

Shire of Lake Grace

Ordinary Council Meeting



## NOTICE PAPER

### To the President and Councillors

In accordance with the provisions of Section 5.5 of the Local Government Act 1995, you are hereby notified that an Ordinary Meeting of Council has been convened:

**Date:** Wednesday 23 November 2016

**At:** Newdegate Library Resource Centre,  
Collier Street, Newdegate, WA

**Commencing:** 3.00 pm

To discuss the items of business in the agenda as set out on the following pages.

A handwritten signature in black ink, appearing to read "Denise Gobbart", is written over a horizontal line.

Denise Gobbart  
Chief Executive Officer

18 November 2016  
Date

Shire of Lake Grace

Ordinary Council Meeting

# Agenda

23 November 2016

Meeting Commencing at 3.00 pm



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## CONTENTS

<b>1.0</b>	<b>OPENING &amp; ANNOUNCEMENT OF VISITORS.....</b>	<b>5</b>
<b>2.0</b>	<b>ATTENDANCE RECORD.....</b>	<b>5</b>
2.1	PRESENT .....	5
2.2	APOLOGIES .....	5
2.3	LEAVE OF ABSENCE PREVIOUSLY GRANTED .....	5
<b>3.0</b>	<b>PUBLIC QUESTION TIME .....</b>	<b>5</b>
<b>4.0</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE.....</b>	<b>5</b>
<b>5.0</b>	<b>MINUTES OF PREVIOUS COUNCIL MEETINGS.....</b>	<b>6</b>
5.1	ORDINARY MEETING – 26 OCTOBER 2016 .....	6
<b>6.0</b>	<b>DECLARATIONS OF INTEREST.....</b>	<b>6</b>
6.1	DECLARATIONS OF FINANCIAL INTEREST – LOCAL GOVERNMENT ACT SECTION 5.60A.....	6
6.2	DECLARATIONS OF PROXIMITY INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60B .....	6
6.3	DECLARATIONS OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATION SECTION 34C .....	6
<b>7.0</b>	<b>NOTICES OF URGENT BUSINESS.....</b>	<b>6</b>
<b>8.0</b>	<b>MOTIONS OF WHICH NOTICE HAS BEEN RECEIVED .....</b>	<b>6</b>
<b>9.0</b>	<b>PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS.....</b>	<b>6</b>
<b>10.0</b>	<b>MEMBERS’ REPORTS .....</b>	<b>7</b>
10.1	CR ARMSTRONG .....	7
10.2	CR CHAPPELL.....	7
10.3	CR CLARKE .....	7
10.4	CR HUNT.....	7
10.5	CR LLOYD.....	7
10.6	CR STANTON .....	7
10.7	CR WALKER.....	7
10.8	CR DE LANDGRAFFT.....	7
<b>11.0</b>	<b>MATTERS FOR CONSIDERATION – INFRASTRUCTURE SERVICES.....</b>	<b>8</b>
11.1	RURAL ROAD RECONSTRUCTION – CALL FOR TENDER 04/2016 .....	8
<b>12.0</b>	<b>MATTERS FOR CONSIDERATION – PLANNING.....</b>	<b>14</b>
12.1	RETROSPECTIVE DEVELOPMENT APPLICATION – ADDITION TO EXISTING GRAIN HANDLING AND STORAGE FACILITY (TRANSPORTABLE BUILDING) – LOT 189 DUNCAN ROAD, NEWDEGATE.....	14
<b>13.0</b>	<b>MATTERS FOR CONSIDERATION – HEALTH &amp; BUILDING .....</b>	<b>19</b>

<b>14.0</b>	<b>MATTERS FOR CONSIDERATION – FINANCE</b> .....	<b>20</b>
14.1	ACCOUNTS FOR PAYMENT – OCTOBER 2016.....	20
14.2	FINANCIAL STATEMENTS – OCTOBER 2016.....	22
14.3	LAKES VILLAGE FEES AND CHARGES .....	24
14.4	APPROVAL FOR WRITE OFF OF INTEREST – RATE PAYER 1168.....	27
<b>15.0</b>	<b>MATTERS FOR CONSIDERATION – COMMUNITY SERVICES</b> .....	<b>30</b>
15.1	11 MALEY STREET (LOT 8) NEWDEGATE – ACQUISITION OF LAND .....	30
<b>16.0</b>	<b>MATTERS FOR CONSIDERATION - ADMINISTRATION</b> .....	<b>35</b>
<b>17.0</b>	<b>INFORMATION BULLETIN</b> .....	<b>36</b>
17.1	INFORMATION BULLETIN REPORT – NOVEMBER 2016 .....	36
<b>18.0</b>	<b>URGENT BUSINESS BY DECISION OF THE MEETING</b> .....	<b>38</b>
<b>19.0</b>	<b>SCHEDULING OF MEETING</b> .....	<b>38</b>
19.1	DECEMBER 2016 ORDINARY MEETING .....	38
<b>20.0</b>	<b>CONFIDENTIAL BUSINESS – AS PER LOCAL GOVERNMENT ACT S5.23 (2)</b> .....	<b>38</b>
20.1	2017 AUSTRALIA DAY CITIZENSHIP AWARDS .....	38
20.2	MANAGER INFRASTRUCTURE SERVICES – APPOINTMENT .....	38
<b>21.0</b>	<b>CLOSURE</b> .....	<b>38</b>
<b>22.0</b>	<b>CERTIFICATION</b> .....	<b>38</b>

## **SHIRE OF LAKE GRACE**

Agenda for the Ordinary Meeting of Council to be held at the Newdegate Library Resource Centre, Collier Street, Newdegate on Wednesday 23 November 2016.

### **1.0 OPENING & ANNOUNCEMENT OF VISITORS**

The Shire President opened the meeting at \_\_ pm.

### **2.0 ATTENDANCE RECORD**

#### **2.1 PRESENT**

Cr JF De Landgraft	Shire President
Cr SG Hunt	Deputy Shire President
Cr LW Armstrong	
Cr R Chappell	
Cr DS Clarke	
Cr RA Lloyd	
Cr MG Stanton	
Cr AJ Walker	

#### **In Attendance**

Ms D Gobbart	Chief Executive Officer
Ms L Gray	Deputy Chief Executive Officer
Mr P Webb	Manager Infrastructure Services
Ms N Bowman	Governance Officer

#### **Observers/Visitors**

#### **2.2 APOLOGIES**

#### **2.3 LEAVE OF ABSENCE PREVIOUSLY GRANTED**

Cr Marshall has approved leave of absence from 20 November 2016 to 25 November 2016 inclusive.

