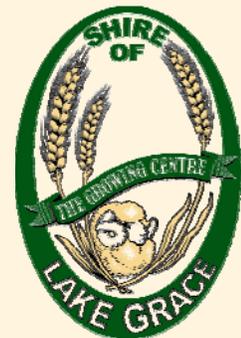


Shire of Lake Grace

Ordinary Council Meeting

Minutes

28 August 2013



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SHIRE OF LAKE GRACE

Minutes for the Ordinary Meeting of Council to be held at the Council Chambers, 1 Bishop Street Lake Grace WA on Wednesday 28 August 2013.

1.0 OPENING & ANNOUNCEMENT OF VISITORS

The Shire President opened the meeting at 2 pm.

2.0 ATTENDANCE RECORD

2.1 PRESENT

Cr Armstrong	Shire President
Cr IG Chamberlain	Deputy Shire President
Cr R Chappell	
Cr JF De Landgraft	
Cr O Farrelly	
Cr WA Newman	
Cr DP Sinclair	
Cr AJ Walker	
Mr GK Simpson	Acting Chief Executive Officer
Mr M Harrop	Manager Infrastructure Services
Mrs L Holben	Manager Community Services
Mrs Lee Anne Trevenen	Coordinator Finance and Administration
Mrs J Bennett	Executive Assistant
Ms R Allen	Executive Assistant (Relief)

2.2 APOLOGIES

Cr SG Hunt

2.3 LEAVE OF ABSENCE PREVIOUSLY GRANTED

Nil

3.0 PUBLIC QUESTION TIME

Nil

4.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

5.0 MINUTES OF PREVIOUS COUNCIL MEETINGS

5.1 ORDINARY MEETING – 24 JULY 2013

Resolution

MOTION 11665

Moved Cr Newman
Seconded Cr Sinclair

That the minutes of the Ordinary Meeting of Council held on the 24 July 2013 be confirmed as a true and accurate record.

MOTION CARRIED 8/0

5.2 SPECIAL MEETING – 6 AUGUST 2013

Resolution

MOTION 11666

Moved Cr Farrelly
Seconded Cr Chappell

That the minutes of the Special Meeting of Council held on the 6 August 2013 be confirmed as a true and accurate record.

MOTION CARRIED 8/0

6.0 DECLARATIONS OF INTEREST

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

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

6.3 DECLARATIONS OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATION SECTION 34C

7.0 NOTICES OF URGENT BUSINESS

Nil

8.0 MOTIONS OF WHICH NOTICE HAS BEEN RECEIVED

Nil

9.0 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

10.0 MEMBERS' REPORTS

10.1 CR DE LANDGRAFFT

Attended the Lake King Progress Association Meeting on 31st July, some of the concerns expressed at the meeting:

- Concrete tank at rear of Hall – condemned but still in tact
- Town dam over flowing into Golf Course – contacted Katanning Water Authority
- Cemetery – contact person to be contacted when any works to be done prior to going out to Lake King
- Cost of gardener to the rate payers – value for money

Discussion:

- Tractor Museum and capturing audio (possibility to use Academy of Performing Arts for voice overs) – Lee Holben
- Busy bee at the hall – in need due to poor state of cleanliness
- ANZAC funding for possibility of a gazebo at the park

Attended the Australian Women in Agriculture Conference 9th-11th August in Albany, this conference was attended by women from all parts of Australia and all ages from 17 to 70. Speakers over the 3 days were diverse, ranging from Nuffield Scholars, DAFWA, Dr Bowen on Succession Planning, Mary Nenke on Championing farming whose presentation included:

- Getting agriculture on the political menu;
- PlanFarm on Maintaining International competitiveness through innovation and much more.

The most uplifting thing about the whole experience was that every women attending was positive and excited about the future of farming and wanted to be involved and a part of it now and in the future. I want to thank CBH for sponsorship of the conference registration.

10.2 CR SINCLAIR

Attended the Eastern Wheatbelt Biosecurity Group AGM held on 26 August 2013.

On Monday 26 August I attended the Eastern Wheatbelt Biosecurity Group meeting and was accompanied by the Acting CEO.

The Minister and Director General were unable to attend the meeting and were represented by Mr John Ruprecht, Director of Agriculture Risk Management.

Issues raised in respect to general operating of the service were;

- i. Local youth on motorcycles operating up in the Mt Marshall section of the fence have been travelling along the fence service road and the doggers are looking to discourage the practice. Questions were raised about the need for clarity in the legislation to allow infringement notices to be issued.

