

**SHIRE OF LAKE GRACE**



# AGENDA

Ordinary Council Meeting  
27 November 2024

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

The next Ordinary Council Meeting will be held on Wednesday 27 November 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  
22 November 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

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

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## **SHIRE OF LAKE GRACE**

Agenda for the Ordinary Council Meeting to be held at the Council Chambers, 1 Bishop Street, Lake Grace, WA on Wednesday 27 November 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
Mrs T Hall	Manager Corporate Services
Mr C Elefsen	Manager Infrastructure Services
Mrs A Adams	Executive Assistant

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**3.4 OBSERVERS / VISITORS**

**3.5 LEAVE OF ABSENCE PREVIOUSLY GRANTED**

**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 23 OCTOBER 2024**

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

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

That the Minutes of the Ordinary Council Meeting held on Wednesday 23 October 2024 be confirmed as a true and accurate record of the meeting.

**CARRIED**

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

**10.2 SPECIAL COUNCIL MEETING**

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

**11.1 NOTICE OF MOTION – TOWN OF PORT HEDLAND COUNCIL RESOLUTION ON COVID VACCINES 11<sup>TH</sup> OCTOBER 2024**

<b>Applicant</b>	Cr. Debrah Clarke
<b>File No.</b>	Nil applicable
<b>Attachments</b>	The agenda and correspondence from the Special Council Meeting can be found here <a href="https://www.porthedland.wa.gov.au/council-meetings/special-council-meetings/special-council-meeting-11-october-2024/247">https://www.porthedland.wa.gov.au/council-meetings/special-council-meetings/special-council-meeting-11-october-2024/247</a>
<b>Author</b>	Cr Debrah Clarke – Elected Member Shire of Lake Grace
<b>Disclosure of Interest</b>	Nil to disclose
<b>Date of Report</b>	19 November 2024
<b>Senior Officer</b>	Alan George – Chief Executive Officer

*The Notice of Motion was submitted on 19 November 2024 and the Summary, Comments and Recommendation have been prepared by Cr Clarke.*

Summary

For Council to accept the information received from the Town of Port Hedland headed “Urgent Information Regarding DNA Contamination in Covid-19 vaccines”.

Further to this, for Council to send letters, using copies of the letters, or a version substantially resembling them to the same individuals as the Town of Port Hedland Council has sent letters. These will be in support of the urgent request by the Town of Port Hedland to suspend the vaccines and commence an investigation without delay. Suspension poses no health threat but could prevent further harm if the contaminants in these products are shown to be widespread, thereby endangering public health.

Should these letters be sent via email, I ask that the report from Dr David Speicher (Canadian Virologist), the video clip (or Link) of Professor Dalgleish presenting to the Town of Port Hedland and the two letters from The Honourable Russell Broadbent MP, Federal Member for Monash that were sent to the Prime Minister Anthony Albanese.

Background

The first COVID vaccines arrive in WA in February 2021 and people were encouraged to be vaccinated. Since that time there have been many different variations of the vaccines. There has been a lot of controversy over the vaccines and the restrictions being put on the public regarding the ability to work etc. Various arguments for the safety of the vaccines have been put forward by worldwide health experts and alleged experts from both sides of the coin. The Town of Port Hedland at its Special Council meeting on 11 October resolved to correspond to all local governments, the Prime Minister and other ministers with their concerns regarding alleged DNA contaminants in some of the vaccines.



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Comment

In giving our support and acting accordingly to the stance that has been made by the Town of Port Hedland we will be exercising our duty of care to the residents and the rate payers of our Shire by doing what we can to protect their health.

Since 2021, excess mortality (other than Covid) has increased by 12 – 17% above the long-term baseline in Australia. The normal year on year variation is 1 – 2%. The excess is the equivalent of around 300 people per week. If a plane crashed every week in Australia something would be done about it. We are all aware of the recent rise in deaths with the new terms of ‘Medical Episode’ and ‘Sudden Adult Death’, just as we are aware that we are attending more funerals. Many of us have friends and relations that have recently passed away or had negative medical diagnosis. Some have been diagnosed with heart issues (prior to the vaccines how many of us had heard of pericarditis and myocarditis)? Others have cancers, blood disorders and cognitive decline. Some people are certain that their health issue was due to the vaccines. Unfortunately for some the vaccine was forced on them, others took the vaccines because they believed that they were safe and affective not realising that they were part of the biggest trial in history. The authorities tell us that the excess deaths and severe medical conditions has nothing to do with the vaccines, however they seem to have no other explanation.

We need to know the cause. Suspension of the MRNA vaccines poses no health threat but could prevent further harm if the synthetic contaminants in these products are shown to be widespread, thereby endangering public health.

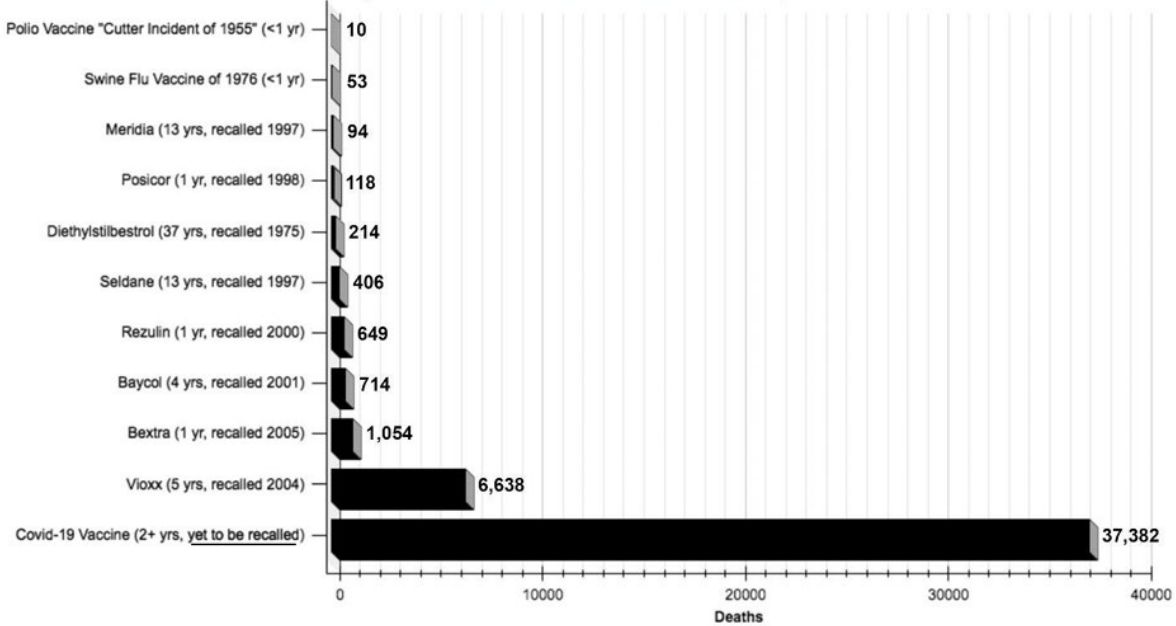
In February 2022 at U.S. Senator Ron Johnson’s panel discussion ‘Covid-19 a second opinion’ attorney Tom Renz stated that the US Department of Defence (DoD) medical statistics for the previous year had increased by the following;

