

# SHIRE OF LAKE GRACE



## *Minutes*

### Ordinary Council Meeting

26 April 2006

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## **SHIRE OF LAKE GRACE**

### **MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD AT THE LAKE GRACE SPORTSMANS CLUB, STUBBS ST LAKE GRACE, ON WEDNESDAY, 26 APRIL 2006.**

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

The Chairperson (President) opened the meeting at 1.35 pm.

#### **2.0 ATTENDANCE RECORD**

##### **2.1 PRESENT**

Cr G.E.J. Roberts	Shire President
Cr A.J. Walker	Deputy Shire President
Cr I.G. Chamberlain	
Cr O.P. Farrelly	
Cr W.A. Newman	
Cr D.P. Sinclair	
Cr R.P. Taylor	
Mr Jim Fraser	Acting Chief Executive Officer
Ms L.I. McIlree	Deputy Chief Executive Officer
Mrs J. Bennett	Executive Assistant
<u>Observer</u>	
Ms S. Gambuti	Office Trainee

##### **2.2 APOLOGIES**

Cr H.R. Bennett	
Cr D.M.McL Stewart	
Mr C.G. Jackson	Chief Executive Officer

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

None granted.

#### **3.0 PUBLIC QUESTION TIME**

No members of the public present.

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

No applications received.

#### **5.0 MINUTES OF PREVIOUS COUNCIL MEETINGS**

##### **5.1 ORDINARY MEETING – 22 MARCH 2006**

###### Resolution

##### **MOTION 10181**

Moved Cr Walker  
Seconded Cr Farrelly

That the minutes of the Ordinary Meeting of Council held on the 22 March 2006 be confirmed as a true and correct record.

**MOTION CARRIED 7/0**

#### **6.0 NOTICES OF URGENT BUSINESS**

None.

#### **7.0 MOTIONS OF WHICH NOTICE HAS BEEN RECEIVED**

None.

#### **8.0 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Prior to the meeting representatives from the Department of Agriculture's Rural Towns Program/Liquid Assets Project presented the Draft Water Management Plan to Council.

The presentation included:

- Introduction and update by Mark Pridham, Manager of Rural Towns Program
- Bio physical aspects by Dr Geoff Turner, CSIRO
- Economic and socio economics by Jo Pluske, University of WA
- Engineering/flood mitigation aspects by Simon Cleary, GHD Engineering

Also present during the presentation were local Department of Agriculture representatives Greg Power and Dan Clifton.

## **9.0 MEMBERS' REPORTS**

### **9.1 CR FARRELLY**

Cr Farrelly reported on the WA Local Government Association and Main Roads WA Roads Forum which was held on Tuesday April 4 at Geraldton. The Forum was attended by the Shire President and Deputy, Darcy Roberts and Andrew Walker, Ollie Farrelly and CEO Chris Jackson.

The Forum included many guest speakers with lots of interesting topics covered including overloading within the trucking industry and CBH's road operations.

During the Forum our Shire representatives were able to speak directly with the Commissioner of Main Roads, Menno Henneveld, regarding road concerns arising from the recent floods and the time it was taking to reopen the Collie Lake King Rd. The Commissioner was also made aware of the inadequate signage displayed by Main Roads in neighbouring towns alerting traffic to the road closure situation and it was suggested that by better liaising with the Shire, the problems with signs could be better managed.

The Commissioner advised our group he was unaware the road was still closed and of the problems being experienced. Within days of the meeting the signage in Lake King had improved and advice received that the road would be re-sealed by the end of the month (the road was officially reopened to heavy traffic at 3.30pm on Monday 24 April 2006).

It was felt the trip to Geraldton was most worthwhile and the one on one meeting with the Commissioner has contributed to the positive outcomes of the flood recovery program.

**10.0 MATTERS FOR CONSIDERATION – WORKS & SERVICES****10.1 WATER TANK & STANDPIPE– NORTH EAST NEWDEGATE**

**Applicant:** Lake Bidy Community  
**File No.** 0466  
**Attachments:** Map & correspondence: LS Rintoul & Co,  
Geoff & Diane McDonald, Lessee of Webbs farm.  
**Author:** Mr Jim Fraser  
Acting Chief Executive Officer  
**Disclosure of Interest:** Nil  
**Date of Report:** 17 April 2006  
**Senior Officer:** Mr Jim Fraser  
Acting Chief Executive Officer

**Summary**

For Council to confirm placement of a water tank and standpipe at the intersection of Bidy Camm Road and Mission Road.