### **3.0 PUBLIC QUESTION TIME**

### **4.0 APPLICATIONS FOR LEAVE OF ABSENCE**

**5.0 MINUTES OF PREVIOUS COUNCIL MEETINGS**

**5.1 ORDINARY MEETING – 26 OCTOBER 2016**

Resolution

**RESOLUTION**

Moved Cr  
Seconded Cr

That the minutes of the Ordinary Meeting of Council held on the 26 October 2016 be confirmed as a true and accurate record.

**CARRIED**

**6.0 DECLARATIONS OF INTEREST**

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

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

**6.3 DECLARATIONS OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATION SECTION 34C**

**7.0 NOTICES OF URGENT BUSINESS**

**8.0 MOTIONS OF WHICH NOTICE HAS BEEN RECEIVED**

**9.0 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

**10.0 MEMBERS' REPORTS**

**10.1 CR ARMSTRONG**

**10.2 CR CHAPPELL**

**10.3 CR CLARKE**

**10.4 CR HUNT**

**10.5 CR LLOYD**

**10.6 CR STANTON**

**10.7 CR WALKER**

**10.8 CR DE LANDGRAFFT**

<b>11.0 MATTERS FOR CONSIDERATION – INFRASTRUCTURE SERVICES</b>
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**11.1 RURAL ROAD RECONSTRUCTION – CALL FOR TENDER 04/2016**

**Applicant:** Internal  
**File No.** 0468  
**Attachments:** Request for Tender 04/2016  
**Author:** Ms Denise Gobbart  
 Chief Executive Officer  
**Disclosure of Interest:** Nil  
**Date of Report:** 17 November 2016  
**Senior Officer:** Ms Denise Gobbart

Chief Executive Officer

Summary

This report recommends that Council authorise the Chief Executive Officer to recall tenders for Rural Road Reconstruction and associated works for the Shire of Lake Grace 2016/2017 road works program.

Background

At the Ordinary meeting of Council held on 26 October 2016, it was resolved to recommence the tender process as due to an oversight and contrary to regulation 18(4) of the *Local Government (Functions and General) Regulations 1996*, one of the tenders for the work had not been assessed or taken into account in selecting the preferred tenderer.

As works had commenced on Mount Sheridan Road, it was negotiated with the contractor to complete these works at the original price tendered in RFT 02/2016, and exclude this road project from the re-commenced tender process RFT 04/2016.

The revised Shire's Road Works Program includes road reconstruction listed in the table below:

ITEM NUMBER	RFT CLAUSE 1.2.1 - TENDERING INFORMATION Description of Work	QUANTITY UNIT
1	Reconstruction of Taylor Road, various sections, total length of 3,000m, associated road pavement sheeting, carting of gravel and upgrade of three floodways (bitumen seal by others) as per 'Technical Specifications'. SLK 2.1 to SLK 9.37	3.0 km 10.0 m wide
2	Reconstruction/realignment of T-junction of Giles Road, and Magenta Rd associated road formation, carting of gravel and drainage works (and installation of road signage) as per 'Technical Specifications'. SLK 0.0 to SLK 0.1	0.3 km 8.0 m wide
3	Reconstruction of various sections of Magdahba Track, total length of 2,000m, associated road formation, carting of gravel and drainage works (offshoots, table drains, signage etc.) as per 'Technical Specifications'. SLK 0.0 to SLK 5.6	2.0 km 8.0 m wide
4	Reconstruction of Mallee Tree Road, associated road formation, carting of gravel and drainage works (offshoots, table drains etc.) as per 'Technical Specifications'. SLK 6.5 to SLK 8.0	1.5 km 8.0 m wide



5	Reconstruction of Mallee Hill Road, various sections, total length of 2,000m, associated road pavement sheeting, carting of gravel and drainage works as per 'Technical Specifications'. SLK 23.0 to SLK 25.0	2.0 km 10.0 m wide
6	Reconstruction of Whurr Road, associated road formation, carting of gravel and drainage works (offshoots, table drains signage etc.) as per 'Technical Specifications'. SLK 0.0 to SLK 2.58	2.58 km 8.0 m wide
7	Reconstruction of various sections of Ardler Road, total length of 2,000m, associated road formation, carting of gravel and drainage works (and installation of road signage as per 'Technical Specifications'. SLK 0.0 to SLK 4.5	2.0 km 10.0 m wide
8	Reconstruction of Beynon Road, associated road formation, carting of gravel and drainage works (offshoots, table drains, signage etc.) as per 'Technical Specifications'. SLK 4.5 to SLK 7.5	3.0 km 8.0 m wide
9	Reconstruction of Biddy Camm Road, associated road formation, carting of gravel and drainage works (offshoots, table drains, headwalls, signage etc.) as per 'Technical Specifications'. SLK 105.21 to SLK 109.66	4.45 km 8.0 m wide
10	Reconstruction of Pickernell Road, total length of 2,700m, associated road formation, carting of gravel and drainage works (offshoots, table drains, signage etc.) as per 'Technical Specifications'. SLK 13.14 to SLK 15.84	2.7 km 10.0 m wide
11	Reconstruction of various sections of Breed Road, total length of 1,250m, associated road formation, carting of gravel and drainage works (and installation of road signage) as per 'Technical Specifications'. SLK 0.0 to SLK 7.78	1.25 km 8.0 m wide
12	Reconstruction of Old Ravensthorpe Road, associated road formation, carting of gravel and drainage works (offshoots, table drains, headwalls, signage etc.) as per 'Technical Specifications'. SLK 16.2 to SLK 17.2	1.0 km 10.0 m wide

In order to satisfy the specific requirements of the Local Government (Functions and General) Regulations 1996 it is recommended that Council resolve to proceed with the tasks required of publicly inviting tenders for rural roads re-construction works required to be undertaken as part of the Shire of Lake Grace 2016/2017 road program.

#### Comment

The Tender may be awarded to who best demonstrates the ability to provide quality products and/or services at a competitive price. The tendered prices will be assessed together with qualitative, compliance and specification criteria to determine the most advantageous outcome to the Shire.

The Shire will adopt a best value for quality approach to this request. This means that, although price is considered, the tender containing the lowest price will not necessarily be accepted, nor will the Tender ranked the highest on the qualitative criteria.

A scoring system will be used as a part of the assessment of the qualitative criteria.

The tenders will be assessed against the following qualitative criteria and weighting. The Tender may be awarded to who best demonstrates the ability to provide quality products and/or services at a competitive price.

The assessment criteria will be as per Council policy 3.11 *Tender Selection Criteria*, adopted in June 2015, using the Roadworks – Maintenance Grading and Gravel Pushing/Stockpiling selection criteria:

- Cost 25%
- Relevant Experience 25%
- Organisational Capacity and Resources 25%
- Demonstrated Understanding 25%

The extent to which a Tender demonstrates greater satisfaction of each of these criteria will result in a greater score. The aggregated score of each Tender will be used as one of the factors in the final assessment of the qualitative criteria and in the overall assessment of value for money.

