporary approval for the development of emergency grain storage on portion of Lot 216 on Deposited Plan 73436 Newdegate North Rd, Newdegate consisting of four (4) 220m x 35m steel framed open bulk heads for the storage of 100,000 tonnes of grain situated on cleared farmland. (Attachments 1 & 2) The temporary storage of grain is required for a period of up to 8 months.

Background

CBH anticipates the 2021 harvest to be in the vicinity of 19 to 20 million tonnes and as such, are planning on the need to provide emergency storage. The local Growers Group has estimated an estimated 400,000 – 500,000 tonne increase in grain production against the originally forecast 320,000tonne.

On 16 November 2021, CBH advised that they had received a request for additional emergency storage at Newdegate with the preferred location being on the Newdegate Field Days site. CBH sought the CEO's opinion on the suggested location. CBH was advised that they should first contact the Field Days committee for its support and that it would then depend upon Council for its approval which was unknown given the history of the existing site.

The Field Days committee then contacted the CEO on 18 November 2021 advising that they were convening a meeting that night to discuss the matter, as they were concerned that the site would be damaged by the erection of the bulkhead.

Prior to the meeting the committee suggested three other sites and

“... was wondering if you can confirm whether they are legitimate options or not.”

- *Car park behind the Newdegate Rec Centre next to the Football Oval*
- *Bottom of the Newdegate Airstrip*
- *Gravel water catchment for the Football Oval dam*

The committee was advised that given the nature of the reserves and traffic management issues, it was doubted that Council would approve any of the suggested sites.

This information was taken to the meeting that night where three (3) Motions were put and one (1) Resolution was made. (Attachment 3).

The Newdegate Field Days site was considered as a last resort only and CBH was advised accordingly.

Comment

CBH have come back with an alternative location that had been on its radar for a number of years as a possible expansion site.

Lot 216 is located immediately adjacent to the north-eastern boundary of the Newdegate townsite, comprises a total area of approximately 66.33 hectares and is gently sloping from east to west.

The subject land has direct frontage and access to Newdegate Road North which is a sealed and drained local road under the care, control and management of the Shire as well as a Main Roads WA approved RAV network route (i.e. Tandem Drive 7.2 with conditions allowing for trucks up to a maximum length of 36.5 metres with a maximum gross mass of 115 tonnes).

A significant proportion of the property contains the outer edges of the floodplain area associated with Lake Stubbs and is not being used for any specific purpose/s. The balance portion of the land comprising the higher ground located adjacent to Newdegate Road North has been extensively cleared, aside from a number of mature trees on the edge of the floodplain area and the southern portion of the land's western boundary, and continues to be used for broadacre agricultural purposes (i.e. cropping and grazing). There are no other built form improvements on the property aside from a partially completed storage shed.

That portion of Lot 216 containing the floodplain area associated with Lake Stubbs is classified 'Conservation' reserve in the Shire of Lake Grace Local Planning Scheme No.4 (LPS4). The balance portion of the land comprising the higher ground located adjacent to Newdegate Road North which is currently being used for broadacre agricultural purposes is classified 'Rural Residential' zone in LPS4.

Shire Town Planner, Joe Douglas - Exurban Rural & Regional Planning has provided the following advice which advises that this proposal is basically the same as that approved by Council at the 8 September 2021 Special Council Meeting for the temporary bulkhead development in Lake King on farmland opposite the existing facility.

*I've done some research and note the use class Warehouse/Storage, which is applicable to CBH's proposal, is **expressly prohibited** on any land classified 'Rural Residential' zone.*

I acknowledge the land in question is being used for extensive agricultural purposes (i.e. cropping & grazing) however that use enjoys what is known as a non-conforming use right as it was established on the land many years ago prior to the land being reclassified 'Rural Residential' zone.

Clause 3.9.3 of the Shire's current Local Planning Scheme No.4 expressly states where a development application received is for a change of use from an existing non-conforming use to another non-conforming use, the local government is not to grant its development approval unless the proposed use is less detrimental to the amenity of the locality than the existing non-conforming use and is, in the opinion of the local government, closer to the intended purpose of the zone.

CBH's proposal for the land which involves another non-conforming use will, in my professional view, be more detrimental to the land than its current use for extensive agricultural purposes. As such, I can't see how any development application received can be approved by Council given the express requirements of Clause 3.9.3 of Local Planning Scheme No.4.

The only feasible option I can see to accommodate CBH's request in the short-term future is for Council to grant a temporary approval for a period no greater than twelve (12) months which will be conditional upon all the improvements on the land being

removed within a reasonable timeframe at the end of the approval term. Council could grant a further temporary approval thereafter; however I'd be reluctant to recommend that Council grant more than two (2) temporary approvals as that could be perceived as circumventing the usual approval process and ignoring the requirements of Local Planning Scheme No.4 which could be reported to the Minister for Planning.

If CBH wish to make this a more permanent use if Council allows it to be established on the land on a temporary basis only without the need for development approval as I've suggested above, then a suitable amendment to Local Planning Scheme No.4 will be required which is a process that will take anywhere from 12 to 15 months to complete before a development application can be lodged to formalise the development in its entirety.

I hope this advice proves helpful and welcome any further queries you or CBH may have.

Best wishes,

Joe

*Joe Douglas
Director / Principal Town Planner*

Joe Douglas has further advised that the Minister for Planning has recently been encouraging LGA's to grant temporary approval in circumstances like this.

It is to be noted that CBH have investigated several other sites none of which have been deemed suitable mainly due to access considerations or they would require further consultation with other authorities which would result in time delays.

Should Council not approve the preferred site CBH have requested that the Newdegate Field Days site be considered given approved road access is already in place.

Given the very favourable harvest and the increase in size of the estimated crop it is recommended that Council approve the CBH request for the project without the development approval typically required provided they formalise the development within the next twelve (12) month period if they wish it to become permanent or remove it and reinstate the area to its former state within 12 months.

Legal Implications

Local Planning Scheme No.4
Planning and Development (Local Planning Schemes) Regulations 2015
Planning and Development Act 2005 (as amended)

Policy Implications

Nil

Consultation

External Mr Joe Douglas - Exurban Rural and Regional Planning
Mr David Deany - CBH

Financial Implications

Nil at this stage. CBH, will be liable for all costs associated with the proposed works. In due course CBH will be liable to the Shire for the formal development costs if permanency of the facility is pursued.

Strategic Implications

- Shire of Lake Grace Strategic Community Plan 2017-2027
- Economic Objective A prosperous agricultural based economy, supporting diversification of industry
- Outcome 1.1 An innovative, productive agriculture industry
 - 1.1.3 Support and promote the agricultural productivity of the district
- Social Objective A valued, healthy and inclusive community and life style
- Outcome 2.1 An engaged, supportive and inclusive community
 - 2.1.1 Community services and infrastructure meeting the needs of the district

Voting Requirements

Simple majority required.

Resolution 13507

Moved: Cr Hunt
Seconded: Cr Kuchling

That Council **support and approve** Co-Operative Bulk Handling Limited’s request to waive the requirement for an immediate development approval for the temporary construction and use of emergency grain storage infrastructure on portion of Lot 216 on Deposited Plan 73436 Newdegate North Rd, Newdegate for a twelve (12) month period from the date of Council’s decision subject to the following conditions:



1. The Shire shall be provided with a copy of the proposed new heavy vehicle entry and exit points to the proposed development on the subject land via Newdegate North Rd.
2. There is to be no encroachments proposed on any portion of Lot 216 containing the floodplain area associated with Lake Stubbs which is classified ‘Conservation’ reserve in the Shire of Lake Grace Local Planning Scheme No.4 (LPS4)
3. All stormwater drainage associated with the proposed development on the subject land shall be contained and disposed of on-site; and

4. A development application shall be prepared and submitted for consideration and final determination by Council prior to expiry of the term of this approval. If the applicant does not wish to formalise the works and use hereby permitted on a temporary basis only all improvements associated with the proposed development shall be removed from the land and the land reinstated to its natural state prior to the development insofar as practicable.

CARRIED: 8/0

14.5 FINANCE

14.5.1 ACCOUNTS FOR PAYMENT – OCTOBER 2021

Applicant	Internal Report
File No	0277
Attachments	List of Accounts Payable
Author	 Ms Rebecca Clark Finance Officer – Rates & Creditors
Disclosure of Interest	Nil
Date of Report	18 November 2021
Senior Officer	 Mr Chris Paget Deputy Chief Executive Officer

Summary

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

Background

List of payments for the month of October 2021 through the Municipal account is attached.

Comment

In accordance with the requirements of the Local Government Act 1995, a list of creditors is to be completed for each month showing:

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

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

Legal Implications

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

Policy Implications

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

Consultation

N/A

Financial Implications

The list of creditors paid for the month of October 2021 from the Municipal and Trust Accounts total is \$970,112.31.

Strategic Implications

Shire of Lake Grace Strategic Community Plan 2017-2027
 Leadership – Strong governance and leadership, demonstrating fair and equitable community values.

- Outcomes 4.2 An efficient and effective organisation
 - 4.2.1 Maintain accountability and financial responsibility through effective planning
 - 4.2.2 Comply with statutory and legislative requirements

Voting Requirements

Simple majority required

Resolution 13508

Moved: Cr Carruthers
 Seconded: Cr Chappell

That Council ratify the list of payments totalling \$970,112.31 as presented for the month of October 2021 incorporating:



Payment Method	Cheque/EFT/DD Number	Amount
Electronic Funds Transfers	EFT22724 - EFT22860	\$906,957.31
Municipal Account Cheques	36958 – 36959	\$1,274.44
Direct Debits	DD9720.1 – DD9755.1	\$61,880.56
	TOTAL	\$970,112.31

to the Municipal account, totalling \$970,112.31 which were submitted to each member of the Council on 24 November 2021, have been checked and fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as the prices, computations, and costings and the amounts show are due for payment.

Alan George
 CHIEF EXECUTIVE OFFICER

CARRIED: 8/0

14.5.2 FINANCIAL REPORTS – 31 OCTOBER 2021

Applicant	Internal Report
File No	0275
Attachments	<ul style="list-style-type: none"> • Monthly Financial Reports • Bank reconciliations – October 2021
Author	 Ms Victoria Fasano Finance Officer – Reporting and Investments
Disclosure of Interest	Nil
Date of Report	18 November 2021
Senior Officer	 Mr Chris Paget Deputy Chief Executive Officer

Summary

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

Background

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

Comment

As at 31 October 2021, operating revenue over target by \$49,409 (0.86%) mostly due to Rates and Operating grants received earlier than budgeted. Interest earnings below target due to low interest rates.

Operating expenditure is under YTD budget by \$625,239 (17.11%) mainly due to Materials and contracts, employee and overhead cost down, but this is only the beginning of a new financial year and is expected.

The capital program is below the target by \$85,998. Capital grants and contributions are down due to bulk of Local Roads & Community and Drought & Community projects are not yet initiated/finalised, funds will be recognised later in financial year. Payments for property, plant and equipment are below target as well due to slow-down in capital projects and lead to offset the capital grants reduction.

Cash at bank is similar to the corresponding period last year, an investment agreement for 3 term deposits with Bankwest is in place (total of \$5,502,735).

Outstanding rates is tracking well and have recovered 85.1% to date.

General debtor is \$52,969 with no major outstanding debts to follow up.

The monthly financial reports include the accompanying Local Government special purpose financial statements for the Shire of Lake Grace, which comprises the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 31 October 2021. The financial statements have been compiled to meet compliance with the Local Government Act 1995 and associated regulations.

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

Legal Implications

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

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

Policy Implications

Nil

Consultation

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.

Resolution 13509

Moved: Cr Chappell

Seconded: Cr Hunt

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

1. Statements of Financial activity for the period ended 31 October 2021
2. Municipal, Trust and Reserve Funds bank reconciliations for the period ended 31 October 2021

CARRIED: 8/0


14.6 COMMUNITY SERVICES

Nil

15.0 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

16.0 INFORMATION BULLETIN – NOVEMBER 2021

Applicant:	Internal Report
File No.	Nil
Attachments:	Information Bulletin
Author:	<i>RRRose</i> Mrs Racelis Rose Executive Assistant
Disclosure of Interest:	Nil
Date of Report:	17 November 2021
Senior Officer:	 Mr Chris Paget Deputy Chief Executive Officer

Summary

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

Background

The Information Bulletin Reports deal with monthly standing items and other information of a strategic nature relevant to Council.

Copies of other relevant Councillor information are distributed via email.

Comment

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

The November 2021 Information Bulletin attachment include:

Reports:

- Infrastructure Services Report – October 2021
- Lake Grace Visitor Centre Report – Nil
- Lake Grace Library Report and Statistics – Nil
- Lake King Library Report and Statistics – November 2021
- Newdegate Library Report and Statistics – Nil

Circulars, Media Releases, Newsletters, Letters:

- PHEOC Bulletin No. 85
- PHEOC Bulletin No. 86
- PHEOC Bulletin No. 87
- WALGA Reform Initiatives an Informed Approach
- Media Release – President Local Government Professionals Australia – Reaffirms Role and Relevant of National body

- Media Release – Peter Rundle MLA – Disaster assistance for Roe hit hard by July storms
- Council Connect Website

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

Voting Requirements

Simple majority required.

Resolution 13510

Moved: Cr Carruthers

Seconded: Cr Mckenzie

That Council accepts the Information Bulletin Report for November 2021.

CARRIED: 8/0

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

Cr Debrah Clarke declared a Disclosure of Financial Interest under the Local Government Act 1995 Section 5.65 on:

- Item 17.1.1 – Industrial Land-Lots 12 and 101 Bidy Camm Road, Cr Clarke has business dealings in relation with this item
- Item 17.1.2 – 2022 Australia Day Citizenship Awards, Cr Clarke is a committee member of the Lake Grace Development Association

Cr Ross Chappell declared a Disclosure of Interest Affecting Impartiality on Item 17.1.2 – 2022 Australia Day Citizenship Awards as the author of the item is his wife Mrs Cheryl Chappell as well as being a committee member of the Lake Grace Development association.

Resolution 13511

Moved: Cr Chappell
Seconded: Cr Clarke

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

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

CARRIED: 8/0

Resolution 13512

Moved: Cr Chappell
Seconded: Cr Clarke

The Councillors move to suspend Standing Orders Local Law 2015

CARRIED: 8/0

Resolution 13513

Moved: Cr Carruthers
Seconded: Cr Clarke

That Council accept the recommendations contained in the Confidential Items.

CARRIED: 8/0

Resolution 13514

Moved: Cr Chappell
Seconded: Cr Carruthers

That Council move from behind closed doors at 4:49pm.

CARRIED: 8/0

18.0 DATE OF NEXT MEETING – 22 DECEMBER 2021

The next Ordinary meeting of Council is scheduled to take place on Wednesday 22 December 2021 commencing at 3:30pm at the Council Chambers, 1 Bishop Street, Lake Grace.

19.0 CLOSURE

There being no further business, the Shire President closed the meeting at 4:50pm.

20.0 CERTIFICATION

I, Leonard William Armstrong certify that the Minutes of Meeting held on 24 November 2021 as shown were confirmed as a true record of that meeting.

Signature

Date



Our ref: PLH/2018P0126
Enquiries: Lucy Gunn 6551 9279

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

Dear Sir/Madam

HAVE YOUR SAY: DRAFT POSITION STATEMENT: PLANNING FOR TOURISM AND AMENDMENTS TO THE *PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2015*

The Western Australian Planning Commission (WAPC) has released the draft Position Statement: Planning for Tourism and draft Planning for Tourism Guidelines for public comment.

These documents were informed by the State Government's response to the 2019 Parliamentary inquiry *Levelling the Playing Field – Managing the impact of the rapid increase of Short-Term Rental in Western Australia*.

The draft Position Statement amalgamates and updates existing tourism planning guidance, and gives clear direction to local governments on how they can better regulate short-term rental accommodation within their local planning frameworks.

It also provides updated definitions on the use of houses, units and apartments for short-term rental accommodation, and seeks comment on whether providers of unhosted and hosted accommodation should be exempt from requiring development approval in certain circumstances.

Once finalised the new Position Statement and accompanying Guidelines will supersede *Planning Bulletin 49 Caravan Parks (May 2014)*, *Planning Bulletin 83 Planning for Tourism (June 2013)*, *Planning Bulletin 99 Holiday Homes Guidelines (September 2009)*, *Holiday Home Guidelines - short stay use of residential dwellings (2009)* and *Tourism Planning Guidelines (2014)*.

It is then proposed that:

- definitions for short term accommodation and hosted accommodation as described in the Position Statement be inserted into the deemed provisions (Schedule 2, cl. 1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations);
- hosted accommodation which does not exceed a maximum of four adult persons (or one family) and a maximum of two guest bedrooms and unhosted

accommodation where the dwelling is let for no more than 60 days per calendar year, will be exempt from the requirement for development approval (Schedule 2, cl. 61) of the Regulations; and

- other land use definitions will be inserted in the model provisions in Schedule 1 cl. 37 of the Regulations.

To have your say on the draft Position Statement and Guidelines visit [WA DPLH - Citizen Space](#)

Alternatively, written submissions can be posted to: Western Australian Planning Commission, Locked Bag 2506, Perth WA 6001. To assist you in providing a written response, a template has been prepared (Attachment 1).

Public comment closes at **5pm Monday 7 March 2022** and late submissions will not be considered.

As well as feedback on the draft Position Statement and Guidelines the WAPC, on behalf of the Minister for Planning, would also like your organisation's comments on the above proposed changes to the Regulations in accordance with s.256 of the *Planning and Development Act 2005*. Any comments on the Regulations can be incorporated into your response on the position statement.

How your ratepayers and community members can have their say:

The proposed changes within the Position Statement will impact all short-term rental operators in Western Australia, and we are particularly interested in getting their feedback on the proposed development approval exemptions for some forms of hosted and unhosted accommodation.

To help us reach everyone impacted by these proposed changes we would appreciate you sharing the release of the Position Statement and Guidelines through your newsletter, social media channels or any other mediums that you use to communicate with your community.

Please direct your ratepayers and community members to the above website address to have their say.

If you have any questions, please contact Land Use Planning Policy via tourism@dplh.wa.gov.au.

We look forward to receiving your feedback on this important review of the State's tourism planning framework.

Yours sincerely

A handwritten signature in black ink, appearing to read 'S. Fagan', written in a cursive style.

Sam Fagan
Secretary
Western Australian Planning Commission

6 December 2021

OVERVIEW

This template has been prepared to assist local governments and government agencies to provide comment on draft Position Statement: Planning for Tourism and accompanying Guidelines. Use of the template will greatly assist the Commission in analysing submissions.

Information on the draft Position Statement, including proposed development exemptions for short-term rental accommodation, definitions and amendments to the *Planning and Development (Local Planning Schemes) Regulations 2015* can be found on the Department's [website](#).

To provide comments to be considered during the development of the proposed registration scheme, head to Section 6 of this template. Any feedback on the scheme will be forwarded to the Department of Local Government, Sport and Cultural Industries for consideration, as this is not within the scope of the draft Position Statement and cannot be considered by the Western Australian Planning Commission.

SECTION 1 GENERAL INFORMATION
What local government or agency are you responding on behalf of?
What is your email address?
What region are you from? <ul style="list-style-type: none">• Gascoyne• Goldfields• Great Southern• Kimberley• Mid West• Peel• Pilbara• Perth• South West• Wheatbelt
SECTION 2 EXEMPTING HOSTED ACCOMMODATION
Should hosted accommodation be exempt from development approval where it occurs in a single house (or ancillary dwelling)?
Should hosted accommodation be exempt from development approval where it occurs in a grouped dwelling?

<p>Should hosted accommodation be exempt from development approval where it occurs in a multiple dwelling?</p>
<p>Does the room and guest cap for hosted accommodation appropriately capture low-scale hosted accommodation? Are there any other considerations or criteria which may be relevant?</p>
<p>SECTION 2 EXEMPTING UNHOSTED ACCOMMODATION</p>
<p>Should unhosted accommodation be exempt from development approval where it occurs in a single house?</p>
<p>Should unhosted accommodation be exempt from development approval where it occurs in a grouped dwelling?</p>
<p>Should unhosted accommodation be exempt from development approval where it occurs in a multiple dwelling?</p>
<p>What length of stay timeframe is appropriate for unhosted accommodation to be exempt from development approval?</p> <ul style="list-style-type: none"> • 30 days • 60 days • 90 days • Other (please specify)
<p>Do you have any additional comments on the proposed exemptions?</p>
<p>SECTION 3 DEFINING HOSTED ACCOMMODATION AND BED AND BREAKFAST QUESTIONS</p>
<p>Do you support the new land use definition for hosted accommodation?</p>
<p>Do you support the deletion of the bed and breakfast definition from Schedule 1 (Model Provisions) of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>?</p>

SECTION 4 GENERAL POLICY APPROACH TO SHORT-TERM RENTAL ACCOMMODATION

Do you support criteria outlined in sections 5.2.2? and 5.3.2 of the draft Position Statement to guide local government in determining how to plan for, regulate and manage short-term rental accommodation?

SECTION 5 GENERAL FEEDBACK

Do you have any additional comments on the Position Statement or Guidelines?

Do you have any additional comments on proposed changes to the Regulations in accordance with section 256 of the *Planning and Development Act 2005*?

SECTION 6 REGISTRATION SCHEME FOR SHORT-TERM RENTAL ACCOMMODATION

If you have comment to provide on the development of the proposed registration scheme, please supply below and your comments will be forwarded to the Department of Local Government, Sport and Cultural Industries for consideration. You may be contacted by the Department via the provided email address.

Shire of Lake Grace



2021/22 REGISTER OF DELEGATIONS

Reviewed December 2021

Shire of Lake Grace 2021/22 Register of Delegations

A

Delegations from
Council to Chief Executive Officer
(and other officers, where appropriate)

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ADMINISTRATION

DELEGATION NUMBER	-	A01
DELEGATION SUBJECT	-	Tenders
LEGISLATIVE POWER	-	Local Government Act 1995 (Sections 5.42/5.43(b)) Local Government (Functions and General) Regulations 1996 – Reg. 11-24
DELEGATE	-	Chief Executive Officer
CROSS REFERENCE		Policy 3.11 Tenders Selection Criteria

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to set selection criteria (Reg 14(2a)) in accordance with Council Policy 3.11 and to invite tenders as per section 3.57 of the *Local Government Act 1995* and Part 4 of the *Local Government (Functions and General) Regulations 1996* provided that appropriate provision has been made in the Shire's budget.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 5.44 of the *Local Government Act 1995*, has delegated this power to the Manager Infrastructure Services and the Deputy Chief Executive Officer.

NOTE: *Delegation A01 amended Motion 11548 19 December 2012 Ordinary Meeting*

- DELEGATION NUMBER** - **A02**
- DELEGATION SUBJECT - Native Title
- LEGISLATIVE POWER - Local Government Act 1995 (Section 5.42)
- DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to register an interest in any Native Title Claim affecting the Shire in order for the Shire to become a party to the Native Title Application.

DELEGATION BY THE CEO

Not applicable

DELEGATION NUMBER	-	A03
DELEGATION SUBJECT	-	Power to Remove & Impound Goods
LEGISLATIVE POWER	-	Local Government Act 1995, s3.39, s3.40A, s3.42, s3.44, s3.46, s3.48
DELEGATE	-	Chief Executive Officer
CROSS REFERENCE		Authorised Officers (s3.39)

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to:

1. Authorise an employee in accordance with s3.39 and 3.40A to remove and impound goods that are involved in a contravention that can lead to impounding.
2. Take appropriate action in respect to impounded non-perishable goods in accordance with Section 3.42;
3. Give notice in accordance with Section 3.44 to collect goods;
4. Refuse to allow goods to be collected until all costs have been paid in accordance with Section 3.46; and,
5. Take action to recover expenses in accordance with Section 3.48.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Shire's Deputy Chief Executive Officer and Environmental Health Officer.