- 270% Miscarriages
- 487% in Breast Cancer
- 1048% increase in nervous system disorders
- 155% in Birth Defects
- 350% in Male Infertility
- 369% in Testicular Cancer
- 2181% in Hypertension
- 664% in Malignant Neoplasms
- 680% in Multiple Sclerosis
- 551% in Guillain-Barre Syndrome
- 468% in Pulmonary Embolism
- 302% in Tachycardia
- 452% in Migraines
- 471% in Female Infertility
- 437% in Ovarian Dysfunction
- 269% in Myocardial Infarction
- 291% in Bell’s Palsy

This information was only available due to the US DoD doing medicals every 6 months on their men and women. The doctors that had provided this information said that the only thing that had changed at the DoD was the mandated medical procedure.

## Reported Deaths for Major Drug/Vaccine Recalls

(Data Obtained from VAERS and FAERS)



An investigation needs to be held, this is our chance to try and do something about it, we need to do what we can to suspend the use of these vaccines. We owe it to the residents and ratepayers of the Shire, it's our duty of care, it's our moral obligation.

All that is being asked, is that we as a Shire send some letters.

### Legal Implications

None at present

At the time the necessity to be vaccinated for certain areas of employment was mandated.

### Policy Implications

Nil

### Consultation

Town of Port Hedland

### Financial Implications

Staff time for the preparation of the letters and the mailing costs are not known at this stage.

Strategic Implications

<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
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
	9.3	Provide a positive and safe workplace
	9.4	Establish and maintain community endorsed levels of service across all functions of Council
<b>Social Objective - A valued, healthy and inclusive community and lifestyle</b>		
Outcome	7	A healthy and safe community
Strategies		

**NOTICE OF MOTION**

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

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

1. That Council accept the information received from the Town of Port Hedland headed 'Urgent Information Regarding DNA Contamination in Covid-19 vaccines'.

This includes;

- A letter sent to all Australian Local Governments.
- A copy of the Town of Port Hedland Council Resolution.
- A Report by Dr David Speicher (Canadian Virologist).
- The letter by The Honourable Russell Broadbent MP, Federal Member for Monash, dated 20<sup>th</sup> of September 2024 to the Prime Minister, The Honourable Anthony Albanese MP along with the 26 other co-signatories.
- The letter by The Honourable Russell Broadbent MP, Federal Member for Monash, dated 25<sup>th</sup> of September 2024 to the Prime Minister, The Honourable Anthony Albanese MP along with the 52 other co-signatories.
- The letter sent from the Town of Port Hedland Council to the Prime Minister of Australia.

Further to this

2. That Council send letters, using copies of the letters, or a version substantially resembling them to the same individuals as the Town of Port Hedland Council has sent letters. These will be in support of the urgent request by the Town of Port Hedland to suspend the vaccines and commence an investigation without delay. Suspension poses no health threat but could

prevent further harm if the contaminants in these products are shown to be widespread, thereby endangering public health.

These recipients include;

- The Honourable Anthony Albanese MP in support of The Honourable Russell Broadbent MP and the Town of Port Hedland Council letter alerting him to the “Urgent Information Regarding the DNA contamination in the Covid – 19 vaccines” and request the immediate suspension of them.
- The Hon Mark Butler Minister for Health and Aged Care in support of the Town of Port Hedland Council letter alerting him to the “Urgent Information Regarding DNA Contamination in Covid-19 vaccines” and request the immediate suspension of them.
- The Hon Amber-Jade Sanderson Minister for Health, Western Australia in support of the Town of Port Hedland Council letter alerting her to the “Urgent Information Regarding DNA Contamination in Covid-19 vaccines” and request the immediate suspension of them.
- The Department of Health, Western Australia in support of the Town of Port Hedland Council letter alerting them to the “Urgent Information Regarding DNA Contamination in Covid-19 vaccines” and request the immediate suspension of them.
- Commonwealth Health Secretary Blair Comley PSM and the Deputy Commonwealth Health Secretary Professor Lawler in support of the Town of Port Hedland Council letter alerting them to the “Urgent Information Regarding DNA Contamination in Covid-19 vaccines” and request the immediate suspension of them.
- To all Health Practitioners, in the Local Government Area of Lake Grace, bringing their attention to the “Urgent Information Regarding DNA Contamination in Covid-19 vaccines” so that they can inform their patients in order for the patients to have informed consent.
- The Town of Port Hedland Council thanking them for bringing our attention to the “Urgent Information Regarding DNA Contamination in Covid-19 vaccines’ and for exercising their duty of care in circulating this information regarding the DNA contamination in the Covid – 19 vaccines”.
- The Honourable Russell Broadbent MP, Federal Member for Monash thanking him for his letters to the Prime Minister on September the 20<sup>th</sup> and the 25<sup>th</sup> that has now alerted Mr Albanese to this issue of DNA Contamination in Covid-19 vaccines.

Should these letters be sent via email, I further recommend that the report from Dr David Speicher (Canadian Virologist), the video clip (or Link) of Professor Dalglish presenting to the Town of Port Hedland and the two letters from The Honourable Russell Broadbent MP, Federal Member for Monash that were sent to the Prime Minister Anthony Albanese be included.

**CARRIED**

**For:**

**Against:**

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

**13.0 REPORTS OF COMMITTEES**

**13.1 BUSH FIRE ADVISORY COMMITTEE**

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

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

That the Minutes of the Bush Fire Advisory Committee meeting held on 15 October 2024 be received.

**CARRIED**

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

**13.2 SHIRE OF LAKE GRACE TOURISM ADVISORY COMMITTEE**

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

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

That the Minutes of the Shire of Lake Grace Tourism Advisory Committee meeting held on 29 October 2024 be received.

**CARRIED**

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

**13.3 LOCAL EMERGENCY MANAGEMENT COMMITTEE**

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

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

That the Minutes of the Local Emergency Management Committee meeting held on 31 October 2024 be received.

**CARRIED**

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

**13.4 NEWDEGATE LIBRARY RESOURCE AND COMMUNITY RESOURCE CENTRE COMMITTEE**

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

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

That the Minutes of the Newdegate Library Resource and Community Resource Management Committee meeting held on 12 November 2024 be received.