#### Legal Implications

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

#### **3.57. Tenders for providing goods or services**

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.
- (2) Regulations may make provision about tenders.

#### **Local Government (Function and General) Regulations 1996 – Part 4 Provision of goods and services**

#### **11. When tenders have to be publicly invited**

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$150,000 unless subregulation (2) states otherwise.
- (2) Tenders do not have to be publicly invited according to the requirements of this Division if
  - 
  - (a) the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act; or
  - (b) the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program; or
  - (c) within the last 6 months —
    - (i) the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications or satisfied the value for money assessment; or
    - (ii) the local government has, under regulation 21(1), sought expressions of interest with respect to the supply of the goods or services but no person was, as a result, listed as an acceptable tenderer; or
  - (d) the contract is to be entered into by auction after being expressly authorised by a resolution of the council of the local government; or

- (e) the goods or services are to be supplied by or obtained through the government of the State or the Commonwealth or any of its agencies, or by a local government or a regional local government; or
- (ea) the goods or services are to be supplied —
  - (i) in respect of an area of land that has been incorporated in a district as a result of an order made under section 2.1 of the Act changing the boundaries of the district; and,
  - (ii) by a person who, on the commencement of the order referred to in subparagraph (i), has a contract to supply the same kind of goods or services to the local government of the district referred to in that subparagraph; or
- (f) the local government has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier; or
- (g) the goods to be supplied under the contract are —
  - (i) petrol or oil; or
  - (ii) any other liquid, or any gas, used for internal combustion engines; or
- (h) the following apply —
  - (i) the goods or services are to be supplied by a person registered on the Aboriginal Business Directory WA published by the Small Business Development Corporation established under the Small Business Development Corporation Act 1983; and
  - (ii) the consideration under the contract is \$250,000 or less, or worth \$250,000 or less; and
  - (iii) the local government is satisfied that the contract represents value for money; or
- (i) the goods or services are to be supplied by an Australian Disability Enterprise; or
- (j) the contract is a renewal or extension of the term of a contract (the original contract) where —
  - (i) the original contract was entered into after the local government, according to the requirements of this Division, publicly invited tenders for the supply of goods or services; and
  - (ii) the invitation for tenders contained provision for the renewal or extension of a contract entered into with a successful tenderer; and
  - (iii) the original contract contains an option to renew or extend its term; and
  - (iv) the supplier's tender included a requirement for such an option and specified the consideration payable, or the method by which the consideration is to be calculated, if the option were exercised; or
- (k) the goods or services are to be supplied by a pre-qualified supplier under Division 3.

**12. Anti-avoidance provision for r. 11(1)**

- (1) This regulation applies if a local government intends to enter into 2 or more contracts (the contracts) in circumstances such that the desire to avoid the requirements of regulation 11(1) is a significant reason for not dealing with the matter in a single contract.

**Policy Implications****Shire of Lake Grace - Policy 3.7 – Purchasing Policy****Local Price Preference**

When officers seek quotations or purchase goods or services, quotes must be obtained from businesses (if in existence) that could provide the good or service required that are located within the Shire of Lake Grace. When the provision of goods or services is not being sought by tender the following preference will be provided to local suppliers whose business is based within the Shire of Lake Grace and the product quality is comparable:

- 5% for any purchase up to \$20,000.00; and
- 2% for any purchase between \$20,001.00 and \$100,000.

Policy 3.7 – Purchasing Policy has no effect as the services are over the value of \$100,000.

*Local Government (Functions and General) Regulations 1996 Part 4A – Regional Price Preference*, Council has not adopted a regional price preference policy under this legislation.

**Shire of Lake Grace Policy 3.11 - Tender Selection Criteria**

Prior to publicly inviting tenders, the Shire's assessment criteria for which the tender should be accepted is as follows with any variation to be determined by Council:

**Plant and Equipment**

Tender Price	65%
Warranty & Servicing	15%
Performance	10%
Delivery/Availability	10%

**Buildings**

Cost	65%
Relevant Experience	15%
Organisational Capacity & Resources	15%
Demonstrated Understanding	5%

**Roadworks – Bitumen & Sealing**

Cost	80%
Relevant Experience	10%
Organisational Capacity & Resources	5%
Demonstrated Understanding	5%

**Roadworks – Maintenance Grading & Gravel Pushing/Stockpiling**

Demonstrated Capacity	25%
Key Personnel	25%
Plant & Equipment	25%
Performance	25%

### **Kerbside Waste Collection Services**

Cost	70%
Relevant Experience	15%
Organisational Capacity & Resources	15%

#### Consultation

External Stuart Fraser, Department Local Government & Communities  
Neil Douglas, McLeods – Barristers & Solicitors  
Craig Grant, WALGA

#### Financial Implications

Allowances have been made within the 2016/2017 Budget for the road reconstruction program. With an increased level of Roads to Recovery funding for 2016/2017 of \$1,945,150, the Shire Construction Team do not have the capacity to complete the road program. Contractors will be required to undertake additional works in our program.

#### Strategic Implications

*Strategic Community Plan –*

Ec1 Maintain community built infrastructure and provide an effective transportation network:

- Ec 1.1 Maintain efficient, safe and appropriate infrastructure including roads, built and civic infrastructure.
- Ec 1.2 Support the provision of appropriate transportation links, including road and rail infrastructure and services.
- Ec 1.3 Ensure the Shire's capital investment program is cost effective and financially sustainable.

#### Recommendation

That Council authorise the Chief Executive Officer to:

1. Call tenders for the reconstruction of 25.78 kilometres of rural roads as listed in the specification within the Request for Tender 04/2016; and,
2. That the following assessment criteria apply:

Cost	25%
Relevant Experience	25%
Organisational Capacity and Resources	25%
Demonstrated Understanding	25%

#### Voting Requirements

Simple majority required.

#### Resolution

Moved Cr

Seconded Cr

<b>12.0 MATTERS FOR CONSIDERATION – PLANNING</b>
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**12.1 RETROSPECTIVE DEVELOPMENT APPLICATION – ADDITION TO EXISTING GRAIN HANDLING AND STORAGE FACILITY (TRANSPORTABLE BUILDING) – LOT 189 DUNCAN ROAD, NEWDEGATE**

<b>Applicant:</b>	Co-operative Bulk Handling Ltd on behalf of the State of Western Australia (Landowner)
<b>File No.</b>	0453
<b>Attachments:</b>	1. Plan 1 – Location Plan 2. Plan 2 – Existing Lot Configuration 3. Plan 3 – Aerial Site Plan 4. Plan 4 – Site Development Plan and Elevations 5. Plan 5 – Floor Plan ( <i>under separate cover</i> )
<b>Author:</b>	Messrs Joe Douglas & Carlo Famiano (Urban & Rural Perspectives) Town Planning Consultants
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	14 November 2016
<b>Senior Officer:</b>	Ms Denise Gobbart



Chief Executive Officer

**Summary**

This report recommends that a development application submitted by Co-operative Bulk Handling Limited (CBH) on behalf of the State of Western Australia (Landowner) seeking Council's retrospective approval for the placement of a new transportable building (i.e. ablution block) at its grain handling and storage facility on Lot 189 Duncan Road, Newdegate be approved subject to conditions.