- DELEGATION NUMBER** - **A04**
- DELEGATION SUBJECT - Disposing of Confiscated or Uncollected Goods
- LEGISLATIVE POWER - Local Government Act 1995, s3.47 & s3.58
- DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to dispose of, in accordance with s3.58, any vehicles, animals or goods that have been impounded/seized/confiscated under the provisions of Section 3.47.

In disposing said goods by way of auction or after calling public tenders in accordance with Part 4 of the Local Government (Functions and General) Regulations. The Chief Executive Officer is authorised pursuant to Section 5.43 (b) of the Local Government Act 1995 to accept any offer or tender up to the value of \$5,000. Offers or tenders for amounts exceeding \$5,000 shall be referred to the Council for consideration.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Deputy Chief Executive Officer.

DELEGATION NUMBER - **A05**
DELEGATION SUBJECT - Acting Chief Executive Officer
LEGISLATIVE POWER - Local Government Act 1995, s5.36 (1)(a)
DELEGATE - Chief Executive Officer
CROSS REFERENCE

FUNCTION TO BE PERFORMED

During un-scheduled absences of the Chief Executive Officer, the Chief Executive Officer is delegated authority to appoint one of Council's Senior Officers, being the Deputy Chief Executive Officer, the Manager Infrastructure Services to act, as Chief Executive Officer in accordance with the terms of his/her contract.

DELEGATION BY CEO

Not applicable

NOTE: *During scheduled absences of the Chief Executive Officer, the Chief Executive Officer is to recommend to Council to appoint a senior employee of the Shire's staff to act in the capacity of Chief Executive Officer.*

*NOTE: Delegation A05 repealed by **RESOLUTION 13382**, Ordinary Council Meeting Wednesday 24 March 2021, Item 14.4.6 – Adoption of Policy on Appointing an Acting Chief Executive Officer (Policy 4.14-Senior Employees and Acting Chief Executive Officer Appointments) (Moved: Cr Chappell; Seconded: Cr Clarke – **Carried by Absolute Majority 8/0***

DELEGATION NUMBER	-	A06
DELEGATION SUBJECT	-	Power of Entry
LEGISLATIVE POWER	-	Local Government Act 1995, s3.28 to s3.36 (Inclusive)
DELEGATE	-	Chief Executive Officer
CROSS REFERENCE		Authorised Officers

FUNCTION TO BE PERFORMED

1. The Chief Executive Officer is delegated authority to exercise powers of entry to enter land to perform any of the Local Government functions under this Act, other than entry under a Local Law.
2. The Chief Executive Officer is delegated authority to give notice of entry.
3. The Chief Executive Officer is delegated authority to seek and execute an entry under warrant.
4. The Chief Executive Officer is delegated authority to execute entry in an emergency, using such force as is reasonable.
5. The Chief Executive Officer is delegated authority to give notice and effect entry by opening a fence.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 3.28 to section 3.36 (Inclusive) of the Local Government Act 1995, has delegated this power to the Manager Infrastructure Services, the Environmental Health Officer, the Deputy Chief Executive Officer and Building Officer.

DELEGATION NUMBER	-	A07
DELEGATION SUBJECT	-	Legal Representation Cost Indemnification – incurring of cost
LEGISLATIVE POWER	-	Local Government Act 1995 (Section 5.42)
DELEGATE	-	Chief Executive Officer
CROSS REFERENCE FUNCTION TO BE PERFORMED		Policy 1.9

The Chief Executive Officer is delegated authority to incur expense under Shire policy 1.9 - Legal Representation Cost Indemnification, clause 5.1 and or 5.2, up to the value of \$10,000.

Details and reasons for any cost so incurred under this delegation are to be reported to Council at its next Ordinary Meeting.

DELEGATION BY CEO

Not applicable

FINANCE

DELEGATION NUMBER - F01

DELEGATION SUBJECT - Donations

LEGISLATIVE POWER - Local Government Act 1995 (Section 5.42)

DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to determine requests for a donation, from Council's budgeted Donations account, of monies up to the value of \$500.00 when a group or individual can demonstrate:

1. Significant direct benefit to the local community;
2. That the group is an incorporated community group or non-profit making organisation;
3. That the group's financial status is such as to justify a donation and the Shire has previously recognised the group as deserving of assistance; and,
4. That available funding exists in the Shire's budget.

DELEGATION BY CEO

Not applicable

DELEGATION NUMBER - F02

DELEGATION SUBJECT - Creditors, Payment of

LEGISLATIVE POWER - Local Government Act 1995, s6.10

Local Government (Financial Management)
Regulations 1996 – Reg12

DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to make payments from the Municipal Fund and the Trust Fund. Each payment from the Municipal Fund and the Trust Fund is to be noted on a list compiled for each month showing:

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

The list referred to above is to be presented at the next ordinary meeting of the Council.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Deputy Chief Executive Officer, Manager Infrastructure Services, Manager Corporate Services and Finance Officers.

NOTE: *Delegation F02 amended Motion 12173 18 November 2015 Ordinary Meeting.
Delegation F02 amended Motion 12339 on 24 August 2016 Ordinary Meeting.*

DELEGATION NUMBER - F03

DELEGATION SUBJECT - Insurance - Public Liability Claims

LEGISLATIVE POWER - Local Government Act 1995 (Section 5.42)

DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to determine recommendations from its insurers to accept or deny liability on behalf of the Shire, for public liability claims against the Shire in respect to property damage provided that the amount does not exceed the insurance policy excess levels.

In cases where liability is accepted, payment may only be made up to the value of the Shire's relevant insurance excess amount and then only upon receipt of an appropriate release form prepared by the Shire's Solicitors.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Deputy Chief Executive Officer and Manager Corporate Services.

DELEGATION NUMBER - F04

DELEGATION SUBJECT - Disposal of Council Property

LEGISLATIVE POWER - Local Government Act 1995, s3.58

DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

- The Chief Executive Officer is delegated authority to dispose of property to the highest bidder, at public auction, public tender or by private treaty subject to the following limits:
Land – to a value of \$5,000 in accordance with Local Government (Functions and General) Regulations – Reg 30(2)(a) & (c);
- Other – to a value of \$20,000 in accordance with Local Government (Functions and General) Regulations – Reg 30(3).

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Deputy Chief Executive Officer.

DELEGATION NUMBER	-	F07
DELEGATION SUBJECT	-	Power to Invest and Manage Investments
LEGISLATIVE POWER	-	Local Government Act 1995, s6.14 Local Government (Financial Management) Regulations 1996 – Reg 19
DELEGATE	-	Chief Executive Officer
CROSS REFERENCE		Shire Policy 3.5 - Investments

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to invest money held in the Municipal Fund and Trust Fund that is not, for the time being, required for any other purpose.

In exercising this delegated authority the Chief Executive Officer shall observe Section 6.14 of the Act, and Regulations 19 and 19C of the Financial Management Regulations and Shire Policy 3.5.

The control procedures are to enable the identification of:

- a) The nature and location of all investments; and,
- b) The transactions related to each investment.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Deputy Chief Executive Officer and Manager Corporate Services.

- DELEGATION NUMBER** - **F08**
- DELEGATION SUBJECT - Write-off / Waive Small Fees or Debts
- LEGISLATIVE POWER - Local Government Act 1995, s6.12 (1)(b) & (c)
- DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to write off small balances under \$50.00 from rates assessments and sundry debtor accounts (refer Motion 10611 28 May 2008 Ordinary Meeting) as per Section 6.12.1 (c) of the Local Government Act 1995.

Section 42(2)(d) of the Local Government (Financial Management) Regulations 1996 states that the annual financial report is to include the total amount of money written off.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Deputy Chief Executive Officer and Manager Corporate Services.

DELEGATION NUMBER - F09

DELEGATION SUBJECT - Recovery of Unpaid Debtors

LEGISLATIVE POWER - Local Government Act 1995, s6.55 & s6.56

DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to recover outstanding rates and service charges and take the legal action necessary for recovery in accordance with the provisions of Part 6, subdivisions 5 and 6 of the Local Government Act 1995.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995 has delegated this power to the Manager Corporate Services and Finance Officer.

PLANNING

DELEGATION NUMBER - **P01**

DELEGATION SUBJECT - Planning Determinations

LEGISLATIVE POWER - Planning and Development Act 2005
Local Planning Scheme No. 4 District Zoning Scheme

DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer, is delegated authority to approve applications for development approval made under Shire of Lake Grace Local Planning Scheme No. 4 (the Scheme), with or without conditions for those uses and any associated works listed in the Zoning Table, as being permitted within the relevant zone, provided any proposal satisfies the specific standards and requirements set out in the Shire's local planning scheme any associated local planning policies and the deemed provisions.

The Chief Executive Officer, is delegated authority in accordance with section 6 of the Planning and Development Act 2005, to approve development for land Reserved for Recreational or Public Purposes subject to the reserve being managed or vested with the Shire of Lake Grace, the works being consistent with the purpose of the reserve and the value of works not exceeding \$150,000.

NOTE:

This is subject to the Chief Executive Officer having no vested interest in the proposal.

In circumstances where an application is not supported despite being permitted and compliant with the Shire's scheme and policy requirements, any proposal to refuse that application would still need to be presented to Council for final determination

DELEGATION BY CEO

Not Applicable

NOTE: *Delegation P01 amended Motion 10369 21 August 2019 Ordinary Meeting*

PROPERTIES

DELEGATION NUMBER	-	PR01
DELEGATION SUBJECT	-	Consumption of Liquor on Shire Property
LEGISLATIVE POWER	-	Local Government Act 1995 (Section 5.42)
DELEGATE	-	Chief Executive Officer
CROSS REFERENCE		

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to approve applications to consume liquor on property under the care, control and management of the Shire.

In exercising this delegation, the Chief Executive Officer shall have regard to the provisions of the appropriate State Legislation regarding consumption and sale of liquor and shall, when appropriate, consult with local Police.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Deputy Chief Executive Officer.

NOTE: *In exercising this authority, due consideration must be given to the requirements of the Shire of Lake Grace Local Government Property Local Law.*

DELEGATION NUMBER - PR02

DELEGATION SUBJECT - Authority to Issue s39 & s40 Certificates

LEGISLATIVE POWER - Liquor Licensing Act 1988 s39 & s40

DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to issue s39 and s40 Certificates under the Liquor Licensing Act 1988.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under s39 of the Liquor Licensing Act 1988 has delegated this power to the Environmental Health Officer.

DELEGATION NUMBER - PR03

DELEGATION SUBJECT - Notice Requiring Certain Things to be done by the Owner or Occupier of Land

LEGISLATIVE POWER - Local Government Act 1995, s3.25

DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to exercise the power under s3.25 (1) of the Local Government Act 1995, to give an owner or occupier a notice requiring them to do something to the land if it is specified in Schedule 3.1 of the Act. The Chief Executive Officer must inform the owner if the occupier is not the owner.

DELEGATION BY CEO

Not Applicable

ENGINEERING

DELEGATION NUMBER - **E01**

DELEGATION SUBJECT - Road Trains & Extra Mass Permits

LEGISLATIVE POWER - Local Government Act 1995 (Section 5.42)

DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to determine any application recommending approval or refusal, with or without conditions, for referral to Main Roads WA to use road trains and for extra mass permits on any local road within the district. The Chief Executive Officer shall have regard to any Shire policy on the issue that may be established from time to time.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Manager Infrastructure Services.

DELEGATION NUMBER	- E02
DELEGATION SUBJECT	- Temporary Closure of Thoroughfares to Vehicles
LEGISLATIVE POWER	- Local Government Act 1995, s3.50 & s3.50A Local Government (Functions and General) Regulations 1996 – Part 2 – Thoroughfares Road Traffic Act 1974, s92 & s81D
DELEGATE	- Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority;

1. To Close any thoroughfare, wholly or partially, for a period of up to 4 weeks after giving local public notice of the intention to do so; and
2. To close a thoroughfare managed by the Shire (wholly or partially) to vehicles for a period of more than 4 weeks, but not exceeding 3 months, after giving local public notice of the intention to do so and allowing submission to be made and considered.

The Chief Executive Officer, in exercising this delegated authority, shall observe the requirements of Section 3.50 of the Local Government Act.

Any proposal to close a thoroughfare for any period exceeding 3 months shall be referred to Council for determination.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Manager Infrastructure Services.

DELEGATION NUMBER - E03

DELEGATION SUBJECT - Events on Roads

LEGISLATIVE POWER - Local Government Act 1995, s3.50
Road Traffic (Events on Roads) Regulations 1991

Activities on Thoroughfares and Trading in Public Places Local Law

DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to determine applications for the temporary closure of roads for the purpose of conducting events in accordance with the Road Traffic (Events on Roads) Regulations 1991.

The Chief Executive Officer shall have regard to Section 3.50 of the Local Government Act 1995.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 3.50 of the Local Government Act 1995, has delegated this power to the Manager Infrastructure Services.

DELEGATION NUMBER - E04

DELEGATION SUBJECT - Gates Across Public Thoroughfare

LEGISLATIVE POWER - Local Government Act 1995, Schedule 9.1,
Clause 5(1)

Local Government (Uniform Local Provisions)
Regulations 1996

DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to determine applications for permission to erect gates or other devices across public thoroughfares under Shire control or management to enable traffic to pass across the public thoroughfare and prevent livestock from straying. This authority relates to all of the provisions of Regulation 9, Local Government (Uniform Local Provisions) Regulations 1996.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Manager Infrastructure Services.

- DELEGATION NUMBER** - **E05**
- DELEGATION SUBJECT - Street Trees - Removal
- LEGISLATIVE POWER - Local Government Act 1995 (Section 5.42)
- DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to authorise the removal of any tree on any townsite street or road reserve where the street or road is under the care, control and management of the Shire. This delegated authority shall only be exercised when the Chief Executive Officer, after obtaining technical advice when appropriate, is of the opinion that the tree is dead, diseased, and structurally dangerous or is creating a traffic hazard by restricting the vision of motorists.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Manager Infrastructure Services.

DELEGATION NUMBER	-	E07
DELEGATION SUBJECT	-	Crossovers and Access
LEGISLATIVE POWER	-	Local Government Act 1995, Schedule 9.1, Clause 7 Local Government (Uniform Local Provisions) Regulations 1996 Regs 12 to 16 (Inclusive)
DELEGATE	-	Chief Executive Officer
CROSS REFERENCE		Policy 5.6 Property Access and Crossovers

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to determine applications for the construction of a crossing giving access from a public thoroughfare to private land or a private thoroughfare serving the land and may agree to construct the crossing for the applicant subject to Council policy.

The Chief Executive Officer is delegated authority to give notice to an owner or occupier of private land requiring the person to construct or repair or remove a crossing from a public thoroughfare to the land or a private thoroughfare serving the land in accordance with the provisions of Schedule 9 Clause 7 of the Act.

The Chief Executive Officer is delegated authority to initiate works to construct or repair the crossing where the person fails to comply with a notice requiring them to construct or repair the crossing and recover 50% of the cost of doing so as a debt due from the person.

This delegated authority relates to all of the provisions of Local Government (Uniform Local Provisions) Regulations 1996; Regulation numbers 12 to 16.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Manager Infrastructure Services.

- DELEGATION NUMBER** - **E08**
- DELEGATION SUBJECT - Public Thoroughfares – Fixing or Altering Levels or Alignments or Drainage onto Adjoining Land
- LEGISLATIVE POWER - Local Government Act 1995, s3.51
- DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to give the required notices as specified in Section 3.51(3) and (4) before fixing or altering the level of, or the alignment of a public thoroughfare and before draining water from a public thoroughfare or other public place onto adjoining land.

The Chief Executive Officer is delegated authority to consider submissions received in respect to proposed public works and proceed with the proposal where no objection is received.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 5.31 of the Local Government Act 1995, has delegated this power to the Manager Infrastructure Services.

HEALTH

DELEGATION NUMBER - **H01**

DELEGATION SUBJECT - Powers of Local Government - (Deputy)

LEGISLATIVE POWER - Health (Miscellaneous Provisions) Act 1911; s26 Local government may appoint persons to be its 'deputy' to exercise and discharge all or any of the powers and functions of the local government.

DELEGATE - Chief Executive Officer
Environmental Health Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

In accordance with the provisions of Section 26 of the Health (Miscellaneous Provisions) Act 1911, the Chief Executive Officer and Environmental Health Officer are authorised to be the Shire's 'Deputy' as defined to exercise and discharge the following powers and functions under this Act and to:

1. Issue such Health (Miscellaneous Provisions) Act 1911 and Health Local Laws notices and orders as appropriate;
2. Determine applications for licenses in accordance with the Health (Miscellaneous Provisions) Act 1911 and Health Local Laws; and,
3. Discharge the functions of Regulations 4 and 10 of the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974.

DELEGATION BY CEO

Not applicable

DELEGATION NUMBER - H02

DELEGATION SUBJECT - Prohibition Orders

LEGISLATIVE POWER - Food Act 2008: s118 (2) (b), Local government (enforcement agency) may delegate a function conferred on it, s118(3) Delegation subject to conditions (s119) and guidelines adopted (s120), s118(4) Sub-delegation only permissible if expressly provided in regulations

DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

In accordance with provisions of the Food Act 2008, s65(1) - Prohibition Orders, s66 - Certificate of Clearance and s67(4) - Request for Re-Inspection the Chief Executive Officer is delegated authority to:

1. Serve a prohibition order on the proprietor of a food business in accordance with s65 of the Food Act 2008;
2. Give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any improvement notices; and,
3. Give written notice to proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection.

DELEGATION BY CEO

Not applicable

DELEGATION NUMBER - H03

DELEGATION SUBJECT - Registration of Food Business

LEGISLATIVE POWER - Food Act 2008: Food Act 2008 s118(2)(b) Local government (enforcement agency) may delegate a function conferred on it, s118(3) Delegation subject to conditions (s119) and guidelines adopted (s120), s118(4) Sub-delegation only permissible if expressly provided in regulations

DELEGATE - Chief Executive Officer
- Environmental Health Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

In accordance with provisions of the Food Act 2008, s110(1) and (5) - Registration of food business and s112 - Variation of conditions or cancellation of registration of food businesses the Chief Executive Officer and Environmental Health Officer are delegated authority to:

1. Register a food business in respect of any premises for the purposes of Part 9 of the Food Act 2008 and issue a certificate of registration;
2. After considering an application, determine to grant (with or without conditions) or refuse the application; and,
3. Vary the conditions or cancel the registration of a food business in respect of any premises under Part 9 of the Food Act 2008.

DELEGATION BY CEO

Not applicable

DELEGATION NUMBER	- H04
DELEGATION SUBJECT	- Food Act 2008 – Institution of Proceedings
LEGISLATIVE POWER	- Food Act 2008: s118(2)(b) Local government (enforcement agency) may delegate a function conferred on it, s118(3) Delegation subject to conditions (s119) and guidelines adopted (s120), s118(4) Sub-delegation only permissible if expressly provided in regulations
DELEGATE	- Chief Executive Officer

CROSS REFERENCE Authorised Officers – Infringement Notices

FUNCTION TO BE PERFORMED

In accordance with provisions of the Food Act 2008, s125 the Chief Executive Officer is delegated authority to institute proceedings for an offence under the Food Act 2008s

DELEGATION BY CEO

Not applicable

NOTE: *It is important to note that there is no power to sub-delegate s118(2), (3) and (4) conferred.*

DELEGATION NUMBER	- H05
DELEGATION SUBJECT	- Designation of Authorised Officers
LEGISLATIVE POWER	- <i>Public Health Act 2016</i> : s21, Local government (enforcement agency) may delegate a function conferred on it
DELEGATE	- Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

In accordance with provisions of the *Public Health Act 2016*, s24 the Chief Executive Officer is delegated authority to designate:

1. persons to undertake the functions of the enforcement agency under the *Public Health Act 2016*, s19;
2. a person or class of persons as Authorised Officers for the purposes of the *Public Health Act 2016*, s24 subject to the provisions of the *Public Health Act 2016*, s25.

DELEGATION BY CEO

Not applicable

DELEGATION NUMBER	- H06
DELEGATION SUBJECT	- Infringement Notices (Asbestos)
LEGISLATIVE POWER	- <i>Health (Asbestos) Regulations 1992</i> ; Regulation 15D(7), Local government may delegate a power or duty conferred or imposed on it by this regulation to the Chief Executive Officer of the local government
DELEGATE	- Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

In accordance with provisions of the *Health (Asbestos) Regulations 1992*, Regulation 15D(5), the Chief Executive Officer is delegated authority to appoint a person or classes of persons as:

1. Authorised officers for the purposes of issuing Infringement Notices under the *Criminal Procedure Act 2004* Part 2 for the offences specified under Schedule 1 of the *Health (Asbestos) Regulations 1992*; and
2. Approved officers for the purposes of the *Criminal Procedure Act 2004* Part 2 to extend the period to pay a modified penalty or withdraw an Infringement Notice.

DELEGATION BY CEO

Not applicable

DELEGATION NUMBER	- H07
DELEGATION SUBJECT	- Appoint Authorised Officers and Designated Officers
LEGISLATIVE POWER	- <i>Food Act 2008</i> : s118(2)(b) Local government (enforcement agency) may delegate a function conferred on it, s118(3) Delegation subject to conditions (s119) and guidelines adopted (s120), s118(4) Sub-delegation only permissible if expressly provided in regulations
DELEGATE	- Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

In accordance with provisions of the *Food Act 2008*, s122(1) and s126(3), (6), (7) and (13) the Chief Executive Officer is delegated authority to appoint:

1. persons to undertake the functions of the enforcement agency under the *Food Act 2008*, s118(1);
2. a person to be an Authorised Officer for the purposes of the *Food Act 2008*, s122(1);
3. an Authorised Officer appointed under the *Food Act 2008*, s122(1) or the *Public Health Act 2016*, to be a Designated Officer for the purposes of issuing Infringement Notices under the *Food Act 2008*, s126(13);
4. an Authorised Officer to be a Designated Officer (who is prohibited by the *Food Act 2008*, s126(13) from also being a Designated Officer for the purpose of issuing Infringement Notices), for the purpose of extending the time for payment of modified penalties under the *Food Act 2008*, s126(6) and determining withdrawal of an Infringement Notice under the *Food Act 2008*, s126(7); and
5. an Authorised Officer to be a Designated Officer for the purposes of receiving payment of a modified penalty in accordance with the *Food Act 2008*, s126(3).

