

**SHIRE OF LAKE GRACE**



# AGENDA

Ordinary Council Meeting  
24 July 2024

**Notice of Meeting**  
**To the Shire President and Councillors**

The next Ordinary Council Meeting will be held on Wednesday 24 July 2024 in the Council Chambers, 1 Bishop Street, Lake Grace commencing at 3:30pm.

A handwritten signature in black ink, appearing to read "Alan George".

Alan George  
Chief Executive Officer  
19 July 2024

## Information

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

## Question Time for the Public

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

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

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

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

## Disclaimer

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

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

**CONTENTS**

<b>1.0</b>	<b>DECLARATION OF OPENING ANNOUNCEMENT OF VISITORS.....</b>	<b>5</b>
<b>2.0</b>	<b>ACKNOWLEDGEMENT OF COUNTRY .....</b>	<b>5</b>
<b>3.0</b>	<b>RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED) .....</b>	<b>5</b>
3.1	PRESENT .....	5
3.2	APOLOGIES .....	5
3.3	IN ATTENDANCE .....	5
3.4	OBSERVERS / VISITORS.....	6
3.5	LEAVE OF ABSENCE PREVIOUSLY GRANTED .....	6
<b>4.0</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE.....</b>	<b>6</b>
<b>5.0</b>	<b>RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....</b>	<b>6</b>
<b>6.0</b>	<b>PUBLIC QUESTION TIME .....</b>	<b>6</b>
<b>7.0</b>	<b>PETITIONS/DEPUTATIONS/PRESENTATIONS .....</b>	<b>6</b>
<b>8.0</b>	<b>NOTATIONS OF INTEREST .....</b>	<b>6</b>
8.1	DECLARATIONS OF FINANCIAL INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60A.....	6
8.2	DECLARATIONS OF FINANCIAL PROXIMITY INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60B.....	6
8.3	DECLARATIONS OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATIONS 1996 SECTION 34C.....	7
<b>9.0</b>	<b>ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION .....</b>	<b>7</b>
<b>10.0</b>	<b>CONFIRMATION OF MINUTES .....</b>	<b>7</b>
10.1	ORDINARY COUNCIL MEETING – WEDNESDAY 26 JUNE 2024.....	7
10.2	SPECIAL COUNCIL MEETING.....	7
<b>11.0</b>	<b>MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN .....</b>	<b>7</b>
<b>12.0</b>	<b>URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY DECISION OF COUNCIL .....</b>	<b>8</b>
<b>13.0</b>	<b>REPORTS OF COMMITTEES.....</b>	<b>8</b>
<b>14.0</b>	<b>REPORTS OF OFFICERS .....</b>	<b>8</b>
14.1	INFRASTRUCTURE SERVICES.....	8
14.2	PLANNING.....	8
14.2.1	PLANNING APPROVALS UNDER DELEGATION P01 .....	8

---

14.3	HEALTH AND BUILDING .....	8
14.4	ADMINISTRATION.....	9
14.4.1	4WDL KEY WORKER HOUSING PROJECT .....	9
14.4.2	APPOINTMENT OF COMMUNITY MEMBER TO TOURISM ADVISORY COMMITTEE.....	15
14.5	FINANCE .....	17
14.5.1	ACCOUNTS FOR PAYMENT – JUNE 2024.....	17
14.6	COMMUNITY SERVICES .....	20
14.6.1	WAIVER OF LAKE GRACE SPORTS PAVILION HIRE FEES – GREAT SOUTHERN JUNIOR FOOTBALL CARNIVAL.....	20
<b>15.0</b>	<b>QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN.....</b>	<b>21</b>
<b>16.0</b>	<b>INFORMATION BULLETIN – JULY 2024.....</b>	<b>22</b>
<b>17.0</b>	<b>CONFIDENTIAL ITEMS AS PER LOCAL GOVERNMENT ACT S5.23 (2).....</b>	<b>24</b>
<b>18.0</b>	<b>DATE OF NEXT MEETING – 28 AUGUST 2024.....</b>	<b>25</b>
<b>19.0</b>	<b>CLOSURE.....</b>	<b>25</b>

---

## **SHIRE OF LAKE GRACE**

Agenda for the Ordinary Council Meeting to be held at the Council Chambers, 1 Bishop Street, Lake Grace, WA on Wednesday 24 July 2024 commencing at 3:30pm.

