

Shire of Lake Grace

Special Council Meeting

# MINUTES

31 July 2024

Meeting Commencing at 4.00 pm

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## **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.

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## **SHIRE OF LAKE GRACE**

Minutes of the Special Council Meeting held at the Council Chambers, 1 Bishop Street, Lake Grace, WA on Wednesday 31 July 2024 commencing at 4.00pm.

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

President Len Armstrong opened the meeting at 4.00pm

### **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 AJ Kuchling	
Cr DS Clarke	

#### **3.2 APOLOGIES**

Cr BJ Hyde

#### **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**

Nil

#### **3.5 LEAVE OF ABSENCE PREVIOUSLY GRANTED**

Nil

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

Nil

**5.0 PUBLIC QUESTION TIME**

Nil

**6.0 PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil

**7.0 NOTATIONS OF INTEREST**

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

Nil

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

Nil

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

Nil

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

Nil

**9.0 REPORTS OF OFFICERS**

**9.1 FINANCE**

**9.1.1 2024/2025 SHIRE OF LAKE GRACE – BUDGET ADOPTION**

<b>Applicant:</b>	Internal Report
<b>File No.</b>	0781
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• 2024/2025 Statutory Budget</li> <li>• Schedules</li> <li>• Fees and Charges</li> </ul>
<b>Author</b>	Tegan Hall - Manager Corporate Services
<b>Disclosure of Interest</b>	Nil
<b>Date of Report</b>	25 July 2024
<b>Senior Officer</b>	Mr Alan George - Chief Executive Officer

Summary

To consider and adopt the Municipal Fund Budget for the 2024/2025 financial year together with supporting schedules, including striking of the municipal fund rates and other consequential matters arising from the budget papers.

Background

The 2024/2025 Budget has been compiled based on the parameters established in the Council integrated planning documents including Long Term Financial Plan, Corporate Business Plan and Strategic Community Plan.

Council gave consideration to the detail within the budget after working through three budget workshops in May, June and July 2024.

Comment

Further to the Budget Workshops and Ordinary Council Meetings all changes have been incorporated into this document along with all committed projects not complete as at 30 June 2024.

**General Rates**

The budget has been formulated with an increase of 3% on rate revenue for both GRV (within town site) and UV properties. The valuations carried out by Landgate increased the value of GRV properties with the most significant being residential having a median change of 27.47% and UV properties had an even further significant increase with average overall change being 29.96%. This has led to the rate increase being formulated off total revenue which will reduce the rate in the dollar.

**Borrowings**

The outstanding loan principal at 1 July 2024 is \$1,036,462. The principal repayments for 2024/25 amount to \$185,235 and interest payable of \$59,026 leaving a balance of \$2,201,227 at 30 June 2025. It is anticipated that two new loans for housing (WACHS \$750,000, Staff \$600,000) will be acquired totalling \$1,350,000.

### Reserve Transfers

Transfers to Reserves total \$1,195,533 which includes \$324,393 interest, Lake Grace Sewerage Reserve \$78,105, Swimming Pool \$200,000, Recreation \$288,160, Works & Services \$14,875, Newdegate Stadium Floor \$200,000, Office Furniture \$10,000, Centenary \$30,000 and AIM Hospital Museum \$50,000. Transfers from Reserves amount to \$1,331,816 totalling Housing \$634,000, Land Development \$200,000, Plant Replacement \$293,000, Newdegate Hall \$60,778, Varley Sullage \$1,816, Newdegate Sports Dam \$29,163, Community Water Supply \$13,059 and Essential Medical \$100,000. This will give a total closing balance of \$6,499,948.

### Infrastructure – Roads, Footpaths, Drainage and Cemetery Upgrades

An amount of \$4,237,924 has been set aside for road renewal and upgrades to cover works on:

• Crooks/Kent SLK 0.0-4.0	\$243,696
• Biddy Camm Rd SLK 58.32-62.83	\$178,537
• Old Ravensthorpe Rd Resheet SLK 27.00 - 32.00 (RRG)	\$321,480
• Dykes Rd Resheet SLK 0.00-5.00	\$277,745
• Mount Vernon Road SLK 7.00-13.00	\$338,844
• Lake King-Norseman Rd Reseal SLK 0.00-4.00 (RRG)	\$318,675
• Lockhart Road SLK 3 - 5.00	\$124,529
• Fitzgerald Rd Resheet SLK 0.00 - 9.76 (R2R)	\$1,169,904
• Ladyman Rd SLK 0.00 -4.00	\$251,545
• West Kuender Rd Seal SLK 3.10 - 6.20 (R2R)	\$298,875
• 9 Biddy Camm Rd SLK 62.83- 68.1	\$525,626
• Rasmussen Rd + McCracken Rd	\$188,467