DELEGATION BY CEO

Not applicable

DELEGATION NUMBER	- H08
DELEGATION SUBJECT	- Appointment of Authorised Persons
LEGISLATIVE POWER	- <i>Caravan Parks and Camping Grounds Act 1995</i> : s17(1) Local government may appoint such persons to be authorised persons for the purposes of this Act as the local government considers necessary
DELEGATE	- As listed below

CROSS REFERENCE

FUNCTION TO BE PERFORMED

In accordance with provisions of the *Caravan Parks and Camping Grounds Act 1995*, s17(1) the following persons are appointed as Authorised Officers:

1. For the purposes of Division 1 of Part 2 – Regulation of caravan parks and camping grounds
Chief Executive Officer
Environmental Health Officers
Building Surveyors (where employees of the Local Government)
2. For the purposes of s.18 – Powers of entry
Chief Executive Officer
Environmental Health Officers
Rangers
Building Surveyors (where employees of the Local Government)
3. For the purposes of s.22(1) – Legal Proceedings
Chief Executive Officer
4. For the purposes of s.23(2) – Issue an Infringement Notice
Environmental Health Officers
Rangers
Building Surveyors (where employees of the Local Government)
5. For the purposes of s.23(5) – Extend the period the modified penalty is to be paid and s23(7) – Withdraw an Infringement Notice
Chief Executive Officer

DELEGATION BY CEO

Not applicable

BUILDING

DELEGATION NUMBER	-	B01
DELEGATION SUBJECT	-	Authorised Building Officer
LEGISLATIVE POWER	-	Building Act 2011 –s96(3) and s127
DELEGATE	-	Chief Executive Officer
CROSS REFERENCE		Authorised Officers – Buildings Act s96(3)

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority pursuant to the Building Act 2011 - s127 to exercise the local government's powers and the discharge of any of its duties.

DELEGATION BY CEO

Not applicable

NOTE: *The Chief Executive Officer, under s5.36 of the Local Government Act, is to engage a suitably qualified person and under s96(3) of the Building Act, Council may designate that person to be an authorised officer.*

- DELEGATION NUMBER** - **B02**
- DELEGATION SUBJECT - Signs & Hoardings
- LEGISLATIVE POWER - Local Government Act 1995 (section 5.42)
- DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to approve the erection and where appropriate the licensing of signs and hoardings that comply with the Local Planning Scheme and the Local Laws of the Shire, and where an application does not comply with the Scheme or the Local Laws of the Shire, the application is to be refused.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Shire's Building Officer.

- DELEGATION NUMBER** - **B03**
- DELEGATION SUBJECT - Buildings – Grant or Refusal of Building Permits
- LEGISLATIVE POWER - Building Act 2011, s20, s127
- DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to grant or refuse building permits, subject to the provisions of Section 20 Building Act 2011.

DELEGATION BY CEO

Building Surveyor (If an employee of the Shire of Lake Grace)

An officer must have the prescribed qualifications to be delegated authority to approve or refuse plans of buildings or unauthorised building works.

- DELEGATION NUMBER** - **B04**
- DELEGATION SUBJECT - Buildings – Grant or Refusal of Demolition Permits
- LEGISLATIVE POWER - Building Act 2011, s21, s127
- DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to grant or refuse demolition permits, subject to the provisions of Section 21 Building Act 2011.

Any buildings or structure on the Shire of Lake Grace Municipal Inventory is to be referred to Council for decision.

DELEGATION BY CEO

Building Surveyor (If an employee of the Shire of Lake Grace)

An officer must have the prescribed qualifications to be delegated authority to approve or refuse plans of buildings or unauthorised building works.



- DELEGATION NUMBER** - **B05**
- DELEGATION SUBJECT - Buildings – Further Grounds for Not Granting an Application
- LEGISLATIVE POWER - Building Act 2011, s22, s127
- DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to refuse building or demolition permits due to errors in information or documentation submitted, subject to the provisions of Section 22 Building Act 2011.

DELEGATION BY CEO

Building Surveyor (If an employee of the Shire of Lake Grace)

An officer must have the prescribed qualifications to be delegated authority to approve or refuse plans of buildings or unauthorised building works.

- DELEGATION NUMBER** - **B06**
- DELEGATION SUBJECT - Buildings – Grant of Occupancy Permit,
Building Approval Certificate
- LEGISLATIVE POWER - Building Act 2011, s58, s127
- DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to grant, modify or refuse Occupancy Permits or Building Approval Certificates, subject to the provisions of Section 58 Building Act 2011.

DELEGATION BY CEO

Building Surveyor (If an employee of the Shire of Lake Grace)

An officer must have the prescribed qualifications to be delegated authority to approve or refuse plans of buildings or unauthorised building works.

DELEGATION NUMBER - **B07**
DELEGATION SUBJECT - Buildings – Building Orders
LEGISLATIVE POWER - Building Act 2011, s110, s127
DELEGATE - Chief Executive Officer
CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to issue Building Orders in relation to:

- Stop Work, demolish/remove a building, alter a building or evacuate a building, where there is a contravention of a provision of the Act;
- Take a specific action to prevent contravention of the Act;
- Finish an outward facing side of a wall;
- Buildings which are considered as being unsafe or not fit for human habitation.

Subject to the provisions of the Building Act 2011.

DELEGATION BY CEO

Building Surveyor (If an employee of the Shire of Lake Grace)

An officer must have the prescribed qualifications to be delegated authority to approve or refuse plans of buildings or unauthorised building works.

- DELEGATION NUMBER** - **B08**
- DELEGATION SUBJECT - Buildings – Prosecutions
- LEGISLATIVE POWER - Building Act 2011, s133, s127
- DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to commence prosecution for an offence against this Act, subject to the provisions of the Building Act 2011.

DELEGATION BY CEO

Not Applicable

DELEGATION NUMBER - B09

DELEGATION SUBJECT - Buildings – Revoke Building Orders

LEGISLATIVE POWER - Building Act 2011, s117

DELEGATE - Chief Executive Officer

CROSS REFERENCE

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to Revoke Building Orders, subject to the provisions of the Building Act 2011.

DELEGATION BY CEO

Not Applicable

BUSH FIRES ACT 1954 DELEGATIONS

Council to CEO, Shire President and Bush Fire Control Officer

BF01 Prohibited Burning Times - Vary

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government s.17(10) Prohibited burning times may be declared by Minister (power of delegation to mayor or president and Chief Bush Fire Control Officer for ONLY powers under s.17(7) and (8))
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.17(7) Prohibited burning times may be declared by Minister
Delegate:	Shire President and Chief Bush Fire Control Officer (jointly)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority, where seasonal conditions warrant it, to determine a variation of the prohibited burning times, after consultation with an authorised CALM Act officer [s.17(7)].
Council Conditions on this Delegation:	a. Decisions under s,17(7) must be undertake jointly by both the Shire President and the Chief Bush Fire Control Officer and must comply with the procedural requirements of s.17(7B) and (8).
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	
Record Keeping:	

Version Control:

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BF02 Restricted Burning Times – Vary

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.18(5) Restricted burning times may be declared by FES Commissioner
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority, where seasonal conditions warrant it and after consultation with an authorised CALM Act officer, to determine to vary the restricted burning times in respect of that year [s.18 (5)].
Council Conditions on this Delegation:	a. The decision to vary the Restricted Burning Times is to be made in consultation with the Chief Bush Fire Control Officer must comply with the procedural requirements of s.18 (5B) of the Act.
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	
Record Keeping:	

Version Control:

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BF03 Request to FES Commissioner – Control of a Fire

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.13(4) Duties and powers of bush fire liaison officers
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to request on behalf of the Shire of Lake Grace that the FES Commissioner authorise the Bush Fire Liaison Officer or another person to take control of fire operations [s.13(4)].
Council Conditions on this Delegation:	a. The decision to make a request to the FES Commissioner is to be made in consultation with the Chief Bush Fire Control Officer and must comply with the procedural requirements of clause 4.9.2 of <i>State Hazard Plan – Fire</i> .
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	
Record Keeping:	

Version Control:

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BF04 Give Written Notice of Fire Management Requirements

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.33 Local government may require occupier of land to plough or clear fire-breaks
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to give written notice to an owner or occupier of land or all owners or occupiers of land within the District, requiring, to the satisfaction of the Shire of Lake Grace: <ol style="list-style-type: none"> a. clearing of firebreaks as determined necessary and specified in the notice; and b. act in respect to anything which is on the land and is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire; and c. as a separate or coordinated action with any other person carry out similar actions [s.33(1)]. 2. Authority to direct a Bush Fire Control Officer or any other employee to enter onto the land of an owner or occupier to carry out the requisitions of the notice which have not been complied with [s.33(4)]. <ol style="list-style-type: none"> a. Authority to recover any costs and expenses incurred in doing the acts, matters or things required to carry out the requisitions of the notice [s.33(5)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	
Record Keeping:	

Version Control:

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BF05

Appoint Bush Fire Control Officer/s and Fire Weather Officer

<p>Delegator: <i>Power / Duty assigned in legislation to:</i></p>	<p>Local Government</p>
<p>Express Power to Delegate: <i>Power that enables a delegation to be made</i></p>	<p><i>Bush Fires Act 1954:</i> s.48 Delegation by local government</p>
<p>Express Power or Duty Delegated:</p>	<p><i>Bush Fires Act 1954:</i> s.38 Local Government may appoint bush fire control officer</p>
<p>Delegate:</p>	<p>Chief Executive Officer</p>
<p>Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i></p>	<ol style="list-style-type: none"> 1. Authority to appoint persons to be Bush Fire Control Officers for the purposes of the Bush Fires Act 1954; and <ol style="list-style-type: none"> a. Of those Officers, appoint one as the Chief Bush Fire Control Officer and one as the Deputy Chief Bush Fire Control Officer; and b. Determine the respective seniority of the other Bush Fire Officers so appointed [s.38 (1)]. 2. Authority to issue directions to a Bush Fire Control Officer to burn on or at the margins of a road reserve under the care, control and management of the Shire of Lake Grace [s.38(5A)] 3. Authority to appoint a Fire Weather Officer, selected from senior Bush Fire Control Officers previously appointed and where more than one Fire Weather Officer is appointed, define a part of the District in which each Fire Weather Officer shall have exclusive right to exercise the powers of s.38 (17). [s.38 (8) and (9)]. <ol style="list-style-type: none"> a. Authority to appoint deputy Fire Weather Officer/s as considered necessary and where two or more deputies are appointed, determine seniority [s.38 (10)].
<p>Council Conditions on this Delegation:</p>	<ol style="list-style-type: none"> a. The nominations for Bush Fire Control Officers, Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer, and Fire Weather Officers tabled by the Bush Fire Advisory Committee shall be taken into consideration when appointing persons to these positions.
<p>Express Power to Sub-Delegate:</p>	<p><i>NIL – Sub-delegation is prohibited by s.48(3)</i></p>

Compliance Links:	
Record Keeping:	

Version Control:

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BF06 Control of Activities during Prohibited & Restricted Burning Times

<p>Delegator: <i>Power / Duty assigned in legislation to:</i></p>	<p>Local Government</p>
<p>Express Power to Delegate: <i>Power that enables a delegation to be made</i></p>	<p><i>Bush Fires Act 1954:</i> s.48 Delegation by local government</p>
<p>Express Power or Duty Delegated:</p>	<p><i>Bush Fires Act 1954:</i> s.22(6) and (7) Burning on exempt land and land adjoining exempt land s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions</p> <p><i>Bush Fire Regulations 1954:</i> r.15(2) Permit to burn (Act s.18), form of and apply for after refusal etc. r.15C Local Government may prohibit burning on certain days r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times</p>
<p>Delegate:</p>	<p>Chief Executive Officer</p>
<p>Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i></p>	<ol style="list-style-type: none"> 1. Authority to arrange with the occupier of exempt land, the occupier of land adjoining it and the Bush Fire Brigade to cooperate in burning fire-breaks and require the occupier of adjoining land to provide by the date of the burning, ploughed or cleared fire-breaks parallel to the common boundary [s.22(6) and (7)]. 2. Authority to prohibit the use of tractors, engines or self-propelled harvester, during Prohibited Burning Times or Restricted Burning Times, and to give permission for use of same subject to compliance with requirements specified in a notice [s.27(2) and (3)]. 3. Authority to determine permits to burn during restricted times that have previously been refused by a Bush Fire Control Officer [r.15(2)]. 4. Authority to determine to prohibit burning on Sundays or specified days that are public holidays in the District [r.15C]. 5. Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any

	<p>Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited, unless written consent of a Bush Fire Control Officer is obtained [r.38C].</p> <p>6. Authority to determine, during a Prohibited Burning Times or Restricted Burning Time, if a firebreak around a landing ground for an aeroplane has been satisfactorily prepared [r.39B(2)].</p> <p>7. Authority to issue directions, a during a Prohibited Burning Time or Restricted Burning Time, to a Bush Fire Control Officer, regarding matters necessary for the prevention of fire on land used as a landing ground for an aeroplane [r.39B(3)].</p>
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	
Record Keeping:	

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BF07 Control and Extinguishment of Bush Fires

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.46 Bush fire control officer or forest officer may postpone lighting fire
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to prohibit or postpone the lighting of a fire where in the opinion of the Delegate the lighting of a fire would be or become a source of danger by escaping from the land on which it is proposed to be lit [s.46(1A)(a)]. 2. Authority to direct the owner or occupier of land on which a fire is burning where in the opinion of the Delegate the fire is in danger of escaping from that land to take all reasonable steps to extinguish the fire or to prevent the fire from spreading. [s.46(1A)(b)]. 3. Where it is proposed that the fire will be lit on land within 3kms of the boundary of forest land, and an authorised CALM Act office is not available or has not exercised the power to prohibit or proposed a fire considered to become a source of danger, then the Delegate may make the decision [s.46(1B)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>Bush Fire Control Officers have powers under s.46 of the Bush Fires Act.</i> <i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	
Record Keeping:	

Version Control:

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BF08 Control of Operations Likely to Create Bush Fire Danger

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.27D Requirements for carriage and deposit of incendiary material <i>Bush Fires Regulations 1954:</i> r.39C Welding and cutting apparatus, use of in open air r.39CA Bee smoker devices, use of in restricted or prohibited burning times etc. r.39D Explosives, use of r.39E Fireworks, use of
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to give directions to a Bush Fire Control Officer regarding matters necessary for the prevention of fire arising from: <ol style="list-style-type: none"> a. a person operating a bee smoker device during a prescribed period [r.39CA(5)]. b. a person operating welding apparatus, a power operated abrasive cutting disc [r.39C(3)]. c. a person using explosives [r.39D(2)]. d. a person using fireworks [r.39E(3)] 2. Authority to determine directions or requirements for the carriage and deposit of incendiary materials (hot or burning ash, cinders, hot furnace refuse, or any combustible matter that is burning) [s.27D]. <i>Note: this authority is also prescribed to a Bush Fire Control Officer, a Bush Fire Liaison Officer or an authorised CALM Act officer.</i>
Council Conditions on this Delegation:	a.
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	
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Record Keeping:	
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Version Control:

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BF09 Burning Garden Refuse / Open Air Fires

<p>Delegator: <i>Power / Duty assigned in legislation to:</i></p>	<p>Local Government</p>
<p>Express Power to Delegate: <i>Power that enables a delegation to be made</i></p>	<p><i>Bush Fires Act 1954:</i> s.48 Delegation by local government</p>
<p>Express Power or Duty Delegated:</p>	<p><i>Bush Fires Act 1954:</i> s.24F Burning garden refuse during limited burning times s.24G Minister or local government may further restrict burning of garden refuse s.25 No fire to be lit in open air unless certain precautions taken s.25A Power of Minister to exempt from provisions of section 25</p> <p><i>Bush Fires Regulations 1954:</i> r.27(3) Permit, issue of</p>
<p>Delegate:</p>	<p>Chief Executive Officer</p>
<p>Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i></p>	<ol style="list-style-type: none"> 1. Authority to give written permission, during prohibited burning times and restricted burning times, for an incinerator located within 2m of a building or fence, only where satisfied it is not likely to create a fire hazard [s.24F(2)(b)(ii) and (4)]. 2. Authority to prohibit or impose restrictions on the burning of garden refuse that is otherwise permitted under s.24F [s.24G(2), (4) and (5)]. 3. Authority to issue directions to an authorised officer as to the manner in which or the conditions under which permits to burn plants or plant refuse shall be issued in the District [r.27(3) and r.33(5)]. 4. Authority to prohibit (object to) the issuing of a permit for the burning of a proclaimed plant growing upon any land within the District [r.34]. 5. Authority to provide written approval, during prohibited times and restricted times, for fires to be lit for the purposes of: <ol style="list-style-type: none"> a. camping or cooking [s.25(1)(a)]. b. conversion of bush into charcoal or for the production of lime, in consultation with an authorised CALM Act officer [s.25(1)(b)].

	<p>4. Authority to prohibit the lighting of fires in the open are for the purposes of camping or cooking for such period during the prohibited burning times as specified in a note published in the Gazette and newspaper circulating in the District and authority to vary such notice [s.25(1a) and (1b)].</p> <p>5. Authority to serve written notice on a person to whom an exemption has been given under s.25 for lighting a fire in open air, prohibiting that person from lighting a fire and to determine conditions on the notice [s.25A(5)].</p>
<p>Council Conditions on this Delegation:</p>	
<p>Express Power to Sub-Delegate:</p>	<p><i>NIL – Sub-delegation is prohibited by s.48(3)</i></p>

<p>Compliance Links:</p>	
<p>Record Keeping:</p>	

Version Control:

<p>1</p>	
<p>2</p>	
<p>3</p>	

BF10 Recovery of Expenses

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.18(11) Restricted burning times may be declared by FES Commissioner s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land s.58 General penalty and recovery of expenses incurred
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority, where a permitted burn fire escapes or is out of control in the opinion of the Bush Fire Control Officer or an officer of the Bush Fire Brigade, to determine to recoup bush fire brigade expenses arising from preventing extension of or extinguishing an out of control permitted burn [s.18(11)]. 2. Authority to recover the cost of measures taken by the Shire of Lake Grace or Bush Fire Control Officer, to extinguish a fire burning during Restricted Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy [s.28(4)], including authority to recover expenses in any court of competent jurisdiction [s.28(5)]. 3. Authority to recover expenses incurred as a result of an offence against the Bush Fires Act, being expenses incurred through the fulfilment of a duty or doing anything for which the Act empowered or required the Shire of Lake Grace or those on behalf of the Shire of Lake Grace to do [s.58].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	
Record Keeping:	

Version Control:

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BF11 Prosecution of Offences

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.59 Prosecution of offences s.59A(2) Alternative procedure – infringement notices
Delegate:	Chief Executive Officer Bush Fire Control Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to institute and carry on proceedings against a person for an offence alleged to be committed against this Act [s.59]. 2. Authority to serve an infringement notice for an offence against this Act [s.59A(2)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	<i>Bush Fires Act 1954:</i> s.65 Proof of certain matters s.66 Proof of ownership or occupancy
Record Keeping:	

Version Control:

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DELEGATION NUMBER	-	004
DELEGATION SUBJECT	-	Proceedings under the Dog Act s10AA
LEGISLATIVE POWER	-	Dog Act 1976
DELEGATE	-	Chief Executive Officer
CROSS REFERENCE		Dog Act (s29(1)) & Dogs Local Law – Authorised Officers

FUNCTION TO BE PERFORMED

In accordance with Section 10AA(1) of the Dog Act, the Chief Executive Officer is delegated authority to exercise the local government's powers and the discharge of its duties required for the Shire to fulfil its obligations under the Dog Act.

This delegation enables the Chief Executive Officer to issue infringement notices pursuant to the provisions of Section 29 of the Dog Act. Any requirement to initiate prosecution of an offence is to be referred to Council for approval.

DELEGATION BY CEO

The Chief Executive Officer, in exercising authority under section 10AA(3) of the Dog Act, has delegated this power to the Deputy Chief Executive Officer and the Shire's Ranger.

(Note: the Council is to appoint Authorised Persons)

- DELEGATION NUMBER** - **O05**
- DELEGATION SUBJECT - Mining Tenements
- LEGISLATIVE POWER - Local Government Act 1995 (Section 5.42)
- DELEGATE - Chief Executive Officer

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to lodge objections to the granting of mining tenements that may affect Shire property. The Chief Executive Officer is further delegated authority to negotiate/impose appropriate conditions to be applied to the granting of any mining tenement in order to protect the Shire's interest in that property.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Deputy Chief Executive Officer and Manager Infrastructure Services.

DELEGATION NUMBER	-	O06
DELEGATION SUBJECT	-	Issuing of Licenses, Approvals & Permits – Local Laws
LEGISLATIVE POWER	-	Local Government Act 1995 s9.10
DELEGATE	-	Chief Executive Officer
CROSS REFERENCE		Local Laws

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to determine applications for the issue and or renewal of licenses and permits that are provided for in the Council's Local Laws.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Deputy Chief Executive Officer and the Manager Infrastructure Services.

DELEGATION NUMBER	-	007
DELEGATION SUBJECT	-	Amusements
LEGISLATIVE POWER	-	Local Government Act 1995 s9.10
DELEGATE	-	Chief Executive Officer
CROSS REFERENCE		Local Government Property Local Law clause 3.13

FUNCTION TO BE PERFORMED

The Chief Executive Officer is delegated authority to determine applications for licenses for travelling fairs, circuses, sideshow and amusements under the Shire's Local Law relating to Amusements.

DELEGATION BY CEO

The Chief Executive Officer in exercising authority under section 5.44 of the *Local Government Act 1995*, has delegated this power to the Deputy Chief Executive Officer.

DELEGATION NUMBER	-	008
DELEGATION SUBJECT	-	Proceedings under the Cat Act
LEGISLATIVE POWER	-	<i>Cat Act 2011</i>
DELEGATE	-	Chief Executive Officer
CROSS REFERENCE		Cat Act s48(1) - Authorised Officers

FUNCTION TO BE PERFORMED

In accordance with Section 44 of the *Cat Act 2011*, the Chief Executive Officer is delegated authority to exercise the local government's powers and the discharge of any of its duties pursuant to the Act.

Further, in accordance with Section 45 of the *Cat Act 2011*, the Chief Executive Officer may delegate to any employee of the local government the exercise of any of the Chief Executive Officer's duties pursuant to this Act.

DELEGATION BY CEO

The Chief Executive Officer, in exercising authority under section 45 of the *Cat Act 2011*, has delegated this power to the Deputy Chief Executive Officer, Manager Infrastructure Services and the Shire's Ranger.

DELEGATION NUMBER	-	O09
DELEGATION SUBJECT	-	Appointment Officers Authorised under the Bush Fires Act 1954 for 2020/2021
LEGISLATIVE POWER	-	<i>Bush Fires Act 1954</i>
DELEGATE	-	Chief Executive Officer
CROSS REFERENCE		Bush Fire Regulations 1954

FUNCTION TO BE PERFORMED

This is to advise that at the Ordinary Council meeting of 15 July 2020 and in accordance with s5.42 of the Local Government Act 1995, Council delegated to the Chief Executive Officer and others the discharge of duties and powers as detailed in the attached Register of Delegations.

Council have also noted that the Chief Executive Officer has delegated some of his powers and duties to other staff in accordance with limitations imposed by s5.43 of the Act and other relevant legislation.

It is essential for you to make yourself familiar with the responsibility attached to each delegations and ensure appropriate records are maintained when the delegated authority is exercised.