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

President Len Armstrong opened the meeting at \_\_\_\_ pm

### **2.0 ACKNOWLEDGEMENT OF COUNTRY**

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

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

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

#### **3.1 PRESENT**

Cr LW Armstrong	Shire President
Cr SG Hunt	Deputy Shire President
Cr R Chappell	
Cr RA Lloyd	
Cr BJ Hyde	
Cr AJ Kuchling	
Cr DS Clarke	

#### **3.2 APOLOGIES**

#### **3.3 IN ATTENDANCE**

Mr. Alan George	Chief Executive Officer
Mr C Paget	Deputy Chief Executive Officer
Mrs T Hall	Manager Corporate Services
Mr C Elefsen	Manager Infrastructure Services
Mrs A Adams	Executive Assistant

---

**3.4 OBSERVERS / VISITORS**

**3.5 LEAVE OF ABSENCE PREVIOUSLY GRANTED**

Nil

**4.0 APPLICATIONS FOR LEAVE OF ABSENCE**

**5.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

**6.0 PUBLIC QUESTION TIME**

**7.0 PETITIONS/DEPUTATIONS/PRESENTATIONS**

**8.0 NOTATIONS OF INTEREST**

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

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

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

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

**10.0 CONFIRMATION OF MINUTES**

**10.1 ORDINARY COUNCIL MEETING – WEDNESDAY 26 JUNE 2024**

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

**Moved: Cr**  
**Seconded: Cr**

That the Minutes of the Ordinary Council Meeting held on Wednesday 26 June 2024 be confirmed as a true and accurate record of the meeting.

**CARRIED**

**For:**  
**Against:**

**10.2 SPECIAL COUNCIL MEETING**

Nil

**11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

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

**13.0 REPORTS OF COMMITTEES**

Nil

**14.0 REPORTS OF OFFICERS**

**14.1 INFRASTRUCTURE SERVICES**

Nil

**14.2 PLANNING**

**14.2.1 PLANNING APPROVALS UNDER DELEGATION P01**

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

Date of Approval	Applicant	Activity

***No approvals for this reporting period.***

**14.3 HEALTH AND BUILDING**

Nil



**14.4 ADMINISTRATION**

**14.4.1 4WDL KEY WORKER HOUSING PROJECT**

<b>Applicant</b>	Alan George – Chief Executive Officer
<b>File No.</b>	0733
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• 4WDL Key Worker Housing Business Case (Final)</li> <li>• 4WDL Housing Plans &amp; Selected Key Worker Housing Sites (Final)</li> <li>• 4WDL Key Worker Housing Investment Cost Benefit Analysis (Final)</li> </ul>
<b>Author</b>	Shire of Dumbleyung (as Lead Agency)
<b>Disclosure of Interest</b>	Nil
<b>Date of Report</b>	16 July 2024
<b>Senior Officer</b>	Alan George – Chief Executive Officer

Summary

The purpose of this item is for Council to consider and endorse the 4WDL Key Worker Housing Project Business Case and supporting documents.

Background

During 2023, 4WDL partnered with the Wheatbelt Development Commission (WDC) to undertake a stage one comprehensive key worker housing study across the 4WDL LGAs. Each of the six participating LGAs contributed \$2,180 towards this activity (total \$13,080) and the WDC committed \$18,000; total project value \$31,080. A project scope was developed and a joint consultancy was subsequently let to JEPS (planning consultants) and Econisis (economic consultant). A final consolidated 4WDL Key Worker Housing Report was completed and adopted at the 4WDL meeting held on 11th July 2023.