- ii. There had been an influx of dogs along the fence line in June. An extensive baiting programme was carried out but there are still dogs coming onto the Kondinin and Lake King areas.
- iii. Some members of the public have recently promoted the idea of a bounty system for controlling wild dogs but the meeting opposed the concept on the grounds that in other northern districts bounty payments resulted in abuse of the system and domestic pets being cashed in.
- iv. The current dogging system has 2 years to run on existing Royalties for Regions money plus the Shire's contribution and new schemes are being considered. An application has been made on behalf of the Group, to the Minister requesting approval to be accepted as a formal Regional Biosecurity Group even though it does not include public representation. Neither the Minister nor The Director General has accepted invitations to come and talk to the Group.
- v. Representatives from the Shire of Ravensthorpe attended the meeting as observers. They are having dog and biosecurity issues and because they are reluctant to adopt the legislative concept they wished to examine other options. Ravensthorpe is having difficulty with north/south section of the fence in its Shire.

It was also clarified that the current Presiding Member, Mr Jim Sullivan of Kulin has a further year in office to run, Mr Cyril Smith of Kondinin to continue as Deputy Presiding Member and for the 2014 Annual General Meeting Lake Grace is to nominate a delegate to take on the Deputy role.

Cr Sinclair also advised that he had attended the ICPA Conference held in Adelaide and the Varley Progress Association meeting.

10.3 CR FARRELLY

Attended Lake Grace Library and Community Resource Centre Management Committee meeting held on Thursday 1 August 2013 - minutes attached at Item 16.1.

10.4 CR CHAMBERLAIN

Has been on a study tour visiting farms in Canada and noted:

- How gravel roads have been maintained, similar to what we do with a different type of aggregate used.
- Tourism in Canada is extremely professional and well developed – politeness of people and staff was noted and also that pedestrians have right of way in Canada and responsibility lies with driver of vehicle to ensure pedestrian safety.

10.5 CR CHAPPELL

Attended Lake King Progress Association Meeting on 31 July 2013 with Cr De Landgraftt and Manager of Community Services, refer Cr De Landgraftt's report.

Attended an informal meeting for the Lake Grace Sports Pavilion Redevelopment Committee.

10.6 CR WALKER

Has recently returned from a trip to England for the Ashes series.

10.7 CR NEWMAN

Attended Local Government Week in Perth early August, the speakers were very good. During LG Week attended a meeting with the Shire President with the Department of Environment and Regulation.

At the WALGA AGM, an emergency motion was carried by the members to inform the State Government that the Association membership is opposed to the proposal to remove the polling provisions from the Local Government Act.

Also made contact with a security firm who provide monitoring devices and 'virtual' attendance at for tip sites.

10.8 CR ARMSTRONG

The President reported having attended Local Government Week commented on the following items of interest;

- Wednesday morning 10 minute briefing with the Department Head of Department of Environment and Regulation regarding Rubbish Site in Newdegate.
- Networking at the Trade shows including discussions with Telstra regarding Tarco Road Radio Tower.
- Motor home and Caravan Association of Australia - regarding RV Dump points and RV friendly towns, the Association representatives advised they are willing to attend public meetings.

15 August 2013 - chaired the LEMC Meeting in Newdegate and was advised by DFES of a proposal being considered by them to include the Newdegate Recreation Centre as an evacuation centre for nearby population centres because of its capacity.

On 23 August 2013 attended Central Country Zone meeting in Pingelly which included further briefings on the demise of the Country Local Government Fund (CLGF) and the cuts to Roadwise Funding.

11.0 MATTERS FOR CONSIDERATION – WORKS & SERVICES

11.1 SUPPLY OF BITUMEN AND AGGREGATE

Applicant: Acting Chief Executive Officer
File No. 0415
Attachments: Nil
Author: Mr Martin Harrop
 Manager of Infrastructure Services
Disclosure of Interest: Nil
Date of Report: 8 August 2013
Senior Officer: Mr Graeme Simpson
 Acting Chief Executive Officer

Summary

This report recommends that Council authorise the Acting Chief Executive Officer to call tenders for supply bitumen and aggregate for the Shire of Lake Grace 2013-2014 road sealing program.

Background

Council's road works program includes road reconstruction and reseals listed in the table below:

Road Name	Work Type	Project Funds
North Lake Grace Kalgarin Road	Reseal	Regional Road Group & Shire of Lake Grace
Biddy Buniche	Reseal & Patch	Roads to Recovery
Holt Rock South	Reconstruct & Seal	Roads to Recovery

In order to satisfy the specific requirements of the Local Government (Functions and General) Regulations 1996 it is recommended that Council resolve to proceed with the tasks required to publicly invite tenders for the supply of bitumen and aggregate for the Shire of Lake Grace 2013-2014 road sealing program.