DELEGATION BY CEO

The Chief Executive Officer, in exercising authority under section 5.42 of the Local Government Act 1995, has delegated this power to the

B

Delegations from Council to Committees

*Note: The Shire of Lake Grace has no
Committees with delegated authority*

C

Delegations from Chief Executive Officer to Other Employees

The following is a summary of Delegations made by the Chief Executive Officer to:

DEPUTY CHIEF EXECUTIVE OFFICER

A01	Tenders
A03	Power to Remove & Impounding Goods
A04	Disposing of Confiscated or Uncollected Goods
A05	Acting Chief Executive Officer
A06	Power of Entry
F02	Payment of Creditors
F03	Insurance – Public Liability Claims
F04	Disposal of Council Property
F07	Power to Invest and Manage Investments
F08	Write-off/Waive Small Fees or Debts
PR01	Liquor, Sale or Consumption – Council Property
O04	Proceedings under the Dog Act
O06	Issuing of Licences, Approvals & Permits – Local Laws
O07	Amusements
O08	Proceedings under the Cat Act

MANAGER INFRASTRUCTURE SERVICES

A01	Tenders
A05	Acting Chief Executive Officer
A06	Power of Entry
F02	Payment of Creditors
E01	Road Trains and Extra Mass Permits
E02	Temporary Closure of Thoroughfares to Vehicles
E03	Events on Roads
E04	Gates Across Public Thoroughfare
E05	Street Trees – Removal
E07	Crossovers and Access
E08	Public Thoroughfares – Fixing or Altering Levels or Alignments or Drainage onto Adjoining Land
O05	Mining Tenements
O06	Issuing of Licences, Approvals & Permits – Local Laws
O08	Proceedings under the Cat Act

MANAGER CORPORATE SERVICES

F02	Payment of Creditors
F03	Insurance – Public Liability Claims
F07	Power to Invest and Manage Investments
F08	Write-off/Waive Small Fees or Debts

FINANCE OFFICER

F02	Payment of Creditors
F09	Recovery of Unpaid Debtors

BUILDING OFFICER

A06	Power of Entry
B02	Signs and Hoardings
B03	Buildings – Grant or Refusal of Building Permits
B04	Buildings – Grant or Refusal of Demolition Permits
B05	Buildings – Further Grounds for Not Granting an Application
B06	Buildings – Grant of Occupancy, Building Approval Certificates
B07	Buildings – Building Orders
H08	Appointment of Authorised Persons

ENVIRONMENTAL HEALTH OFFICER

A03	Power to Remove & Impounding Goods
A06	Power of Entry
H01	Powers of Local Government – (Deputy)
H03	Registration of Food Business
H08	Appointment of Authorised Persons
PR02	Authority to Issue s39 & s40 Certificates

SHIRE RANGER

O04	Proceedings under the Dog Act
O08	Proceedings under the Cat Act
H08	Appointment of Authorised Persons

CHIEF BUSH FIRE CONTROL OFFICER

O02	Prohibited Burning Times Variation
O03	Offences – Bush Fires Act

DEPUTY CHIEF BUSH FIRE CONTROL OFFICER

O03	Offences – Bush Fires Act
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FIRE CONTROL OFFICER

O03	Offences – Bush Fires Act
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SHIRE PRESIDENT

O02	Prohibited Burning Times Variation
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Delegations from Chief Executive Officer to Other Employees (Section 5.44)

Legislation	Subject	Delegate
Local Government Act 1995		
Section 5.5(1)	Convene ordinary meetings by giving notice of meeting and an agenda.	None
Section 5.5(2)	Convene special meetings by giving notice of meeting and purpose of meeting.	None
Section 5.12 (Schedule 2.3, Division 1)	Preside at committee meetings until office of presiding member is filled and conduct election of presiding member.	None
Section 5.29(1)	Convene electors' meeting by giving required notice.	None
Section 5.32	Cause minutes of Electors' Meeting to be kept and preserved and ensure minutes are available for inspection before the Council meeting at which decisions made at the electors' meeting are first considered.	None

Legislation	Subject	Delegate
Section 5.38	Review the performance of each employee who is employed for a term of more than one year at least once in relation to every year of the employment.	Deputy Chief Executive Officer Manager Infrastructure Services Manager Corporate Services
Section 5.41(a)	Advise the Council in relation to the functions of a local government under this Act and other written laws.	Deputy Chief Executive Officer Manager Corporate Services Manager Infrastructure Services Building Officer Environmental Health Officer
Section 5.41(b)	Ensure that advice and information is available to the Council so that informed decisions can be made.	Deputy Chief Executive Officer Manager Corporate Services Manager Infrastructure Services Building Officer Environmental Health Officer
Section 5.41(c)	Cause Council decisions to be implemented.	Deputy Chief Executive Officer Manager Corporate Services Manager Infrastructure Services Building Officer Environmental Health Officer

Legislation	Subject	Delegate
Local Government Act 1995		
Section 5.41(g)	Be responsible for the management, supervision and direction of other employees within their area of responsibility.	Deputy Chief Executive Officer Manager Infrastructure Services Manager Corporate Services
Section 5.41(h)	Ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law.	Deputy Chief Executive Officer Manager Corporate Services Manager Infrastructure Services Building Officer Environmental Health Officer
Section 5.46(1)	Keep a register of the delegations made to the Chief Executive Officer and to employees under Part 5, Division 4 of the Act.	Deputy Chief Executive Officer

Legislation	Subject	Delegate
Section 5.55	Give local public notice of availability of Annual Report as soon as practicable after the report has been accepted by Council.	Deputy Chief Executive Officer Manager Corporate Services
Section 5.66	Cause the written notice of any disclosures of financial interest received before a meeting to be given to the person who is to preside at the meeting.	None
Section 5.69(1)	Apply to the Minister to allow a disclosing member to participate in part of meeting relating to the matter.	None
Section 5.73	Record in the minutes of meetings, details of disclosures made under Section 5.65 or 5.70.	None
Section 5.77	Give a person written acknowledgment of having received a return under Section 5.75 or 5.76.	None
Section 5.88	Keep a register of financial interests as required by Section 5.88.	None
Section 5.92	Ensure that a Council member or a committee member has access to information that is relevant to the performance by the person or any of his or her functions under the Local Government Act or under any other written law.	Deputy Chief Executive Officer

Legislation	Subject	Delegate
Section 5.94	Ensure that any person attending the office during office hours, and free of charge inspect, subject to Section 5.95, the records specified in Section 5.94 whether or not current at the time of inspection.	Deputy Chief Executive Officer
Section 5.95(1)	Determine a person's right to inspect information referred to in Section 5.94 where a discretion is provided to the Chief Executive Officer.	Deputy Chief Executive Officer
Section 6.5	Ensure that there are kept, in accordance with Regulations, proper accounts and records of the transactions and affairs of the local government and keep the accounts and records up to date and ready for inspection at any time by persons authorised to do so under the Local Government Act or another written law.	Deputy Chief Executive Officer Manager Corporate Services
Section 9.29	Appoint an employee to represent the local government in legal proceedings either generally or in a particular case.	None
Section 9.31	Authorise an employee for the purpose of certifying a document to be a true copy.	Deputy Chief Executive Officer
Local Government (Functions and General) Regulations		
Regulation 16	Keep any tenders submitted in safe custody and ensure that all tenders remain confidential.	Deputy Chief Executive Officer Manager Infrastructure Services Manager Corporate Services

Legislation	Subject	Delegate
Regulation 17	Keep a tender register and make it available for public inspection.	Deputy Chief Executive Officer
Local Government (Financial Management) Regulations		
Regulation 5(1)	<p>Establish efficient systems and procedures -</p> <ul style="list-style-type: none"> a) for the proper collection of all money owing to the local government; b) for the safe custody and security of all money collected or held by the local government; c) for the proper maintenance and security of the financial records of the local government (whether maintained in written form or by electronic or other means or process); d) to ensure proper accounting for municipal or trust: <ul style="list-style-type: none"> (i) income received or receivable; (ii) expenses paid or payable; and (iii) assets and liabilities; e) to ensure proper authorisation for the incurring of liabilities and the making of payments; f) for the maintenance of payroll, stock control and costing records; and g) to assist in the preparation of budgets, accounts and reports required by the Act or these regulations. 	Deputy Chief Executive Officer Manager Corporate Services

Legislation	Subject	Delegate
Regulations 5(2)	Establish efficient systems and procedures to: <ul style="list-style-type: none"> a) ensure that the resources of the local government are effectively and efficiently managed; b) assist the council to undertake reviews of fees and charges regularly (and not less than once in every financial year); and c) undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 4 financial years) and report to the local government the results of those reviews. 	Deputy Chief Executive Officer Manager Corporate Services
Local Government (Administration) Regulations		
Regulation 12(4)	Determine whether it is practicable to give local public notice of a special meeting.	None
Regulation 14(2)	Determine whether a meeting or part of a meeting is likely to be closed to members of the public.	None
Regulation 29(2)(b) and (3)	Make the determinations referred to in Regulation 29(2)(b) and (3) in regard to a person's right to inspect information referred to in Section 5.94.	Deputy Chief Executive Officer

D

Delegations Under Other Legislation And Regulations

NOTE

**This list is an information tool and is ongoing – it
will be added to as relevant information
comes to hand**

Legislation	Subject	Delegate
<i>Health (Miscellaneous Provisions) Act 1911 Section 65</i>	<p>To allow the Chief Executive Officer to discharge the powers and functions of the local government under the Health (Miscellaneous Provisions) Act 1911.</p> <p>Section 26 Powers of local government <i>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:</i> <i>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.</i></p>	Chief Executive Officer
<i>Health (Treatment of Sewage and disposal of Effluent and Liquid Waste) Regulations 1974 – Sections 4 & 10</i>	To allow the Chief Executive Officer to discharge the functions of Sections 4 & 10	Chief Executive Officer
<i>Environmental Protection Act 1986 Section 65</i>	Delegation 52 – 19 March 2004 - Allows the Chief Executive Officer of the Department of Environment Regulation to delegate to local government regarding environmental protection notices	Chief Executive Officer
Environmental Protection (Noise) Regulations 1997	Delegation 112 – 20 December 2013 - delegates to local government power in relation to various approvals and other activities under the noise regulations	Chief Executive Officer
Environmental Protection (Noise) Regulations 1997 – Reg 13	Delegation 119 – 16 May 2014 – delegates to local government powers in relation to noise management plans for construction work on construction sites	Chief Executive Officer & Environmental Health Officer

TRUST FUND			
Chq/EFT	Date	Description	Amount
1540	22/11/2021	Julia Davies	-\$ 51.00
	10/11/2021	Bond Refund - Standpipe Card 0001892698	\$ 51.00
TOTAL TRUST FUND			-\$ 51.00
MUNICIPAL FUND			
EFT22861	01/11/2021	Katanning Furnishings	-\$ 17,810.00
	22/10/2021	Flooring upgrade at the LG Medical Centre	\$ 17,810.00
EFT22862	01/11/2021	Local Government Professionals Australia WA Division	-\$ 1,380.00
	08/10/2021	LG Professionals WA Annual State Conference 03-04/11/21 - FO R&I	\$ 1,380.00
EFT22863	16/11/2021	360 Environmental	-\$ 16,280.00
	05/11/2021	Phase 2: Detailed Site Investigation of Lions Walk Trail	\$ 16,280.00
EFT22864	16/11/2021	AFGRI Equipment Australia	-\$ 70.00
	15/10/2021	Trimming heads for PSP01 Misc Small Plant	\$ 70.00
EFT22865	16/11/2021	AQUATIC SERVICES WA PTY LTD	-\$ 3,254.90
	01/11/2021	Annual service to Lake Grace pool pumps, filtration system, chemical dosing and Procal unit	\$ 3,254.90
EFT22866	16/11/2021	Anna Scheepers	-\$ 200.00
	06/11/2021	Cleaning of Varley Hall 25/10-5/11/21	\$ 200.00
EFT22867	16/11/2021	Australia Post	-\$ 360.58
	03/11/2021	Postage & Freight Oct 21	\$ 360.58
EFT22868	16/11/2021	BEST PRACTICE SOFTWARE PTY LTD	-\$ 2,021.81
	31/10/2021	Annual Subscription Renewal for Medical Centre Softwares	\$ 2,021.81
EFT22869	16/11/2021	BOC Gases Australia Limited	-\$ 12.54
	21/11/2021	Container Service: LG Pool	\$ 12.54
EFT22870	16/11/2021	Building and Construction Industry Training Fund	-\$ 525.03
	08/11/2021	BCITF LG2122003 - Simone De Giambattista - 41 Dewar Street Lake Grace & BCITF LG2122004 - Simone De Giambattista - Lot 11 Kulin Lake Grace Road	\$ 525.03
EFT22871	16/11/2021	Building and Energy Division Department of Mines, Industry Regulation and Safety	-\$ 360.95
	31/10/2021	BSL LG2122003 Simone De Giambattista - 41 Dewar Street Lake Grace	\$ 215.34
	31/10/2021	BSL LG2122004 - Simone De Giambattista - 7059 Lake Grace Kulin Road, Lake Grace	\$ 145.61
EFT22872	16/11/2021	CCL Hardware	-\$ 5,657.78
	29/10/2021	Building Mtc Materials for October 21	\$ 1,569.58
	31/10/2021	Supply of concrete drainage formwork materials	\$ 4,088.20
EFT22873	16/11/2021	CHILD SUPPORT AGENCY	-\$ 316.98
	27/10/2021	Payroll deductions	\$ 158.49
	10/11/2021	Payroll deductions	\$ 158.49
EFT22874	16/11/2021	Cr Allan Douglas Marshall	-\$ 370.24
	31/10/2021	Councillor's Meeting Fees & IT Allowance	\$ 370.24
EFT22875	16/11/2021	Cr Anton Joseph Kuchling	-\$ 96.78
	31/10/2021	Councillor's Meeting Fees & IT Allowance	\$ 96.78
EFT22876	16/11/2021	Cr Benjamin John Hyde	-\$ 1,771.93
	31/10/2021	Councillor's Meeting Fees, Travel, IT Allowance & Reimbursement	\$ 1,771.93
EFT22877	16/11/2021	Cr Debrah Susan Clarke	-\$ 500.00
	31/10/2021	Councillor's Meeting Fees & IT Allowance	\$ 500.00
EFT22878	16/11/2021	Cr Jeffrey Vincent McKenzie	-\$ 96.78
	31/10/2021	Councillor's Meeting Fees & IT Allowance	\$ 96.78
EFT22879	16/11/2021	Cr Leonard William Armstrong	-\$ 2,505.26
	31/10/2021	President's Meeting Fees & IT Allowance	\$ 2,505.26
EFT22880	16/11/2021	Cr Rosalind Alice Lloyd	-\$ 583.08
	31/10/2021	Councillor's Meeting Fees, Travel & IT Allowance	\$ 583.08
EFT22881	16/11/2021	Cr Ross Chappell	-\$ 918.00
	31/10/2021	Deputy President's Meeting Fees, Travel & IT Allowances	\$ 918.00
EFT22882	16/11/2021	Cr Salomon Petrus Stoffberg	-\$ 403.22
	31/10/2021	Councillor's Meeting Fees, Travel & IT Allowance	\$ 403.22

EFT22883	16/11/2021	Cr Shane David Carruthers		-\$	500.00
	31/10/2021	Councillor's Meeting Fees & IT Allowance	\$	500.00	
EFT22884	16/11/2021	Cr Stephen Gordon Hunt		-\$	96.78
	31/10/2021	Councillor's Meeting Fees, Travel & IT Allowance	\$	96.78	
EFT22885	16/11/2021	EASTERN WHEATBELT BIOSECURITY GROUP INC		-\$	110.00
	21/10/2021	EWBG Membership 2021/22	\$	110.00	
EFT22886	16/11/2021	Exurban Pty Ltd		-\$	802.97
	01/11/2021	General Town Planning Consulting Services for the month of October 2021	\$	802.97	
EFT22887	16/11/2021	Fiona Palmer		-\$	38.00
	26/10/2021	Lake Grace Visitors Centre - September Consignments	\$	38.00	
EFT22888	16/11/2021	GS Mobile Mechanical Services		-\$	243.10
	04/11/2021	Tyre puncture repair to PLVU50 2020 Toyota Landcruiser	\$	39.60	
	09/11/2021	Tyre puncture repair on PLOD05 2006 Volvo Loader	\$	203.50	
EFT22889	16/11/2021	Great Southern Fuel Supplies		-\$	3,302.44
	31/10/2021	Fuel Card Purchases Oct 21	\$	3,302.44	
EFT22890	16/11/2021	Hersey's Safety Pty Ltd		-\$	441.27
	10/11/2021	Sundry supplies for Shire Depot	\$	441.27	
EFT22891	16/11/2021	Hyden Sheds and Garages		-\$	9,842.00
	08/11/2021	Shed for NGT Jumping Pillow	\$	9,842.00	
EFT22892	16/11/2021	Integrated ICT		-\$	2,788.61
	27/10/2021	IT Support Oct 21	\$	1,958.55	
	29/10/2021	Set up Visitors Centre computer	\$	214.50	
	29/10/2021	Upgrade fo & lgvc2 to Office 365 Business Premium to allow for password reset functions remotely	\$	198.00	
	31/10/2021	Office 365 - Licenses Oct 21	\$	417.56	
EFT22893	16/11/2021	Ipec Pty Ltd		-\$	229.10
	17/10/2021	Freight 06-13/10/2021	\$	229.10	
EFT22894	16/11/2021	Jason Signmakers		-\$	282.22
	08/11/2021	John Holland Way signs	\$	282.22	
EFT22895	16/11/2021	Kleenheat Gas Pty Ltd		-\$	1,074.84
	04/11/2021	Gas - Newdegate Pavilion	\$	1,074.84	
EFT22896	16/11/2021	Lake Grace Community Men's Shed		-\$	544.00
	01/07/2021	Lakes Local Action Group - Frames for double sided SKW Signs	\$	544.00	
EFT22897	16/11/2021	Lake Grace Community Resource Centre		-\$	2,000.00
	29/10/2021	Contribution - additional Library hours	\$	2,000.00	
EFT22898	16/11/2021	Lake Grace Development Association Inc		-\$	100.00
	10/11/2021	Number Plate Donation for Lake Grace All Abilities Playground - 09LG	\$	100.00	
EFT22899	16/11/2021	Lake Grace Leading Appliances		-\$	899.00
	08/11/2021	Supply of washing machine for 6 Blackbutt Way	\$	899.00	
EFT22900	16/11/2021	Lake Grace Plaza		-\$	386.50
	25/10/2021	Supply of cleaning products for Lake Grace facilities	\$	335.00	
	30/10/2021	Newspapers Subscription Oct 21	\$	51.50	
EFT22901	16/11/2021	Lake Grace Sportsman's Club Inc		-\$	98.00
	28/10/2021	Refreshments for council fridge	\$	98.00	
EFT22902	16/11/2021	Lake King Primary School		-\$	50.00
	03/11/2021	Book Award Donation for 2021 Lake King PS Presentation Night	\$	50.00	
EFT22903	16/11/2021	Lakes Plumbing & Gas		-\$	2,972.58
	12/11/2021	Installation of new instant gas hot water system at 36 Bennett Street and repair of leaking sink drain at Lakes Village Hall	\$	2,837.83	
	12/11/2021	Supply of 90mm poly connector for LG turkey nest pipes	\$	134.75	
EFT22904	16/11/2021	Lillys Garden		-\$	149.00
	12/10/2021	Lake Grace Visitors Centre - September Consignments	\$	149.00	
EFT22905	16/11/2021	Local Government Professionals Australia WA Division		-\$	860.00
	26/08/2021	Report Writing for Local Government Course for FO I&R	\$	860.00	
EFT22906	16/11/2021	M & L Australasia PTY LTD		-\$	9.90
	05/11/2021	Supply & Postage of name badge for ASO	\$	9.90	
EFT22907	16/11/2021	Michelle Slarke		-\$	40.00
	28/10/2021	Lake Grace Visitors Centre - September Consignments	\$	40.00	

EFT22908	16/11/2021 Movesmart Physiotherapy		-\$	25.00
	10/11/2021 Key Bond Refund - Newdegate Medical Centre	\$	25.00	
EFT22909	16/11/2021 Mrs G's Catering		-\$	600.00
	05/11/2021 Catering for 27 October 2021 - OCM with Citizenship Ceremony	\$	600.00	
EFT22910	16/11/2021 Narrogin Carpets & Curtains		-\$	9,350.00
	11/11/2021 New floor treatments to 3 Clark Avenue	\$	5,995.00	
	11/11/2021 New carpets at 54B Bennett Street	\$	3,355.00	
EFT22911	16/11/2021 NewGround Water Services		-\$	22,777.62
	29/10/2021 Renovations & fertilising of LG, NGT & LK ovals	\$	22,777.62	
EFT22912	16/11/2021 Newdegate Newsagency & PO		-\$	9.30
	29/10/2021 Postage of Inter-library books October 2021	\$	9.30	
EFT22913	16/11/2021 Newdegate Primary School		-\$	60.00
	27/10/2021 Sponsorship of the Year 6 Shire of Lake Grace Endeavour Award	\$	60.00	
EFT22914	16/11/2021 Newdegate Stock & Trading		-\$	159.39
	07/10/2021 Garden materials for NGT Parks & Gardens	\$	159.39	
EFT22915	16/11/2021 Officeworks		-\$	589.89
	10/09/2021 Alarmed AED Defibrillator Cabinet for LK Chicken Ranch	\$	290.00	
	26/10/2021 Various Stationary Items for Shire Office	\$	299.89	
EFT22916	16/11/2021 Outback TV		-\$	1,045.70
	26/10/2021 Installation of GPU/RCD/lights at LG sports oval sewerage chlorinator	\$	1,045.70	
EFT22917	16/11/2021 Pauley & Co		-\$	37,551.43
	10/11/2021 10% payment installation - Supply & installation of LG hockey oval lights	\$	37,551.43	
EFT22918	16/11/2021 Roamin Enterprises		-\$	23,980.00
	31/10/2021 Install new culverts to Old Newdegate/Creek/Old Ravensthorpe/Milstead Rds	\$	19,910.00	
	31/10/2021 Culvert work on Lake Biddy Road SLK 0.24	\$	4,070.00	
EFT22919	16/11/2021 Royal Life Saving Society WA		-\$	473.00
	01/10/2021 Pool Operations Training for Relief NGT Pool Caretaker	\$	473.00	
EFT22920	16/11/2021 S & L Trevenen		-\$	103,226.75
	20/10/2021 Maintenance Grading Newdegate: 1/10-31/10/2021	\$	48,064.50	
	05/11/2021 Maintenance Grading Lake King/Varley: 1/10-31/10/2021	\$	35,876.50	
	05/11/2021 Verge Cleaning & tidying on Quondong Court and Absolon Street	\$	8,965.00	
	11/11/2021 Side tipper hire for Mallee Hill Rd works	\$	10,320.75	
EFT22921	16/11/2021 Telstra Corporation Limited		-\$	904.84
	20/10/2021 Satellite phones BFB Satellite phone-Lake King BFB	\$	45.00	
	20/10/2021 Satellite phone - Newdegate BFB	\$	45.00	
	20/10/2021 Satellite phone - Varley BFB	\$	45.00	
	20/10/2021 Satellite phone - stored at the Lake King Fire Shed.	\$	45.00	
	20/10/2021 Satellite phone - stored at the Lake King Fire Shed.	\$	45.00	
	04/11/2021 Mobile Phone Charges 0407034641-Sewerage-Fail Safe	\$	0.11	
	04/11/2021 0407384735-Sewerage-Fail Safe	\$	1.40	
	04/11/2021 0418621708-CEO Mobile	\$	30.11	
	04/11/2021 0417914083-Speed Trailer	\$	5.50	
	04/11/2021 0418326588-LG Pool Manager	\$	0.11	
	04/11/2021 0428651109-Leading Hand Mobile	\$	0.06	
	04/11/2021 0428711190-Newdegate Fire Truck	\$	0.28	
	04/11/2021 0429571975-Sewerage	\$	47.75	
	04/11/2021 0429651112-Parks & Gardens Mobile	\$	0.28	
	04/11/2021 0436668242-CESM Mobile	\$	124.20	
	04/11/2021 0448089092-MIS Mobile	\$	151.45	
	04/11/2021 0475898471-Councillors WI-FI	\$	40.00	
	04/11/2021 0476806205-Councillors Air Card	\$	44.99	
	04/11/2021 Rounding	-\$	0.01	
	10/11/2021 SMS Service - Emergency Services	\$	233.61	
EFT22922	16/11/2021 The Workwear Group Pty Ltd		-\$	423.66
	03/11/2021 Staff Uniform - CEO	\$	423.66	
EFT22923	16/11/2021 Tree Care WA		-\$	3,300.00
	29/10/2021 Visual assessment of trees within Lake Grace town site	\$	3,300.00	