**CARRIED**

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

**13.5 NEWDEGATE SWIMMING POOL MANAGEMENT COMMITTEE**

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

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

That the Minutes of the Newdegate Swimming Pool Management Committee meeting held on 12 November 2024 be received.

**CARRIED**

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

**14.0 REPORTS OF OFFICERS**

**14.1 INFRASTRUCTURE SERVICES**

**14.1.1 TRANSFER OF FUNDS – BIDDY CAMM ROAD**

<b>Applicant</b>	Internal Report
<b>File No.</b>	Nil
<b>Attachments</b>	Nil
<b>Author</b>	Craig Elefsen – Manager Infrastructure Services
<b>Disclosure of Interest</b>	Nil
<b>Date of Report</b>	15 November 2024
<b>Senior Officer</b>	Alan George - Chief Executive Officer

Summary

For Council to authorise the transfer of \$50,382.32 from “Dykes Rd re-sheet SLK 0.00 – 5.00” to “Biddy Camm Rd SLK 13.60-15.30”.

Background

In the 2024/25 Annual Budget it was proposed that Dykes Road would receive gravel sheeting and culvert upgrades between SLK 0.00 - 5.00. The original scope of works were completed under budget, the scope of works was changed to include an extra 900m of re sheeting to get us to the Grant Williams Road intersection however after these works were completed we still came in under budget.

In the 2024/25 Annual Budget Biddy Camm Road between SLK 62.83 & 68.10 was budgeted to be reconstructed and a 95/5 14mm primerseal. These works were completed on budget.

Comment

On Biddy Camm Road at the intersection with Mission Road a 95/5 14mm primerseal was put down in November 2024. At the time this seal treatment was deemed the most appropriate. In the 2025/26 budget administration staff had plans to include a 7mm second coat seal and asphalt the intersection at the same time. With the section of Biddy Camm Road being sealed we have seen a change in traffic movements as many road users have changed the route they would normally cart grain to Newdegate. The change in routes has seen a positive effect on gravel roads in the area. With traffic now turning west off Mission road onto Biddy Camm road we have seen the intersection starting to strip. To prevent ongoing maintenance issues and further stripping it is deemed necessary to put a 40mm intersection asphalt mix overlay on this intersection as soon as possible.

Given that we have savings from the Dykes road job the transfer of savings seems the most sensible thing to do to cover the additional works on Biddy Camm Road.

To carry this out, we have received a quote to asphalt the intersection of \$50,382.32 including GST.

Our Purchasing Policy states that only one (1) written quote is needed from a WALGA Preferred Supplier for works valued at \$50,000 excluding GST (\$55,000 including GST), so if the Budget adjustment is approved these works can proceed immediately.

Legal Implications

Nil

Policy Implications

Nil

Consultation

Internal: Jason Lip – Technical Officer

Financial Implications

As this is a transfer of budget from one Job to another, there is no need to seek additional income as the net change of expenditure in our Annual Budget is \$0.

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	1	An innovative, productive agricultural industry
Strategy	1.1	Enhance and maintain transport network
Outcome	9	An efficient and effective organisation
Strategy	9.1	Maintain accountability and financial responsibility through effective planning

Voting Requirements

Simple majority



## RECOMMENDATION / RESOLUTION

### RESOLUTION

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

That Council approve the transfer of \$50,382.32 inc GST from Job 1210529 “ Dykes Road” to 1210536 “Biddy Camm Rd SLK 62.83 - 68.10”.

### CARRIED

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

#### 14.1.2 SHIRE BOUNDARY ENTRANCE SIGNS

<b>Applicant</b>	Shire of Lake Grace Tourism Advisory Committee
<b>File No.</b>	0451
<b>Attachments</b>	Nil
<b>Author</b>	Craig Elefsen – Manager Infrastructure Services
<b>Disclosure of Interest</b>	Nil
<b>Date of Report</b>	15 November 2024
<b>Senior Officer</b>	Alan George – Chief Executive Officer

#### Summary

For Council to authorise the like for like replacement of the Shire of Lake Grace “Wave” signs on all major entries to the Shire of Lake Grace and include all costs associated with the replacement in the 2024/25 Budget review if funding becomes available.

#### Background

The Shire of Lake Grace Tourism Advisory Committee have requested via motion at the recent Tourism Advisory Committee meeting that council update all of the “Wave” signs on all major entries to the Shire.

The existing signs were erected approximately 20 years ago and are now looking worn and faded. This takes away from their intention to welcome drivers to the shire and promote safety on our roads.

Comment

The Wave signs and frames are all in very poor condition and are in need of replacement. The design of the signs will remain exactly the same (size, shape, colour and wording ) As this is a like-for-like replacement there should be no requirement to seek Main Roads approval and should be a simple sign swap and re paint of the frames.

Legal Implications

Nil

Policy Implications

Nil

Consultation

Visitor Centre Manager  
Tourism Advisory Committee

Financial Implications

Cost unknown at the time of writing this report, all costs will be accounted for in the 2024/25 Shire Budget review

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	1	An innovative, productive agriculture industry
Strategies	1.1	Enhance and maintain transport network
Outcome	3	An attractive destination for visitors
Strategies	3.1	Promote and develop tourism as part of a regional approach
	3.2	Maintain and enhance tourism related infrastructure and attractions
<b>Environment Objective - Protect and enhance our natural and built environment</b>		
Outcome	4	A well maintained attractive built environment servicing the needs of the community
Strategies	4.1	Maintain, rationalise, improve or renew buildings and community infrastructure
<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

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	8.2	Promote and advocate for the community and district
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

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

**Moved:** Cr

**Seconded:** Cr

That Council:

Authorise the like for like replacement of the Shire of Lake Grace “Wave” signs on all major entries to the Shire of Lake Grace and include all costs associated with this in the 2024/25 Budget review if funding becomes available.

**CARRIED**

**For:**

**Against:**

### 14.1.3 IN-HOUSE NEWDEGATE PARKS AND GARDENS POSITION

<b>Applicant</b>	Internal Report
<b>File No.</b>	Nil
<b>Attachments</b>	Nil
<b>Author</b>	Craig Elefsen – Manager Infrastructure Services
<b>Disclosure of Interest</b>	Nil
<b>Date of Report</b>	20 <sup>th</sup> November 2024
<b>Senior Officer</b>	Alan George – Chief Executive Officer

#### Summary

For Council to approve Newdegate Parks and Gardens maintenance to be bought back in house and Council authorise the transfer of funds from the plant reserve to allow for the purchase of plant and equipment for Newdegate Parks and Gardens.

#### Background

Newdegate Parks and Gardens works have been put out to contract for many years as the Shire was not able to hire staff to undertake the works. The current contract arrangement is for 90 hours a fortnight but with no set work hours. The contractor is to provide all equipment required for the job, including vehicle, trailer, mowers, tools. Consumables, chemicals and gardening reticulation parts are picked up from local hardware stores and invoiced to the Shire.