**Stage 1 Housing Needs Analysis Key Learnings and Outcomes**

The 4WDL Key Worker Housing Report provided a comprehensive analysis of the situation across the 4WDL region. The main report takeaways were as follows:

1. Confirmation that there are significant supply/demand gaps in key worker housing right across our entire region (in all key townsites).
2. Key worker housing demand is estimated to be circa 2.5 times greater than current building activity.
3. There are opportunities (in most towns) to leverage existing vacant and Shire owned freehold (& Crown?) land to develop new housing product, based on conservative demand estimates.
4. Most of our towns currently experience 'failed market' conditions, where there is a 'negative equity' situation stifling private sector investment (i.e. cost of a new dwelling is higher than the resulting market value of the final built product).
5. The average market failure (negative equity) gap inhibiting private sector investment has been assessed at circa \$120,000 per dwelling across our key towns (\$54,000-\$198,000 for single 3-bedroom dwellings & up to \$250,000 for group dwellings).

6. The opportunity cost of not investing in key worker housing ranges from a loss of economic contribution of \$126,000 to \$265,000 per worker per year.
7. Failed housing market conditions can only be resolved by Government (Federal and/or State) funding support intervention, potentially via a grants assistance program to 'fill the gap' (shortfall).
8. Traditional Government 'headworks' related funding interventions will not be enough to resolve failed market conditions across our 4WDL region as the negative equity situation (investment gap) for us is higher (requires additional funding) compared with regional centres (where stronger housing markets exist).
9. The most cost-effective housing product recommended for development is through small prefabricated housing via infill grouped dwellings to maximise available vacant land footprint together with potential subdivision.
10. Any proposed key worker housing investment solution would likely require LGAs gifting the land as part of a final construction arrangement (deal).

JEPS and Econisis were then invited to prepare and submit a Reverse Brief to move this stage one work into (stage two) project readiness. The proposal included the following scope of works:

1. Validate (by site visits and assessment) all existing vacant land holdings in each key 4WDL town (six main townsites).
2. Determine planning and land development considerations including subdivision potential (aimed at maximising yield).
3. Prepare 'Housing Plans' for each key town confirming location of potential development sites, yield and timeframe for key worker housing delivery.
4. Prepare preliminary concept designs for new key worker housing product including cost estimates for development.
5. Undertake WA Treasury compliant Cost Benefit Analysis of proposed key worker housing development.
6. Complete high-level financial analysis and risk assessments of proposed development(s).
7. Establish a 'project (concept) ready' Preliminary Business Case for 4WDL use to engage with and seek funds from State & Federal Government(s).
8. Summarise Business Case findings and highlights into a glossy (up to 8 page) pitch type document for 4WDL advocacy and lobbying access use.

The total consulting fee for this stage two activity was circa \$39K (ex GST). Following a similar approach to fund the initial investigation study, it was agreed that each 4WDL LGA would contribute \$6,500 towards this project readiness stage.

### **Stage 2 Housing Investment Concepts, Cost Benefit Analysis & Business Case**

JEPS and Econisis completed their project ready Business Case assignment. The key takeaway highlights from this Business Case report included the following:

1. Reinstatement of previous 2023 analysis (report) of the requirement (need) for between 158 and 254 key worker dwellings across the 4WDL region over the next decade (confirmed through multiple modelling techniques and scenarios and significant key stakeholder engagement).
2. Current widespread market failure conditions means that it is almost impossible for this demand to be met without a reasonable level of government intervention (at least to cover the market failure gap).

3. This market failure condition means the region and State are experiencing significant economic opportunity cost (loss) due to the lack of suitable housing to accommodate productive and essential workers in the region.
4. Commercial lending institutions are also an inhibitor against regional housing investment as their borrowing assessment criteria includes algorithms negating positive loan approvals based on pre-determined postcode locations, impacting many regional areas across Australia.
5. Vacant residential land supplies are constrained by servicing, tenure, ownership, environmental overlays and suitability for investment. The number of lots across the region meeting shortlisting criteria are limited to 19. Of these 19 lots, 33 potential dwellings were identified for development over 8 sites across each of the LGAs, including 2 sites in Wagin and 2 sites in Lake Grace (refer to below table for shortlisted sites and estimated development costs).