**Background**

During the preparation of the 2005/06 budget an allocation of funds of \$12,500.00 was made for the construction of a water tank and standpipe.

At that stage it was proposed that the facility be constructed near the intersection of Bidy Camm and Whurr Roads.

Since the adoption of the budget several farmers have written to Council – refer attachments.

**Comment**

In the correspondence to Council there has been several issues raised supporting the installation of the water tank and standpipe at the intersection of Bidy Camm and Mission Road which is the extent of the pipeline. It has also been indicated that it will be easier to construct a hardstand and turnaround at the Mission Rd site.

Farmers who will be utilising the facility have also raised the issue of additional travel time should the facility be constructed at the Bidy Camm/Whurr Road intersection. The Acting CEO has not had an opportunity to assess the installation costs at each site, however, it is estimated that there will not be a significant difference.

During discussions with community representatives associated with the Dunn Rock, Magenta and South East Newdegate Community Dam Projects, the Acting CEO was advised that many farmers utilise road trains for their water carting operations. The use of these configurations impacts on the amount of land required for road access, particularly near the standpipe. There may also be an impact on Council's road network and in this regard it may be advantageous to direct traffic to fully sealed roads where this is possible. In this instance, this could be achieved by locating the tank and standpipe at the intersection of Biddy Camm and Newdegate North Road intersection. The impact on the Lake Biddy and North East Newdegate communities has not been assessed at this stage.

Legal Implications

N/A

Policy Implications

N/A

Community Consultation

Whilst there has not been any formal consultation there have been several letters from farmers in the locality.

Financial Implications

There is an amount of \$12,500.00 included in the 2005/06 budget for this project.

Strategic Implications

The provision of water supplies and ancillary services is a major strategic initiative of Council.

Recommendation

That the water tank and standpipe allocated for the North East Newdegate area be constructed at the intersection of Biddy Camm Rd and Mission Rd which is the current extent of the pipeline.

Voting Requirements

Simple Majority required.

Resolution

**MOTION 10182**

Moved Cr Chamberlain  
Seconded Cr Sinclair

1. That the water tank and standpipe allocated for the North East Newdegate area be constructed at the corner of Bidy Camm Rd and North Newdegate Rd.
2. That Council consider funding for a tank at the Mission Rd site in its 2006/07 budget.

**MOTION CARRIED 6/1**

***Reason for Change***

***Council considered the tank is needed most by those landholders around the Lake Bidy lakes area, as this area is regularly short of water and the North Newdegate Rd site is more accessible for trucks.***

## 11.0 MATTERS FOR CONSIDERATION – TOWN PLANNING

### 11.1 RESIDENTIAL LAND – LAKE KING TOWNSITE

<b>Applicant:</b>	N/A
<b>File No.</b>	0371
<b>Attachments:</b>	Plans 1 & 2
<b>Author:</b>	Mr Joe Douglas Town Planning Consultant
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	19 April 2006
<b>Senior Officer:</b>	Mr Jim Fraser Acting Chief Executive Officer

#### Summary

This report provides details and recommendations in respect of the outcomes from recent investigations by the Shire's administration regarding the options available to address the current shortage of vacant residential land in the Lake King townsite.

#### Background

In accordance with previous Council resolutions the Shire's administration has been investigating the feasibility and cost of developing two (2) separate site options to provide additional residential land in the Lake King townsite being:

1. The eastern portion of Reserve 40468 corner Hetherington Way and Spencer Avenue comprising a total area of 3,370m<sup>2</sup> (i.e. 3 lots ranging in size from 1080m<sup>2</sup> – 1170m<sup>2</sup> with direct frontage to Hetherington Way); and
2. The western portion of the unallocated Crown land east of Spencer Avenue comprising a total area of 42.57 hectares of which approximately 6,000m<sup>2</sup> with direct frontage to Spencer Avenue is proposed to be subdivided (i.e. 8 lots to be created with an average area of 750m<sup>2</sup>) (see Plan 1 – Location Plan).