**Background**

CBH are seeking Council's retrospective development approval for the unauthorised placement of a new transportable ablution building at its existing grain handling and storage facility on Lot 189 Duncan Road, Newdegate.

Lot 189 is located in the north-eastern part of the Newdegate townsite and has direct frontage and access to Duncan Road along its southern boundary and direct frontage to an operational railway reserve along its western boundary (see Plan 1).

Lot 189 is irregular in shape, comprises a total area of approximately 11.445 hectares and has been cleared of any significant native vegetation. The land has been extensively developed for 'rural industry' purposes and contains a number of structures associated with CBH's existing grain handling and storage facility on the land (i.e. grain storage bins, sheds, office, sampling hut, weighbridge, vehicle accessways etc.) (see Plans 2 & 3).

Under the terms of the information and plans submitted in support of the application, CBH are seeking Council's retrospective development approval for the following:

- Placement of a new 18 square metre transportable building on the land to provide staff toilet facilities (see Plans 4 to 6);
- A new uncovered steel walkway for pedestrian access purposes;
- The building comprises a zincalume roof (skillion roof structure) and colorbond wall

- cladding (i.e. 'Shale Grey' and 'Ocean Blue' colour);
- The building has been raised approximately 350 millimetres above the natural ground level and has an overall height of 2.796 metres;
- Installation of an on-site effluent disposal system (i.e. septic tanks and leach drains) to service the ablution block; and,
- The building and associated effluent disposal system comprises a setback of approximately 12.5 metres from the land's eastern side boundary.

### Comment

Lot 189 is classified 'General Industry' zone under the Shire's current operative Local Planning Scheme No.4 (LPS No.4).

The key objectives of the land's current 'General Industry' zoning classification are to provide for general, light and service industries which by the nature of their operations should be separated from residential areas and to provide employment opportunities for residents of the district.

The current use of Lot 189 by CBH for grain handling and storage purposes is most appropriately defined in Schedule 1 of LPS No.4 as a 'rural industry'. Under the terms of LPS No.4 the development and use of any land classified 'General Industry' zone for the purposes of a 'rural industry' is listed as discretionary (i.e. 'D') which means it is not permitted unless the local government has exercised its discretion by granting development approval.

### **Compliance with LPS No.4 Development Standards**

LPS No.4 does not contain any specific standards governing the development and use of land classified 'General Industrial' zone for the purposes of a 'rural industry'. As such the application has been assessed with due regard for the general development standards applicable to all 'General Industry' type uses.

Following a detailed assessment of the application in the context of the relevant planning criteria and standards, the reporting officers' have concluded the unauthorised works are capable of being supported and approved by Council for the following reasons:

1. All boundary setbacks are compliant with the specific requirements of LPS No.4;
2. The structure provides much needed facilities for employees on the land;
3. The structure is served by a suitable on-site effluent disposal system; and,
4. The structure is relatively small in size, consistent with the external appearance of other existing structures on the land and is not having a detrimental impact on the character or amenity of the immediate locality.

### **Transportable Buildings**

Clause 5.21 of LPS No.4 contains a number of provisions and standards applicable to the development and use of transportable structures on any land within the Shire. This clause specifically states such buildings are not permitted unless:

- a) *in the opinion of the local government such a dwelling or building is in a satisfactory condition and will not detrimentally affect the amenity of the area; and,*
- b) *the sub-floor area of the building is enclosed with brick, stone, vermin battens or by other means acceptable to the local government and, where the building is considered by the local government to be exposed, or in a position such as to be visually prominent, the local government may require satisfactory landscaping measures to be carried out.*

A review of recent photographs of the building submitted by the applicant indicates it is in good overall condition, has been finished off to an acceptable standard of presentation and is not visually prominent when viewed from the public domain (see Plan 6). Notwithstanding this general conclusion it is noted the sub-floor area of the building has not been enclosed in accordance with sub-clause b) above which is a matter that can be addressed through the imposition of a suitable condition on any approval ultimately granted by Council.

### **Unauthorised Works**

The transportable building the subject of this application has been placed on the land and used for its intended purpose without Council's prior development approval. As such the works and use of the building are unauthorised which constitutes a breach of Section 218 of the *Planning and Development Act 2005*. Under the *Planning and Development Act 2006* penalties for corporate bodies for such breaches are substantial and may attract a fine of up to \$1 million per offence, plus up to \$125,000 for every day that the offence continues.

Council is advised that on 31 January 2014 the Shire's Administration wrote to CBH raising concerns with unauthorised works undertaken at its facility in Lake King. At the time the Shire acknowledged CBH's contribution to the local economy and elected not to pursue this particular non-compliance matter. The Shire also advised CBH that any future breaches will be considered on their merits with possible action being taken, including prosecution, under the relevant legislation.

In light of the above and given the history of unauthorised works undertaken by CBH throughout the municipality, Council is well within its rights to consider whether it should pursue legal proceedings against CBH for a breach of Section 218 of the *Planning and Development Act 2005*.

Should Council resolve to initiate legal action against CBH in this matter it is recommended that further advice be obtained from the Shire's solicitors regarding the most appropriate course of action from here.

### **Conclusion**

It is concluded from a detailed assessment of the application that the existing unauthorised ablution building on CBH's grain handling and storage facility on Lot 189 Duncan Road, Newdegate previously constructed to support the current 'rural industry' use of the land is not having a negative impact on the general amenity, character, functionality and safety of the immediate locality and is capable of being supported and approved by Council. As such it is recommended that Council exercise its discretion and grant retrospective approval to the application subject to the imposition of a number of conditions.

### Legal Implications

*Planning and Development Act 2005*

*Shire of Lake Grace Local Planning Scheme No.4*

- *Planning and Development (Local Planning Schemes) Amendment Regulations 2015 (LPS Amendment Regulations)* – The subject land is located within a designated 'bushfire prone area'. Following a review of the proposal, having due regard for Western Australian Planning Commission Planning Bulletin 111/2016 ('Planning in Bushfire Prone Areas') and the outcomes from discussion with Mr Geoffrey Lush (Lush Fire and Planning), it was determined the ablution building on Lot 189 is not a habitable structure and does not



intensify the potential bushfire risk on the land. As such a Bushfire Attack Level (BAL) assessment was not required in support of the application.