EFT22924	16/11/2021	Varley Ag Solutions			-\$ 269.50
	18/10/2021	Supply and Fit flashing to repair damage on Vrly Fire Shed	\$	269.50	
EFT22925	16/11/2021	WALGA			-\$ 1,568.00
	06/07/2021	Rates in Local Government - Debt Collection for FO Rates & Creditors	\$	578.00	
	06/07/2021	Rates in Local Government - Clerical for FO Rates & Creditors	\$	990.00	
EFT22926	16/11/2021	WEST COAST DENTAL DEPOT			-\$ 1,696.15
	08/10/2021	Servicing of the LG medical centre dental chair	\$	1,696.15	
EFT22927	16/11/2021	Warren Blackwood Waste			-\$ 8,224.00
	06/11/2021	Recycling Pick-Ups for October 2021	\$	4,364.80	
	06/11/2021	Waste Pick-Ups for October 2021	\$	3,859.20	
EFT22928	16/11/2021	Wazzas Complete Sheep Management			-\$ 8,310.50
	01/11/2021	NGT Town Maintenance And Gardening 01/10/21 - 31/10/21	\$	8,310.50	
EFT22929	16/11/2021	West Coast Asbestos Registers			-\$ 8,178.00
	04/11/2021	removal & disposal of asbestos at NGT Hall, LG Hockey Pavilion, Vrly Hall	\$	8,178.00	
EFT22930	18/11/2021	Daves Tree Service			-\$ 37,928.00
	05/11/2021	Roadside trimming of Duckworth Rd and Kennedy Rd	\$	37,928.00	
EFT22931	18/11/2021	Natural Wonders Australia Pty Ltd			-\$ 264.38
	07/10/2021	Stock for LG Visitors Centre - Good Riddance Insect Repellent Starter Pack	\$	264.38	
EFT22932	25/11/2021	Air Response Pty Ltd			-\$ 299.50
	27/08/2021	Inspect and repair Shire Office air conditioning unit not working in the open office area	\$	299.50	
EFT22933	25/11/2021	Ausrecord			-\$ 24.20
	16/11/2021	Various Letter Labels for Personnel Files	\$	24.20	
EFT22934	25/11/2021	Caffe Arjo			-\$ 101.00
	14/10/2021	Lakes Local Action Group - Catering for AGM	\$	101.00	
EFT22935	25/11/2021	Davmin Holdings Pty Ltd			-\$ 6,292.00
	23/11/2021	Dozer hire for pushing up grave for Green Road emergency works	\$	6,292.00	
EFT22936	25/11/2021	Great Southern Fuel Supplies			-\$ 300.58
	31/10/2021	Fuel Card Purchases - Lakes Local Action Group	\$	300.58	
EFT22937	25/11/2021	House of Sharday			-\$ 24.96
	11/10/2021	Lake Grace Visitors Centre - September Consignments	\$	24.96	
EFT22938	25/11/2021	Ipec Pty Ltd			-\$ 78.19
	24/10/2021	Freight 15-20/10/2021	\$	57.62	
	08/11/2021	Freight 03/11/2021	\$	20.57	
EFT22939	25/11/2021	Jason Signmakers			-\$ 995.95
	04/11/2021	Signage for the LG Tip	\$	995.95	
EFT22940	25/11/2021	Lake Grace Community Resource Centre			-\$ 150.00
	04/11/2021	Advertisements in the Lakes Link News	\$	150.00	
EFT22941	25/11/2021	Lake Grace Development Association Inc			-\$ 100.00
	23/11/2021	Number Plate Donation - 010LG	\$	100.00	
EFT22942	25/11/2021	Lake Grace District High School			-\$ 70.00
	04/11/2021	Donation to the 2021 Student Award Night	\$	50.00	
	16/11/2021	Lake Grace District High School Annual Magazine	\$	20.00	
EFT22943	25/11/2021	Lake Grace Tennis Club Incorporated			-\$ 2,500.00
	29/09/2021	Donation for the re-laying of flooring at the Lake Grace Tennis Club done by Narrogin Carpet Court	\$	2,500.00	
EFT22944	25/11/2021	Lake Grace Transport			-\$ 343.04
	17/11/2021	Freight of chemicals for LG & NGT Pools	\$	343.04	
EFT22945	25/11/2021	Lake King Primary School			-\$ 547.25
	03/11/2021	50% contribution for Oliver Support and Maintenance for 2021 for the Lake King Library	\$	547.25	
EFT22946	25/11/2021	Lauren O'Neill			-\$ 50.00
	23/11/2021	Animal Trap Bond 10/11/2021	\$	50.00	
EFT22947	25/11/2021	Lillys Garden			-\$ 123.00
	11/11/2021	Stock purchases for LG Visitor Centre - October 2021	\$	123.00	
EFT22948	25/11/2021	Maalouf Ford			-\$ 47,255.83
	10/11/2021	Purchase of 2021 Dual Cab Ford Ranger	\$	47,255.83	

EFT22949	25/11/2021	Michelle Slarke		-\$	20.00
	18/11/2021	Lake Grace Visitors Centre - October Consignments	\$	20.00	
EFT22950	25/11/2021	Moore Australia (WA) Pty Ltd		-\$	660.00
	27/07/2021	Webinars for FO Payroll & Debtors & FO Rates & Creditors	\$	660.00	
EFT22951	25/11/2021	Nature Playgrounds		-\$	2,750.00
	18/10/2021	Lake Grace All Abilities Playground Concept Plan design fee (balance)	\$	2,750.00	
EFT22952	25/11/2021	Neu-Tech Auto Electrics		-\$	678.70
	27/10/2021	Replacement relay for fogger	\$	8.87	
	27/10/2021	Repairs on PTCK18 2016 Mack Truck	\$	200.75	
	28/10/2021	Materials to repair charger at the LK Fire Station	\$	469.08	
EFT22953	25/11/2021	Newdegate Cricket Club		-\$	100.00
	24/11/2021	Bond Refund: Newdegate Pavilion Hire 02/11/2021	\$	100.00	
EFT22954	25/11/2021	Olowu and Omoniyi Pty Ltd		-\$	719.40
	16/11/2021	Reimbursement for 150,000km service of PLVU38 2016 Mitsubishi Pajero Sport	\$	719.40	
EFT22955	25/11/2021	RA McDonald & Co		-\$	344.00
	24/11/2021	Refund - Invoice paid twice in error	\$	344.00	
EFT22956	25/11/2021	Roamin Enterprises		-\$	31,564.50
	17/11/2021	Culverts on West Kuender Road SLK 4.59, 4.96 & 6.36	\$	21,037.50	
	17/11/2021	Emergency drainage works to Green Rd 1.48 to 1.54	\$	10,527.00	
EFT22957	25/11/2021	Seek Limited		-\$	962.50
	14/10/2021	Advertisement for Pool Manager position	\$	313.50	
	26/10/2021	Seek advert for Manager Corporate Services	\$	324.50	
	01/11/2021	Seek job advertisement - Building Maintenance Officer	\$	324.50	
EFT22958	25/11/2021	Shire of Narrogin		-\$	1,158.90
	13/10/2021	Building Surveyor Services - September 2021	\$	973.90	
	29/10/2021	Building Surveyor Services - October 2021	\$	185.00	
EFT22959	25/11/2021	South Regional TAFE		-\$	729.12
	16/11/2021	Secure Cargo Course for works crew	\$	318.00	
	16/11/2021	Secure Cargo Course for works crew	\$	190.80	
	16/11/2021	Skid Steer operator training for members of works crew	\$	220.32	
EFT22960	25/11/2021	Synergy Electricity Generation and Retail Corp		-\$	18,740.71
	12/11/2021	127078400 Medical Centre Lot 116 Memorial Dr LG	\$	711.85	
	12/11/2021	129110870 Kindergarten Lot 233 Absolon St LG	\$	207.13	
	12/11/2021	134311810 Railway Station Lot 362 Stubbs St LG	\$	432.00	
	12/11/2021	138007430 Day Care Centre 2 Griffiths St LG	\$	137.90	
	12/11/2021	330844770 Staff housing U1 10 Gumtree Dr LG	\$	40.33	
	12/11/2021	330844770 Staff housing U1 10 Gumtree Dr LG	\$	70.83	
	12/11/2021	330919390 Staff Housing U2 54B Bennett St LG	\$	127.58	
	12/11/2021	156576110 NGT Oval Lot 149 Waddell St NGT	\$	776.95	
	12/11/2021	250352580 RSL Hall - 24 Stubbs St LG	\$	117.46	
	12/11/2021	697266750 Lakes Village Hall 2 Bennett St LG	\$	226.58	
	12/11/2021	732925950 NGT TV Transmitter Lot149 Waddell St NGT	\$	216.15	
	12/11/2021	995371470 Lake Grace Oval Lot 1 South Rd LG	\$	596.32	
	12/11/2021	935556670 Information Bay Stubbs St LG	\$	114.50	
	12/11/2021	129094750 Vrl Rec Grnd/Oval LOC 1166 UA Carstairs Rd	\$	145.57	
	12/11/2021	201879730 Public Toilets Lot 2699 Maley St NGT	\$	250.03	
	12/11/2021	912435390 Lake Grace Hall McMahon St LG	\$	166.23	
	12/11/2021	237378050 Hainsworth Building Lot 60 Collier St NGT	\$	110.47	
	12/11/2021	797296030 NGT Fire Station Lot 196 May St NGT	\$	227.25	
	12/11/2021	343939530 LG Oval retic Mason St LG	\$	110.74	
	12/11/2021	837171710 Ping Sports Pav-n Loc 2266 Pingaring-Vrl Rd	\$	185.42	
	12/11/2021	595320510 LG Pumping Station Lot 275 Mason St LG	\$	475.55	
	12/11/2021	450222670 Old Doctor's Surgery 31 Bennett St LG	\$	186.97	
	12/11/2021	327733870 LG Oval-Basketball Court Lot 75 Bishop St	\$	143.15	
	12/11/2021	632457350 LG TV Tower Lot 359 Dewar St LG	\$	196.87	
	12/11/2021	491541070 LG sewerage Stubbs St LG	\$	135.53	
	12/11/2021	901681390 Public Toilets Lot 59 Seward Ave Vrl	\$	162.99	
	12/11/2021	946946910 LG Airstrip LOC 19914 Dumblebung-LG Rd	\$	91.84	
	12/11/2021	968110430 Town Clock Stubbs St LG	\$	123.54	

12/11/2021	893222990	LG Swimming Pool Lot 75 Stubbs St LG	\$	1,574.00
12/11/2021	791802670	Vrly Pavilion Loc 1166 Carstairs Rd Vrl	\$	780.76
12/11/2021	365354210	Staff Housing Lot 2016 Blackbutt Way LG	\$	989.36
12/11/2021	608222350	Station Masters House Visitor Cntr-Stubbs St	\$	335.41
12/11/2021	794657310	NGT Oval Lot 149P Waddell St NGT	\$	139.33
12/11/2021	693350310	Lakes Village Grnds Retic U2 Bennett St LG	\$	169.74
12/11/2021	511332320	Shire Office Lot 75 Stubbs St LG	\$	728.79
12/11/2021	336652990	Street Lighting LG 67.2%	\$	2,837.84
12/11/2021	336652990	Street Lighting NGT 23.1%	\$	975.50
12/11/2021	336652990	Street Lighting LK 5.9%	\$	249.15
12/11/2021	336652990	Street Lighting Vrl 3.8%	\$	160.47
12/11/2021	839490030	Shire Depot Lot 252 Absolon St LG	\$	224.07
12/11/2021	463275870	LG Sports Pavilion Bishop St LG	\$	1,197.31
12/11/2021	720436540	Park Lot 9 Maley St, NGT	\$	119.46
12/11/2021	587508750	LG Oval - Loc 12722 Elliott Rd, South LG	\$	805.71
12/11/2021	783748990	LG Oval Lot 75 Bishop St LG	\$	215.30
12/11/2021	163376940	Medical Centre UA Lot 33 Maley St NGT	\$	225.20
12/11/2021	253091930	NGT Public Hall Lot 33 Maley St NGT	\$	138.45
12/11/2021	264043790	Varley Hall Lot 8 Pitt St	\$	122.39
12/11/2021	373461490	Staff Housing 3 Clarke Ave LG	\$	71.47
12/11/2021	355686650	Staff Housing 1 Quondong Crt LG	\$	125.08
12/11/2021	359079340	Staff Housing 33B Absolon Street LG	\$	68.19
EFT22961	25/11/2021	Telstra Corporation Limited	-\$	1,987.38
27/09/2021		Bus Mobile Broadband - Lakes Local Action Group	\$	48.99
12/11/2021		Landline Charges Depot - 9865 1067	\$	35.35
12/11/2021		Lake Grace Pool - 9865 1144	\$	34.95
12/11/2021		Lake Grace Library - 9865 1185	\$	95.92
12/11/2021		Lake Grace Medical Centre - 9865 1208	\$	109.36
12/11/2021		Lake Grace Medical Centre Fax - 9865 1362	\$	48.55
12/11/2021		Lake Grace Medical Centre - 9865 1388	\$	42.94
12/11/2021		Depot - 9865 1493	\$	34.95
12/11/2021		AIM - 9865 1646	\$	35.25
12/11/2021		Lake Grace Airstrip - 9865 1656	\$	34.95
12/11/2021		338 Memorial Drive - 9865 1978	\$	92.99
12/11/2021		Depot - 9865 1985	\$	34.95
12/11/2021		Depot - 9865 1986	\$	34.95
12/11/2021		Lake Grace Visitor Centre - 9865 2140	\$	44.62
12/11/2021		Lake Grace Visitor Centre Fax - 9865 2141	\$	34.95
12/11/2021		Licensing Office - 9865 2275	\$	34.95
12/11/2021		Newdegate Medical Centre - 9871 1105	\$	40.78
12/11/2021		Newdegate Medical Centre - 9871 1341	\$	42.04
12/11/2021		Newdegate Medical Centre - 9871 1528	\$	64.88
12/11/2021		Lake King Library - 9874 4147	\$	34.95
12/11/2021		Lake King Fire Station - 9874 4196	\$	34.95
12/11/2021		Lake King Fire Station Fax - 9874 4201	\$	34.95
12/11/2021		Lake King Library Internet - 9874 4234	\$	34.95
12/11/2021		0427651127- TO Mobile	\$	99.00
12/11/2021		0455915715-IPad for OSH	\$	29.00
12/11/2021		Fire Ban Hotline - 9487 7191	\$	6.00
12/11/2021		Administration Office - 9880 2500	\$	392.66
12/11/2021		Lake Grace Medical Centre Internet - N9502816R	\$	59.99
12/11/2021		Newdegate Medical Centre Internet - N9502816R	\$	50.00
12/11/2021		Newdegate Fire Station - 9781 1228	\$	34.95
12/11/2021		Group Plan Discount	-\$	85.35
12/11/2021		Rounding	\$	0.01
12/11/2021		0457999713 - Trail Camera	\$	15.00
12/11/2021		0458004636 - Trail Camera	\$	15.00
12/11/2021		0487193712 - NGT Rec Centre Solar backup battery storage	\$	15.00
12/11/2021		0487223282 - LG Sports Pav Solar backup battery storage	\$	15.00
12/11/2021		0487225597 - Vrly Sports Pav Solar backup battery storage	\$	15.00

	12/11/2021	0487234395 - LG Medical Centre Solar backup battery storage	\$	15.00	
	20/11/2021	Satellite phones BFB Satellite phone-Lake King BFB	\$	45.00	
	20/11/2021	Satellite phone - Newdegate BFB	\$	45.00	
	20/11/2021	Satellite phone - Varley BFB	\$	45.00	
	20/11/2021	Satellite phone - stored at the Lake King Fire Shed.	\$	45.00	
	20/11/2021	Satellite phone - stored at the Lake King Fire Shed.	\$	45.00	
EFT22962	25/11/2021	Tenaya Walmsley			-\$ 100.00
	25/11/2021	Bond Refund: Lake King Hall Hire 30/08-13/10/2021	\$	100.00	
EFT22963	25/11/2021	The Recovre Group Pty Ltd			-\$ 6,826.60
	13/09/2021	Workplace staff mediation services and reporting	\$	6,826.60	
EFT22964	25/11/2021	Trevenen Building & Glass Pty Ltd			-\$ 92,572.75
	11/11/2021	Newdegate Country Club Refurbishment - October 2021 progress claim	\$	92,572.75	
EFT22965	25/11/2021	Varley Ag Solutions			-\$ 442.15
	06/10/2021	New mower v-belt and gardening materials	\$	157.52	
	09/10/2021	Parts to repair cemetery retic	\$	284.63	
EFT22966	25/11/2021	WA Contract Ranger Services			-\$ 935.00
	05/11/2021	Contract Ranger Services	\$	935.00	
EFT22967	25/11/2021	WALGA			-\$ 240.00
	05/10/2021	Induction Program for Elected Members - CEO	\$	240.00	
EFT22968	25/11/2021	WESTRAC PTY LTD			-\$ 1,098.44
	14/11/2021	Replacement lamps and mirror for PGRA08 2020 CAT Grader	\$	1,098.44	
EFT22969	25/11/2021	WW & Co. Candles			-\$ 54.00
	18/11/2021	Stock purchases for LG Visitor Centre - October 2021	\$	54.00	
EFT22970	25/11/2021	Wazzas Complete Sheep Management			-\$ 644.00
	11/11/2021	Reimbursement of purchase of new plants for Newdegate Pioneer Park	\$	644.00	
EFT22971	26/11/2021	A.P and J.M Keeble			-\$ 136.00
	20/11/2021	Stock purchases for LG Visitor Centre - October 2021	\$	136.00	
EFT22972	26/11/2021	CHILD SUPPORT AGENCY			-\$ 158.49
	24/11/2021	Payroll deductions	\$	158.49	
EFT22973	26/11/2021	Great Southern Fuel Supplies			-\$ 14,052.06
	17/11/2021	Diesel for depot tank	\$	14,052.06	
EFT22974	26/11/2021	Lake Grace Basketball Association Inc			-\$ 4,835.60
	25/11/2021	Reimbursement for the purchase of 4 x fibreglass basketball backboards and 4 x rings for the Lake Grace basketball courts	\$	4,835.60	
EFT22975	26/11/2021	Lake Varley & Districts Progress Association			-\$ 75.00
	24/11/2021	Lakes Local Action Group - Advertisement in the Varley Newsletter	\$	75.00	
EFT22976	26/11/2021	Market Creations Agency Pty Ltd			-\$ 407.00
	23/11/2021	Wildcard certificate and SSL setup for Shire website/domain	\$	407.00	
EFT22977	26/11/2021	McKenzie Concrete Co			-\$ 44,000.00
	22/11/2021	Deposit for installation of new concrete footpaths to Waratah/Wattle/Gumtree	\$	44,000.00	
EFT22978	26/11/2021	Newdegate Field Day Committee			-\$ 1,750.00
	25/11/2021	Newdegate Machinery Field Day 2021 Art Acquisition Sponsorship	\$	1,750.00	
EFT22979	26/11/2021	Roe Tourism Association			-\$ 6,000.00
	15/11/2021	2021/22 Roe Tourism Association Membership & Contribution to Executive Officer position	\$	6,000.00	
		TOTAL EFT			-\$ 648,269.08
36960	01/11/2021	Pivotel Satellite Pty Limited			-\$ 93.00
	15/10/2021	Satellite tracking - 3 x Isolated Worker Safety Solution	\$	93.00	
36961	01/11/2021	St John Ambulance Western Australia			-\$ 100.00
	26/10/2021	Number Plate Donation - 685LG	\$	100.00	
36962	01/11/2021	Water Corporation			-\$ 14,845.67
	13/10/2021	Standpipe #2 Mallee Hill Rd	\$	439.67	
	13/10/2021	Standpipe #4 Biddy-Camm/Mission Rd	\$	47.77	
	13/10/2021	Standpipe #11 Newman Rd	\$	426.02	

13/10/2021	Standpipe #9 Biddy/Rodger Rd	\$	911.78
13/10/2021	Standpipe #5 Newdegate North	\$	47.77
13/10/2021	Kulin-Lake Grace Rd Katanning - Sale Yard	\$	191.69
14/10/2021	Garden at Maley St NGT Lot Median Strip	\$	5.46
14/10/2021	Park at 15 Maley St NGT	\$	264.71
14/10/2021	Hall at 23 May St NGT Lot 195 Res 19136	\$	577.96
14/10/2021	Standpipe at Maley St Newdegate Lot 198 Res 17616	\$	725.68
14/10/2021	Maley St NGT - Newdegate Skate Park	\$	259.26
14/10/2021	Lot 60 Collier St NGT - Hainsworth Building	\$	72.09
14/10/2021	Dillon St Newdegate Lot 149 (29080) - Public Toilets	\$	133.72
14/10/2021	Lot 196 Res 42416 - NGT Fire Station 28 May St	\$	48.17
14/10/2021	Standpipe #1 North Lake Grace	\$	707.11
15/10/2021	Sewer pump station at Mason St Lake Grace Lot 333	\$	2.73
15/10/2021	Lot 3120 Res 42011-Varley Cemetery	\$	8.19
15/10/2021	Lot 1166 res 27683-Golf Course Varley	\$	43.66
15/10/2021	Lot 7-8 - Varley Public Hall	\$	73.68
15/10/2021	Lot 22 Seward Av Vrl (south)-Public Toilets	\$	226.51
15/10/2021	LK Lot 214 Res 46461-Fire Station (4 the Crossing)	\$	47.77
15/10/2021	65B Bennett St LG Lot 184-Staff Housing	\$	89.57
15/10/2021	65A Bennett St LG Lot 184-Staff Housing	\$	117.45
15/10/2021	Lot Res 20321 - Lake King Hall	\$	196.49
15/10/2021	Hetherington Wy Lot 186-Fountain LK	\$	2.73
18/10/2021	LG Railway Station 33 Stubbs St (Public Toilets)	\$	245.61
18/10/2021	36 Bennett St LG Lot 42-Staff Housing	\$	72.84
18/10/2021	Absolon St LG Lot 252 Res 28516 - Shire Depot	\$	43.66
18/10/2021	23 Absolon St LG Lot 61-Staff Housing	\$	54.25
18/10/2021	LG Lot 233-234 Res 27864 - Kindergarten 1 Griffiths St	\$	125.53
18/10/2021	Admin Office at Stubbs St LG Lot 75	\$	319.29
18/10/2021	Bishop St Lot 75 - LG Swimming Pool	\$	2,734.46
18/10/2021	Bishop St LG Lot 75, Sporting Grounds	\$	43.66
18/10/2021	3 Clark Av LG Lot 241 - Staff Housing	\$	46.81
18/10/2021	6 Banksia Pl Lake Grace Lot 75 - Staff Housing	\$	176.94
18/10/2021	Stubbs St Lake Grace - Median Strip Garden	\$	796.87
18/10/2021	5 Banksia Pl LG Lot 80 - Staff Housing	\$	91.43
18/10/2021	Garden at Stubbs St LG - Median Strip Garden	\$	439.37
18/10/2021	Garden at Stubbs St Lake Grace Lot Median Strip	\$	259.26
18/10/2021	Garden at Stubbs St Lake Grace Lot Median Strip	\$	297.46
18/10/2021	Lot 361 Res 46768 (Station Master)-19 Stubbs St Visitor Centre Toilets	\$	46.81
18/10/2021	Boulton St Lake Grace Lot 9000 - Standpipe - Truck Wash-down Bay	\$	383.44
18/10/2021	RSL Hall Stubbs St LG Lot 4 Res 17442	\$	182.84
18/10/2021	Lot 124 Bennett St LG - Lakes Village Hall	\$	2.73
18/10/2021	8 Wattle Dr LG Lot 30 - Staff Housing	\$	78.41
18/10/2021	Unit 1-7/2 Bennett St LG Lot 500-Lakes Village Gardens	\$	44.95
18/10/2021	14 Blackbutt Dr LG-Shire Housing	\$	44.95
18/10/2021	54A Bennett St LG Lot 340-Staff Housing	\$	56.10
18/10/2021	54B Bennett St LG Lot 340-Staff Housing	\$	59.82
18/10/2021	6 Blackbutt Dr LG Lot 201-Staff housing	\$	162.07
18/10/2021	10A Gumtree Dr LG Lot 60 - Staff Housing	\$	44.95
18/10/2021	Lot 338 Res 45958 - LG Medical Centre 11 Memorial Drive	\$	278.36
18/10/2021	Staff housing (CEO) 1 Quondong Ct LG Lot 219	\$	67.26
18/10/2021	Lot 56 Vacant land (Res) at 33 Absolon St Lake Grace	\$	35.32
18/10/2021	Lot 56 Vacant Land (Res) at 33 Absolon St Lake Grace	\$	7.44
18/10/2021	10B Gumtree Drive Lake Grace - Staff Housing	\$	55.17
18/10/2021	Park at 75 Stubbs St LG Lot 75	\$	5.46
18/10/2021	Stubbs St LG - Median Strip Garden	\$	392.98
18/10/2021	Garden at Stubbs St Lake Grace Lot 91	\$	313.84
18/10/2021	Standpipe #13 at Boulton St Lake Grace	\$	1,167.69
36963	02/11/2021 Bond Administrator	-\$	640.00
19/10/2021	Housing Bond - Ashley Gambuti - 10B Gumtree Drive Lake Grace	\$	640.00