These investigations have included discussions with and correspondence to the Land Asset Management Services Division of the Department for Planning and Infrastructure, discussion with the Department of Environment and the Statutory Planning Division of the Department for Planning and Infrastructure, a review of statutory planning processes and timeframes and a preliminary assessment of likely development costs for residential development projects of this type and scale.

### Comment

The following comments document the findings of recent investigations in this matter.

- ***Native Title***

The Land Asset Management Services Division of the Department for Planning and Infrastructure (DPI LAMS) recently advised that both landholdings can be released by the Crown for residential development purposes in the short term future without further referral to the procedural requirements of the Native Title Act (i.e. Native Title clearance is not required). As such the Department has referred the Shire's proposals to other agencies (i.e. Western Power, Water Corporation, Main Roads WA, Department of Health, Telstra etc.) for consideration, comment and final clearances.

- ***Lake King Townsite Development Plan (Structure Plan Review)***

The current structure plan (i.e. Townsite Development Plan) for the Lake King townsite was prepared a number of years ago and is now considered to be outdated and in need of comprehensive review to ensure that all future residential development proceeds in accordance with contemporary subdivision design principles and has regard for aboriginal heritage issues, environmental constraints, servicing requirements and the local community's future aspirations (see Plan 2). DPI LAMS and the Statutory Planning Division of the Department for Planning and Infrastructure have confirmed in recent discussions that they are unlikely to agree to the subdivision and release of any additional residential land in the Lake King townsite until such time as a review is completed and the plan appropriately endorsed.

The process to prepare a new structure plan for the Lake King townsite is expected to be complex, costly and time consuming and will require detailed engineering, heritage and environmental investigations and consultation with all relevant service agencies and the local community. Given the current shortage of residential land in the Lake King townsite, the initiation of the structure plan review process is now warranted to ensure that there is an adequate supply of residential and other types of land to satisfy future needs.

The structure plan review process is expected to take approximately twelve (12) months to complete after which arrangements can be made to progress the development and release of land in accordance with the design, land use and staging proposals contained in the new, updated structure plan. The cost of preparing a new structure plan is estimated to be in the order of \$12,000.00 excluding GST and does not include the cost of all required engineering, heritage and environmental investigations, the details of which are outlined below.

- **Aboriginal Heritage, Engineering and Environmental Issues**

Prior to preparing a new structure plan for the Lake King townsite there is a need to undertake an ethnographic and archaeological survey, flora survey, fauna survey and geotechnical and engineering assessments of the subject landholdings to identify any aboriginal heritage, engineering and environmental issues of significance that will require consideration in formulating the new structure plan.

The total estimated cost of each of these investigations is outlined as follows:

INVESTIGATION TYPE	ESTIMATED COST (EXCL. GST)
Ethnographic and Archaeological Survey	\$10,000.00
Level 2 Flora Survey	\$15,000.00
Level 1 Fauna Survey	\$12,000.00
Geotechnical Assessment	\$10,000.00
Engineering Assessment & Costing	\$3000.00
<b>TOTAL</b>	<b>\$50,000.00</b>

Due to the specific requirements of the DOE/EPA the flora, fauna and geotechnical investigations can only be undertaken in Spring as the findings obtained during this season are considered the most relevant in terms of the assessments that need to be undertaken by the relevant clearance agencies. Due to the current demand for consultants in these fields it is recommended that the Shire make arrangements to seek quotations and engage suitably qualified consultants as soon as possible to ensure that these investigations are undertaken in Spring 2006 should Council resolve to proceed with the preparation of a new structure plan for the Lake King townsite. Failure to do so could result in significant delays to the preparation of a new structure plan and the subsequent development and release of new residential lots within the town.

- **Community Consultation**

It is understood from recent discussion with the Shire's President and Chief Executive Officer that there is significant local opposition to the subdivision and development of the eastern portion of Reserve 40468 corner Hetherington Way and Spencer Avenue for residential purposes (i.e. 3 lots ranging in size from 1080m<sup>2</sup> – 1170m<sup>2</sup> with direct frontage to Hetherington Way).