4WDL Shortlisted Sites for Housing Investment Concepts

Site	Address	Average Development Cost per dwelling	Number of Dwellings	Total Cost
1	8-10 (Lot 6 and 7) Harvey Street, Dumbleyung	\$ 534,304	6	\$ 3,205,825
2	25-29 (Lots 72,73 and 74) Hynes Court, Williams	\$ 533,233	4	\$ 2,132,933
3	8-10 (Lots 19 and 18) Khedive Street, Wagin	\$ 532,512	3	\$ 1,597,535
4	Portion of Lot 500 Wattle Road, Lake Grace	\$ 533,162	6	\$ 3,198,972
5	Portion of Lot 309 Burrowes (Wst) Street, Darkan	\$ 542,762	4	\$ 2,171,050
6	13 (Lot 129) Cardigan Street, Woodanilling	\$ 474,292	2	\$ 948,585
7	Portion of Lot 9002 Griffin Road, Lake Grace	\$ 533,258	2	\$ 1,066,515
8	3 (Lot 19) Omdurman Street, Wagin	\$ 524,242	6	\$ 3,145,454
<b>TOTAL</b>		<b>\$ 525,971</b>	<b>33</b>	<b>\$ 17,466,869</b>

6. Local Government Development & Ownership is identified as the preferred delivery model due to the scale of feasibility gaps rendering more incremental funding or market-led incentives unsuitable. The exception is the potential for a development financial subsidy (of approximately \$350,000 per dwelling) to market, employer and community-led housing projects under a co-investment model. However the depth of market and capacity of private partners to deliver this likely impedes its short-term take up.
7. Cost estimates from Chadwick Consulting identified an average development cost per dwelling requirement of \$525,971 (\$291,000 per dwelling base infrastructure procurement cost plus regional loading factors). This represents a total cost, excluding land value of \$17,466,869 for the servicing of sites and the construction of the 33 dwellings.
8. Dwelling construction costs include the pad and house, carport (1 carport for 2-bedroom, 2 carports for 3-bedroom) and driveways. Dwellings have also been costed to a 'medium' specification, to reflect quality requirement for long-term habitation. Additionally, dwelling footprints are relatively small to enable modular/flat pack construction methods.
9. A completed Cost Benefit Analysis (CBA) indicates significant economic benefits that outweigh project costs, using different discount rates (refer to below table). Benefit Cost Ratios and Net Present Values are positive for the 33-dwelling project at all discount rates, with BCRs exceeding 2.0 at 4% and 7% discount rates.

Summary of Cost Benefit Analysis Results

Summary	4%	7%	10%
<b>Total Costs</b>	<b>-\$19.3</b>	<b>-\$18.6</b>	<b>-\$18.0</b>
Capital Costs	-\$17.1	-\$16.9	-\$16.7
Maintenance	-\$2.2	-\$1.7	-\$1.3
<b>Benefits</b>	<b>\$49.9</b>	<b>\$38.1</b>	<b>\$30.0</b>
Construction Supply Chain Benefits	\$1.2	\$1.2	\$1.2
Economic Contribution of Key Workers	\$33.0	\$25.3	\$19.9
Household Expenditure-Based Economic Impacts	\$6.9	\$5.3	\$4.1
Social Benefit of Housing Access	\$5.0	\$3.8	\$3.0
Housing Market Normalisation	\$2.2	\$1.7	\$1.3
Residual Asset Value	\$1.6	\$0.9	\$0.5
<b>NPV</b>	<b>\$30.5</b>	<b>\$19.5</b>	<b>\$12.0</b>
<b>BCR</b>	<b>2.58</b>	<b>2.05</b>	<b>1.67</b>

10. The project has the capacity to delivery \$30.3m in economic output to the WA economy over the construction phase (assuming 3 years). This includes \$5.1m in direct and indirect economic incomes and \$9.5m over 3 years of Gross Value Added to the regional economy. Approximately 16.5 construction job years will be supported during the construction phase (refer to below summary of economic impacts).