Comment

The Tender may be awarded to who best demonstrates the ability to provide quality products and/or services at a competitive price. The Tender will be separable which will allow local contractors to tender for the supply and delivery of aggregate. The tendered prices will be assessed together with qualitative and compliance criteria to determine the most advantageous outcome to the Shire.

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

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

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

The tendered prices will be assessed together with qualitative and specification criteria to determine the most advantageous outcome to the Shire.

The assessment criteria will be:

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

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

Legal Implications

Local Government Act 1995

Local Government (Function and General) Regulations 1996

Policy Implications

Nil

Consultation

Internal: Acting Chief Executive Officer

Financial Implications

Allowances have been made within the budget for the road sealing program.

Strategic Implications

Materials and contractors are required to carry out the road sealing program.

Voting Requirements

Simple majority required.

Recommendation/Resolution

MOTION 11667

Moved Cr Farrelly
Seconded Cr Sinclair

That Council resolve to authorise the Acting Chief Executive Officer to;

1. Call tenders for the supply of bitumen and aggregate; and,
2. That the following assessment criteria apply:

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

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

MOTION CARRIED 8/0

12.0 MATTERS FOR CONSIDERATION – PLANNING
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12.1 PROPOSED ROAD CLOSURE & DEDICATION – RESERVE 18960 BEING LOT 797 BIDDY- BUNICHE ROAD, BUNICHE

Applicant:	Shire of Lake Grace
File No.	0573
Attachments:	Plans 1 to 4
Author:	Mr Joe Douglas & Mr Carlo Famiano Urban & Rural Perspectives - Town Planning Consultants
Disclosure of Interest:	Nil
Date of Report:	20 August 2013
Senior Officer:	Mr Graeme Simpson Acting Chief Executive Officer

Summary

This report recommends that Council resolve to initiate the process required to:

- i. Permanently close a 21,106m² portion of the Bidy-Buniche Road, road reserve abutting the southern boundary of Reserve 18960 being Lot 797 Bidy-Buniche Road, Buniche in accordance with the details shown on the attached Plan 4; and
- ii. Dedicate a 7,852m² portion of the Bidy-Buniche Road previously constructed through Reserve 18960 in accordance with the details shown on the attached Plan 4.

Background & Comment

Sometime ago the Shire of Lake Grace realigned a 388.8 metre portion of Bidy-Buniche Road to provide a much smoother and safer course of travel through Reserve 18960. The realignment works resulted in the removal of four (4) bends which were deemed unsafe and in need of urgent attention (see Plans 1 to 3).

Notwithstanding completion of the physical construction works, the newly realigned section of Bidy-Buniche Road was never dedicated as a public roadway.

In order to resolve the potential legal liability issues associated with the current road alignment the Department of Lands has recommended that the Shire undertake the necessary tasks required under the provisions of the Land Administration Act 1997 and Regulations 1998 to dedicate the area comprising the realigned road carriageway as a public road and close the surplus/unused portion of the Bidy-Buniche Road, road reserve to enable it to be amalgamated into the adjoining Reserve 18960 (see Plan 4).

In order to progress the proposed road closure and dedication the Shire of Lake Grace will need to complete the following key tasks as required by the Land Administration Act 1997:

- i) Advertise the proposal for a minimum period of thirty five (35) days in a newspaper circulating in the district;
- ii) Provide written notification of the proposal to all adjoining landowners and relevant service authorities; and
- iii) Assess all submissions received following completion of the thirty five (35) day public advertising period and present a report to Council to assist it make a final decision as to whether or not to proceed with a request to the Minister for Land's for approval to the road closure and dedication.

Given the advice received from the Department of Lands it is recommended that Council resolve to initiate the process required to permanently close the surplus/unused portion of the Biddy-Buniche Road, road reserve and dedicate the realigned portion of Biddy-Buniche Road as a public road through Reserve 18960 in accordance with the details of Plan 4 prepared in support of this report.

Legal Implications

Land Administration Act 1997

Land Administration Regulations 1998

Policy Implications

Nil

Consultation

Community consultation will be undertaken for a minimum period of thirty-five (35) days in accordance with the specific requirements of the *Land Administration Act 1997 and the Land Administration Regulations 1998*.

Financial Implications

It is estimated that the administrative costs associated with progressing the proposed road closure and dedication process will be in the order of \$5,000.00 excluding GST. It is understood that a suitable allowance has been made in Council's budget for the 2013/2014 financial year.

Council should note that the above cost estimate and budget allowance does not include any possible costs associated with the required survey works which is a separate matter that will need to be addressed in the future following further advice from the Department of Lands.

Strategic Implications

Nil

Voting Requirements

Simple majority required.