Given the land's proposed 'Recreation Reserve' classification in the Shire's proposed new Local Planning Strategy and Town Planning Scheme No.4 there will be a need to seek approvals from the Western Australian Planning Commission (WAPC) and Minister for Planning and Infrastructure to reclassify and rezone the land to enable it to be developed for residential purposes. In light of the current local opposition

to any proposed residential subdivision there is a risk that the WAPC and Minister will not grant the required approvals on the basis of written objections likely to be received during the 42 day statutory advertising process. This could prove problematic from both a timing and cost perspective and therefore suggests that the Shire may achieve a more timely, cost effective and politically favourable outcome by focusing its attention solely on developing the unallocated Crown land east of Spencer Avenue which is suitably classified in the Shire's proposed new Local Planning Strategy and Town Planning Scheme No.4 and has greater support from the local community.

- **Development Cost Estimates**

A preliminary assessment of likely development costs indicates that each lot will cost in the order of \$18,000.00 to create (excluding preliminary investigations, structure planning and subdivision approvals). The total estimated cost of developing each site option is summarised as follows:

SITE OPTION	LOCATION	TOTAL LOT YIELD	TOTAL ESTIMATED COST (EXCL. GST)
1.	Hetherington Way	3	\$54,000.00
2.	Spencer Avenue	8	\$144,000.00

It should be noted that these cost estimates are preliminary only and require further detailed investigation and assessment by a consulting civil engineer. It is recommended that a civil engineer be engaged to undertake this work following completion of the structure plan review process to ensure that the subdivision design formulated is consistent with the finally endorsed structure plan and therefore capable of being approved by the relevant authorities. The total cost of this work is estimated to be in the order of \$2,500.00 excluding GST and is in addition to the various cost estimates provided above and in the preceding commentary.

- **Funding Arrangements**

It is understood that there may be scope for the Shire to secure funding assistance for the project through LandCorp's Townsite Development Program. Under the terms of this program LandCorp would become the owner of the land to be subdivided and would then take on the role of project manager and developer. The Shire's contribution to the project could therefore be limited to progressing the structure plan review process and securing all the necessary planning approvals. The following table provides an indicative breakdown of potential cost sharing arrangements with LandCorp to develop 8 new residential lots east of Spencer Avenue being the most feasible option in the short term future:

RESPONSIBLE AUTHORITY	RESPONSIBILITIES / TASKS	ESTIMATED COST (EXCL. GST)
Shire of Lake Grace	<ul style="list-style-type: none"> <li>• Heritage, engineering &amp; environmental investigations.</li> <li>• Structure Plan review.</li> <li>• Preliminary subdivision development cost estimates.</li> <li>• Subdivision approvals.</li> </ul>	\$69,500.00
LandCorp	<ul style="list-style-type: none"> <li>• Land acquisition, project management &amp; development costs for 8 new residential lots east of Spencer Avenue.</li> </ul>	\$156,000.00

### Conclusions

The findings from recent investigations by the Shire's administration regarding the options available to address the current shortage of vacant residential land in the Lake King townsite have led to the following conclusions:

1. The subject landholdings will not be subject to Native Title clearance requirements and can therefore be released by the Crown in a relatively short timeframe.
2. The current structure plan (i.e. Townsite Development Plan) for the Lake King townsite is outdated and in need of comprehensive review prior to any further subdivision development in order to help secure the necessary approvals from the relevant authorities.
3. Prior to preparing a new structure plan for the Lake King townsite there is a need to undertake aboriginal heritage, engineering and environmental investigations, the total cost of which is estimated to be in the order of \$50,000.00 excluding GST.
4. The structure plan process is expected to take approximately 12 months to complete and should be commenced as soon as possible to avoid any significant delays due to Spring time survey requirements.
5. There is significant local opposition to the subdivision and development of the eastern portion of Reserve 40468 which could prove costly and time consuming to resolve due to the need to progress a rezoning of the land prior to subdivision.
6. The Shire could achieve a more timely, cost effective and politically favourable outcome by focusing its attention solely on developing the unallocated Crown land east of Spencer Avenue which is suitably classified in the Shire's proposed new Local Planning Strategy and Town Planning Scheme No.4 and has greater support from the local community.
7. The total cost of developing 8 new residential lots east of Spencer Avenue is estimated to be in the order of \$144,000.00 (excluding GST, preliminary investigations, structure planning and subdivision approvals).

8. There may be scope for the Shire to secure funding assistance for the project through LandCorp's Townsite Development Program in which case the Shire's contribution to the project could be limited to progressing the structure plan review process and securing all the necessary planning approvals which are estimated to be in the order of \$69,500.00 excluding GST.