### Policy Implications

*State Planning Policy 3.7 - Planning in Bushfire Prone Areas*

### Consultation

Community consultation not required.

### Financial Implications

Nil

### Strategic Implications

*Shire of Lake Grace Strategic Community Plan 2014* – The proposal for Lot 189 is considered to be generally consistent with the aims and objectives of the Shire's Strategic Community Plan as it applies to the following:

- Economic - Provide an environment that supports business and investment opportunities; and,
- Environment - Manage and Protect the Natural Environment.

### Recommendation

That the development application submitted by Co-operative Bulk Handling Limited (CBH) on behalf of the State of Western Australia (Landowner) seeking Council's retrospective approval for the placement and use of a new transportable building (i.e. staff ablution block) on Lot 189 Duncan Road, Newdegate be approved subject to compliance with the following conditions and advice notes:

### **Conditions**

1. The development and use shall be consistent with the information and plans submitted in support of the application as well as the various conditions documented below unless 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 this approval will require the further approval of Council.
3. The building shall be used as an ablution facility only and must not be converted to a habitable building in the future unless otherwise approved by Council.
4. All stormwater generated by the building the subject of this approval shall be managed and disposed of to the specifications and satisfaction of the Shire of Lake Grace.
5. The building shall be provided with an adequate on-site effluent disposal system constructed and maintained to the specifications and satisfaction of the Shire of Lake Grace and Department of Health.
6. The sub-floor area of the building shall be enclosed with brick, stone, vermin proof battens or other means acceptable to the Shire of Lake Grace within sixty (60) days of the date of this approval.

### **Advice Notes**

1. A completed Building Approval Certificate application must be submitted to and approved by the Shire's Building Surveyor within ninety (90) days of the date of this approval.
2. The structure is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements are required to be submitted with the Building Approval Certificate application.

3. The existing effluent disposal system servicing the ablution building is required to comply with the *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974*. Plans and specifications which reflect these requirements are required to be submitted to the Shire for approval.
4. 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.
5. If the applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be submitted within 28 days of the determination.

#### Voting Requirements

Simple majority required.

#### Resolution

Moved Cr

Seconded Cr

**13.0 MATTERS FOR CONSIDERATION – HEALTH & BUILDING**

*No matters for consideration.*

## 14.0 MATTERS FOR CONSIDERATION – FINANCE

### 14.1 ACCOUNTS FOR PAYMENT – OCTOBER 2016

**Applicant:** Internal Report  
**File No.** 0277  
**Attachments:** List of Creditors  
**Author:** Ms Kairi Nigol  
  
**Disclosure of Interest:** Nil  
**Date of Report:** 14 November 2016  
**Senior Officer:** Ms Linda Gray

  
 Finance Coordinator

  
 Deputy Chief Executive Officer

#### Summary

For Council to ratify expenditures incurred for the month of October 2016.

#### Background

List of payments for the month October 2016 through the Municipal and Trust accounts are attached.

#### Comment

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

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

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

#### Legal Implications

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

#### Policy Implications

Policy 3.6 - Authorised Use of Credit Card/Fuel Cards

Policy 3.7 - Purchasing Policy

#### Consultation

N/A

#### Financial Implications

The list of creditors paid for the month of October 2016 from the Municipal and Trust Account Total \$493,180.68.

#### Strategic Implications

Shire of Lake Grace Strategic Community Plan

Civic Leadership Focus Area (5)

- Excellence in Shire administration and communication

Recommendation

That Council ratify the list of payments totalling \$493,180.68 as presented for the month of October 2016 incorporating:

- Trust Account Cheques:	924 -1300 (OLD WESTPAC CHEQUES DISPOSED) 1301 - 1306	\$	1,226.00
- Electronic Funds Transfer:	EFT16037 – EFT16106	\$	284,166.22
- Municipal Account Cheques:	36279 - 36285	\$	12,323.92
- Direct Debits:	DD6455.1 – DD6455.8 DD6475.1 – DD6475.8 DD6483.1 – DD6483.2 DD6484.1 – DD6484.3 DD6485.1 DD6500.1 – DD6500.21 DD6502.1	\$	72,402.23
- Electronic Funds Transfer:	Payroll Net Pay	\$	123,062.31

Voting Requirements

Simple majority required.

Resolution

Moved Cr

Seconded Cr

**14.2      FINANCIAL STATEMENTS – OCTOBER 2016**

**Applicant:** Shire of Lake Grace  
**File No.** 0275  
**Attachments:** 1. Financial Reports October 2016  
 2. Bank Reconciliations  
**Author:** Ms Linda Gray  
**Disclosure of Interest:** Nil  
**Date of Report:** 17 November 2016  
**Senior Officer:** Ms Denise Gobbart

  
 Deputy Chief Executive Officer

  
 Chief Executive Officer

**Summary**

Consideration of the financial statements for the month ending 31 October 2016.

**Background**

The following financial reports for October 2016 are included for your information:

- Monthly Statement of Financial Activity
- Financial Activity Variances
- Significant Accounting Policies
- Statement of Objective
- Acquisition of Assets
- Disposal of Assets
- Information on Borrowings
- Reserves
- Net Current Assets
- Rating Information
- Trust Funds
- Operating Statement by Programme
- Balance Sheet
- Financial Ratios
- Capital Road Works
- Operating Revenue and Expenditure Graphs
- Bank Reconciliations

**Comment**

N/A

**Legal Implications**

*Local Government Act 1995 – section 6.4*

*Local Government (Financial Management) Regulations 1996*

**Policy Implications**

Nil

**Consultation**

N/A

Financial Implications

Nil

Strategic Implications

Shire of Lake Grace Strategic Community Plan

*Civic Leadership Focus Area (5)*

- *Excellence in Shire administration and communication*

Recommendation

That Council in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996* receives the Statements of Financial activity for the period ended 31 October 2016.

Voting Requirements

Simple majority required.

Resolution


Moved Cr

Seconded Cr

### 14.3 LAKES VILLAGE FEES AND CHARGES

**Applicant:** Internal  
**File No.** 0080  
**Attachments:** 1. Letters  
 2. Copies of correspondence  
 3. Minutes  
**Author:** Mr Reece Lay  
  
**Disclosure of Interest:** Nil  
**Date of Report:** 17 November 2016  
**Senior Officer:** Ms Linda Gray

  
 Customer Service Officer

  
 Deputy Chief Executive Officer

#### Summary

For Council to consider waiving hire fees, for the use of the Lakes Village Hall, by seniors and their associated wellness services.

#### Background

The Lake Grace Masonic Lodge was gifted to the Shire in 1993. As per the minutes of the Council Meeting in August 2002, the extract from Minutes of the Council Meeting of June 1993, was unable to be located in order to verify the gift of the Lake Grace Masonic Lodge.