Recommendation/Resolution

MOTION 11668

Moved Cr Walker
Seconded Cr Newman

That Council:

1. Initiate the process required to permanently close a 21,106m² disused portion of Bidby-Buniche Road and dedicate the new alignment of Bidby-Buniche Road (i.e. 7,852m²) previously constructed through Reserve 18960 being Lot 797 Bidby-Buniche Road, Buniche in accordance with the details of Plan 4 prepared in support of this report.
2. Authorise the Shire's Administration to proceed with the following key tasks:
 - i) Advertise the proposal for a minimum period of thirty five (35) days in a newspaper circulating in the district;
 - ii) Provide written notification of the proposal to all adjoining landowners and relevant service authorities; and
 - iii) Assess all submissions received following completion of the thirty five (35) day advertising period and prepare and submit a final report and recommendation to Council on whether or not to proceed with a request to the Minister for Land's for approval to the road closure and dedication proposal.

MOTION CARRIED 8/0

12.2 PROPOSED TRACTOR MUSEUM - LOT 3154 NEWDEGATE RAVENSTHORPE ROAD, LAKE KING BEING PORTION OF RESERVE 21238

Applicant:	Lake King Progress Association
File No.	0456
Attachments:	Plans 5 to 9 & Attachment 1
Author:	Mr Joe Douglas & Mr Carlo Famiano Urban & Rural Perspectives - Town Planning Consultants
Disclosure of Interest:	Nil
Date of Report:	20 August 2013
Senior Officer:	Mr Graeme Simpson Acting Chief Executive Officer

Summary

This report recommends that a planning application submitted by the Lake King Progress Association to construct a new tractor museum on Lot 3154 Newdegate-Ravensthorpe Road, Lake King being a portion of Reserve 21238 be approved subject to conditions.

Background

The applicant is seeking Council's planning approval to construct a new tractor museum, picnic facilities and associated vehicle access and parking areas on the north-eastern segment of Lot 3154 Newdegate-Ravensthorpe Road, Lake King being a portion of Reserve 3154.

Lot 3154 is located in the southern part of the Lake King townsite adjacent to the intersection of Newdegate-Ravensthorpe Road and Hyden-Lake King Road and comprises a total area of approximately 81.753 hectares (see Plans 5 & 6).

The land forms part of Crown Reserve 21238 which is owned by the State of Western Australia and currently vested in the Shire of Lake Grace for the designated purpose of 'Museum & Recreation' (see Attachment 1 – Reserve Enquiry Detail).

The north-eastern portion of Lot 3154, being that portion of the land proposed to be developed by the Lake King Progress Association to accommodate the new tractor museum and associated facilities, was historically developed and used by Cooperative Bulk Handling Limited (CBH) for grain handling and storage purposes. As such this portion of the property has been extensively cleared and contains a number access tracks and hard stand areas that are currently used for vehicle access and parking purposes by the general public (see Plan 7).

The balance portion of the land is predominantly undeveloped and characterised by large stands of native vegetation. Notwithstanding this fact, Lot 3154 also contains a number of improvements developed by the Shire in more recent years including a water catchment area, water storage dam and associated vehicle access tracks and firebreaks.

Under the terms of the information and plans submitted in support of the application the following is proposed:

- i) Construction of a new 24 metre long and 11.8 metre wide steel framed, zincalume shed on a contoured gravel base with a total floor area of approximately 283m² which will be used to house and display historical farming machinery and information boards;
- ii) The new shed will be open on all sides to a height of 4.2 metres and will comprise a 1 metre high galvanised wire fence and gates installed around its perimeter;
- iii) The new shed will have a setback of approximately 20 metres from the land's northern front boundary (i.e. Newdegate-Ravensthorpe Road) and a setback of approximately 13 metres from the land's eastern boundary (i.e. secondary street frontage);
- iv) Construction of two (2) vehicle access points along the land's Newdegate-Ravensthorpe Road frontage;
- v) Construction of on-site vehicle access ways and parking bays with associated traffic control measures (i.e. strategically placed bollards to ensure vehicles are contained within the designated access and parking areas); and
- vi) Installation of picnic facilities (i.e. aluminium tables, seats etc) which will be placed on concrete slabs in close proximity to the new shed (see Plans 8 & 9).

Council should note that all advertising signage illustrated on the plans submitted in support of the proposal are indicative only and do not form part of this application. The applicant has confirmed that a separate, more detailed planning application for all proposed advertising signage will be prepared and submitted to the Shire for consideration and determination by Council at a later date.

Comment

Current Zoning & Land Use Permissibility

Lot 3154 is classified 'Local Scheme Reserve – Recreation' under the Shire of Lake Grace's current operative Local Planning Scheme No.4 (LPS No.4) which directly reflects its current approved and designated purpose under the Land Administration Act 1997.