Over the last 12 months there has been questions raised from the public regarding the current contract arrangement, particularly with visibility during regular work hours and perceived work quality.

#### Comment

In light of public feedback, the Shire has deemed it appropriate to bring the Newdegate Parks and Garden maintenance responsibilities back in-house. This will allow Shire administration better control and direction over the employee's work schedule and quality via direct management by the Infrastructure Supervisor. Additionally by having a gardener employed in Newdegate, rather than have a contractor whose responsibility is solely Newdegate townsite, allows us to expand their scope of responsibility to Lake King if the need arises.

If we employ a gardener as a Shire employee, we will have to provide plant and equipment so they can to fulfil their responsibilities, same as any Shire works crew member. This includes things that the current contractor provides themselves, such as a vehicle, trailer, mowers, personal protective equipment (PPE), clothing and tools. The costs of all these items will be roughly \$110,000, sourced from the Plant Replacement Reserve. The Shire has a depot and dwelling in Newdegate, so the newly purchased plant and equipment can be housed there during off-work hours.

With an employed gardener, we expect an increase in work quality as they would no longer have to worry about tasks a contractor has to perform (such as timesheets and invoicing, bookkeeping, plant maintenance and servicing) and can focus on their main responsibilities. Being an employee of the Shire will also streamline procurement of sundries and consumables from local hardware and stock stores.

In terms of budgeted salary, the budget set aside for Newdegate Parks & Gardens contract work will be journaled back to the Salaries & Wages account, so there will be no need to raise additional revenue to cover the wages portion of a new gardener position.

At present the Shire has two possible candidates who are interested in joining the Shire as an in-house gardener based in Newdegate.

As a final point we would no longer need to run a public tender process for a contract gardener position every three to four years, which is a moderate administrative burden that slows down other work.

Legal Implications

Nil

Policy Implications

**Shire of Lake Grace Policy Manual 2024**

Policy 5.10 – Open Space Specification

Consultation

Internal: Alan George, Chief Executive Officer

Financial Implications

There will be an expected spend of \$110,000 to be sourced from A001316 "Plant Replacement Reserve Bank MUN", which currently holds \$962,220.73 in cash. This will be to cover the purchasing of a vehicle, trailer and minor plant only.

PPE, clothing and sundries will be purchased under existing jobs and it is not expected that an increase in budget is required.

Strategic Implications

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

<b>Environment Objective - Protect and enhance our natural and built environment</b>		
Outcome	5	A natural environment for the benefit and enjoyment of current and future generations
Strategies	5.1	Manage and preserve the natural environment
	5.2	Support pest and weed control within the district
<b>Social Objective - A valued, healthy and inclusive community and lifestyle</b>		
Outcome	6	An engaged, supportive and inclusive community
Strategies	6.1	Maintain and enhance services and infrastructure that meets the needs of the community

<b>Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values</b>		
Outcome	9	An efficient and effective organisation
Strategies	9.3	Provide a positive and safe workplace
	9.4	Establish and maintain community endorsed levels of service across all functions of Council

Voting Requirements

Simple majority

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

**Moved:** Cr

**Seconded:** Cr

That Council:

- 1) Approves hiring a maximum of 2 gardeners based in Newdegate under the Shire's works crew;
- 2) Approves transfer of \$110,000 from A001316 "Plant Replacement Reserve Bank MUN" to new Jobs for the purchase of plant and equipment to support the new gardener.

**CARRIED**

**For:**

**Against:**

**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:

Approval Date	Applicant	Activity
14/11/2024	Holmes Architects Albany (Applicant) on behalf of Cooperative Bulk Handling Limited (Landowner)  Lot 11 (No.7059) Kulin-Lake Grace Road, Lake Grace	<ul style="list-style-type: none"> <li>i) Installation and use of a proposed new transportable building and various associated improvements in the northern part of the property to be used as a lunch room for people employed on the land;</li> <li>ii) Relocation of existing transportable ablution buildings from the northern to the southern part of the property for use by people employed on the land; and</li> <li>iii) Conversion of the existing lunch room in the northern part of the property for potential use as a grain analysis room or general store room.</li> </ul>
14/11/2024	Dyllon Barnes (Applicant) under authority from Ulambie Holdings Pty Ltd (Landowner)  Lot 203 on Deposited Plan 218879 Newdegate-Ravensthorpe Road, Newdegate	Construction of a proposed new 266.4m <sup>2</sup> steel framed and clad lean-to structure on the western side of an existing approved workshop building to support the continued use of the property for motor vehicle repairs (i.e. farm machinery) including removal of an existing, smaller lean-to structure in the same location.

**14.3 HEALTH AND BUILDING**

Nil

**14.4 ADMINISTRATION**

**14.4.1 SPONSORSHIP REQUEST – LAKE GRACE BOWLING CLUB**

<b>Applicant</b>	Lake Grace Bowling Club
<b>File No.</b>	0043
<b>Attachments</b>	Funding request
<b>Author</b>	Alan George – Chief Executive Officer
<b>Disclosure of Interest</b>	Cr Steven Hunt and CEO Alan George are members of the bowling club.
<b>Date of Report</b>	14 November 2024
<b>Senior Officer</b>	Alan George – Chief Executive Officer

Summary

The Lake Grace Bowling Club is seeking sponsorship to assist in the staging of a 2 day bowls carnival to be held on 21<sup>st</sup> and 22<sup>nd</sup> January 2025.

Background

The Lake Grace Bowling Club up until 5 years or so ago held an annual 2 day carnival called the Lake Grace Classic. This brought together 16 x 4 man teams from local clubs as well as teams from Perth and other districts. The flow on effect from this also supported local accommodation operators. The event was resurrected in 2024.

Comment

The Men’s 2 Day Classic was held in January 2024 and was considered a resounding success and the bowling club is again seeking support from the Shire by way of sponsorship. Teams were entered from both within the district but also from Gnowangerup, Perth, Mundaring, Dunsborough and others.

This event provided much welcomed funds to the club but also to accommodation and food services within Lake Grace.

There are 4 levels of sponsorship being offered ranging from \$1,000 down to \$100 which also includes some incentives for the sponsors. In 2024 Council approved sponsorship of \$500.00.

Legal Implications

Nil

Policy Implications

Policy 2.9 Community Funding Request

The policy states;

*“Community Funding Request is available to community groups / not-for-profit organisations within the Shire of Lake Grace for activities which will benefit the community and demonstrate the principal interest of the Shire of Lake Grace”*



**OBJECTIVES** *The Shire of Lake Grace Community Funding program provides financial support to community groups within the shire to:*

- *support community driven initiatives and activities that will enhance community engagement and development,*
- *build community resilience and wellbeing, and*
- *develop pride and leadership.*

Consultation

Nil

Financial Implications

Community funding requests closed about 6 months ago. As part of the budget deliberations additional funding was allocated to the Community Funding Request account for circumstances such as this.