36964	19/11/2021	Royal Flying Doctor Service Of Australia (Western Australian Section)		-\$	100.00
	15/11/2021	Number Plate Donation - 023LG	\$	100.00	
36965	19/11/2021	Shire of Lake Grace (Petty Cash)		-\$	194.45
	31/10/2021	Petty Cash Recoup Oct 21	\$	194.45	
36966	25/11/2021	LAKE GRACE GOLF CLUB		-\$	100.00
	25/11/2021	Number Plate Donation - 381LG	\$	100.00	
36967	25/11/2021	Pivotel Satellite Pty Limited		-\$	93.00
	15/11/2021	Satellite tracking - 3 x Isolated Worker Safety Solution	\$	93.00	
36968	25/11/2021	Shire of Lake Grace (Petty Cash)		-\$	200.00
	24/11/2021	2021/22 Pool Season Float - Lake Grace Pool	\$	200.00	
		TOTAL CHEQUES		-\$	16,366.12
DD9766.1	01/11/2021	Exetel Pty Ltd		-\$	1,375.00
	01/11/2021	Corporate Internet - Monthly Charge On Plan TMLL100 R2 Unlimited 1375	\$	1,375.00	
DD9766.2	01/11/2021	Westnet Pty Ltd		-\$	224.85
	01/11/2021	Internet Charges Nov 21	\$	224.85	
DD9766.3	02/11/2021	WA Treasury Corporation		-\$	13,079.58
	02/11/2021	Principal & Interest Repayment Loan 204 - CEO Residence	\$	13,079.58	
DD9770.1	10/11/2021	The SD & LM Carruthers Superannuation Fund		-\$	240.00
	10/11/2021	Superannuation contributions	\$	240.00	
DD9770.2	10/11/2021	Australian Super Administration		-\$	492.19
	10/11/2021	Payroll deductions	\$	70.31	
	10/11/2021	Superannuation contributions	\$	421.88	
DD9770.3	10/11/2021	Aware Super		-\$	8,267.02
	10/11/2021	Payroll deductions	\$	663.93	
	10/11/2021	Payroll deductions	\$	442.49	
	10/11/2021	Superannuation contributions	\$	7,160.60	
DD9770.4	10/11/2021	REST Superannuation		-\$	889.28
	10/11/2021	Payroll deductions	\$	195.36	
	10/11/2021	Superannuation contributions	\$	693.92	
DD9770.5	10/11/2021	COLONIAL FIRST STATE FIRST CHOICE PERSONAL SUPER		-\$	577.38
	10/11/2021	Payroll deductions	\$	230.95	
	10/11/2021	Superannuation contributions	\$	346.43	
DD9770.6	10/11/2021	North Personal Superannuation		-\$	141.04
	10/11/2021	Payroll deductions	\$	35.26	
	10/11/2021	Superannuation contributions	\$	105.78	
DD9770.7	10/11/2021	Panorama Super		-\$	70.52
	10/11/2021	Superannuation contributions	\$	70.52	
DD9770.8	10/11/2021	Prime Super		-\$	216.99
	10/11/2021	Superannuation contributions	\$	216.99	
DD9770.9	10/11/2021	Hostplus		-\$	238.28
	10/11/2021	Superannuation contributions	\$	238.28	
DD9788.1	22/11/2021	Shire of Lake Grace Credit Card		-\$	439.94
	22/11/2021	30/09/21 New books for the Lake King Library Booktopia Pty Ltd Receipt #15296275	\$	199.17	
	22/11/2021	13/10/21 Meals for CEO, MIS & Councillors in attendance at the LK Progress Assn Meeting Lake King Tavern Motel Receipt #8423	\$	118.00	
	22/11/2021	19/10/21 Zoom Subscription from 19 Oct-18 Nov 2021 for Council Zoom Video	\$	23.09	
	22/11/2021	19/10/21 Foreign Transaction Fee for purchase of Zoom Subscription ZOOM.US	\$	0.68	
	22/11/2021	01/11/21 Facility Fee BankWest	\$	99.00	
DD9793.1	24/11/2021	Aware Super		-\$	7,113.04
	24/11/2021	Superannuation contributions	\$	6,246.91	
	24/11/2021	Payroll deductions	\$	423.64	
	24/11/2021	Payroll deductions	\$	442.49	

DD9793.2	24/11/2021 Australian Super Administration		-\$ 492.19
	24/11/2021 Payroll deductions	\$ 70.31	
	24/11/2021 Superannuation contributions	\$ 421.88	
DD9793.3	24/11/2021 REST Superannuation		-\$ 784.19
	24/11/2021 Payroll deductions	\$ 160.36	
	24/11/2021 Superannuation contributions	\$ 623.83	
DD9793.4	24/11/2021 COLONIAL FIRST STATE FIRST CHOICE PERSONAL SUPER		-\$ 577.38
	24/11/2021 Payroll deductions	\$ 230.95	
	24/11/2021 Superannuation contributions	\$ 346.43	
DD9793.5	24/11/2021 North Personal Superannuation		-\$ 141.04
	24/11/2021 Payroll deductions	\$ 35.26	
	24/11/2021 Superannuation contributions	\$ 105.78	
DD9793.6	24/11/2021 The SD & LM Carruthers Superannuation Fund		-\$ 240.00
	24/11/2021 Superannuation contributions	\$ 240.00	
DD9793.7	24/11/2021 Panorama Super		-\$ 152.79
	24/11/2021 Superannuation contributions	\$ 152.79	
DD9793.8	24/11/2021 Prime Super		-\$ 298.65
	24/11/2021 Superannuation contributions	\$ 298.65	
DD9793.9	24/11/2021 Hostplus		-\$ 289.08
	24/11/2021 Superannuation contributions	\$ 289.08	
DD9798.1	29/11/2021 Australia and New Zealand Banking Group Limited		-\$ 1,192.54
	29/11/2021 LLAG - Vehicle Loan Repayment - November	\$ 1,192.54	
DD9798.2	30/11/2021 WA Treasury Corporation		-\$ 39,482.34
	30/11/2021 Principal & interest repayment loan 196 - Transport - Roads Plant	\$ 26,965.88	
	30/11/2021 Principal & interest repayment loan 198 - Lake Grace Sports Pavilion (SARS)	\$ 12,516.46	
	TOTAL DIRECT DEBITS		-\$ 77,015.31
	TOTAL MUNICIPAL FUND		-\$ 741,650.51
	TOTAL		-\$ 741,701.51

Municipal Bank Statement

Summary:

G/L Account (as at Month End)
 1A0011010 Municipal Bank Account MUN

Statement No 36
 Statement Date 30/11/2021

Opening Balance	10,186,911.97
Deposits	\$790,147.91
Payments	-741,650.51
Fees	-82,385.09
Adjustments	-126,093.31
Closing Balance	10,026,930.97

Opening Balance	10,185,902.30
<u>Reconciled Items</u>	
Deposits	790,660.43
Payments	-741,461.51
Fees	-82,385.09
Adjustments	-125,593.31
Closing Balance	10,027,122.82

The Bank Statement balances to the General Ledger

<u>Unreconciled Items</u>	
Deposits	201.15
Payments	-393.00
Fees	0.00
Adjustments	0.00
Unreconciled Closing Balance	-191.85
Total - To agree with GL	10,026,930.97

Municipal Account - Reconciliation to 30/11/2021

G/L Account (as at Month End):

Fees:

Dept of Transport	-83,782.75
Bank Fees	-441.74
LESS: Interest Received	\$1,839.40
	<u>-\$82,385.09</u>

Adjustments

Payroll	-\$125,593.31
Payroll Rent Deduction	-\$500.00
	<u>-\$126,093.31</u>

Unreconciled Items:

	<u>\$191.85</u>
--	------------------------

Outstanding Deposits

Cash/Chq 29/11/2021	-\$28.15
Cash/Chq 30/11/2022	-\$173.00
	<u>-\$201.15</u>

Outstanding Payments

Chq 36966	\$100.00
Chq 36967	\$93.00
Chq 36968	\$200.00
	<u>\$393.00</u>

Included only in GL Account Adjustments (left part), shown as Payments in the Statement (right part)

ENTERED
 By Victoria Fasano - FO at 11:10 am, Dec 03, 2021

APPROVED
 By CEO - Alan George at 12:30 pm, Dec 03, 2021

Trust Bank Statement

Summary:

G/L Account (as at Month End)
1A0013050 Trust Fund Cash At Bank MUN

Statement No 36
Statement Date 30/11/2021

Opening Balance	10,270.90
Deposits	\$204.00
Payments	-51.00
Fees	0.00
Adjustments	0.00
Closing Balance	10,423.90

Opening Balance	10,321.90
<u>Reconciled Items</u>	
Deposits	204.00
Payments	0.00
Fees	0.00
Adjustments	0.00
Closing Balance	10,525.90

The Bank Statement balances to the General Ledger

<u>Unreconciled Items</u>	
Deposits	0.00
Payments	-102.00
Fees	0.00
Adjustments	0.00
Unreconciled Closing Balance	-102.00
Total - To agree with GL	10,423.90

Unreconciled Items:

Type	Date	Reference	Amount	Description
CSH	25/08/2021	1539	51.00	JDC Drilling Pty
CSH	22/11/2021	1540	51.00	Julia Davies
Total:			102.00	

ENTERED

By Victoria Fasano - FO at 7:43 pm, Dec 03, 2021

APPROVED

By CEO - Alan George at 7:53 am, Dec 06, 2021

Shire of Lake Grace



Reserve Bank Statement

Reserve No	Reserve Account Name		Balance
11	Emergency Services Reserve Bank	\$	27,313.90
12	Housing Reserve Bank	\$	389,764.11
13	Swimming Pool (Lake Grace) Reserve Bank	\$	178,347.18
14	Land Development Reserve Bank	\$	123,580.62
15	Leave Reserve Bank	\$	224,371.59
16	Plant Replacement Reserve Bank	\$	743,820.98
17	Recreation Reserve Bank	\$	220,130.56
18	Works & Services Reserve Bank	\$	596,485.02
19	Newdegate Hall Reserve Bank	\$	125,967.38
20	Lake Grace TV Reserve Bank	\$	30,294.36
23	Varley Sullage Reserve Bank	\$	1,675.65
31	Lake Grace Sewerage Scheme Reserve Bank	\$	1,106,244.45
35	Newdegate Sports Dam Reserve Bank	\$	26,914.64
36	Newdegate Stadium Floor Reserve Bank	\$	24,283.94
37	Community Water Supply Reserve Bank	\$	12,052.14
40	Office Furniture & Equipment Reserve Bank	\$	13,389.98
41	Newdegate 100 Year Centenary Reserve Bank	\$	32,344.71
42	History Book Reserve Bank	\$	10,524.11
43	Essential Medical Services Reserve Bank	\$	559,452.28

\$4,446,957.60

ENTERED

By Victoria Fasano - FO at 8:39 am, Dec 06, 2021

Bank Balance

30/11/2021

Term Deposit	\$3,502,734.80
Reserve Acc	\$944,222.80
	<u>\$4,446,957.60</u>

APPROVED

By CEO - Alan George at 8:56 am, Dec 06, 2021

Variance \$0.00

Reserves Fund Statement

SHIRE OF LAKE GRACE
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 30 November 2021

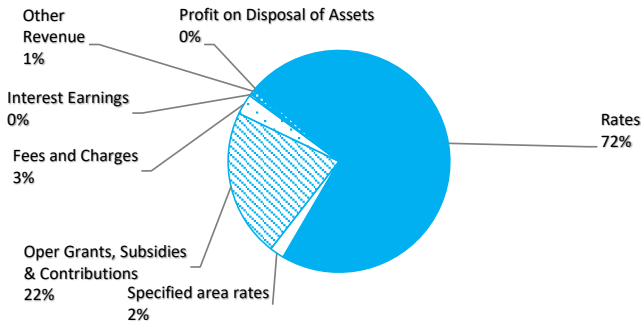
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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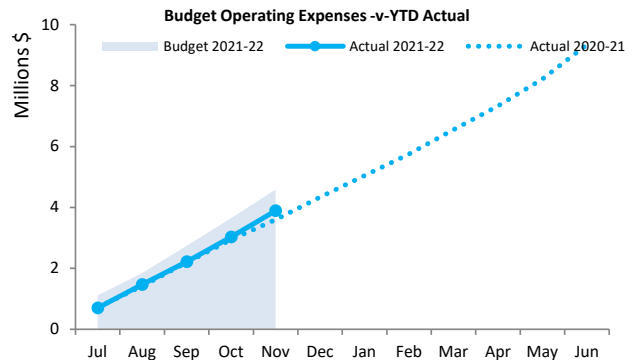
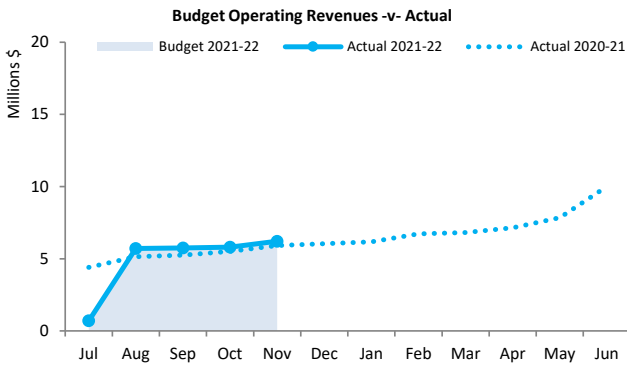
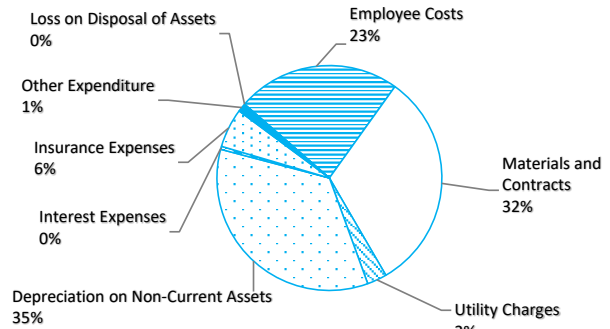
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OPERATING ACTIVITIES

OPERATING REVENUE

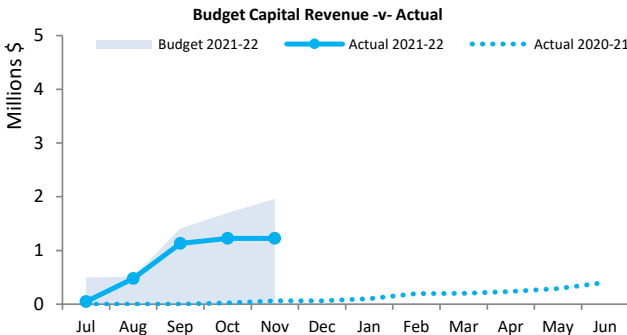


OPERATING EXPENSES

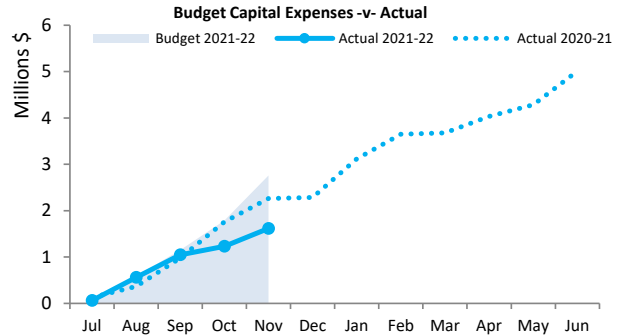


INVESTING ACTIVITIES

CAPITAL REVENUE



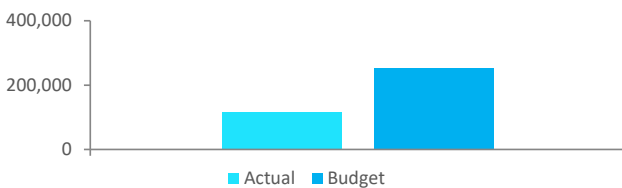
CAPITAL EXPENSES



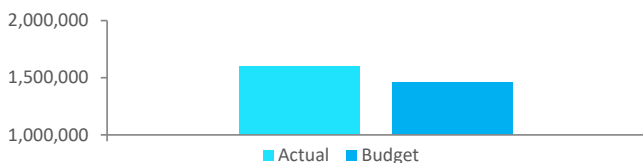
FINANCING ACTIVITIES

BORROWINGS

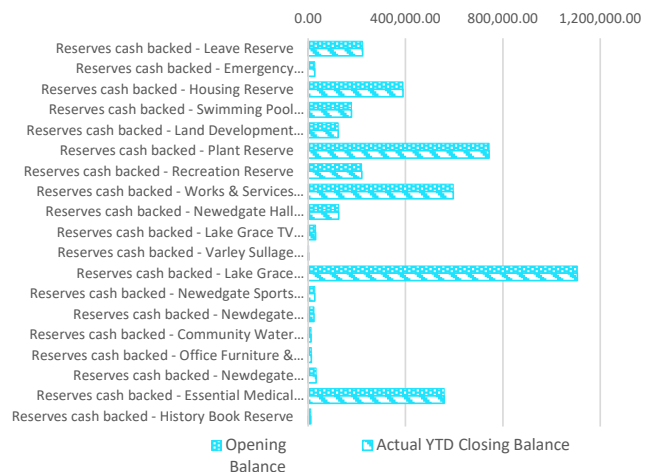
Principal Repayments



Principal Outstanding



RESERVES



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$5.52 M	\$5.52 M	\$5.68 M	\$0.16 M
Closing	\$0.02 M	\$7.42 M	\$8.80 M	\$1.38 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$8.03 M	55.3%
Restricted Cash	\$6.50 M	44.7%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$0.35 M	
0 to 30 Days		99.5%
30 to 90 Days		0.5%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$0.43 M	90.7%
Trade Receivable	\$0.07 M	
30 to 90 Days		14.3%
Over 90 Days		0.3%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.73 M)	\$2.84 M	\$3.63 M	\$0.79 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$4.61 M	
YTD Budget	\$4.55 M	1.2%

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions		
	\$	% Variance
YTD Actual	\$1.34 M	
YTD Budget	\$1.26 M	6.9%

Refer to Note 12 - Operating Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.19 M	
YTD Budget	\$0.21 M	(12.6%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$3.74 M)	(\$0.86 M)	(\$0.39 M)	\$0.47 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.00 M	
Adopted Budget	\$0.14 M	(100.0%)

Refer to Note 7 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$1.62 M	
Adopted Budget	\$8.56 M	(81.1%)

Refer to Note 8 - Capital Acquisitions

Capital Grants		
	\$	% Received
YTD Actual	\$1.22 M	
Adopted Budget	\$4.68 M	(73.8%)

Refer to Note 8 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.02 M)	(\$0.08 M)	(\$0.12 M)	(\$0.04 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.12 M
Interest expense	\$0.02 M
Principal due	\$1.60 M

Refer to Note 9 - Borrowings

Reserves	
Reserves balance	\$4.45 M
Interest earned	\$0.00 M

Refer to Note 10 - Cash Reserves

This information is to be read in conjunction with the accompanying Financial Statements and notes.