Clause 3.4.2 of LPS No.4 states that in determining a planning application for the development and use of any land reserved under LPS No.4 Council must have due regard for the various general matters set out in clause 10.2

of LPS No.4 and the ultimate purpose intended by the land's reserve classification.

In exercising discretion, and pursuant to clause 10.2 of LPS No.4, Council must be satisfied that the proposal is consistent with general principles of proper and orderly planning, the provisions and standards contained in LPS No.4 and any other planning considerations the local government deems relevant.

Council is advised that LPS No.4 does not contain any specific standards for the development and use of any land in the Scheme Area for 'museum or tourism' purposes. As such the planning application must be determined by Council on its merits with due regard for any impacts such usage may have on surrounding land uses and the general character, amenity, functionality and safety of the immediate locality.

Following an assessment of the proposal in the context of the specific requirements of LPS No.4, the reporting officers have formed the view that it may be supported by Council for the following reasons:

- It is complementary to and therefore unlikely to compromise the continued use of the majority portion of the land for recreational purposes being its current designated purpose under LPS No.4 and the Land Administration Act 1997;
- It is unlikely to have a detrimental impact on the natural environment;
- The scale of the proposed building works is generally consistent with all existing improvements in the Lake King townsite and is therefore unlikely to have a detrimental impact on the character or amenity of the immediate locality;
- The proposed works will result in significant upgrades to and provide for the productive use of a portion of Reserve 21238 which is currently underutilised; and
- The proposed development will provide a much needed tourist attraction for the Lake King townsite which could be expected to be of benefit to the local community and the travelling public.

It is significant to note that Lot 3154 is located immediately adjacent to the southern and western boundaries of Newdegate-Ravensthorpe Road which is classified 'Major Road' reserve in LPS No.4. Under the terms of clause 5.31 of LPS No.4 any planning application proposing the development and use of any land abutting a 'Major Road' reserve requires referral to Main Roads WA (MRWA) for review and comment prior to Council making a final determination.

Details of the proposal were forwarded to MRWA's Wheatbelt South Region Office in Narrogin for review and comment. By written correspondence dated 13th August 2013 MRWA confirmed it does not have any objections to the proposal subject to a separate application being made in the future for any proposed roadside advertising signage.

Conclusion

It is concluded from a detailed assessment of the application that the proposal to construct a new tractor museum, including the associated picnic, vehicle access car parking facilities, on Lot 3154 Newdegate-Ravensthorpe Road, Lake King will have significant benefits for the local community and is unlikely to have a negative impact on the general amenity, character, functionality and safety of the immediate locality. As such it is recommended that the application be approved by Council subject to the imposition of a number of conditions to ensure that the development proceeds in a proper and orderly manner.

Legal Implications

Shire of Lake Grace Local Planning Scheme No.4
Planning and Development Act 2005

Policy Implications

Nil

Consultation

Community consultation not required

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority required.

Recommendation/Resolution

MOTION 11669

Moved Cr Chamberlain
Seconded Cr Chappell

That the application for planning approval submitted by the Lake King Progress Association to construct a new tractor museum, including associated facilities, on Lot 3154 Newdegate-Ravensthorpe Road, Lake King being portion of Reserve 21238 be approved subject to compliance with the following conditions and advice notes:

Conditions

1. The development is to be undertaken in a manner consistent with the details of the information and plans submitted in support of the application.
2. All stormwater generated by the proposed development shall be managed and disposed of to the specifications and satisfaction of the Shire of Lake Grace.

MOTION 11669 continued

3. All on-site vehicle access ways and parking areas shall be constructed and maintained to the specifications and satisfaction of the Shire of Lake Grace.
4. All existing vegetation on Reserve 21238 shall be retained unless its removal is authorised by the Shire's Chief Executive Officer.
5. All rubbish generated on-site shall be managed and disposed of to the specifications and satisfaction of the Shire of Lake Grace.
6. That portion of the property proposed to be developed and used for the intended purposes shall be maintained in a neat and tidy condition at all times to the specifications and satisfaction of the Shire of Lake Grace.
7. The proposed vehicle entry/exit points along Newdegate-Ravensthorpe Road shall be constructed to the specifications and satisfaction of Main Roads Western Australia.

Advice Notes

1. The development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Lake Grace having first been sought and obtained.
2. A completed building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction on the land.
3. The proposed development is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements shall be submitted with the building permit application.
4. This approval does not include any proposed advertising signage. A separate planning application for advertising signage is required to be prepared and submitted to the Shire for determination by Council.
5. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.
6. No construction works shall commence prior to 7.00 am without the Shire's written approval.
7. Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Lake Grace Local Planning Scheme No.4 and may result in legal action being initiated by the local government.