Given the amount of funding still available in the Community requests account a donation of \$500.00 would not seem unreasonable given the flow on benefits to the community.

Strategic Implications

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

<b>Social Objective - A valued, healthy and inclusive community and lifestyle</b>		
Outcome	6	An engaged, supportive and inclusive community
Strategies	6.1	Maintain and enhance services and infrastructure that meets the needs of the community
	6.3	Actively promote and support local events and activities for the community
Outcome	7	A healthy and safe community
Strategies	7.1	Improve access to sport, leisure and recreation facilities, services and programs

Voting Requirements

Simple majority

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**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

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

That Council:

Approves the request from the Lake Grace Bowling Club for sponsorship of the Lake Grace Classic 2 Day Classic bowls carnival for the sum of \$500 to assist in the staging of the event.

**CARRIED**

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

**14.4.2 SCHEDULE OF COUNCIL MEETINGS – FEBRUARY TO DECEMBER 2025**

<b>Applicant</b>	Internal
<b>File No.</b>	0041
<b>Attachments</b>	Nil
<b>Author</b>	Alex Adams – Executive Assistant
<b>Disclosure of Interest</b>	Nil
<b>Date of Report</b>	30 October 2024
<b>Senior Officer</b>	Alan George - Chief Executive Officer

Summary

In order to provide the most accurate reporting, Administration is seeking Council endorsement on the schedule of Council Meetings from February to December 2025.

Background

In accordance with Policy 1.2 – Meeting Dates, Council is to meet on the fourth Wednesday of every month for the months of February to December.

It is proposed the Council meeting for the month of February 2025 be held one week earlier, due to the large gap between December 2024 and February 2025.

The December 2025 meeting will be held one week earlier, due to the Christmas/ New Year closure.

Comment

The proposed Council meeting dates for 2025 are as follows:

No Meeting in January
19 February
26 March
23 April
28 May
25 June
23 July
27 August
24 September
22 October
26 November
17 December

Legal Implications

**Local Government (Administration) Regulations 1996  
Part 2  
Regulation 12**

*Publication of meeting details (Act s. 5.25(1)(g))*

- (1) *In this regulation — meeting details, for a meeting, means the date and time when, and the place where, the meeting is to be held.*
- (2) *The CEO must publish on the local government’s official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held —*
  - (a) *ordinary council meetings;*
  - (b) *committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.*
- (3) *Any change to the meeting details for a meeting referred to in subregulation (2) must be published on the local government’s official website as soon as practicable after the change is made.*
- (4) *If a local government decides that a special meeting of the council is to be open to members of the public, the CEO must publish the meeting details for the meeting and the purpose of the meeting on the local government’s official website as soon as practicable after the decision is made.*

Please note that dates for Committees of Council will be set by those Committees and advertised accordingly.

Policy Implications

**Policy 1.2  
Meeting Dates**

Council is to meet on the fourth Wednesday of the months of February to December.

A meeting in the month of January will only be held when it is called under provisions of Section 5.4 of the Local Government Act 1995.

Consultation

Alan George - Chief Executive Officer

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
	8.2	Promote and advocate for the community and district
	8.3	Provide strategic leadership and governance

	8.4	Provide timely communications on all Council activities to community
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
	9.3	Provide a positive and safe workplace
	9.4	Establish and maintain community endorsed levels of service across all functions of Council

Voting Requirements

Simple Majority

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

**Moved:** Cr

**Seconded:** Cr

That Council endorse the following schedule of Council Meetings from February to December 2025:

No Meeting in January

19 February

26 March

23 April

28 May

25 June

23 July

27 August

24 September

22 October

26 November

17 December

**CARRIED**

**For:**

**Against:**

**14.4.3 DISABILITY ACCESS AND INCLUSION PLAN 2024 - 2029**

<b>Applicant</b>	Internal
<b>File No.</b>	0217
<b>Attachments</b>	Summary of survey responses Disability Access and Inclusion Plan 2024 - 2029
<b>Author</b>	Alex Adams – Executive Assistant
<b>Disclosure of Interest</b>	Nil
<b>Date of Report</b>	14 November 2024
<b>Senior Officer</b>	Alan George – Chief Executive Officer

Summary

The purpose of this item is for Council to adopt the final revised Shire of Lake Grace Disability Access and Inclusion Plan (DAIP) 2024 – 2029.

Background

The Western Australian Disability Services Act (1993) requires all local governments to develop a Disability Access and Inclusion Plan (DAIP). The purpose of the DAIP is to provide strategic direction and framework for the Shire to plan and implement improvements to access and inclusion across seven outcome areas. The Shire’s DAIP has been prepared in accordance with these requirements and reflects our intention to partner with the community to achieve the improvements captured in the Plan.

The Disability Services Act requires that all DAIPs be reviewed every 5 years. The last review of the current Plan was done in 2019. Council at its meeting on 25 September approved the draft submission for administration to invite public comment.

Comment

The shires draft DAIP was advertised for public comment from 17 October – 11 November 2024 via council website, social media, community newsletters and noticeboards. This included a survey in electronic and paper format. The libraries, CRCs and Visitor Centre were contacted and encouraged to promote the survey to members of the public. Five (5) surveys were completed and returned.

Overall the responses indicate satisfaction with access to shire information, consultation processes, complaints/feedback, and opportunities to attend Shire organised events. Many were unsure about opportunity to obtain and maintain employment at the Shire. Access to buildings and facilities scored low with the comments received relating specifically to the need for automatic doors at the Lake Grace medical centre and CRC/Library. Administration were already aware of this issue and have been seeking quotes for automatic doors to be installed at both buildings. Other comments about building access were related to buildings not owned by the Shire, such as the Lake Grace Post Office and hardware store.

The feedback received from the surveys has no impact on the existing content of the revised DAIP and therefore it is recommended to adopt the revised version as presented to Council with this item.

Legal Implications

Disability Services Act 1993  
Disability Services Regulations 2004  
Equal Opportunity Act 1984  
Disability Discrimination Act 1992 (Cth)

Policy Implications

Policy 4.8 – Equal Employment Opportunity

Consultation

Public Survey  
Administration staff  
Library & CRC Staff  
Visitor Centre staff

Financial Implications

Costs pertaining to accessibility will vary depending on the scope of projects being carried out by the Shire of Lake Grace. Projects will be submitted for consideration in the budget each financial year.