As noted in Minutes August 2002, “when setting the Schedule of Fees and Charges for 2002/03, Council specifically excluded the Lakes Village Hall thus signalling its intent that the Hall, as part of the village, is a facility for the residents of the Village”.

In the immediate past years, charges for the use of the Lakes Village Hall were subject to the following condition: “No fee for local ‘not for profit’ organisations, and/or individual’s residents within the Shire, or non-resident ratepayers”. With the adoption of the 2016/17 Budget and Fees and Charges, the above condition is no longer applicable, with the only exception present being “Senior’s wellness 100% concession”.

A number of residents have approached the Shire regarding the use of the Village Hall by the seniors – including those who reside at the Lakes Village – and their associated services expressing concern that they are now required to pay fees for the use of the facility.

#### Comment

As mentioned above, the correspondence from the Lodge regarding the gifting of the Hall to the Shire cannot be located. As noted in Minutes August 2002; “the best indicator of the intent of the gift is found in an excerpt from the Western-Mason – Summer 1997/98 that surmises “*The land and lodge room was bequeathed to the Shire by members of the Lake Grace Lodge when it amalgamated with the Kulin Lodge in 1993 on the understanding that it be used for the aged in the community*”.

Gwen Oliver attended the Shire following the adoption of the 2016/17 budget, to discuss the hire fees of the Lakes Village hall. She explained that the Masonic Lodge had been gifted to the Shire on the condition that it remains free-to-use for the seniors in Lake Grace. She elaborated the point that the seniors would use the Hall for social activities such as cards or carpet bowls, and that the village tended to become isolated without these social interactions, thus did not understand why the seniors would be required to pay fees for the use of the facilities.



Legal Implications**Local Government Act 1995****6.12. Power to defer, grant discounts, waive or write off debts**

- (1) Subject to subsection (2) and any other written law, a local government may —
- (a) when adopting the annual budget, grant\* a discount or other incentive for the early payment of any amount of money; or
  - (b) waive or grant concessions in relation to any amount of money; or
  - (c) write off any amount of money, which is owed to the local government.

\* Absolute majority required.

- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

Policy Implications

Nil

Consultation

Internal Denise Gobbart, Chief Executive Officer  
Linda Gray, Deputy Chief Executive Officer  
Lee-Anne Trevenen, Administration Coordinator

External Gwen Oliver

Financial Implications

At present the Seniors in Lake Grace had a recurring booking of the Village hall from 1.30pm to 5pm on Wednesdays, and 1.30pm to 4.30pm on Thursdays, equivalent to approximately \$39.00 per week in hire fees based on the below hourly rate of \$6.00.

ITEM	Account	2016/17 Fee	GST
<u>Lakes Village Hall</u>			
Hour	1111410	\$ 6.00	Incl GST
Day	1111410	\$35.00	Incl GST

These charges are based on a Single Hirer with Multiple bookings each week.

The financial implications would be a loss of \$2,028 per annum in fees if used for the full year.

Strategic Implications

Shire of Lake Grace Strategic Community Plan Connecting with Our Future 2023  
*Social S1 Maintain and improve the Shire of Lake Grace as an attractive place to live*  
*S 1.3 Encourage a healthy lifestyle through a range of participation opportunities for youth, seniors and others.*

Recommendation

That Council, waive any fees associated for the hire of the Lakes Village Hall when used by seniors and their associated wellness services.

Voting Requirements

Absolute majority (5) required.

Resolution

Moved Cr

Seconded Cr

**14.4      APPROVAL FOR WRITE OFF OF INTEREST – RATE PAYER 1168**

**Applicant:** Internal  
**File No.** 0789  
**Attachments:** Letter (*under separate cover*)  
**Author:** Ms Kairi Nigol

  
 Finance Coordinator

**Disclosure of Interest:** Nil  
**Date of Report:** 17 November 2016  
**Senior Officer:** Ms Linda Gray

  
 Deputy Chief Executive Officer

Summary

For Council to consider and endorse the write off of penalty interest on Assessments A3014, A3732, A4028, A4030, A4576, A5080 and A6145.

Background

In 2010 the Shire of Lake Grace was advised by Rate Payer 1168 that all Rate Notices relating to the following Assessments A3014, A3732, A4028, A4030, A4576, A5080 and A6145 should be sent to a designated address for payment. This was not done, and consequently the Rate Notices were not paid. These have now accrued interest on rate payments from 2011 due to rate notices never being received by the rate payer. The rate payer has consequently asked for interest accruing to cease, and to be written off.

The request to change the different addresses listed on the Shire's database was never implemented. Therefore, the rates notices continued to go to different addresses and were never received by the Rate Payer 1168, and consequently paid on time.

Rate Payer 1168 is keen to make payment of all rates due, but as the letter advising of the address was forwarded to the Shire of Lake Grace in 2010, they feel that paying interest on "lost" rate notices would be inequitable. The Assessment Numbers affected by this are listed below.

The calculation of the amount proposed to be waived per Assessment Number is also listed below:

Assessment No	Penalty interest to be written off
A3014	448.55
A3732	1712.46
A4028	448.94
A4030	446.34
A4576	446.34
A5080	777.00
A6145	64.62
<b>TOTAL</b>	<b>\$4,344.25</b>

Therefore, the total interest to be approved would be \$4,344.25.

Comment

N/A

Legal Implications*Local Government Act 1995 – section 6.12**Power to Defer, Grant Discounts, Waive or Write Off Debts.*

- (1) Subject to subsection (2) and any other written law, a local government may –*
- (a) When adopting the annual budget, grant\* a discount or other incentive for the early payment of any amount of money; or*
  - (b) Waive or grant concessions in relation to any amount of money; or*
  - (c) Write off any amount of money,*
  - (d) Which is owed to the local government;*

*\*Absolute majority required.*

- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges;*
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government; and,*
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.*

Policy Implications

Policy 3.9 Outstanding Rate Debtors

Ratepayers with outstanding rates may be referred to debt collectors to recover debt where there is no agreed repayment arrangement (it is noted that outstanding rates remain a charge against the land).

Delegation F08 – Write-off of Small Balances

The delegation has no effect as the balance on each account is over \$50.00.

Consultation

Internal: Denise Gobbart, Chief Executive Officer  
Linda Gray, Deputy Chief Executive Officer  
Kairi Nigol, Finance Coordinator

Financial Implications

A loss in revenue of \$4,344.25 will occur with the write off of penalty interest raised on the said properties. This will be reflected in E030250 – Rates Written Off.

Strategic Implications

Focus Area – Civic Leadership

CL1 Elected members provide visionary leadership

CL1.3 Improve organisational capability and capacity

Recommendation

That Council endorse the write off of Penalty Interest charged on unpaid rates on the following properties:

A3014	\$ 448.55
A3732	\$1712.46
A4028	\$ 448.94
A4030	\$ 446.34
A4576	\$ 446.34
A5080	\$ 777.00
A6145	\$ 64.62

Voting Requirements

Absolute majority (5) required.