MOTION CARRIED 8/0

13.0 MATTERS FOR CONSIDERATION – HEALTH & BUILDING

13.1 EASTERN WHEATBELT PRIMARY CARE PROJECT

MOTION 11670

Moved Cr Newman
Seconded Cr Walker

That, under the Shire of Lake Grace Standing Orders Local Law clause 16.1, Standing Orders clauses 8.5 & 8.6 be suspended at this time being 2.30pm to discuss the Memorandum of Understanding.

MOTION CARRIED 8/0

MOTION 11671

Moved Cr Newman
Seconded Cr Sinclair

That Standing Orders resume at this time, being 2.48pm.

MOTION CARRIED 8/0

Applicant:	Members of the Eastern Wheatbelt Primary Care Group
File No.	0319
Attachments:	Review of Committee meeting held in Corrigin Memorandum of Understanding Review of Committee minutes dated 16 August 2013
Author:	Mr Graeme Simpson Acting Chief Executive Officer
Disclosure of Interest:	Nil
Date of Report:	20 August 2013
Senior Officer:	Mr Graeme Simpson Acting Chief Executive Officer

Summary

The Chief Executive Officer's of the Shires of Corrigin, Kulin, Kondinin, Lake Grace and Narembeen met on Friday 16 August in Corrigin and resolved to recommend to the individual member Councils that they proceed to Contractual engagement with First Health Services Pty Ltd for the provision of the Wheatbelt General Practice Business Support Service (WBGPBSS)

Background and Comment

The management group consisting of the CEO's, Rural Health West delegates and Mr Tim Shackleton of Virtual Health have met on several occasions to establish the following documents:

1. Memorandum of Understanding between the Shires in the Eastern Wheatbelt of WA to establish the Wheatbelt General Practice Business Support Service.
2. A negotiated agreement with First Health of Albany to deliver services of doctor recruitment and locum cover as well as management of private practices for designated participating Shires.
3. A framework for member local governments to establish a fund that will include a financial contribution from South West Medicare Local (\$100,000) local government membership subscription at \$15,000 per annum, except if in their first year as a Participating shire, and funds from any new members to the membership group.

Legal Implications

Individual local governments are incorporated under the provision of Section 2.5 of the *Local Government Act 1995*; however the Eastern Wheatbelt Primary Care Group is not incorporated. Participating Shire's (being those in need of a doctor or those who have a doctor in need of management back up) will have to have an individual agreement with First Health of Albany to carry out services required. The fee will be paid by the Participating Shire according to the agreement between the Group and First Health.

Policy Implications

The Shire does not have a specific policy on their subject of medical services, however the Strategic Community Plan, Item S2, requests the Shire to "Retain and develop medical facilities and services to meet the whole of the community needs" and specifically item S2.3 refers to the provision of doctors services.

Consultation

Community Consultation occurred during 2012 whilst compiling the Strategic Community Plan.

Financial Implications

The annual membership fee has been set at \$15000.00 for each local government. The service fees for Participating local governments will be called upon when a shire has needs.

Strategic Implications

The regional cooperative arrangement should assist all medical practices in the area by ensuring that replacement medical practices are recruited as quickly as possible and management backup will be supplied to the establishment of their private practices. The extra work

load on existing doctors within this regional group would be alleviated quickly.

Recommendation

That Council resolve to proceed to the contractual engagement with First Health Services Pty Ltd for the provision of the Wheatbelt General Practice Business Support Service and this be done in accordance with the principles contained in the 16 August 2013 Memorandum of Understanding between the Shire's and the points of agreement reached by the Proposed Review Committee on the 16 August 2013, being;

- 1) The Shires agree to establish a Central Fund which will be used to offset the cost of doctor recruitment and locum cover for WBGPBSS Participating Shires. The contribution from SWWAML and each Shire's annual membership fee will be deposited into the fund. The fund will be administered by the Shire Governance Committee (SGC);
- 2) A participating Shire is one that has requested the provision of a full service from the service provider on behalf of their local medical practice and has agreed to pay the quote fee as per the revised costing schedule tabled on 16 August 2013 (attached);
- 3) A Participating Shire will meet the quoted cost of full service provision, less the cost of doctor recruitment, which will be subsidised through Central Fund. The costs of locum cover may also be subsidised by the Central Fund by agreement of the SGC;
- 4) Each Member Shire will pay an annual membership fee of \$15,000 to the Central Fund to support the WBGPBSS. Participating Shires will not be required to pay membership in the first year of their being a Participating Shire. Annual membership fees will be reviewed annually by the SGC and can be varied by the agreement of a majority of Member Shires;
- 5) The above points of agreement will be reviewed on an annual basis.

Voting Requirements

Simple majority required.