#### Legal Implications

- Planning and Development Act 2005
- Shire of Lake Grace Town Planning Scheme No.3
- Shire of Lake Grace Town Planning Scheme No.4 (adopted by Council 23<sup>rd</sup> March 2005)
- Environmental Protection Act 1986

#### Policy Implications

Nil

#### Community Consultation

Consultation with the local community and relevant service agencies will be required to secure the approvals required to progress the subdivision of both site options and will involve public advertising processes ranging from 28 to 42 days in duration depending upon relevant statutory planning requirements.

#### Financial Implications

See commentary above.

#### Strategic Implications

The proposed development of additional residential land in the Lake King townsite is consistent with the strategic planning direction provided by the Shire's proposed new Local Planning Strategy which sets out the strategic planning framework for future land use and development within the Shire over the next ten (10) to fifteen (15) years.

It is significant to note that the option to subdivide the unallocated Crown land east of Spencer Avenue is consistent with the Shire's new Local Planning Strategy, subject to completion of the structure plan review process, whereas the option to develop the eastern portion of Reserve 40468 fronting Hetherington Way is inconsistent with the Strategy and therefore requires formal approvals from the Western Australian Planning Commission (WAPC) and Minister for Planning and Infrastructure.

#### Recommendation

That Council resolve to address the current shortage of vacant residential land in the Lake King townsite by:

1. Initiating a comprehensive review of the existing structure plan (i.e. Townsite Development Plan) for the Lake King townsite to ensure that all future subdivision development proceeds in accordance with contemporary subdivision design principles and has regard for aboriginal heritage issues, environmental constraints, servicing requirements and the local community's future aspirations.
2. Obtaining quotations from suitably qualified consultants to undertake all heritage, engineering and environmental investigations required in Spring 2006 to assist the structure plan review process.
3. Allocating sufficient funds in the 2006/2007 budget to complete all the required background investigations, structure plan review and stage 1 subdivision approval which are estimated to be in the order of \$69,500.00 excluding GST.
4. Focusing attention on the development and release of eight (8) new residential lots on the unallocated Crown land east of Spencer Avenue as stage 1.
5. Abandoning plans to develop three (3) new residential lots on the eastern portion of Reserve 40468 corner Hetherington Way and Spencer Avenue due to the significant local opposition to this subdivision option and therefore the difficulties likely to be faced in trying to secure the necessary approvals.
6. Following completion of accurate cost estimates for stage 1, prepare and lodge a written submission with LandCorp seeking funding assistance to physically develop the proposed lots under the Townsite Development Program.

Voting Requirements

Simple majority required.

Resolution

**MOTION 10183**

Moved Cr Newman  
Seconded Cr Chamberlain

That Item 11.1 lay on the table pending further investigation.

**MOTION CARRIED 7/0**

***Reason for Change***

***Further investigation and information is required with regard to development and survey costs.***

## 12.0 MATTERS FOR CONSIDERATION – HEALTH & BUILDING

### 12.1 NEWDEGATE COMMUNITY RECREATION CENTRE - INSTALLATION OF GYMNASTICS RINGS

**Applicant:** Newdegate Gymnastics Club Inc  
**File No.** 0161  
**Attachments:** Letter and diagrams  
**Author:** Mr Mark Burbridge  
 Senior Administration Officer  
**Disclosure of Interest:** Nil  
**Date of Report:** 19 April 2006  
**Senior Officer:** Mr Jim Fraser  
 Acting Chief Executive Officer

#### Summary

For Council to consider a request from the Newdegate Gymnastics Club to install Gymnastic Rings at the Newdegate Community Recreation Centre.

#### Background

Council has received a letter dated 13 April 2006 requesting the installation of Gymnastic Rings in the Newdegate Community Recreation Centre. The letter also requests assistance with the installation costs, possibly through the use of Council staff to carry out the required works.

The Newdegate Gymnastics Club is a newly formed club commencing activities this year. The club uses the Recreation Centre indoor courts for its activities after school hours, usually once per week.

#### Comment

The Gymnastic Rings that the club wish to install are designed with a 'hoistaway' function, meaning they can be adjusted away from the playing arena when not in use and should not interfere with the activities of other organisations using the Recreation Centre.