Resolution


Moved Cr

Seconded Cr

<b>15.0 MATTERS FOR CONSIDERATION – COMMUNITY SERVICES</b>
--

**15.1 11 MALEY STREET (LOT 8) NEWDEGATE – ACQUISITION OF LAND**

**Applicant:** Newdegate Active Precinct Committee  
**File No.** 0783  
**Attachments:** Letter from Main Roads WA  
**Author:** Ms Linda Gray

  
 Deputy Chief Executive Officer

**Disclosure of Interest:** Nil  
**Date of Report:** 15 November 2016  
**Senior Officer:** Ms Denise Gobbart

  
 Chief Executive Officer

Summary

This report recommends Council authorise the Chief Executive Officer to proceed with the acquisition of 11 Maley Street (Lot 8) Newdegate from Lynda and Scott Hackford for the purpose of development of a skate park and playground facility.

Background

This item was presented to Council at the Ordinary Meeting held 28 September 2016, at which time the matter lay on the table, pending further investigation. A request for clarification of planning matters relevant to the proposed location of a Skate Park at 11 Maley Street (Lot 8) Newdegate, and to any possible negative response from Main Roads Western Australia (MRWA), prior to consideration of the acquisition of land for this purpose by the Shire of Lake Grace.

Council, at its 24 August 2016 Ordinary Meeting considered a request from the Newdegate Active Precinct Committee on behalf of the Newdegate community, seeking Council's acceptance of the gift of land at 11 Maley Street, Newdegate for the development of a skate park, playground and park area. Advice was sought from the Department of Local Government and Communities in regard to best practice, and in the interest of good governance, it was advised that the Council would need to actually purchase the land, with the funds promised by the Newdegate Field Day Committee being received for that purpose through the Shire's accounts.

Prior to agreement being reached by the Council, at its 28 September 2016 Ordinary Meeting, it was agreed that information needed to be provided by the Shire of Lake Grace's planners and by MRWA as to the proposed location, and any concerns that may arise (refer to attached).

The Newdegate Active Precinct Committee hosted a community consultation day as well to further gauge the committee's support for the project on Wednesday 28 September 2016, and information has since been received on the result.

Comment

This information required from the Shire's consultant town planners, Urban & Rural Perspectives also needed to provide guidance on the process of the change of use of the land from Commercial (Shop) to Commercial (Recreation – Public), as well as the parking requirements for the proposed facility, and assessment of parking bays in existence. The

request to MRWA was basically limited to the location of the skate park to the existing T Junction of Maley Street to the Lake Grace/Newdegate Road, which is a busy thoroughfare.

An email was received from Joe Douglas of Urban & Rural Perspectives on 5 October 2016, in regard to planning the following advice was given:

- The land is classified 'Commercial' zone under LPS No.4;
- The proposed development and use of the land is most appropriately defined in LPS No.4 as 'Public Recreation' which is listed in the Zoning Table of LPS No.4 as being a permitted (i.e. 'P') use on any land classified 'Commercial' zone;
- Notwithstanding the use is listed in LPS No.4 as being permitted, Council's development approval is still required for any such development and usage which means a development application needs to be prepared and submitted to the Shire for assessment and referral to Council for final determination. That application will deal with both the proposed development (i.e. works) and use of the land;
- Despite being listed as a permitted use in LPS No.4 Council does have the legal power to refuse a development application for the land if they form the opinion the proposal is unsuitable in terms of its potential amenity impacts or on safety grounds; and,
- Given the nature of the proposal and early indications from you that Main Roads WA have no concerns, it is highly likely that we would recommend in our final report that Council grant conditional approval to the application.

Further to this matter, advice was also received from Joe Douglas, Urban & Rural Perspectives, in an email dated 12 October 2016, that:

#### **Parking:**

- With regard to on-site parking requirements I can confirm the use class 'Public Recreation' is not specifically listed in the Site and Development Requirements Table contained in LPS No.4 which means there are no prescribed car parking standards for such development and usage; and,
- Clause 5.26 of LPS No.4 expressly states that for those uses not specifically mentioned in Table 2 the number of car parking spaces to be provided on-site shall be determined by Council in each and every case having regard for the likely parking demand.

Joe Douglas further states that:

*"From my experience with skate parks most people using them generally walk there so I don't see car parking as a major issue, particularly given all the on-street parking currently available in close proximity to the property in question. Notwithstanding this fact Council may form the view the proposed development and use of the land for a skate park is unacceptable on the grounds it could undermine the objectives of the land's current 'Commercial' zoning classification and is better suited for commercial type development and usage given its location in the Newdegate town centre area and the limited amount of land available to accommodate future commercial type development".*

Inconsistency with the following objectives for all 'Commercial' zoned land in the Shire could therefore be used by Council as a basis for refusing a development application for a skate park on the property in question:

**Commercial Zone Objectives:**

- To ensure that the zone develops and continues to function effectively as the principal place for retail shopping, commercial, civic and administrative activity within each townsite and the District generally;
- To encourage a high standard of development which serves to enhance the character of the zone;
- To encourage the retention and development of features which enhance the appearance of the zone, give it character or provide a sense of identity;
- To maintain the compatibility with the general streetscape for all new buildings in terms of scale, height, style, materials, street alignment and design of facades;
- To maintain safety and efficiency of traffic flows and ensure that adequate provision is made for the circulation and parking of vehicles;
- To preclude the storage of bulky and unsightly goods where they may be in public view;
- To provide for residential uses only where such uses are combined with a commercial use; and,
- To encourage and assist the restructuring of the built environment of the zone to enhance; pedestrian movement systems, the appearance of buildings, car parking areas and open spaces, user convenience and safety and traffic management.

**Consultation Meeting:**

Advice was received from Sarah Lloyd, Newdegate Active Precinct Committee, by email on 20 October 2016, that approximately 50 people attended the consultation session with Convic, a company who specialises in the design and construction of skate parks in regional Western Australia. A concept design was presented, with question time, and a survey completed. Good constructive ideas were discussed, and the session was asked their opinion of the site. The general consensus was that it was the best site for the town, as long as safety issues were addressed.

**MRWA:**

Advice received from MRWA in their letter dated 28 October 2016, that “from the information provided that the proposed development will not have an adverse impact on the MRWA network and therefore advises no objection to the proposal”.