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 30 NOVEMBER 2021

STATUTORY REPORTING PROGRAMS

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

PROGRAM NAME AND OBJECTIVES GOVERNANCE

To provide a decision making process for the efficient allocation of scarce resources

ACTIVITIES

Includes the activities 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 community

Provision and maintenance of staff housing, aged persons units and community accommodation (Joint Venture and LOGCHOP) units

COMMUNITY AMENITIES

To provide services and infrastructure as required by the community

Rubbish collection services, operation of refuse disposal sites and the Lake Grace sewerage scheme. Administration of the Local Planning Scheme, maintenance of cemeteries and public conveniences

RECREATION AND CULTURE

To establish and effectively manage infrastructure and resources which will help with the social wellbeing of the community

The provision and maintenance of public halls, sports pavilions, recreation grounds Lake Grace swimming pool, parks, gardens and playgrounds. The operation of public libraries in conjunction with the Education Department 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 operations, plant repair and operating costs, engineering operating costs

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

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(c)	5,522,897	5,522,897	5,679,624	156,727	2.84%	
Revenue from operating activities							
Governance		17,550	6,050	4,420	(1,630)	(26.94%)	
General purpose funding - general rates	6	4,423,026	4,422,524	4,476,444	53,920	1.22%	
General purpose funding - other		1,463,088	722,580	792,121	69,541	9.62%	
Law, order and public safety		157,772	54,593	55,303	710	1.30%	
Health		9,960	4,122	6,135	2,013	48.84%	
Education and welfare		2,000	0	0	0	0.00%	
Housing		18,000	7,496	7,650	154	2.05%	
Community amenities		285,238	267,546	260,390	(7,156)	(2.67%)	
Recreation and culture		59,100	29,059	12,904	(16,155)	(55.59%)	▼
Transport		396,712	350,034	350,682	648	0.19%	
Economic services		387,840	237,443	220,775	(16,668)	(7.02%)	
Other property and services		89,500	35,109	27,409	(7,700)	(21.93%)	▼
		7,309,786	6,136,556	6,214,233	77,677		
Expenditure from operating activities							
Governance		(473,931)	(169,304)	(152,313)	16,991	10.04%	▲
General purpose funding		(152,041)	(58,111)	(52,264)	5,847	10.06%	▲
Law, order and public safety		(399,853)	(177,593)	(158,060)	19,533	11.00%	▲
Health		(395,716)	(136,217)	(105,581)	30,636	22.49%	▲
Education and welfare		(78,843)	(34,008)	(31,046)	2,962	8.71%	
Housing		(234,273)	(105,340)	(61,671)	43,669	41.46%	▲
Community amenities		(1,359,395)	(530,281)	(407,149)	123,132	23.22%	▲
Recreation and culture		(2,706,571)	(1,157,818)	(882,981)	274,837	23.74%	▲
Transport		(4,237,731)	(1,753,166)	(1,702,666)	50,500	2.88%	
Economic services		(1,024,501)	(412,634)	(311,953)	100,681	24.40%	▲
Other property and services		(79,256)	(53,294)	(26,430)	26,864	50.41%	▲
		(11,142,111)	(4,587,766)	(3,892,114)	695,652		
Non-cash amounts excluded from operating activities	1(a)	3,098,135	1,286,898	1,306,129	19,231	1.49%	
Amount attributable to operating activities		(734,190)	2,835,688	3,628,248	792,560		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	13	4,677,599	1,960,931	1,224,252	(736,679)	(37.57%)	▼
Proceeds from disposal of assets	7	139,000	0	0	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(8,557,344)	(2,825,024)	(1,616,990)	1,208,034	42.76%	▲
Amount attributable to investing activities		(3,740,745)	(864,093)	(392,738)	471,355		
Financing Activities							
Transfer from reserves	10	39,843	39,843	0	(39,843)	(100.00%)	▼
Repayment of debentures	9	(253,822)	(116,118)	(116,118)	0	0.00%	
Transfer to reserves	10	(810,000)	(3,131)	(3,131)	0	0.00%	
Amount attributable to financing activities		(1,023,979)	(79,406)	(119,249)	(39,843)		
Closing funding surplus / (deficit)	1(c)	23,983	7,415,086	8,795,885			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.

Refer to Note 16 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2021-22 year is \$5,000 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 30 NOVEMBER 2021

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers 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 identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies 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.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

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

Shortfall between the value of assets received over the net book value for assets on their disposal.

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, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2021

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	5,522,897	5,522,897	5,679,624	156,727	2.84%	
Revenue from operating activities							
Rates	6	4,423,026	4,422,524	4,476,444	53,920	1.22%	
Specified area rates	6	130,938	130,938	130,986	48	0.04%	
Operating grants, subsidies and contributions	12	1,960,523	1,255,045	1,341,708	86,663	6.91%	
Fees and charges		397,540	212,344	185,509	(26,835)	(12.64%)	▼
Interest earnings		118,000	49,157	18,562	(30,595)	(62.24%)	▼
Other revenue		256,547	66,548	61,025	(5,523)	(8.30%)	
Profit on disposal of assets	7	23,212	0	0	0	0.00%	
		7,309,786	6,136,556	6,214,234	77,678		
Expenditure from operating activities							
Employee costs		(2,447,319)	(1,006,126)	(915,122)	91,004	9.04%	
Materials and contracts		(4,742,952)	(1,872,078)	(1,234,855)	637,223	34.04%	▲
Utility charges		(344,950)	(149,531)	(110,489)	39,042	26.11%	▲
Depreciation on non-current assets		(3,089,216)	(1,286,898)	(1,348,337)	(61,439)	(4.77%)	
Interest expenses		(61,418)	(27,212)	(16,950)	10,262	37.71%	▲
Insurance expenses		(209,984)	(190,200)	(218,826)	(28,626)	(15.05%)	▼
Other expenditure		(214,141)	(55,721)	(47,536)	8,185	14.69%	▲
Loss on disposal of assets	7	(32,131)	0	0	0	0.00%	
		(11,142,111)	(4,587,766)	(3,892,115)	695,651		
Non-cash amounts excluded from operating activities	1(a)	3,098,135	1,286,898	1,306,129	19,231	1.49%	
Amount attributable to operating activities		(734,190)	2,835,688	3,628,248	792,560		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	13	4,677,599	1,960,931	1,224,252	(736,679)	(37.57%)	▼
Proceeds from disposal of assets	7	139,000	0	0	0	0.00%	
Payments for property, plant and equipment	8	(8,557,344)	(2,825,024)	(1,616,990)	1,208,034	42.76%	▲
		(3,740,745)	(864,093)	(392,738)	471,355		
Amount attributable to investing activities		(3,740,745)	(864,093)	(392,738)	471,355		
Financing Activities							
Transfer from reserves	10	39,843	39,843	0	(39,843)	(100.00%)	▼
Repayment of debentures	9	(253,822)	(116,118)	(116,118)	0	0.00%	
Transfer to reserves	10	(810,000)	(3,131)	(3,131)	0	0.00%	
Amount attributable to financing activities		(1,023,979)	(79,406)	(119,249)	(39,843)		
Closing funding surplus / (deficit)	1(c)	23,983	7,415,086	8,795,885			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.

Refer to Note 16 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial 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 Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

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 financial statements. A separate statement of those monies appears at Note 14 to these financial statements.

SIGNIFICANT ACCOUNTING POLICES

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.

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.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 November 2020

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	7	(23,212)	0	0
Less: Non-cash grants and contributions for assets				3,242
Less: Movement in liabilities associated with restricted cash				(51)
Movement in employee benefit provisions (non-current)				(45,399)
Add: Loss on asset disposals	7	32,131	0	0
Add: Depreciation on assets		3,089,216	1,286,898	1,348,337
Total non-cash items excluded from operating activities		3,098,135	1,286,898	1,306,129

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing	This Time Last Year	Year to Date
		30 June 2021	30 November 2020	30 November 2021
Adjustments to net current assets				
Less: Reserves - restricted cash	10	(4,443,828)	(5,707,365)	(4,446,959)
Less: Municipal restricted cash		(50,073)	(50,072)	(50,072)
Less: Trust - restricted cash		(10,373)		
Add: Borrowings	9	229,865	195,242	113,748
Add: Provisions - employee	11	338,653	231,480	293,254
Total adjustments to net current assets		(3,935,756)	(5,330,715)	(4,090,029)

(c) Net current assets used in the Statement of Financial Activity

Current assets				
Cash and cash equivalents	2	12,383,592	10,249,081	14,524,661
Rates receivables	3	49,489	4,334,989	433,351
Receivables	3	202,260	173,929	70,712
Other current assets	4	81,729	516	13,586
Less: Current liabilities				
Payables	5	(564,665)	(155,853)	(468,854)
Borrowings	9	(229,865)	(195,242)	(113,748)
Contract liabilities	11	(1,968,507)	(447,955)	(1,280,540)
Provisions	11	(338,653)	(231,480)	(293,254)
Less: Total adjustments to net current assets	1(b)	(3,935,756)	(5,330,715)	(4,090,029)
Closing funding surplus / (deficit)		5,679,624	8,393,966	8,795,885

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. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$				
Cash on hand								
Municipal Bank account	Cash and cash equivalents	8,026,931		8,026,931		Bankwest	0.10%	Nil
Term deposit - Municipal Bank account	Cash and cash equivalents	0	1,000,000	1,000,000		Bankwest	0.33%	28/02/2022
Term deposit - Municipal Bank account	Cash and cash equivalents	0	1,000,000	1,000,000		Bankwest	0.37%	28/02/2022
Petty Cash and Floats	Cash and cash equivalents	700		700		Cash on Hand	Nil	Nil
Reserve Bank Account	Cash and cash equivalents	0	944,223	944,223		Bankwest	0.10%	Nil
Term deposit - Reserve Bank Account	Cash and cash equivalents	0	3,502,735	3,502,735		Bankwest	0.31%	14/12/2021
Restricted LOGCHOP Housing	Cash and cash equivalents	0	44,669	44,669		Bankwest	0.10%	Nil
Rural Town Salinity Program	Cash and cash equivalents	0	5,403	5,403		Bankwest	0.10%	Nil
Trust Fund Cash at Bank	Cash and cash equivalents	0			10,424	Bankwest	N/A	Nil
Total		8,027,631	6,497,030	14,524,661	10,424			
Comprising								
Cash and cash equivalents		8,027,631	6,497,030	14,524,661	10,424			
		8,027,631	6,497,030	14,524,661	10,424			

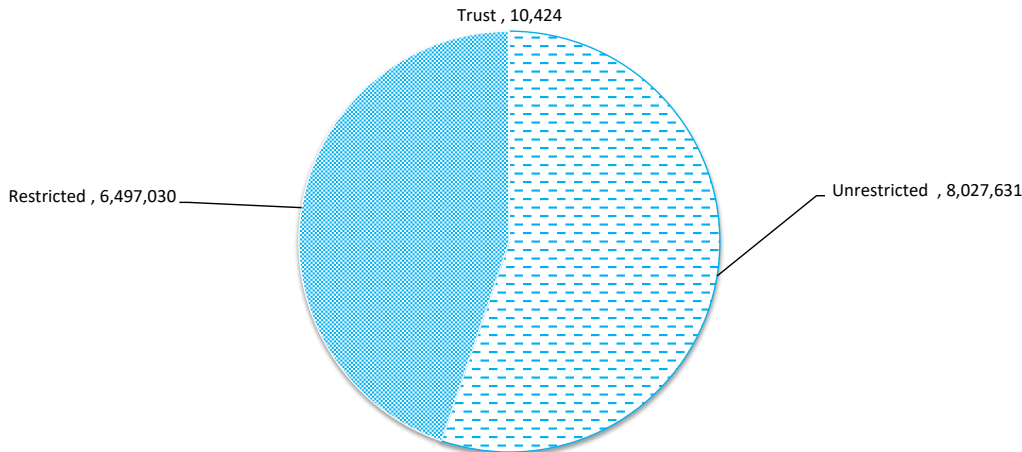
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less 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 net current assets.

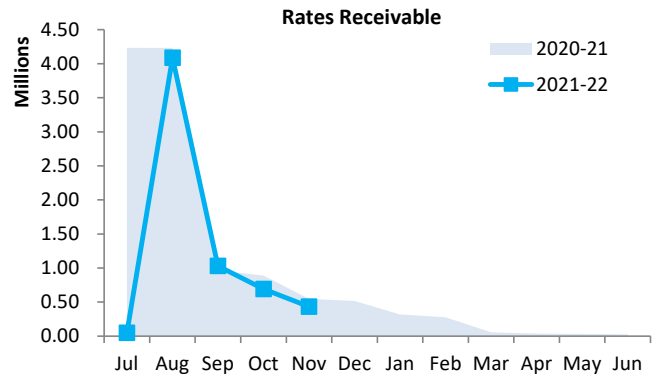
The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



Rates receivable	30 Jun 2021	30 Nov 2021
	\$	\$
Opening arrears previous years	56,644	49,489
Levied this year	4,249,126	4,607,430
Less - collections to date	(4,256,281)	(4,223,568)
Equals current outstanding	49,489	433,351
Net rates collectable	49,489	433,351
% Collected	98.9%	90.7%

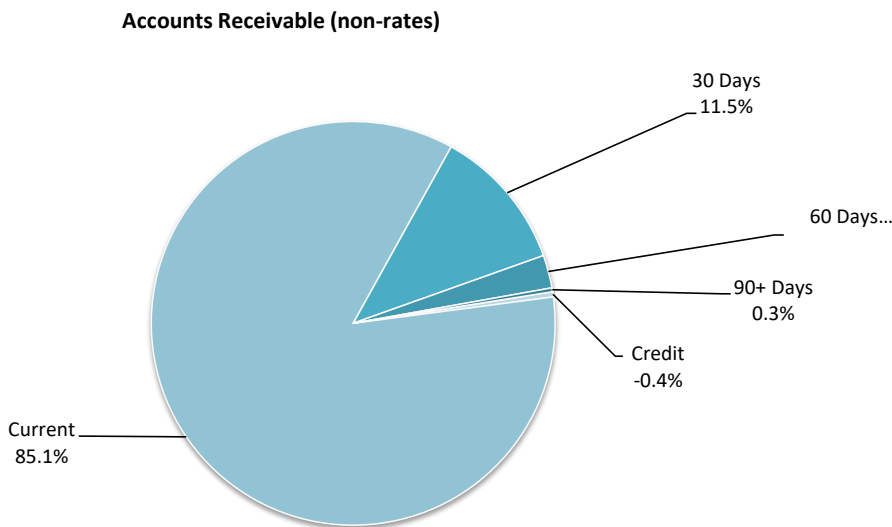


Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(254)	51,978	7,014	1,607	190	60,536
Percentage	(0.4%)	85.9%	11.6%	2.7%	0.3%	
Balance per trial balance						
Sundry receivable	(254)	51,978	7,014	1,607	190	60,536
ESL Control		10,176				10,176
Total receivables general outstanding						70,712

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 impairment of receivables is raised when there is objective evidence that they will not be collectible.



	Opening Balance 1 July 2021	Asset Increase	Asset Reduction	Closing Balance 30 November 2021
	\$	\$	\$	\$
Other current assets				
Inventory				
Stock on Hand	15,745		(2,159)	13,586
Other current assets				
Accrued income	65,984		(65,984)	0
Total other current assets	81,729	0	(68,143)	13,586
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

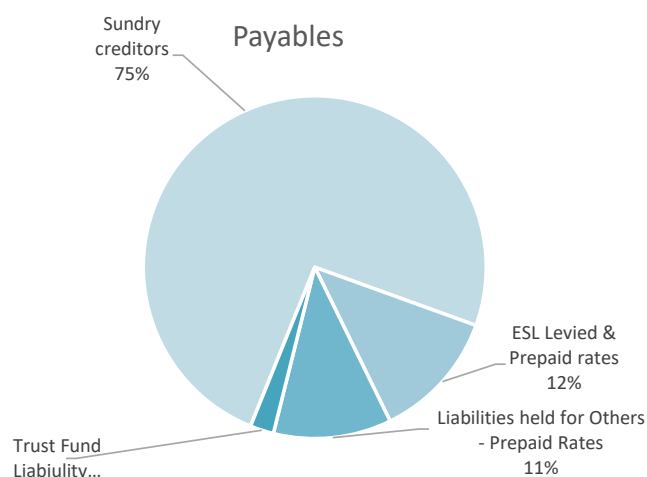
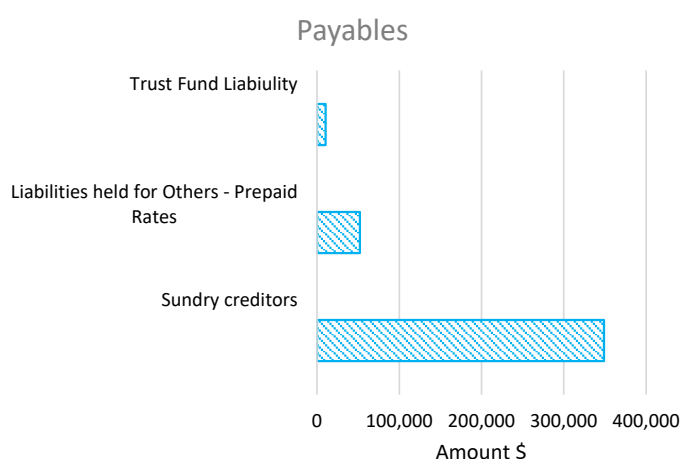
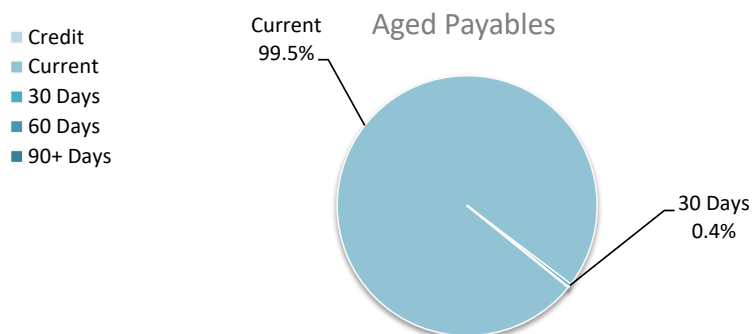
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	346,227.16	1,427.99	300.00	88.00	348,043
Percentage	0%	99.5%	0.4%	0.1%	0%	
Balance per trial balance						
Sundry creditors	0	347,040	1,428	300	88	348,856
ESL Levied & Prepaid rates		57,369				57,369
Liabilities held for Others - Prepaid Rates		52,205				52,205
Trust Fund Liability		10,424				10,424
Total payables general outstanding						468,854

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities 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.



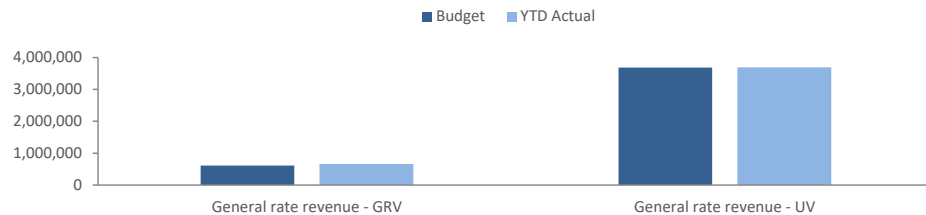
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2021

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

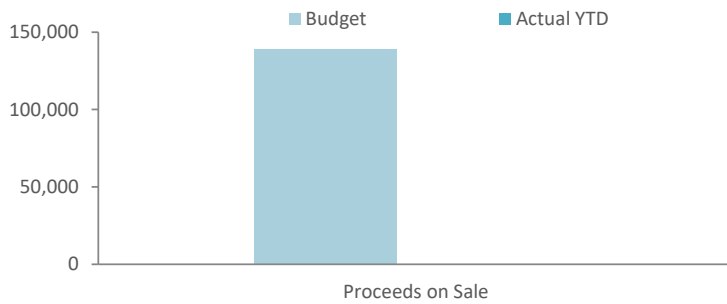
General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
General rate revenue - GRV	0.1364	388	4,464,943	609,183	500		609,683	611,170	50,259		661,429
Unimproved value											
General rate revenue - UV	0.0112	557	330,367,521	3,688,223	500		3,688,723	3,689,286	594		3,689,880
Sub-Total		945	334,832,464	4,297,406	1,000	0	4,298,406	4,300,456	50,853	0.00	4,351,309
Minimum payment	Minimum \$										
Gross rental value											
General rate revenue - GRV	505	35		17,675			17,675	17,675			17,675
Unimproved value											
General rate revenue - UV	515	72		37,080			37,080	37,595			37,595
Sub-total		107	0	54,755	0	0	54,755	55,270	0	0	55,270
Amount from general rates							4,353,161				4,406,579
Ex-gratia rates							69,865				69,865
Total general rates							4,423,026				4,476,444
Specified area rates	Rate in \$ (cents)										
Sewergae - GRV	0.045256		2,893,280	130,938			130,938	130,986			130,986
Total specified area rates			2,893,280	130,938	0	0	130,938	130,986	0	0	130,986
Total							4,553,964				4,607,430

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Governance								
1395	Road Verge Slasher (PLM05)	5,109	2,000	0	(3,109)			0	0
123	Mitsubishi Fuso Canter (PTCK 19)	43,887	65,000	21,113	0			0	0
146	Western Star Prime Mover (PTCK 20)	80,764	55,000	0	(25,764)			0	0
1407	Ford Ranger Dual Cab (PLVU 30)	12,901	15,000	2,099	0			0	0
1405	John Deere Z-Track Mower (PJDM01)	5,258	2,000	0	(3,258)			0	0
		147,919	139,000	23,212	(32,131)	0	0	0	0



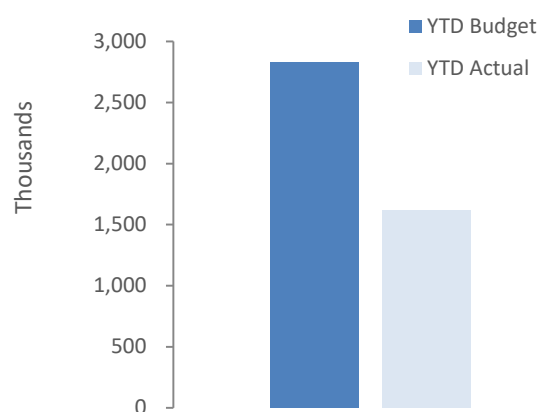
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

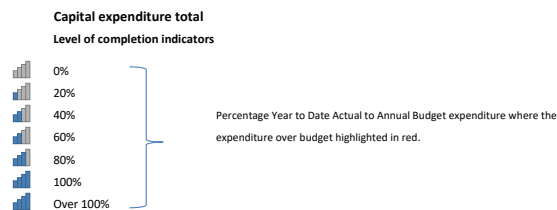
**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land	410,000	60,000	10,770	(49,230)
Buildings - non-specialised	96,840	40,308	13,322	(26,986)
Buildings - specialised	1,874,735	655,197	481,637	(173,560)
Furniture and equipment	66,300	46,300	0	(46,300)
Plant and equipment	846,000	73,000	47,872	(25,128)
Infrastructure - roads	3,258,569	1,358,616	696,762	(661,854)
Infrastructure - parks, gardens, recreation facilities	1,679,900	516,605	288,138	(228,467)
Infrastructure - sewerage	75,000	25,000	24,846	(154)
Infrastructure - urban infrastructure	250,000	49,998	53,643	3,645
Payments for Capital Acquisitions	8,557,344	2,825,024	1,616,990	(1,208,035)
Total Capital Acquisitions	8,557,344	2,825,024	1,616,990	(1,208,035)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	4,677,599	1,960,931	1,224,252	(736,679)
Other (disposals & C/Fwd)	139,000	0	0	0
Cash backed reserves				
Reserves cash backed - Newdegate Centenary Reserve	32,343		0	0
Reserves cash backed - Essential Medical Reserve	7,500		0	0
Contribution - operations	3,700,902	864,093	392,738	(471,355)
Capital funding total	8,557,344	2,825,024	1,616,990	(1,208,034)

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.





Level of completion indicator, please see table at the end of this note for further detail.