Strategic Implications

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

<b>Social Objective - A valued, healthy and inclusive community and lifestyle</b>		
Outcome	6	An engaged, supportive and inclusive community
Strategies	6.1	Maintain and enhance services and infrastructure that meets the needs of the community
	6.2	Maintain and support the growth of education, childcare, youth and aged services
	6.3	Actively promote and support local events and activities for the community
Outcome	7	A healthy and safe community
Strategies	7.1	Improve access to sport, leisure and recreation facilities, services and programs
<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
	8.4	Provide timely communications on all Council activities to community
Outcome	9	An efficient and effective organisation
Strategies	9.2	Comply with statutory and legislative requirements
	9.3	Provide a positive and safe workplace
	9.4	Establish and maintain community endorsed levels of service across all functions of Council

Voting Requirements

Simple majority

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

**Moved:** Cr

**Seconded:** Cr

That Council:

Adopt the Shire of Lake Grace Disability Access and Inclusion Plan 2024 – 2029.

**CARRIED**

**For:**

**Against:**



**14.4.4 RELINQUISHMENT OF MANAGEMENT ORDER – PINGARING PRIMARY SCHOOL AND ADJOINING TENNIS COURTS AND PLAYING FIELDS**

<b>Applicant</b>	Internal
<b>File No.</b>	0251/0809
<b>Attachments</b>	Respondents comments from Community Consultation Site map
<b>Author</b>	Alan George – Chief Executive Officer
<b>Disclosure of Interest</b>	Nil
<b>Date of Report</b>	6 November 2024
<b>Senior Officer</b>	Alan George – Chief Executive Officer

Summary

Council is being asked to consider relinquishing the Management Order over part of, or the whole of, Reserves 21893 and 24691 which is the old Pingaring School Site adjoining tennis courts and clubroom and the old sporting oval.

Background

The Pingaring school closed down many years ago and is currently used as a “Community Centre”, it was used as a base for the preparation of the local newsletter and also a playgroup. It is currently being put to use as a display area for pictures and memorabilia from the Pingaring Centenary celebrations last year.

In June 24 an expression of interest was received from a person wishing to purchase the entire old school site as well as the adjoining sporting facilities consisting of tennis courts and a football/cricket oval. The area consisted of Reserves 21893 and 24691. The plan was to use the school as a residence and the rest of the land as an operating base for an agricultural contracting business.

The applicant was advised that the Reserves were Crown Land vested and under management to the Shire from DPLH and that he needed to put his enquiry firstly through DPLH. Nothing further has been received from the applicant.

A request was received in September from another party interested in the old school site which is Lot 2324 on Reserve 21893 being an area of 2.0227ha. They were referred to DPLH who advised them to seek consent from the Shire to relinquish the management order over portion of the Reserve who would then submit it to DPLH for consideration.

At the 25 September Ordinary Council Meeting the following resolution was made.

**RESOLUTION      13932**

**Moved:              Cr Hunt**  
**Seconded:         Cr Kuchling**

*That Council:*

*Considers the relinquishment of the Management Order over that portion of Reserve 21893 being Lot 2324, which contains the old Pingaring School site subject to community*

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*approval from the Shires of Lake Grace and Kulin and advises the Department of Planning, Lands and Heritage who will commence its due diligence.*

**CARRIED**                      **7/0**

**For:**                              **Cr Armstrong, Cr Hunt, Cr Chappell, Cr Lloyd, Cr Kuchling, Cr Hyde, Cr Clarke**

**Against:**                        **Nil**

### Comment

Subsequent to the Council Meeting, consultation with the community was commenced on 1<sup>st</sup> October 2024 by way of a Request for Comment – Old Pingaring School Site. The consultation period was originally to close on 25 October but was extended until 1 November. This was widely advertised on the Shire social media as well as those in the Kulin and Kondinin Shires. It was also placed in the local newsletters and on notice boards.

### **To summarise the responses;**

Comments opened: 01 October 2024  
Comments closed: 01 November 2024  
Comments received: 45 (as at 04 November 2024)

44% of respondents identified as being from Pingaring  
31 % of respondents identified as being from the surrounding local areas  
25% of respondents identified as being from elsewhere but have connections to the area.

### **Question 1:**

Are you in favour of the Shire of Lake Grace relinquishing the Management Order of the old Pingaring school site and adjoining sporting facilities being Reserves 21893 and 24691 to enable the land to be sold on a freehold basis?

**No: 71% (32)**  
**Yes: 29% (13)**

The majority of comments revolved around the need to keep the tennis courts and oval with some support for the retention of the school for historic and community benefit.

Some of the people supporting the relinquishment of the school grounds did so with caveats or stipulations regarding who was to get it.

### **Question 2:**

Are you in favour of the Shire of Lake Grace relinquishing the Management Order of Lot 2324 being part of Reserve 21893 being only that Lot on which the old school is located to enable the land to be sold on a freehold basis?

**No: 40% (18)**  
**Yes: 60% (27)**

The majority of the comments supporting the relinquishment of the school site were that it was good to have the building utilised however some preferred a permanent residence rather than workers accommodation.

The No votes also contained numerous responses surrounding the history of the building and the need to keep control of it for community purposes.

The supporting comments are numerous and are included as a separate attachment.

From the responses there is no definitive support for either option. Whilst the provision of housing, be it for permanent or workforce accommodation, is important there are other options in this regard that could be investigated. For example in the general Pingaring area there are a number of farm houses that are vacant that could be given consideration.

In regard to the school being a place to keep the history of the Pingaring area on show there are other options such as in the hall or the golf club however there are comments recorded that they are not suitable due to size or condition.

The response towards keeping the tennis courts and oval is well weighted towards not relinquishing Reserve 24691 and Lot 1345 of Reserve 21893. This leaves question 2 to be considered.

Whilst there were 60% of the respondents in favour of the relinquishment of Lot 2324 of Reserve 21893 (the school site) some of those contained comments along the lines of it being good for a business and family to live in town or we would like to see it being used for an agricultural business but not for workers accommodation or caveats such as the exterior integrity of the main school building, storeroom & shelter shed to remain intact and renovated to the original/current specifications and the community should decide on who gets the property.

Council now must determine whether or not it wishes to divest itself of the Management Order over part of or the whole of Reserves 21893 and 24691 which is the old Pingaring School Site adjoining tennis courts and clubroom and the old sporting oval. If agreed a submission would then need to be put to DPLH advising them of the decision and for its consideration. DPLH would then undergo its own consultation and would consider the disposition and future tenure of the Reserves. If DPLH decides to go ahead with the disposition, given that there are 2 interested parties, it would go out to tender. The tender process could lead to other parties becoming involved which could result in an outside party being awarded the tender.

Upon scrutinising the responses to the community consultation it is the authors considered opinion that that there is not enough concrete support for the Shire of Lake Grace to relinquish the Management Order over part or the whole of Reserves 21893 and 24691.