Resolution**MOTION 11672**

Moved Cr Farrelly
Seconded Cr Chappell

That Council proceed to the contractual engagement with First Health Services Pty Ltd for the provision of the Wheatbelt General Practice Business Support Service and this be done in accordance with the principles contained in the 16 August 2013 Memorandum of Understanding between the Shire's and the points of agreement reached by the Proposed Review Committee on the 16 August 2013, being:

- 1) The Shires agree to establish a Central Fund which will be used to offset the cost of doctor recruitment and locum cover for WBGPBSS Participating Shires. The contribution from SWWAML and each Shire's annual membership fee will be deposited into the fund. The fund will be administered by the Shire Governance Committee (SGC);
- 2) A participating Shire is one that has requested the provision of a full service from the service provider on behalf of their local medical practice and has agreed to pay the quote fee as per the revised costing schedule tabled on 16 August 2013 (attached);
- 3) A Participating Shire will meet the quoted cost of full service provision, less the cost of doctor recruitment, which will be subsidised through Central Fund. The costs of locum cover may also be subsidised by the Central Fund by agreement of the SGC;
- 4) Each Member Shire will pay an annual membership fee of \$15,000 to the Central Fund to support the WBGPBSS. Participating Shires will not be required to pay membership in the first year of their being a Participating Shire. Annual membership fees will be reviewed annually by the SGC and can be varied by the agreement of a majority of Member Shires;
- 5) The above points of agreement will be reviewed on an annual basis.
- 6) That the Shire of Lake Grace review the Wheatbelt General Practice Business Support Service Memorandum of Understanding every two years and create a formal policy for the purpose of supporting involvement in the scheme and inclusion in the Shire's Policy Manual.

MOTION CARRIED 8/0

REASON FOR CHANGE

Councillors wished to form a policy outlining the Shire's involvement in the scheme and a requirement for a biennial review of the MOU.

14.0 MATTERS FOR CONSIDERATION – FINANCE

14.1 ACCOUNTS FOR PAYMENT – JULY 2013

Applicant:	Shire of Lake Grace
File No.	0277
Attachments:	List of Creditors
Author:	Ms Tracie Buntrock Customer Services Officer
Disclosure of Interest:	Nil
Date of Report:	09 August 2013
Senior Officer:	Mr John Bingham Manager of Corporate Services

Summary

For Council to ratify expenditures incurred for the month of July 2013

Background

List of payments for the month July 2013 through the Municipal and Trust accounts are attached

Comment

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

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

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

Legal Implications

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

Policy Implications

N/A

Consultation

N/A

Financial Implications

The list of creditors paid for the month of June 2013 from the Municipal Account Total \$563,846.29

Strategic Implications

Shire of Lake Grace Strategic Plan

7. Organisational Excellence

7.1 Develop systems compliant with various statutes, regulations and policies.

Voting Requirements

Simple majority required.

MOTION 11673

Moved Cr Chappell

Seconded Cr De Landgraft

That Council ratify the list of payments totalling \$563,846.29 as presented for the month of June 2013 incorporating:

- i) Direct Debits DD4591.1 to DD4654.1
- ii) Municipal Account Cheques 35148 to 35177
- iii) Electronic Funds Transfers EFT11241 to EFT11363

MOTION CARRIED 8/0

15.0 MATTERS FOR CONSIDERATION – ADMINISTRATION

No matters for consideration

16.0 INFORMATION BULLETIN

16.1 INFORMATION BULLETIN REPORT – AUGUST 2013

Applicant:	Executive Services
File No.	N/A
Attachments:	<ol style="list-style-type: none"> 1. Council Meeting Status Report 2. Minutes – Lake Grace Library and Community Resource Centre Management Committee 3. Lake King Library Report 4. Lake Grace Library Report 5. Lake Grace Visitor Centre Report 6. Community Emergency Manager Report 7. Newdegate Public Library Report 8. WALGA – Economic Briefing August 2013 9. Minutes – 4WDL VROC Meeting
Author:	Ms Rebecca Allen Executive Assistant
Disclosure of Interest:	Nil
Date of Report:	20 August 2013
Senior Officer:	Mr Graeme Simpson Acting Chief Executive Officer

Summary

The purpose of this report is to keep Elected Members informed on matters of interest and importance to Council.

Background

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

A copy of other relevant Councillor information is distributed via email and the weekly mail-out.

Comment

Integrated Planning Update

This is to provide Council with information on the status of the various main elements of the Shire's Integrated Planning process as per the Integrated Planning and Reporting Framework 2011

In recent months the Department of Local Government put out a survey to measure local government capability. The survey comprised questions which examined progress with IPR documents. The Shire of Lake Grace's responses indicated an increase in capability of the local government in the areas of:

1. Strategic Community Planning – Council adopted its Community Strategic Plan in October 2012 and the document has been submitted to the Department.