Summary of Economic Impact, Construction Phase, Total Impact

Summary	Initial Impact	First Round Impact	Industry Support Impact	Total Impact (Simple Multipliers)
<b>Output (\$m)</b>	\$17.5	\$8.5	\$4.4	\$30.3
<b>Income (\$m)</b>	\$2.4	\$1.8	\$0.9	\$5.1
<b>Employment (FTEs)</b>	8.5	5.0	3.1	16.6
<b>Gross Value Added (\$m)</b>	\$4.6	\$3.1	\$1.8	\$9.5

The preliminary Business Case and associated analysis and evidence confirms the recommendation that:-

- **State and/or Federal Government investment be provided to enable the delivery of 33 dwellings across the 4WDL Councils for the purposes of providing accommodation and housing for key workers in the region.**

The Business Case also recommended State and/or Federal Government consideration be given to the establishment of a **Key Worker Housing Subsidy Fund** to supplement the market failure gap by providing financial support and capital subsidies to market, employer and community-led key worker housing projects in the region based on a co-investment model. This program is aimed

---

to incentivise private sector investment targeting privately owned land sites in townships or on rural farming properties (for farm workers).

The Business Case recommended the following next steps:

- I. Engage with Federal and/or State Government agencies to secure in principle support for the projects and confirm appropriateness of governance and delivery models.
- II. Seek a design partner on the market to secure designs and costings for the project and/or test the market using already prepared concept designs via a public tender process.
- III. Provide these details as part of a targeted investment application and funding submission to the State and/or Federal Government (or the relevant identified agencies).

Upon successfully securing funding, it is then recommended that a procurement and project management plan (unless already tendered) be established to guide further steps in the delivery and implementation of the project.

To support these business case activities, contact was made with a sample supplier (two builders) of prefabricated housing product to clarify their capacity to construct 33 new dwellings. Both respondents confirmed their book build capacity to pre-order and initiate building activities within a 12 to 18-month period.

#### Comment

The completion of this Key Worker Housing investigative work places 4WDL in a strong project and business case readiness position to commence engagement and advocacy activities to seek Federal and/or State Government grant and program funding support. 4WDL endorsed these final Key Worker Housing project reports at their most recent meeting held on 13<sup>th</sup> June 2024.

4WDL also endorsed the following delegates to be the Advocacy Team to commence key Federal and State Government stakeholder engagement activities:

- Shire of Dumbleyung President Amy Knight
- Shire of West Arthur Deputy Shire President Karen Harrington
- Shire of Dumbleyung CEO Gavin Treasure
- Shire of West Arthur CEO Vin Fordham Lamont
- 4WDL Executive Officer Chris Paget (Shire of Lake Grace DCEO)

One main engagement challenge is to inform key Federal and State Government decision makers that Key Worker Housing remains the critical missing piece in current narrative around lack of housing generally. At present, the main focus has been around Social and Affordable housing. There appears to be a misconception that Key Worker Housing should be fully commercial based, private sector investment driven. This might be the case in the greater Perth metropolitan area and some regional centres where stronger markets exist, but not in most regional and rural areas due to failed market conditions.

As at this reporting date, a series of email meeting requests had been distributed to a number of key Federal and State Government Ministers, MP's and lead agencies. One meeting had so far been facilitated. A main aim is to seek funding as a primary goal but failing that try and influence policy settings in lead up to both the impending 2025 Federal & State Government elections. Engagement progress reports will be prepared to keep all 4WDL delegates informed of progress with this engagement. Some media contact is also envisaged.

Legal Implications

Nil

Policy Implications

Nil

Consultation

4WDL CEOs and Council representatives.

Financial Implications

Once endorsed a grant application for funding through the State Government Infrastructure Development Fund for funding will be prepared by Whitney Consulting at a cost of around \$1,000 per council.