The following allocations were provided for:

• Lake Grace & Newdegate Recycling Stations	\$4,500
• Lake King Cemetery New Fence	\$60,000
• Lake Grace Footpaths	\$50,000
• Newdegate Footpaths	\$150,000
• Construct Newdegate Dam	\$113,558

### Infrastructure – Parks, Gardens and Recreation Facilities

A total of \$919,426 has been allocated for capital parks and garden works which include:

• Lake Grace Sporting Precinct - New Lawn Area	\$6,990
• Lake Grace Football Field Lighting Upgrade	\$25,000
• Lake Grace Sporting Complex Entry	\$150,000
• Lake King Walk Trail Upgrade	\$3,436
• Jam Patch New BBQ & Picnic Shelters	\$45,000
• Lighting Install Lake Grace & Lake King Playgrounds	\$60,000
• Padley Park Stormwater Capture (CWSP)	\$5,000
• Lake King Park Upgrade	\$150,000
• Jam Patch - New Walk Way	\$124,000
• Lake Grace Pump Track	\$250,000
• Lake Grace Lookout Upgrade	\$100,000

### Property, Plant & Equipment

An amount of \$3,638,141 has been allocated to Shire Building refurbishment and upgrades including Admin Office Building, Relocation of Toy Library to Day care Centre, Shire houses, Lake Grace Community Bus Shed, Lake Grace/Newdegate Hall Refurbishment, Lakes Village

Hall, Lake King Sports Pavilion, Lake Grace Sporting Precinct, Newdegate Recreation Centre, Lake Grace Football Electronic Score Board, AIM Building, Lake Grace RSL Hall, Lake Grace Depot Upgrades, Lake Grace Visitor Centre, Lake King Tractor Museum Shed and Hainsworth Museum Shed. A major portion of this amount is for the construction of four houses, two for WA Country Health and two for staff housing.

An amount of \$300,000 has been included to purchase Industrial Land in Lake Grace which will in turn be subdivided at a later date. The Shire is currently in the process of applying for grant funding to release of some more residential land.

An amount of \$2,077,500 has been allocated to purchase plant and equipment which includes:

• Deputy CEO Vehicle	\$50,000
• MCS Vehicle	\$50,000
• MIS Vehicle	\$71,500
• Lake Grace & Newdegate Digital Speed Signs	\$28,000
• Lake Grace & Newdegate Town CCTV	\$120,000
• Lake Grace Pool	\$50,000
• Lake Grace Football Electronic Score Board	\$30,000
• Varley Mower	\$21,000
• Supervisor Vehicle	\$51,000
• Plant Trailer	\$68,000
• Newdegate Community Bus	\$253,000
• Side Tipper Trailer (2)	\$290,000
• Maintenance Grader LG	\$565,000
• 6 Wheel Tip Truck	\$300,000
• Mobile Trailer Generators (2)	\$60,000

### Legal Implications

Section 6.2 of the Local Government Act 1995 requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending 30 June of the next year.

Divisions 5 and 6 of the Local Government Act 1995 refer to the setting of budgets and the raising of rates and charges. The Local Government (Financial Management) Regulations 1996 details the form and content of the budget. The budget as presented is considered to meet statutory requirements.

- Cemeteries Act 1986
- Waste Avoidance and Resources Recovery Act 2007
- Local Government (Miscellaneous Provisions) Act 1960

### Policy Implications

Policy 3.3 - Specified Area Rating is used for consideration of rating levied for the Lake Grace Sewerage Scheme.

### Consultation

Internal            Staff members and Council  
External           Community groups have had the opportunity to submit budget requests

Financial Implications

The Budget document establishes activities which the Shire will pursue during the 2024/2025 financial year taking into account the Shire of Lake Grace Corporate Business Plan and Long-Term Financial Plan.

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

**SUMMARY OF COUNCIL ADOPTION**

**PART A - MUNICIPAL FUND BUDGET FOR 2024/2025**

That Council, pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, adopt the Municipal Fund Budget for the 2024/2025 financial year.

**PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS**

1. That Council, for the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* impose the following general and minimum rates on Gross Rental and Unimproved Values.