Legal Implications

*Local Government Act 1995*

*Shire of Lake Grace – Local Planning Scheme No. 4*

Policy Implications

Shire of Lake Grace Policy: 1.11 - Use of Common Seal  
 1.13 - Community Engagement  
 3.7 - Purchasing Policy  
 7.9 - Asset Management

Consultation

Internal - Denise Gobbart, Chief Executive Officer  
 External - Joe Douglas, Urban & Rural Perspectives  
 Janet Hartley-West, Main Roads WA  
 Sarah Lloyd, Newdegate Active Precinct Committee



### Financial Implications

To facilitate the purchase of 11 Maley (Lot 8) Street Newdegate by the Shire, the Newdegate Machinery Field Days Inc. will be required to transfer the sum of \$15,000 plus the associated settlement fess to the Shire.

A quote received from Freeway Settlement Services state the following costs:

Settlement fees including disbursements and GST	\$660.00
Stamp duty for vacant residential land (GST free)	\$285.00
Landgate Registration Fee (GST free)	\$165.80
<b>Total:</b>	<b>\$1,110.80</b>

As at 18 November there are outstanding rates payable on the property. The costs are \$410.00 on rates, \$71.00 on Emergency Service Levy and \$33.83 on Newdegate SARs of which \$264.15 has been received.

As per above the total cost to the Newdegate Machinery Field Days Committee Inc. for the purchase of the land will be \$16,110.80.

The purchase of the land will increase the Shire's Freehold land assets by \$15,000 and any future improvements on the land will need to be recorded as an asset and included in the Shire's Asset Management Planning.

On transfer of the land and as per June 2016 Resolution 12307, a Development Application (DA) will be prepared by the Shire's consultant town planners, Urban & Rural Perspectives to the change of use of the land from Commercial (Shop) to Commercial (Recreation-Public). The costs of preparation of a report for a DA of this nature would normally cost around \$400-\$500, and are allocated through Account E106030, Town Planner Consultant Fees.

In addition, as the proponent on behalf of the Newdegate Active Precinct Committee, two grant applications have been submitted; one to Royalties for Regions for \$48,000 and LotteryWest for \$100,000, no response has yet been received as to their success.

### Strategic Implications

#### *Shire of Lake Grace Community Strategic Plan*

Community Values – Good facilities and community activities – *“Having facilities that are available for community use.”*

- S1 Maintain and improve the Shire as an attractive place to live
  - S1.3 Encourage a healthy lifestyle through a range of participation activities in community organisations
- S2 Provide a supportive social environment
  - S2.2 Provide recreation facilities and services that are well used and deliver multiple benefits

Recommendation

That Council:

1. Approves the acquisition of 11 Maley Street (Lot 8) Newdegate for the development of a community skate park and playground facility;
2. Authorises the Chief Executive Officer to proceed with the acquisition of 11 Maley Street (Lot 8) Newdegate for the sum of \$15,000 from Lynda and Scott Hackford; and,
3. Authorises the Shire President and Chief Executive Officer to affix the Common Seal on the transfer of land and associated documents.

Voting Requirements

Absolute majority (5) required.

Resolution

Moved Cr

Seconded Cr

**16.0 MATTERS FOR CONSIDERATION - ADMINISTRATION**

*No matters for consideration.*

<b>17.0 INFORMATION BULLETIN</b>
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**17.1 INFORMATION BULLETIN REPORT – NOVEMBER 2016**

<b>Applicant:</b>	Executive Services
<b>File No.</b>	N/A
<b>Attachments:</b>	Information Bulletin ( <i>under separate cover</i> )
<b>Author:</b>	Ms Natasha Bowman



Governance Officer

<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	17 November 2016
<b>Senior Officer:</b>	Ms Denise Gobbart



Chief Executive Officer

Summary

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

Background

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

***Note: The Information Bulletin is an internal management document; therefore attachments are not for public information.***

Copies of other relevant Councillor information are distributed via email.

Comment

This month's (November 2016) Information Bulletin Report has been emailed to Councillors.

The November 2016 Information Bulletin attachment includes:

**Reports**

1. Council Status Report – October 2016
2. Infrastructure Services Report – October 2016
3. Outstanding Rates Report – October 2016
4. McLeods Local Government Update – Structure Plans – injurious affection and compensation

**Letters**

5. Neighbour Day – Invitation to be part of Neighbour Day 2017

**Circulars & Newsletters**

6. New Lake Grace Sub Centre – Newsletter No 8 October 2016
7. Hon Terry Waldron MLA Media Release – Fifteen Wheatbelt Shires to benefit from Lotterywest grant
8. Hon Terry Waldron MLA Media Release – Newdegate group recognised at achievement awards

9. Department of Local Government and Communities – Circular 23/2016
10. Department of Local Government and Communities – Circular 24/2016
11. Department of Local Government and Communities – Circular 25/2016
12. Department of Local Government and Communities – Circular 26/2016
13. Department of Local Government and Communities – Circular 27/2016
14. WALGA Media Release – Planning, Cooperation needed for Waste Strategy Goals
15. WALGA Media Release – Road Safety Initiative Clinches State Award
16. WALGA Info Page – ERA Review of the Water Service Code of Conduct
17. WALGA Info Page – Local Government Bridge Maintenance Program
18. WALGA Info Page – Design WA initiative and new State Planning Policy 7
19. WALGA Info Page – State Risk Local Rollout
20. Media Release – Strategy to put WA’s last homebuyers first
21. Department of the Premier and Cabinet – The South West Native Title Settlement Newsletter

#### Legal Implications

Nil

#### Policy Implications

Nil

#### Consultation

N/A

#### Financial Implications

Nil

#### Strategic Implications

Shire of Lake Grace Strategic Community Plan

*Civic Leadership - Focus Area 5*

- *Excellence in Shire administration and communication*

#### Recommendation

That Council accepts the Information Bulletin report.

#### Voting Requirements

Simple majority required.

#### Resolution

Moved Cr

Seconded Cr

**18.0 URGENT BUSINESS BY DECISION OF THE MEETING**

**19.0 SCHEDULING OF MEETING**

**19.1 DECEMBER 2016 ORDINARY MEETING**

The next Ordinary Meeting of Council is scheduled to take place on Tuesday 20 December 2016, commencing at 1.00 pm at the Council Chambers, 1 Bishop Street, Lake Grace.

**20.0 CONFIDENTIAL BUSINESS – AS PER LOCAL GOVERNMENT ACT S5.23 (2)**

**20.1 2017 AUSTRALIA DAY CITIZENSHIP AWARDS**

*Item forwarded under separate cover.*

**20.2 MANAGER INFRASTRUCTURE SERVICES – APPOINTMENT**

*Item forwarded under separate cover.*

**21.0 CLOSURE**

There being no further business, the Shire President closed the meeting at \_\_\_\_ pm.

**22.0 CERTIFICATION**

I, Jeanette Frances De Landgraft, certify that the minutes of the meeting held on the 23 November 2016 as shown were confirmed as a true record at the meeting held on the 20 December 2016.

\_\_\_\_\_  
Shire President

\_\_\_\_\_  
Date