		Adopted			Variance
Account Description		Budget	YTD Budget	YTD Actual	(Under)/Over
Land					
E137350	Lake Grace Industrial Land	410,000	60,000	10,770	(49,231)
Buildings - Non Specialised					
E091960 (7750034)	6 Blackbutt Way (Doctor) - Cap Exp	12,000	4,996	899	(4,097)
E091960 (9196034)	5 Banksia Pl Capital	53,081	22,101	0	(22,101)
E091960 (9196084)	54B Bennett St Capital	9,759	4,053	3,355	(698)
E091960 (9196114)	3 Clark Ave Capital	12,000	4,996	5,995	999
E091970 (9197134)	10B Gumtree Dr Capital	5,000	2,081	3,073	992
E092006 (9200014)	14 Blackbutt Way Capital Exp	5,000	2,081	0	(2,081)
Buildings - Specialised					
E051172 (51171)	Lake King Fire Shed Upgrade	45,000	0	0	0
E077503 (B25CAP)	Lake Grace Medical Centre	76,263	31,762	32,100	338
E083101 (8300101)	Lake Grace Day Care Building Upgrade	23,428	9,748	3,331	(6,417)
E107102 (1071024)	Varley Public Toilets - Cap Exp	32,000	0	0	0
E107102 (NGPTCAP)	Newdegate Public Toilets Cap Ex	7,615	0	0	0
E111007 (LGPHCAP)	Lake Grace Public Hall	38,314	15,949	0	(15,949)
E111007 (LKPHCAP)	Lake King Public Hall	7,000	2,915	1,487	(1,428)
E111007 (NGPHCAP)	Refurbish Newdegate Hall	100,000	0	0	0
E111007 (VARHCAP)	Varley Town Hall Roof Restoration	30,000	0	0	0
E111007 (VLPHCAP)	Varley Hall - Cap Exp	35,000	0	0	0
E113152 (113014)	Lake King Sports Pavilion Cap Ex	42,287	17,601	0	(17,601)
E113152 (113042)	Unisex Toilets at sporting precincts	88,900	37,034	0	(37,034)
E113152 (113054)	Battery Storage Newdegate & LG Rec Centres	30,000	30,000	32,455	2,455
E113152 (B63CAP)	Newdegate Recreation Centre	60,000	0	0	0
E113152 (CA06)	Newdegate Country Club	942,000	392,439	404,963	12,524
E113152 (CA08)	Painting Lake Grace Pavilion	25,000	8,332	0	(8,332)
E116103 (LKDP)	Lake King Rv Dump Point	25,000	8,332	0	(8,332)
E116103 (LKT1)	Lake King Toilet	60,000	30,000	7,301	(22,699)
E117041 (1170014)	AIM Building Capital	60,347	20,114	0	(20,114)
E117042 (1170084)	RSL Hall	80,000	26,666	0	(26,666)
E121502 (121304)	Lake Grace Depot - Cap Exp	40,998	13,662	0	(13,662)
E126206 (1260061)	LG Airstrip Building upgrade	8,583	3,566	0	(3,566)
E132500 (1325014)	Visitor Centre Improvements	17,000	7,077	0	(7,077)
Furniture & Equipment					
E042541	Upgrade Council Chambers Furniture (table)	20,000	0	0	0
E042561	Implementation Altus Payroll	46,300	46,300	0	(46,300)
Plant & Equipment					
E123059 (PL17CAP)	Isuzu Crew Cab	140,000	0	0	0
E123059 (PL18CAP)	Western Star Prime Mover	296,000	0	0	0
E123059 (PL19CAP)	Ford Ranger Dual Cab	66,000	66,000	42,812	(23,188)
E123059 (PL20CAP)	Volvo L60E Loader	330,000	0	0	0
E123059 (PL21CAP)	John Deere Z-Track Mower	7,000	0	0	0
E123059 (PL22CAP)	Wilson Road Verge Slasher	7,000	7,000	5,060	(1,940)
Infrastructure - Roads					
E121200	Roadworks Capital Renewal 20/21	2,958,569	1,258,616	696,618	(561,998)
E121314	Town Street (Boulton St)	300,000	100,000	144	(99,856)
Parks, Gardens, Recreat 113045					
E107259 (113062)	Newdegate cemetry shade & seating	20,000	5,000	5,120	120
E112525 (SGPLCAP)	Solar panels,battery& fence Lake Grace Swimming Pool	70,000	0	0	0
E113175 (113035)	Lighting For Lake Grace Hockey Field Cap Exp	501,000	83,500	34,138	(49,362)
E113175 (113036)	Lighting For Newdegate Hockey Field Cap Exp	40,000	13,332	0	(13,332)
E113175 (113037)	Lake Grace Football Field Lighting Upgrade Cap Exp	100,000	33,332	0	(33,332)
E113175 (113039)	Solar for Rec Centres & Community Buildings	84,000	34,994	70,909	35,915
E113175 (113043)	Lake King Pavilion Septic Upgrade	30,000	10,000	0	(10,000)
E113175 (113044)	Lake Grace Hockey/Cricket Dugouts	15,000	5,000	0	(5,000)
E113175 (113045)	Varley Town Entry Statement	15,000	6,251	10,192	3,941
E113175 (113046)	Newdegate Jumping Pillow Cap Exp	58,900	24,536	23,227	(1,309)
E113175 (113047)	Community Walk Trails - Lake Grace Cap Exp	30,000	10,000	6,930	(3,070)
E113175 (113048)	Lake Grace Sporting Complex Entry	100,000	33,332	2,047	(31,285)
E113175 (113051)	Newdegate Adult Gym	30,000	10,000	0	(10,000)
E113175 (113052)	Upgrade Newdegate Walk Trail	50,000	16,666	0	(16,666)
E113175 (113053)	Upgrade Lake King Walk Trail	50,000	16,666	3,266	(13,400)
E113175 (113055)	Jam Patch toilet	4,000	1,332	371	(961)
E113175 (113059)	Varley Hall paving	10,000	0	0	0
E113175 (1132935)	UAT Lake Grace All Abilities Playground	23,000	23,000	24,630	1,630
E113183 (1131002)	Lake King Sports Dam & Catchment	15,000	0	0	0
E113293 (113201)	Construction Lg Community All Ages Playground	175,000	58,332	2,500	(55,832)
E113293 (113202)	Lg All Ages Playground Fence	45,000	15,000	0	(15,000)
E121501 (1215011)	Detention Basin/Flood Mitigation Lot 101 Biddy Camm Road	46,000	15,332	0	(15,332)
E132503 (113057)	Install shade & Seating Newdegate Silos	30,000	15,000	14,486	(514)
E132503 (DRU1)	Driver Reviver Upgrade	138,000	86,000	90,322	4,322
Sewerage					
E103163 (1012011)	Sewerage Reuse Lake Grace	75,000	25,000	24,846	(154)
Urban Infrastructure					
E104501 (1040501)	Urban Stormwater Drainage Renewal	40,000	0	0	0
E121312 (121302)	Lake Grace Footpaths Cap Exp	100,000	33,332	52,724	19,392
E121312 (121303)	Newdegate Footpath Cap Exp	50,000	16,666	0	(16,666)
E136500 (136006)	Lake Biddy Dam Catchment	60,000	0	919	919
		8,557,344	2,825,024	1,616,990	(1,208,034)

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2021	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Governance										
Office Refurbishment	L181	234,521			8,826	17,907	225,695	216,614	3,117	14,954
Housing										
Loan 204 Staff Housing & CEO's Residen	L204	476,044			24,063	48,234	451,981	427,810	3,092	7,403
Recreation and culture										
Lake Grace Pool	L173	31,588			7,565	15,347	24,023	16,241	488	1,784
LG Sports Pavillion	L182	122,156			8,527	17,324	113,629	104,832	1,759	8,358
Newdegate Bowling Club	L193	5,758			2,845	5,758	2,913	0	51	262
LG Precinct	L198	69,546			10,959	22,163	58,587	47,383	1,576	3,420
LK Court Resurfacing	L202	9,519			0	9,519	9,519	0	29	241
Transport										
Roadworks & Plant	L196	102,916			25,005	50,487	77,911	52,429	2,109	4,357
Economic services										
LG Residential Land	L189	118,008			0	10,214	118,008	107,794	405	7,817
Purchase & Develop Industrial Land	L203	543,980			28,328	56,870	515,652	487,110	4,323	11,822
		1,714,036	0	0	116,118	253,822	1,597,918	1,460,214	16,950	60,418
Total		1,714,036	0	0	116,118	253,822	1,597,918	1,460,214	16,950	60,418
Current borrowings		253,822					113,748			
Non-current borrowings		1,460,214					1,484,170			
		1,714,036					1,597,918			

All debenture repayments were financed by general purpose revenue.

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.

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
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Reserves cash backed - Leave Reserve	224,214.00	1,678	158	110,000				335,892	224,372
Reserves cash backed - Emergency Services Reserve	27,295.00	204	19					27,499	27,314
Reserves cash backed - Housing Reserve	389,490.00	3,068	274	200,000				592,558	389,764
Reserves cash backed - Swimming Pool Reserve	178,222.00	51,706	126					229,928	178,348
Reserves cash backed - Land Development Reserve	123,493.00	924	87					124,417	123,580
Reserves cash backed - Plant Reserve	743,297.00	10,026	524	350,000				1,103,323	743,821
Reserves cash backed - Recreation Reserve	219,975.00	1,638	155					221,613	220,130
Reserves cash backed - Works & Services Reserve	596,065.00	4,458	420					600,523	596,485
Reserves cash backed - Newedgate Hall Reserve	125,879.00	942	89					126,821	125,968
Reserves cash backed - Lake Grace TV Reserve	30,273.00	247	21					30,520	30,294
Reserves cash backed - Varley Sullage Reserve	1,674.00	13	1					1,687	1,675
Reserves cash backed - Lake Grace Sewerage Reserve	1,105,466.00	8,614	779	60,000				1,174,080	1,106,245
Reserves cash backed - Newedgate Sports Dam Reserve	26,896.00	201	19					27,097	26,915
Reserves cash backed - Newdegate Stadium Floor Reserve	24,267.00	182	17					24,449	24,284
Reserves cash backed - Community Water Supplies Reserve	12,044.00	90	8					12,134	12,052
Reserves cash backed - Office Furniture & Equipment Reserve	13,381.00	100	9					13,481	13,390
Reserves cash backed - Newdegate Centenary Reserve	32,322.00	242	23			(32,343)		221	32,345
Reserves cash backed - Essential Medical Reserve	559,058.00	5,589	394			(7,500)		557,147	559,452
Reserves cash backed - History Book Reserve	10,517.00	78	7					10,595	10,524
	4,443,828	90,000	3,131	720,000	0	(39,843)	0	5,213,985	4,446,959

KEY INFORMATION

	Note	Opening Balance 1 July 2021	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 30 November 2021
		\$		\$	\$	\$
Other current liabilities						
Other liabilities						
- Contract liabilities		1,954,792	0	150,000.00	(824,252.00)	1,280,540
- Income Received in Advance		13,715	0		(13,715)	0
Total other liabilities		1,968,507	0	150,000	(837,967)	1,280,540
Provisions						
Provision for annual leave		221,178			(33,740)	187,438
Provision for long service leave		117,475	0		(11,659)	105,816
Total Provisions		338,653	0	0	(45,399)	293,254
Total other current liabilities		2,307,160	0	150,000	(883,366)	1,573,794
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee benefits

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the 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.

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.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget	YTD	YTD
	1 July 2021		(As revenue)	30 Nov 2021	30 Nov 2021	Revenue	Budget	Revenue
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
Grants Commisiion - General				0		729,422	364,712	434,134
Grants Commission Roads				0		598,361	299,180	329,397
Law, order, public safety								
Grant - DFES LGGGS Operating				0		58,840	29,420	27,430
Education and welfare								
Grants - Senior Activities				0		1,000	0	0
Grants - Youth Activities				0		1,000	0	0
Transport								
Direct Grant - MRWA				0		339,000	339,000	339,138
Economic services								
Skeleton Weed Programm Grant				0		205,000	205,000	205,000
	0	0	0	0	0	1,932,623	1,237,312	1,335,098
Operating contributions								
General purpose funding								
ESL Administration Fee				0		4,000	4,000	4,000
Recreation and culture								
Lake Grace Rec Council Affiliation Fees				0		13,000	13,000	2,200
Contributions - Other Culture				0		1,000	0	0
Lake King Pavilion / Oval - Hire Fees				0		500	500	0
Transport								
Contributions - Street Lighting				0		8,000	0	0
Economic services								
AIM Contributions				0		1,400	233	410
	0	0	0	0	0	27,900	17,733	6,610
TOTALS	0	0	0	0	0	1,960,523	1,255,045	1,341,708

Provider	Unspent non operating grants, subsidies and contributions liability					Non operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget	YTD	YTD
	1 July 2021		(As revenue)	30 Nov 2021	30 Nov 2021	Revenue	Budget	Revenue
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Law, order, public safety								
Grant - DFES Cap Exp				0		25,000	25,000	0
Community amenities								
Drought & Community	65,083		(23,946)	41,136	41,136	90,000	30,000	23,946
Local Roads & Community Program	10,000		(5,120)	4,880	4,880	20,000	0	5,120
Recreation and culture								
Drought & Community	680,325		(336,358)	343,967	343,967	764,896	447,432	336,358
Local Roads & Community Program	471,916		(98,668)	373,247	373,247	1,167,900	486,547	98,668
Transport								
RADS Grant - Lake Grace Airstrip Light Upgrade				0	0	61,500	0	0
Roads to Recovery	574,715		(255,964)	318,751	318,751	1,488,303	367,952	255,964
Regional Road Group		150,000	0	150,000	150,000	492,000	123,000	0
Economic services								
Local Roads & Community Grant	15,000		(14,486)	514	514	30,000	15,000	14,486
Driver Reviver Upgrade Grant	137,754		(89,709)	48,045	48,045	138,000	66,000	89,709
	1,954,792	150,000	(824,252)	1,280,540	1,280,540	4,277,599	1,560,931	824,252
Non-operating contributions								
Recreation and culture								
Newdegate Community Contribution				0		400,000	400,000	400,000
	0	0	0	0	0	400,000	400,000	400,000
TOTALS	1,954,792	150,000	(824,252)	1,280,540	1,280,540	4,677,599	1,960,931	1,224,252

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

**NOTE 14
TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2021	Amount Received	Amount Paid	Closing Balance 30 Nov 2021
	\$	\$	\$	\$
Standpipe bonds	10,373	204	(153)	10,424
	10,373	204	(153)	10,424

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

**NOTE 15
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget adoption		Opening surplus				23,983
I138100	Grants & Subsidies	N/A	Operating Revenue			(205,000)	(181,017)
I131230	Grant - Skeleton Weed Programm	N/A	Operating Revenue		205,000		23,983
1012011	Sewerage Reuse Lake Grace	N/A	Capital Expenses			(15,000)	8,983
113045	Varley Entry Statement Cap Exp	N/A	Capital Expenses		15,000		23,983
I139101	Merchandise Sales MUN	13451	Operating Revenue		14,000		37,983
I139104	AIM Contributions	13451	Operating Revenue		1,400		39,383
E139110	Stock Purchases	13451	Operating Expenses			(11,000)	28,383
E139112	Stationery and Consumables	13451	Operating Expenses			(1,000)	27,383
E139114	Volunteer Functions	13451	Operating Expenses			(2,000)	25,383
E139115	AIM Souvenirs	13451	Operating Expenses			(1,400)	23,983
95001	Lakes Village Garden Maintenance	13479	Operating Expenses			(4,396)	19,587
113003	Lake Grace Rec Ground Maintenance	13479	Operating Expenses		4,396		23,983
1040101	Urban Stormwater Drainage	13481	Operating Expenses			(70,000)	(46,017)
122505	Drainage	13481	Operating Expenses		70,000		23,983
B25CAP	Lake Grace Medical Centre	13482	Capital Expenses			(7,500)	16,483
	Transfer from from the Essential Medical Services Reserve	13482			7,500		23,983
E042286	Newdegate Centenary Celebrations	13489	Operating Expenses			(32,343)	(8,360)
	Transfer from from the Newdegate 100 Year Centenary Reserve	13489			32,343		23,983
				0	349,639	(349,639)	0

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

**NOTE 16
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 2021-22 year is \$5,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Revenue from operating activities						
Recreation and culture	(16,155)	(55.59%) ▼			Hall And Equipment Hire Fees are below budget	Affiliation Fees and Hall & Equipment Hire Fees are below budget
Other property and services	(7,700)	(21.93%) ▼			Private Works & Reimb Workers Comp Insurance Income below budget	
Expenditure from operating activities						
Governance	16,991	10.04% ▲	Admin staff Salaries & Wages, Consultancy charges and Legal Expenses are down	Election Expenses under the target		
General purpose funding	5,847	10.06% ▲	Rates Collection Fees & Rates Consultancy are down			
Law, order and public safety	19,533	11.00% ▲	Bushfire Meeting, Clothing & Accessories below budget along with Maintenance Of Bushfire Land & Buildgs and Plant&Equipm			
Health	30,636	22.49% ▲	Contract Environmental Health Officer, Doctors Residence and Medical centres Building Mtc under budget			
Housing	43,669	41.46% ▲	Staff Housing Mtc is under budget			
Community amenities	123,132	23.22% ▲	LG Sewerage and Cemeteries Maintenance under budget	Town Planner - Consult Fees down due to less demand in town planning. Natural Resource Management - Contribution to Landcare Officer not to be paid this year		
Recreation and culture	274,837	23.74% ▲	Building Maintenance of majority Cultural Buildings down			
Economic services	100,681	24.40% ▲	Standpipe, Tourism Promotion & Skelton Weed Project Exp are down	Contract Building Surveyor Exp down due to reduce in demand		
Other property and services	26,864	50.41% ▲	Superannuation - Council Contribution & Engineering Salaries & Wages below budget along with Plant - Parts And Repairs			
Investing activities						
Proceeds from non-operating grants, subsidies and contributions	(736,679)	(37.57%) ▼			Bulk of "Local Roads & Community" and "Drought & Community" projects are not yet initiated/finalised, funds will be recognised later in financial year	
Payments for property, plant and equipment and infrastructure	1,208,034	42.76% ▲	Many of the projects have not been initiated as yet (55%) or in early stage of compilation			
Financing activities						
Transfer from reserves	(39,843)	(100.00%) ▼			To be transferred on completion of works	

Cheryl Chappell

From: RSLWA Veterans Liaison Officer <vlo@rslwa.org.au>
Sent: Thursday, 11 November 2021 2:13 PM
To: Cheryl Chappell
Subject: RE: Newdegate Memorial

Hi Cheryl,

Thanks for the chat this morning and, as I said to Peter Ness yesterday, providing the Shire of Lake Grace are happy with the design and provide its approval for its inclusion in the memorial then RSLWA has no objections at all.

Wishing you well with the endeavour.

Cheers,

John McP.

John McPherson

Veteran Liaison Officer

The Returned & Services League of Australia WA Branch Incorporated

Ph: (08) 9287 3720 F: (08) 9287 3732

Level 4, 28 St Georges Terrace, Perth 6000 | PO Box Z5424 St Georges Terrace Perth WA 6831

Email: vlo@rslwa.org.au Website: www.rslwa.org.au



From: Cheryl Chappell <cmso@lakegrace.wa.gov.au>
Sent: Thursday, 11 November 2021 12:30 PM
To: RSLWA Veterans Liaison Officer <vlo@rslwa.org.au>
Subject: Newdegate Memorial

Hello John,

Thank you for your chat this morning.

I have attached the laser cut design the community of Newdegate have for their memorial, they will be putting a boarder around the design for safety. It will be placed on a stone wall about 2.5m long by a 1m x 1.5m high. Could you please confirm the design will fit within the guidelines of the WA RSL?

Thank you for your help.

Kind Regards,

Cheryl Chappell

Community Service Officer



Shire of Lake Grace

Address: 1 Bishop Street, Lake Grace WA 6353

Postal Address: PO Box 50, Lake Grace WA 6353

☎ Phone: (08) 9890 2500

📠 Fax: (08) 9890 2599

🌐 Website: www.lakegrace.wa.gov.au

📘 Facebook: www.facebook.com/ShireofLakeGrace

Disclaimer by the Shire of Lake Grace

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Location of Newdegate Memorial Installation



Approximant Location for War Memorial



600mm wide

1.5m high

3m long approximately





Southern Star Building & RustArt
P O Box 9152,
Picton WA 6229

Quote

Invoice #: 00001585

A.B.N. 24 027 175 567
A.C.N. 103 203 550

Bill To:

Ship To:

B Michell Newdegate Memorial
Newdegate

B Michell Newdegate Memorial
Newdegate

YOUR NO.		SHIP VIA	COL	PPD	SHIP DATE	TERMS	DATE	PG.
METAL ART			X			C.O.D.	8/12/2021	1
QTY.	ITEM NO.	DESCRIPTION			PRICE	UNIT	EXTENDED	CODE
1	Misc	QUOTE INCLUDES SUPPLY AND DELIVERY OF RISING SUN MEMORIAL AS PER PICTURE PROVIDED. INCLUDES DESIGN, CUTTING, SAND BLASTING AND POWDERCOATING BLACK. DESIGN WILL BE COPIED OFF SUPPLIED PICTURE AND MODIFIED TO BE CUT FROM A 1.2 M X 2.4 M SHEET. IMAGE WILL BE SENT TO YOU FOR APPROVAL BEFORE COMMENCING.						N-T
1	Misc	METAL ART WILL BE PACKED AND FREIGHTED TO NEWDEGATE.						N-T
1	Material	MATERIAL			\$690.91		\$690.91	GST
1	Material	POWDERCOATING/ SANDBLASTING			\$390.91		\$390.91	GST
1	Material	DESIGN AND CUTTING			\$1,236.36		\$1,236.36	GST
1	Material	PACKAGE AND POST			\$490.91		\$490.91	GST
1	Misc	*** DESIGN WILL BE CUT FROM 6 MM STEEL PLATE AND ARCHED OVER THE TOP WILL BE 75 X 5 MM FLAT BAR FOR STRENGTH. THE FLAT BAR WILL EXTEND 1 M BELOW THE DESIGN AND BE						N-T
COMMENT		CODE	RATE	GST	SALE AMOUNT	Sale Amt.: Freight: GST: Total Amt.: Paid Today:		
IF QUOTE IS ACCEPTED A 50% DEPOSIT IS REQUIRE TO START AND REMAINDER ON						Balance Due:		

Southern Star Building & RustArt
P O Box 9152,
Picton WA 6229

Quote

Invoice #: 00001585

A.B.N. 24 027 175 567
A.C.N. 103 203 550

Bill To:

Ship To:

B Michell Newdegate Memorial
Newdegate

B Michell Newdegate Memorial
Newdegate

YOUR NO.		SHIP VIA	COL	PPD	SHIP DATE	TERMS	DATE	PG.
METAL ART			X			C.O.D.	8/12/2021	2
QTY.	ITEM NO.	DESCRIPTION			PRICE	UNIT	EXTENDED	CODE
		REINFORCED SO THAT IT CAN BE CONCRETED INTO STONE WORK.						
COMMENT		CODE	RATE	GST	SALE AMOUNT	Sale Amt.:	\$2,809.09	
IF QUOTE IS ACCEPTED A 50% DEPOSIT IS REQUIRE TO START AND REMAINDER ON		GST	10%	\$280.91	\$2,809.09	Freight:	\$0.00	GST
		N-T	0%	\$0.00	\$0.00	GST:	\$280.91	
						Total Amt.:	\$3,090.00	
						Paid Today:	\$0.00	
Customer ABN:						Balance Due:	\$3,090.00	



Shire of Lake Grace

22 December 2021 Ordinary Council Meeting

INFORMATION BULLETIN

ITEM 16.1 - ATTACHMENTS

TABLE OF CONTENTS

REPORTS:

No.	Title of Report	No of Pages
	Infrastructure Services Report – November 2021	
	Lake Grace Visitor Centre Report – December 2021	
	Lake Grace Library Report and Statistics – Nil	
	Lake King Library Report and Statistics – December 2021	
	Newdegate Library Report and Statistics – Nil	

CIRCULARS, MEDIA RELEASES & NEWSLETTERS:

No.	Title of Attachment	No of Pages
	SHICC Public Health Bulletin No. 1	
	SHICC Public Health Bulletin No. 2	
	SHICC Public Health Bulletin No. 3	
	SHICC Public Health Bulletin No. 4	
	Regional Drought resilience Planning Update – November 2021	
	Inquiry into Financial Administration of Homelessness – Provide submission	
	LG Professional – Council to participate in 2022 LG Skills and Workforce Survey	
	State of the WA Government Sector Workforce 2021-2022	
	Letter from Minister John Carey to Ms Redford – Astro Tourism	