*General Rates*

Gross Rental Value (GRV)	12.1564 cents in the dollar
Rural (UV)	0.6816 cents in the dollar

*Minimum Rates*

Gross Rental Value (GRV)	\$550
Unimproved Value (UV)	\$550

2. That Council, pursuant to section 6.45 of the Local Government Act 1995 and regulation 64 (2) of the Local Government (Financial Management) Regulations 1996, offers a one, two and four instalment payment option, and nominates the following due dates for payment in full or by instalments:

Full payment and 1st instalment due date	16 September 2024
Second half instalment due date	18 November 2024
Second quarterly instalment due date	18 November 2024
Third quarterly instalment due date	24 January 2025
Fourth quarterly & final instalment due date	28 March 2025

3. That Council, pursuant to section 6.45 of the *Local Government Act 1995* and Regulation 67 of the Local Government (Financial Management) Regulations 1996, adopts an instalment administration charge where the owner has elected to pay rates (and service



charges) through an instalment option of \$11 for each instalment after the initial instalment is paid.

4. That Council, pursuant to section 6.45 of the *Local Government Act 1995* and Regulation 68 of the *Local Government (Financial Management) Regulations 1996* adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.
5. That Council, pursuant to sections 6.13, 6.51(1) and subject to section 6.51(4) of the *Local Government Act 1995* and Regulations 70 and 71 of the *Local Government (Financial Management) Regulations 1996*, adopts an interest rate of 7% applicable to any amount owing in rates or service charges (along with any costs of proceedings to recover such charges) that remains unpaid after becoming due and payable per the account notice.

### **PART C – GENERAL FEES AND CHARGES FOR 2024/2025**

That Council, pursuant to section 6.16 of the *Local Government Act 1995*, adopts the fees and charges included in the 2024/2025 budget as attached to this agenda.

### **PART D – OTHER STATUTORY FEES FOR 2024/2025**

1. That Council, pursuant to Part 7 *Local Government Planning Charges Planning and Development Regulations 2009* adopts the Fees and Charges for Planning Services within the Shire of Lake Grace as included in the 2024/2025 budget as attached to this agenda.
2. That Council, pursuant to section 53 of the *Cemeteries Act 1986* adopts the Fees and Charges for Cemeteries within the Shire of Lake Grace as included in the 2024/2025 budget as attached to this agenda.
3. That Council, pursuant to section 245A(8) of the *Local Government (Miscellaneous Provision) Act 1960* adopts the swimming pool inspection fee included in the 2024/2025 budget as attached to this agenda.
4. That Council, pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, adopt the charges for the removal and deposit of domestic and commercial waste as included in the 2024/2025 budget as attached to this agenda.

### **PART E – ELECTED MEMBERS FEES AND ALLOWANCES FOR 2024/2025**

That Council, pursuant to section 5.98(1)(b) of the *Local Government Act 1995* and within the range determined by the *Salaries and Allowances Tribunal*, adopt the following annual attendance fees for elected members:

President's Allowance	\$21,710
Deputy President's Allowance	\$5,428

#### Meeting Attendance Fees

President	\$8,827
Elected Members	\$4,414

Information and Technology Allowance of \$3,768 to each Elected Member.

**PART F – MATERIAL VARIANCE REPORTING FOR 2024/2025**

That Council, in accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2024/2025 for reporting material variances shall be a percentage of ten (10) or \$10,000, whichever is the greater.

Voting Requirements

Absolute majority required.

**RECOMMENDATION / RESOLUTION**

**RESOLUTION**            **13900**

**Moved:**                    **Cr Hunt**  
**Seconded**                **Cr Chappell**

That pursuant to the provisions of section 6.2 of the *Local Government Act* 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, Council adopts the 2024/2025 Shire of Lake Grace Annual Budget, Fees and Charges, Rates and Instalment Arrangements, Elected Member Fees and Allowances, and Material Variance Reporting threshold as presented in this report.

**CARRIED**                **6/0 (absolute majority)**

**For:**                        **Cr Armstrong, Cr Hunt, Cr Chappell, Cr Lloyd, Cr Kuchling, Cr Clarke**  
**Against:**                 **Nil**

**10.0 CLOSURE**

There being no further business, the Shire President closed the meeting at 4.03pm.

**11.0 CERTIFICATION**

I, Leonard William Armstrong, certify that the minutes of the Meeting held on Wednesday 31 July 2024 as shown were confirmed as a true record of the meeting.

  
\_\_\_\_\_  
Signature

28<sup>th</sup> AUGUST 2024  
Date