2. Workforce Planning – Council's existing Workforce Plan (adopted by Council in 2010) has been submitted to the Department and meets baseline requirements. The Shires' existing Workforce Plan expires in 2013 and a new Plan needs to be prepared which meets the expanded IPR format and requirements. The Long Term Financial Plan needs finalising prior to adoption of a new Workforce Plan.

The report shows that overall the Shire of Lake Grace has fallen below the State average; this is due to not meeting baseline results for Asset Management and Financial Management. Copies of the report have been made available to Councillors..

Element	Status & Comments
<p>Strategic Community Plan</p>	<p>Completed and Adopted at the November 2012 Meeting.</p> <p>Staff have worked on prioritising desired outcomes from the Community Strategic Plan into financial years to 2023, so it can translate into practical project data for costing. The next step is for Council to decide which projects are priorities and timeline them over 10years. The information can then be integrated to form the Corporate Business Plan.</p> <p>Responsibility of: Chief Executive Officer & Council</p>
<p>Corporate Business Plan Due to Department of Local Government by 30 June 2013.</p>	<p>To be developed from the Shire's existing Strategic Plan and the Strategic Community Plan.</p> <p>Responsibility of: Chief Executive Officer & Council</p>
<p>Workforce Plan Due to Department of Local Government by 30 June 2013.</p>	<p>Current organisational profile nearing completion. This process is being carried out in-house including a survey to staff and engaging with staff regarding the purpose of Workforce Planning. Meetings are scheduled regularly to track progress. Completion of this is reliant on the finalising of the Corporate Business Plan.</p> <p>Responsibility of: Manager Community Services, Coordinator Finance & Administration, Executive Assistant</p>
<p>Asset Management Plan</p>	<p>The Shire's Asset Management Plan was received by Council at the June 2013 Meeting. This process, though ongoing, is completed in terms of meeting the Department's 30 June 2013 deadline.</p> <p>Responsibility of: Manager Infrastructure Services</p>
<p>Long Term Financial Plan Due to Department of Local Government by 30 June 2013.</p>	<p>Core Business (Bruce Lorrimer) is working on the draft plan that will integrate to align with the Strategic Community Plan, the Corporate Business Plan and the Workforce Plan. The Corporate Business Plan requires completion for this to be finalised.</p> <p>Responsibility of: Manager Corporate Services</p>

The information at attachment includes:

1. Council Status Report

Provides a list of Council resolutions and tracks their progress.

2. Minutes – Lake Grace Library and Community Resource Centre Management Committee

Minutes of the Lake Grace Library and Community Resource Centre management Committee held on 01 August 2013.

3. Lake King Library Report

Lake King Library report for the month of July.

4. Lake Grace Library Report

Lake Grace Library report for the month of July.

5. Lake Grace Visitor Centre Report

Lake Grace Visitor Centre June/July Visitor Statistics

6. Community Emergency Service Manager Report (CESM) – Shire of Lake Grace

CESM report for February 2013 to July 2013.

7. Report – Newdegate Public Library

A report of the activity for the Newdegate Public Library from 1 July 2013 to 1 August 2013.

8. WALGA – Economic Briefing August 2013

State Budget Edition August 2013 Economic Briefing.

9. 4WDL VROC Meeting 12 August 2013 - Minutes

Minutes from the 4WDL VROC meeting held on the 12 August 2013..

Legal Implications

Nil

Policy Implications

Nil

Consultation

N/A

Financial Implications

Nil

Strategic Implications

Shire of Lake Grace Strategic Plan

Voting Requirements

Simple majority required.

Voting Requirements

Simple majority required.

Officer's Recommendation/Resolution

MOTION 11674

Moved Cr Chappell
Seconded Cr Sinclair

That Council accepts the Information Bulletin report.

MOTION CARRIED 8/0

17.0 URGENT BUSINESS BY DECISION OF THE MEETING

Nil

18.0 SCHEDULING OF MEETING

18.1 SEPTEMBER 2013 ORDINARY MEETING

Motion 11543 November 2012 states:

An Ordinary Meeting of Council will be held on Wednesday 25 September 2013 commencing at 2:00pm at Lake King Hall, Lake King WA.

19.0 CONFIDENTIAL BUSINESS – as per Local Government Act s5.23 (2)

Nil

20.0 CLOSURE

There being no further business, the Shire President closed the meeting at 2.55 pm.

21.0 CERTIFICATION

I Leonard William Armstrong certify that the minutes of the meeting held on the 28 August 2013 as shown were confirmed as a true record at the meeting held on the 25 September 2013.

Shire President

Date