Strategic Implications

**This item aligns with Aspire 2033 - Shire of Lake Grace Strategic Community Plan**

<b>Economic Objective - A prosperous economy supporting diversification of industry</b>		
Outcome	2	A diverse and prosperous economy
Strategies	2.2	Support local business and promote further investment in the district
	2.3	Investigate and support housing market opportunities
<b>Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values</b>		
Outcome	8	A strategically focused, unified Council functioning efficiently
Strategies	8.1	Provide informed leadership on behalf of the community
	8.2	Promote and advocate for the community and district
	8.3	Provide strategic leadership and governance

Voting Requirements

Simple majority

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

**Moved:** Cr

**Seconded:** Cr

That Council:

Endorses the 4WDL Keyworker Housing Business Case and associated project support documents

**CARRIED**

**For:**

**Against:**

**14.4.2 APPOINTMENT OF COMMUNITY MEMBER TO TOURISM ADVISORY COMMITTEE**

<b>Applicant</b>	Internal report
<b>File No.</b>	0039
<b>Attachments</b>	Nil
<b>Author</b>	Alex Adams – Executive Assistant
<b>Disclosure of Interest</b>	Nil
<b>Date of Report</b>	18 July 2024
<b>Senior Officer</b>	Mr Chris Paget – Chief Executive Officer

Summary

For Council to consider the appointment of a community representative for Pingaring to the Tourism Advisory Committee.

Background

The Shire of Lake Grace Tourism Advisory Committee (LGTAC) is a standing committee of the Council established under the provisions of the *Local Government Act 1995*. The Terms of Reference the Committee operate under state:

*The Committee membership comprise persons as follows:*

- *Representatives for each of town: Lake Grace, Newdegate, Lake King, Varley and Pingaring with interest and/or expertise within the tourism field*
- *One (1) Councillor appointed by Lake Grace Shire Council*
- *The Chief Executive Officer (or their delegate)*
- *The Lake Grace Visitor Centre Coordinator(s)*

Comment

At the meeting of Council on 21 February 2024 community representatives were appointed to the Tourism Advisory Committee and it was noted to adjust the Terms of Reference to reflect extra representation where relevant and to include a community representative from Pingaring.

We wrote to the Pingaring Progress Association in March inviting community representation on the LGTAC. Mr O'Neill indicated his interest and attended the May meeting of the LGTAC as an observer. We have now been advised of the Pingaring Progress Association's endorsement of Mr O'Neill as a community representative and therefore recommend to Council that he be appointed to the committee.

Statutory/Legal Implications

**Local Government Act 1995:**

**5.11. Committee membership, tenure of**

- (2) Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until -
- (a) the term of the person's appointment as a committee member expires; or
  - (b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant; or
  - (c) the committee is disbanded; or
  - (d) the next ordinary elections day, whichever happens first.

Policy Implications

Code of Conduct for Council Members, Committee Members and Candidates.

Consultation

Chris Paget – Deputy Chief Executive Officer  
Pingaring Progress Association

Financial Implications

There are no major financial implications; any payment is currently limited to the reimbursement of reasonable expenses associated with the costs of attending audit committee meetings. Note that amendments to section 5.100 of the *Local Government Act* 1995 have been proposed to allow for committee meeting fee payments to non-Council and non-employee members; this is likely to occur in 2024.

Strategic Implications

**This item aligns with Aspire 2033 - Shire of Lake Grace Strategic Community Plan**

<b>Economic Objective - A prosperous economy supporting diversification of industry</b>		
Outcome	3	An attractive destination for visitors
Strategies	3.1	Promote and develop tourism as part of a regional approach
<b>Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values</b>		
Outcome	9	An efficient and effective organisation
Strategies	9.2	Comply with statutory and legislative requirements

Voting Requirements

Absolute majority

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

**Moved:** Cr

**Seconded:** Cr

That Council appoints Mr Norm O'Neill as Community Representative for Pingaring on the Shire of Lake Grace Tourism Advisory Committee.

**CARRIED**

**For:**

**Against:**



**14.5 FINANCE**

**14.5.1 ACCOUNTS FOR PAYMENT – JUNE 2024**

<b>Applicant</b>	Internal Report
<b>File No</b>	0277
<b>Attachments</b>	List of Accounts Payable
<b>Author</b>	Tegan Hall - Manager Corporate Services
<b>Disclosure of Interest</b>	Nil
<b>Date of Report</b>	3 July 2024
<b>Senior Officer</b>	Mr Alan George – Chief Executive Officer

Summary

For Council to ratify expenditures incurred for the month of June 2024.

Background

List of payments for the month of June 2024 through the Municipal and Trust accounts is attached.