It is recommended that Council support the endeavours of this new club, which is understood to be well attended at present. It is also recommended that Council offer assistance with installation of the equipment through its Building Maintenance staff, who possess the capability and experience to undertake the job correctly.

This assistance would be on the condition that it does not void any manufacturers warranty or guarantee, and that the Gymnastics Club provide a complete set of installation instructions.

It should be noted that similar approval was granted by Council to the Lake Grace Gym Club in June 2004 for the installation of equipment in the Lake Grace Town Hall. Gymnastic Rings have since been installed in the Lake Grace Hall which have not caused any known problems to date.

#### Legal Implications

The installation of the rings can be supported, as there are no structural changes required to the building.

It is also noted that the following conditions were imposed on the Lake Grace Gym Club on the installation of their equipment in the Lake Grace Town Hall, in the interests of clarity and risk management:

1. That the Newdegate Gymnastics Club Inc maintain public liability insurance cover (including provision to indemnify Council) over all gym equipment users (both authorized & unauthorized) and provides written proof to Council that this cover is in effect for the duration of each gym season.
2. That the Newdegate Gymnastics Club Inc enters into a Memorandum of Understanding with the Shire of Lake Grace to ensure that all gym equipment is stored in a safe manner in the Newdegate Community Recreation Centre.
3. That the Newdegate Gymnastics Club Inc is wholly responsible to ensure that its equipment is stacked in a safe manner before other users of the Newdegate Community Recreation Centre arrive to use the Centre.
4. That the new equipment is installed as required by the relevant Australian Standards and in a manner approved by Council's Building Officer, so as not to create any hazards on the ceiling, walls and floor of the Newdegate Community Recreation Centre.

#### Policy Implications

N/A

#### Community Consultation

The Newdegate Recreation Council endorsed the Newdegate Gymnastics Club's request at it 27 March 2006 meeting.

#### Financial Implications

The applicants are meeting the total cost of purchasing the Gymnastics equipment. Should Council choose to assist with the installation of the equipment, the labour cost of Building Maintenance Staff would be expensed to account E113270 – Ngt Indoor Rec Centre Expenses.

This account has a 2005/06 Budget allocation of \$38,976, of which \$20,064.71 has been committed to date. It is anticipated that the installation would take no more than 8 hours for the two Building Maintenance Staff, to an approximate cost to Council of \$560.00.

Strategic Implications

N/A

Voting Requirements

Simple majority required.

Recommendation/Resolution

**MOTION 10184**

Moved Cr Chamberlain

Seconded Cr Newman

1. That Council grants permission to the Newdegate Gymnastics Club Inc to install Gymnastic Rings in the stadium at the Newdegate Community Recreation Centre subject to the following conditions:

i) That the Newdegate Gymnastics Club Inc maintain public liability insurance cover (including provision to indemnify Council) over all gym equipment users (both authorized & unauthorized) and provides written proof to Council that this cover is in effect for the duration of each gym season.

ii) That the Newdegate Gymnastics Club Inc enters into a Memorandum of Understanding with the Shire of Lake Grace to ensure that all gym equipment is stored in a safe manner in the Newdegate Community Recreation Centre.

iii) That the Newdegate Gymnastics Club Inc is wholly responsible to ensure that its equipment is stacked in a safe manner before other users of the Newdegate Community Recreation Centre arrive to use the Centre.

iv) That the new equipment is installed as required by the relevant Australian Standards and in a manner approved by Council's Building Officer, so as not to create any hazards on the ceiling, walls and floor of the Newdegate Community Recreation Centre.

2. That Council offer assistance with installation of the Gymnastic Rings, by way of its Building Maintenance staff carrying out the necessary works required to the Newdegate Community Recreation Centre.

**MOTION CARRIED 7/0**

***Note – Due to the height of the Indoor Recreation Centre scaffolding may be required to secure the fixtures to the ceiling.***

## 13.0 MATTERS FOR CONSIDERATION – FINANCE

### 13.1 ACCOUNTS FOR PAYMENT MARCH 2006

**Applicant:** Shire of Lake Grace  
**File No.** 0277  
**Attachments:** List of Creditors  
**Author:** Ms Leonie McIlree  
Deputy Chief Executive Officer  
**Disclosure of Interest:** Nil  
**Date of Report:** 19 April 2006  
**Senior Officer:** Mr Jim Fraser  
Acting Chief Executive Officer

#### Summary

For Council to ratify expenditures incurred for the month of March 2006.