However, it is recommended that planning for the future of the school building as a community building for the housing of memorabilia and historic records be commenced including community members contribution to the maintaining and preservation of the building and surrounds.

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Legal Implications

Section 46 of the *Land Administration Act 1997*.

With any request for the grant of tenure there is the consideration of Native Title and where it exists and in order for the State to grant any tenure, it needs to comply with the future act provisions of the *Native Title Act 1993 (Cth)*.

Policy Implications

**POLICY 1.12 COMMUNITY ENGAGEMENT**

OBJECTIVE: To ensure the residents of the Shire of Lake Grace have the maximum opportunity to contribute to their own social, economic and community well-being as well as good governance through information, consultation and active participation in the development of major programs, projects and events throughout the Shire.

Consultation

Pingaring and surrounds community members past and present  
Department of Planning Lands and Heritage

Financial Implications

The Shire of Lake Grace currently pays water, electricity, insurance costs as well as regular termite inspections, spider spraying, fire extinguisher inspections, building maintenance and some sporadic gardening.

Annual costs for the previous 5 years are as follows;

2019/2020 \$ 6,791.96

2020/2021 \$ 6,567.66

2021/2022 \$10,612.25

2022/2023 \$24,009.92 {includes extra work for the centenary celebrations

2023/2024 \$32,870.50 {includes extra work for the centenary celebrations

In addition to this an annual payment of \$4,000.00 is paid as an annual contribution to the Pingaring Progress Association. By divesting itself of the school buildings and the sporting facilities the Shire would save the majority of these costs.

Any successful tenderer would be responsible for the payment of all costs and disbursements associated with the grant.

These costs may include, but not be limited to:

- costs of negotiating and compensating native title parties and other existing land holders if applicable
- applying for and approval of other statutory requirements
- purchase price, lease rental, easement or licence fees
- survey and plan preparation costs
- advertising and gazettal costs

- registration and document preparation fees
- GST on any of the above.

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	1	An innovative, productive agriculture industry
Strategies	2.2	Support local business and promote further investment in the district
	2.3	Investigate and support housing market opportunities
<b>Environment Objective - Protect and enhance our natural and built environment</b>		
Outcome	4	A well maintained attractive built environment servicing the needs of the community
Strategies	4.1	Maintain, rationalise, improve or renew buildings and community infrastructure
	4.2	Maintain the integrity of heritage buildings and places
<b>Social Objective - A valued, healthy and inclusive community and lifestyle</b>		
Outcome	6	An engaged, supportive and inclusive community
Strategies	6.1	Maintain and enhance services and infrastructure that meets the needs of the community
<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
Outcome	9	An efficient and effective organisation
Strategies	9.1	Maintain accountability and financial responsibility through effective planning

Voting Requirements

Simple majority

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

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

That Council:

Does/Does not consent to the relinquishment of the Management Order over either of

1.     The whole of Reserves 21893 and 24691, or
2.     Lot 2324 on Reserve 21893

and wishes the Reserves to remain for Community Purposes.

**CARRIED**

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

**14.4.5 ENDORSEMENTS MADE BY THE SHIRE OF LAKE GRACE BUSH FIRE ADVISORY COMMITTEE MEETING ON 15<sup>TH</sup> OCTOBER 2024**

<b>Applicant</b>	Shire of Lake Grace
<b>File No.</b>	0181 / 0188
<b>Attachments</b>	Nil
<b>Author</b>	Mr Ryan Sutherland, CESM
<b>Disclosure of Interest</b>	Nil
<b>Date of Report</b>	19 November 2024
<b>Senior Officer</b>	Mr Alan George, Chief Executive Officer

Summary

That Council receive endorsements made by the Shire of Lake Grace Bush Fire Advisory Committee (BFAC) for Council's consideration and, at their discretion, resolution.

Background

As per minutes of the Bush Fire Advisory Committee meeting held on Tuesday, 15th October 2024, this agenda item is provided to Council for review of BFAC endorsements.

Please note that on Thursday, 14<sup>th</sup> November 2024, DFES amended the recommended training standards for Farmer Response Bush Fire Brigades. This amendment reverted DFES's recommended training standards to a previous standard, realigning with the Shire's existing training standard.

In February 2024, DFES's Bush Fire Service Training Program was amended to recommend a revised "minimum standard for *all* [emphasis added] personnel". The recommended training were the courses Bushfire Safety Awareness and Firefighting Skills, which are also the "minimal skills" prescribed by the LGIS Manual Tasks Risk Assessment (2022) (p.4). This amounts to approximately two and a half days of training.

Previously, under the 2022 version of the DFES Training Program, volunteer firefighters who were members of a Farmer Response Brigade were, as a minimum, recommended to undertake the training course Rural Fire Awareness. This course amounts to approximately a half day of training. The effect of the November 2024 training standard is to re-instate DFES's 2022 Training Program. This re-establishes Rural Fire Awareness as the minimum recommended training for Farmer Response volunteer firefighters. Importantly, this aligns with the Shire's existing training requirements endorsed by Council on 27 April 2022.

Due to the most recent training standard changes made by DFES, the endorsements made by BFAC on 15th October 2024 will be reviewed at the next BFAC meeting. In consultation with Chief Bush Fire Control Officer David Roberts, it has been determined that the below endorsements made by BFAC be submitted to Council.

Policy Implications

*Bush Fire Brigade Local Law*

Statutory compliance:

*Bush Fires Act 1954 (WA)*

*Work Health and Safety Act 2020 (WA)*

*Work Health and Safety Regulations 2022 (WA)*

Consultation

Mr David Roberts, Chief Bush Fire Control Officer  
Officers of the Shire of Lake Grace Bush Fire Advisory Committee.

Financial Implications

Costs associated with providing training and equipment to Shire of Lake Grace Bush Fire Brigades.

Strategic Implications

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

<b>Social Objective - A valued, healthy and inclusive community and lifestyle</b>		
Outcome	7	A healthy and safe community
Strategies	7.3	Support provision of emergency services and encourage community volunteers
<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
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
	9.3	Provide a positive and safe workplace
	9.4	Establish and maintain community endorsed levels of service across all functions of Council

**This Item aligns with the Shire of Lake Grace Public Health & Wellbeing Plan 2022-2026**

<b>Outcome</b>	<b>12</b>	<b>A Healthy and Sustainable Community</b>
	12.4	Engage with agencies to maintain safe roads, provide bushfire protection and monitor climate change impacts.