Comment

In accordance with the requirements of the Local Government Act 1996, a list of creditors and Credit cards and Fuel Cards transactions is to be completed for each month showing:

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

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

Legal Implications

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

Policy Implications

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

Consultation

Nil

Financial Implications

The list of creditors paid for the month of June 2024 from the Municipal and Trust Account  
Total \$1,293,505.63

Strategic Implications

This aligns with Aspire 2033 - Shire of Lake Grace Strategic Community Plan

<b>Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values</b>		
Outcome	9	An efficient and effective organisation
Strategies	9.1	Maintain accountability and financial responsibility through effective planning
	9.2	Comply with statutory and legislative requirements

Voting Requirements

Simple majority required.

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

**Moved:** Cr  
**Seconded:** Cr

That Council ratify the list of payments totalling \$1,293,505.63 as presented for the month of June 2024 incorporating:

Payment Method	Cheque/EFT/DD Number	Amount
Trust	EFT26708	\$51.00
Electronic Funds Transfers	EFT26628 – EFT26779	\$1,257,614.22
Municipal Account Cheques	37125	\$188.85
Direct Debits	DD10993.1 – DD11017.1	\$25,356.20
Credit Cards	DD11020.1	\$6,115.83
Fuel Cards	EFT26656 & EFT26705	\$4,179.53
	<b>TOTAL</b>	<b>\$1,293,505.63</b>

**CARRIED**

**For:**  
**Against:**

# Shire of Lake Grace



## CERTIFICATE OF EXPENDITURE June 2024

This Schedule of Accounts to be passed for payment, covering

<b>Payment Method</b>	<b>Cheque/EFT/DD Number</b>	<b>Amount</b>
Trust	EFT26708	\$51.00
Electronic Funds Transfers	EFT26628 – EFT26779	\$1,257,614.22
Municipal Account Cheques	37125	\$188.85
Direct Debits	DD10993.1 – DD11017.1	\$25,356.20
Credit Cards	DD11020.1	\$6,115.83
Fuel Cards	EFT26656 & EFT26705	\$4,179.53
	<b>TOTAL</b>	<b>\$1,293,505.63</b>

to the Municipal and Trust Accounts, totalling \$1,293,505.63 which were submitted to each member of the Council on 24 July 2024, have been checked and fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costing's and the amounts shown are due for payment.

\_\_\_\_\_  
Alan George  
**CHIEF EXECUTIVE OFFICER**

**14.6 COMMUNITY SERVICES**

**14.6.1 WAIVER OF LAKE GRACE SPORTS PAVILION HIRE FEES – GREAT SOUTHERN JUNIOR FOOTBALL CARNIVAL**

<b>Applicant</b>	Ongerup Football Association (OFA)
<b>File No.</b>	0080-H1259
<b>Attachments</b>	Email correspondence from Peter Walker on behalf of OFA
<b>Author</b>	Aimee Turnbull – Community Economic Development Officer
<b>Disclosure of Interest</b>	Nil
<b>Date of Report</b>	17 July 2024
<b>Senior Officer</b>	Alan George – Chief Executive Officer

Summary

For Council to consider waiving the hire fees associated with the Great Southern Junior Sports Carnival and reimburse the Lake Grace-Pingrup Junior Football Club.

Background

On behalf of the Ongerup Football Association, the Lake Grace-Pingrup Junior Football Club (LGPJFC) hosted the Great Southern Junior Football Carnival at the Lake Grace Sports Pavilion on Sunday 16 June 2024.

The LGPJFC submitted an application to hire the pavilion and utilise both football ovals. The hire fee was calculated at the current 2023/2024 budgeted rate, totalling \$211.00 including GST, and charged on Tax Invoice 6954. This amount was paid in full by the Lake Grace-Pingrup Junior Football Club on Receipt 73637 on 29 May 2024.

The Great Southern Junior Football Carnival required four fields to accommodate eight junior teams and 168 players. As the only sporting facility in the region with the capacity to host the event, the LGPJFC offered to host. The carnival was operated at no cost to the players or teams participating, so as to reduce volunteer workload and remove barriers for participation. External caterers were utilised, and no financial benefit was gained by the LGPJFC in hosting the day. LGPJFC volunteers marked the fields and completed set up and pack down.