#### Background

List of invoices paid for the months of March 2006 through the Municipal Account is attached.

#### Comment

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

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

The attached list meets the requirements of the Financial Regulations.

#### Legal Implications

Local Government (Financial Management) Regulations 1996 - Reg 12

Local Government (Financial Management) Regulations 1996 - Reg 13

#### Policy Implications

N/A

#### Community Consultation

N/A

#### Financial Implications

The list of creditors paid for the month of March 2006 from the Municipal account amounts to \$19,481.54, electronic funds transfers from the Municipal account amounts to \$87,917.68 and Trust accounts amounts to \$340.00.

Strategic Implications

N/A

Voting Requirements

Simple majority required.

Recommendation/Resolution

**MOTION 10185**

Moved Cr Taylor  
Seconded Cr Walker

That Municipal Account cheques 31849 to 31873, totalling \$19,418.54, Electronic Funds Transfers EP001404 to EP001454, totalling \$87,917.68 and Trust Account cheque 509 totalling \$340.00 having been checked and certified in accordance with the Financial Management Regulation 12, be confirmed, and passed for payment against the respective accounts as shown on the summary of Accounts for Payment schedule.

Cheque nos 31848, 31854 and EP001403 were cancelled.

**MOTION CARRIED 7/0**

## 14.0 MATTERS FOR CONSIDERATION – ADMINISTRATION

### 14.1 LAKE KING CASCADES ROAD – FUNDING SUBMISSION

**Applicant:** Shire of Esperance  
**File No:** 0527  
**Attachments:** Nil  
**Author:** Mr Jim Fraser  
 Acting Chief Executive Officer  
**Disclosure of Interest:** Nil  
**Date of Report:** 18 April 2006  
**Senior Officer:** Mr Jim Fraser  
 Acting Chief Executive Officer

#### Summary

The Shire of Esperance is preparing a funding submission to Auslink's Strategic Regional Programme for the Lake King Cascades Road and is seeking Council support.

#### Background

The Hon Jim Lloyd MP, Minister for Local Government, Territories and Roads has advised the Shire President, Cr Darcy Roberts that the Australian Government has increased funding for Auslink's Strategic Regional Programme by \$100m. Applications close on 1 May 2006.

The Shire of Esperance has advised the Chief Executive Officer that they are prepared to compile a funding application on behalf of both Shires for funds to upgrade the Lake King – Cascades Esperance route.

The South West to Goldfields Road Network Analysis Study prepared by the Department for Planning and Infrastructure for the Study Steering Committee dated April 2004 forms the basis for the application.

#### Comment

The Shire of Esperance has the expertise and staff available to prepare the submission.

The Shire of Esperance is seeking support from Council and it is recommended that this be provided.

#### Legal Implications

N/A

#### Policy Implications

N/A

Community Consultation

The South West to Goldfields Road Network Analysis Study (April 2004) indicates a high level of consultation.

Financial Implications

There are no financial implications for Council at this stage of the process.

Strategic Implications

The development of transport routes and co-operation with other local authorities are viewed as essential to the future strategic planning initiatives of Council.

Voting Requirements

Simple majority required.

Recommendation/Resolution

**MOTION 10186**

Moved Cr Newman  
Seconded Cr Walker

That the Shire of Esperance be advised of the support of the Shire of Lake Grace in relation to a funding application to Auslink's Strategic Regional Programme for the Lake King - Cascades Esperance road link.

**MOTION CARRIED 7/0**

**14.2      SHIRE MECHANIC**

**Applicant:** Chris Jackson  
**File No.** Personal  
**Attachments:** Mechanical Services and Repairs,  
Contract 7 March 2003 and Organizational Chart  
**Author:** Mr Chris Jackson  
Chief Executive Officer  
**Disclosure of Interest:** Nil  
**Date of Report:** 28 March 2006  
**Senior Officer:** Mr Chris Jackson  
Chief Executive Officer

**Summary**

To confirm a change of operation from contract mechanical services to in-house operation of this service.