Voting Requirements

Simple Majority



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## RECOMMENDATION / RESOLUTION

### RESOLUTION

**Moved:** Cr

**Seconded:** Cr

That Council resolve that:

- 1) the Shire of Lake Grace establish a 24-month training schedule in coordination with the Shires of Kent and Dumbleyung for the provision of Bushfire Safety Awareness and Firefighting Skills training (draft attached to minutes of the BFAC meeting on 15 October 2024).
- 2) all joining volunteer firefighters complete Bushfire Safety Awareness and Firefighting Skills training within nine months of having their membership with the Shire confirmed by DFES (via email). Failure to comply will result in termination of membership.
- 3) all current volunteer firefighters of a Shire Bush Fire Brigade must complete Bushfire Safety Awareness and Firefighting Skills training within 24-months of Council endorsement. Failure to comply will result in termination of membership.
- 4) as an interim action, all current volunteer firefighters of farmer response Bush Fire Brigades are to complete Rural Fire Awareness within 2 months of Council endorsement. Failure to comply will result in termination of membership.
- 5) the Shire of Lake Grace review the Bush Fire Brigade Operating Procedures and provide a copy to all volunteer firefighters to outline roles and responsibilities.
- 6) that the Shire of Lake establish a volunteer bush firefighter induction package be created which outlines roles and responsibilities, including regarding training, for all joining volunteer firefighters to read and return a signed copy to the Shire when submitting their membership application.

**CARRIED:**

**For:**

**Against:**

**14.5 FINANCE**

**14.5.1 ACCOUNTS FOR PAYMENT – OCTOBER 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>	4 November 2024
<b>Senior Officer</b>	Mr Alan George – Chief Executive Officer

Summary

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

Background

List of payments for the month of October 2024 through the Municipal account are 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 October 2024 from the Municipal Account  
Total \$2,648,571.40

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

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

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

That Council ratify the list of payments totalling \$2,648,571.40 as presented for the month of October 2024 incorporating:

<b>Payment Method</b>	<b>EFT/DD Number</b>	<b>Amount</b>
Electronic Funds Transfers	EFT27155 – EFT27324	\$2,575,950.83
Cheques	37129 - 37130	\$340.75
Direct Debits	DD11153.1 – DD11176.11	\$60,774.89
Credit Card	DD11190.1	\$7,424.82
Fuel Cards	EFT27186 & EFT27249	\$4,080.11
	<b>TOTAL</b>	<b>\$2,648,571.40</b>

**CARRIED**

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

# Shire of Lake Grace



## CERTIFICATE OF EXPENDITURE October 2024

This Schedule of Accounts to be passed for payment, covering

<b>Payment Method</b>	<b>EFT/DD Number</b>	<b>Amount</b>
Electronic Funds Transfers	EFT27155 – EFT27324	\$2,575,950.83
Cheques	37129 - 37130	\$340.75
Direct Debits	DD11153.1 – DD11176.11	\$60,774.89
Credit Card	DD11190.1	\$7,424.82
Fuel Cards	EFT27186 & EFT27249	\$4,080.11
	<b>TOTAL</b>	<b>\$2,648,571.40</b>

to the Municipal Account, totalling \$2,648,571.40 which were submitted to each member of the Council on 27 November 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**

**14.5.2 FINANCIAL REPORTS – 31 OCTOBER 2024**

<b>Applicant</b>	Internal Report
<b>File No.</b>	0275
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• Monthly Financial Reports</li> <li>• Bank Reconciliations – 31 October 2024</li> </ul>
<b>Author</b>	Mrs Victoria Fasano - Senior Finance Officer Investments & Reporting
<b>Disclosure of Interest</b>	Nil
<b>Date of Report</b>	31 October 2024
<b>Senior Officer</b>	Mr Alan George - Chief Executive Officer

Summary

Consideration of the Monthly Financial Reports for the period ending 31 October 2024 and Bank Reconciliations for the month ending 31 October 2024.

Background

The provisions of the Local Government (Financial Management) Regulations 1996 require a monthly financial report to be presented at an Ordinary Council meeting within two (2) months of the period end date.

Comment

As of 31 October 2024, operating revenue was slightly under the target by \$31,203 (0.46%), mainly due to General rates (specifically, Interim Rates) being below budget.

Operating expenditure is below YTD budget by \$2,982,260 (49.99%), mainly due to Depreciation of \$2,783,324 (100%), which will be posted in Synergy after 23/24 Annual Financial Statement audit. Materials and contracts are down due to delays in operating jobs. Utility charges are below the budget due to decreased water and power demand. Employee costs are slightly over the budget due to Labour Overheads.

Investing activities revenue is below the target by \$1,152,623 (37.18%). Proceeds from grants are slightly below budget due to some of the "Local Roads & Community" projects are not yet initiated or are in the early stage of completion, funds will be recognised later in the financial year. In addition, Drought and Community funding finalised with no further expected income. Payments for property, plant and equipment are below target as well due to a large portion of Capital projects not being initiated as yet (50%) or in an early stage of completion. This leads to Capital grants income decrease being offset by the reduction in payments for property, plant and equipment

Cash at bank is similar to the corresponding period last year. An investment agreement is in place for Overnight Cash Deposit with WA Treasury Corporation for total of \$2,393,643, as well as 3 term deposits invested in CBA – a total of \$12,129,466.

Outstanding rates are tracking well and have recovered 83.1% to date.

The General debtor is \$373,797 with no major outstanding debts to follow up.

The monthly financial reports include the accompanying Local Government special purpose financial statements for the Shire of Lake Grace, which comprise the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and

other explanatory notes for the period ending 31 October 2024. The financial statements have been compiled to meet compliance with the Local Government Act 1995 and associated regulations.

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

Legal Implications

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

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

Policy Implications

Nil

Consultation

Internal Mrs Tegan Hall – Manager Corporate Services

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	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

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**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

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

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

1. Statements of Financial activity for the period ended 31 October 2024 and
2. Municipal, Trust and Reserve Funds bank reconciliations for the period ended 31 October 2024.

**CARRIED**

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

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**14.6 COMMUNITY SERVICES**

Nil

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

**16.0 INFORMATION BULLETIN – NOVEMBER 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>	22 November 2024
<b>Senior Officer</b>	Alan George - 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 November 2024 Information Bulletin attachments include:

Reports:

- Infrastructure Services Report – October 2024

External Organisations

- Lake King Progress Association Minutes – October 2024
- Roe Tourism Association Minutes – August 2024
- Regional Road Group Report – November 2024

Circulars, Media Releases, Newsletters, Letters

- As circulated to Councillors via email



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

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

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

That Council accepts the Information Bulletin Report for November 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 the confidential item(s) in accordance with Section 3.7 of the Shire of Lake Grace Standing Orders Local Law 2015.

Item 17.1 – Australia Day 2025 Award Nominations

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 in Item 17.1 – Australia Day 2025 Award Nominations.

**CARRIED**

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

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**

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

That Council move out from behind closed doors and continue the meeting.

**CARRIED**

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

**18.0 DATE OF NEXT MEETING – 18 DECEMBER 2024**

The next Ordinary Council Meeting is scheduled to take place on Wednesday 18 December 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.