Comment

The Great Southern Junior Football Carnival was a successful fee-free sporting event for children, coordinated by volunteers. No financial gain was made by the football club or Ongerup Football Association, however the event brought economic benefits to the Lake Grace business community, with eight teams and their families and supporters visiting Lake Grace on the day.

Legal Implications

Nil

Policy Implications

Local Government Property Local Law 2015

Consultation

Alan George – Chief Executive Officer

Financial Implications

Reimbursement of \$211.00 (including GST) received on 29 May 2024, Receipt 73637, for payment of Shire of Lake Grace Tax Invoice 6954, dated 29 May 2024.

Strategic Implications

**This item aligns with Aspire 2033 - Shire of Lake Grace Strategic Community Plan**

Objective	<b>Social Objective - A valued, healthy and inclusive community and lifestyle</b>
Outcome	6. An engaged, supportive and inclusive community
Strategies	6.3 Actively promote and support local events and activities for the community

Voting Requirements

Simple majority.

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

**Moved:** Cr  
**Seconded:** Cr

That Council:

Approves the waiver of hire fees charged to Lake Grace-Pingrup Junior Football Club on Tax Invoice 6954, and the reimbursement of \$211.00 to the Lake Grace-Pingrup Junior Football Club as received on Receipt 73637 on 29 May 2024.

**CARRIED**

**For:**  
**Against:**

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

## 16.0 INFORMATION BULLETIN – JULY 2024

<b>Applicant:</b>	Internal Report
<b>File No.</b>	Nil
<b>Attachments:</b>	Information Bulletin Cover Page Only
<b>Author:</b>	Alex Adams Executive Assistant
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	19 July 2024
<b>Senior Officer:</b>	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 / Comment

The Information Bulletin Reports deal with monthly standing items and other information of a strategic nature relevant to Council. Copies of other relevant Councillor information are distributed via email.

The July 2024 Information Bulletin attachments include:

### Reports:

- Infrastructure Services Report
- Environmental Health Services Quarterly Report
- Lake Grace Visitor Centre Quarterly Report
- Lake Grace library Quarterly Report
- Newdegate Library Quarterly Report
- Lake King Library Quarterly Report

### External Organisations

- Lake King Progress Association Minutes – 17 April 2024
- Varley Progress Association Minutes – June 2024

### Circulars, Media Releases, Newsletters, Letters

- As emailed to Councillors

### Legal Implications

Nil

### Policy Implications

Nil

### Consultation

Nil

---

Financial Implications

Nil

Strategic Implications

This item aligns with Aspire 2033 - Shire of Lake Grace Strategic Community Plan

<b>Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values</b>		
Outcome	8	A strategically focused, unified Council functioning efficiently
Strategies	8.1	Provide informed leadership on behalf of the community
Outcome	9	An efficient and effective organisation
	9.2	Comply with statutory and legislative requirements

Voting Requirements

Simple majority required.

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

**Moved: Cr**  
**Seconded: Cr**

That Council accepts the Information Bulletin Report for July 2024.

**CARRIED**

**For:**  
**Against:**

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

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

**Moved:** Cr  
**Seconded:** Cr

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

17.1 – Proposed Industrial Land – Part of 19 (Lot 21) Mather Rd Lake Grace

These items and any attachments are confidential in accordance with Section 4.23(2)(a) of the Local Government Act 1995.

**CARRIED**

**For:**  
**Against:**

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

**Moved:** Cr  
**Seconded:** Cr

That Council accept the recommendation contained within Confidential Item 17.1 – Proposed Industrial Land – Part of 19 (Lot 21) Mather Rd Lake Grace.

**CARRIED**

**For:**  
**Against:**

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

**Moved:** Cr  
**Seconded:** Cr

That Council moves out from behind closed doors to continue the meeting.

**CARRIED**

**For:**  
**Against:**



**18.0 DATE OF NEXT MEETING – 28 AUGUST 2024**

The next Ordinary Council Meeting is scheduled to take place on Wednesday 28 August 2024 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 \_\_ pm.