**Background**

Bob Palmer has provided contract mechanical services to the Shire of Lake Grace for over 10 years with the current contract expiring on the 28 February 2006. The contract requires that all works undertaken for the shire be charged out at an hourly rate and for the contractor to supply his own tools. The Shire provides the workshop and vehicle for use by the contractor. Refer attached contract detail.

Council has in the past gone to tender on the contract with Bob Palmer remaining the nominated contractor.

**Comment**

Bob Palmer has provided exceptional services to the Shire of Lake Grace for over 10 years as a contractor maintaining a fleet of road making plant and light vehicles and equipment that includes rollers, graders, semi tippers, loaders, back-hoe, trucks and utilities. The supervision of an apprentice mechanic is also included in the role with the contract having never been adjusted to reflect this.

Bob has also been required to undertake many other duties which at times have not been fully charged that include:

- Maintenance of communication towers
- Office/depot cleaning
- Maintenance of the Lake Grace Airstrip lighting
- Plant operation
- Mosquito fogging
- Depot administration and management
- Stock control
- Purchasing

- Maintenance of various pumps including the Lake Grace sewerage scheme
- Advice and assistance with the Plant Replacement Program
- Heavy Vehicle Accreditation
- Shire Occupational Health & Safety Committee Member
- Many other duties as required

In many respects Bob's commitment to not only maintaining high standards in fleet management, but also a strong commitment to the town and community has gone unrewarded.

It is understood that the original intent of the contract was to assist the Shire with its mechanical needs and to allow Bob to continue operating his business as a mechanic with other parties. It has been some time since Bob has been able to regularly undertake work with other parties as the Shire work load is generally a 5½ day commitment. In most respects Bob Palmer is considered to be a member of the Council staff and not a contractor.

It is clear that Council's relationship with Bob Palmer has outgrown the intent and function of the current Mechanical Service agreement and Council should now move to providing this important service in-house.

Council's current Organizational Chart includes a Mechanic position and does not delineate the current contract arrangements - refer attached chart. Council currently also employs a full time Building Maintenance Officer and apprentice for maintenance of all council properties. Without detracting from the importance of this role it is considered that the maintenance of plant and equipment that is required for the Shire's core business of road making and maintenance is of highest importance.

Most local authorities including those with less items of plant than Lake Grace operate with a full time mechanic. As an example the Shire of Gnowangerup recently advertised for a Shire Mechanic with cash component salary of between \$52,000 and \$60,000.

The opportunity to change from contract to full time employment has been presented to Bob Palmer subject to Council endorsement. A draft position description has also been prepared.

#### Legal Implications

Section 5.41 (g) Local Government Act 1995 Functions of CEO-Employment of staff.

#### Policy Implications

N/A

#### Community Consultation

N/A

Financial Implications

Existing budgeted contract expenditure costs can be redirected to wages and salaries. During the 2004/2005 financial year \$56,367 was expended on contract mechanical services through Bob Palmer. The 2005/2006 year is expected to be a similar amount with \$40,000 of expenditure to the 28 March 2006.

A number of items of tools and equipment that are currently owned by Bob Palmer and used solely for Shire work may need to be purchased and this is currently being assessed as part of the 2006/2007 budget requirements or covered within the current budget.

Strategic Implications

High standards of maintenance of motor vehicles, plant and equipment are considered to be strategically paramount in the preservation of infrastructure assets.

Voting Requirements

Simple majority required.

Recommendation/Resolution

**MOTION 10187**

Moved Cr Taylor  
Seconded CrFarrelly

That Council endorse a change to the provision of mechanical services from the current contract arrangements to the position of Shire Mechanic as a member of the Shire staff.

**MOTION CARRIED 7/0**

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

None.

**16.0 SCHEDULING OF MEETING**

**As per Motion 10131 December 2005:**

An Ordinary Meeting of the Council will be held on Wednesday 24 May 2006 at the Newdegate Indoor Recreation Centre, Newdegate commencing at 1.30 pm.

**17.0 CONFIDENTIAL BUSINESS – As per Local Government Act s.5.23 (2)**

None.

**18.0 CLOSURE**

There being no further business, the Chairperson closed the meeting at 2.43 pm.

**19.0 CERTIFICATION**

I \_\_\_\_\_ certify that the minutes of the meeting held on the 26 April 2006 as shown on page numbers \_\_\_\_\_ to \_\_\_\_\_ were confirmed as a true record at the meeting held on the 24 May 2006.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date