

Shire of Lake Grace

# Ordinary Council Meeting

# Minutes

27 February 2013



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## **SHIRE OF LAKE GRACE**

Minutes of the Ordinary Meeting of Council held at Council Chambers, 1 Bishop St Lake Grace WA on Wednesday 27 February 2013.

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

The Shire President opened the meeting at 2.05 pm and welcomed along Mrs Debrah Clarke and Mr Geoff McDonald as observers.

The Shire President also advised those present that in regard to the extraordinary election scheduled to be held on 4 April 2013, Mr Steve Hunt was the only nomination and has been duly elected unopposed, he will be sworn in prior to the March 2013 Meeting.

### **2.0 ATTENDANCE RECORD**

#### **2.1 PRESENT**

Cr LW Armstrong	Shire President
Cr IG Chamberlain	Deputy Shire President
Cr R Chappell	
Cr JF De Landgraft	
Cr OP Farrelly	
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 J Bennett	Executive Assistant
Mrs D Clarke	Observer
Mr G McDonald	Observer

#### **2.2 APOLOGIES**

Cr WA Newman

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

None

### **3.0 PUBLIC QUESTION TIME**

#### **3.1 MRS DEBRAH CLARKE**

##### **Question 1**

Will the Shire of Lake Grace take responsibility for housing the cardboard baler as set out in the grant application to Waste Authority in April 2012?

### **Background to the Question**

- In April 2012 the Shire approached the Lake Grace Development Association (LGDA) to put our name on the application to the Waste Authority for a cardboard baler to be used to reduce the cost of recycling by the Shire.
- The Baler was to be located at the new Lake Grace recycling station.
- The Shire was to be responsible for \$3,500 worth of training and \$2,500 worth of site preparation (so far the LGDA has provided the training and the Shire has removed the \$2500 from the budget).
- By email the comment was made that even if the Shire did the baling the outcome would be better than what is happening at the moment.
- The Shire was also to do the acquittal of the grant, which is due at the end of March.
- The grant was successful and the amount of \$10,940 was allocated. As per most grants, half was received to purchase the baler and the other half will be received on the acquittal of the grant.
- As the Shire has told the LGDA that there is nowhere to house the baler, a local business has offered to house it temporarily, allowing businesses to bale their cardboard on his premises. This was thought to be a stop gap measure until the next financial year (July). However in a letter of variation to the grant sent by the Shire to the Waste Authority the statement was made that *'the Lake Grace Shire will have tight budgets for the next two years putting a number of projects on hold, including the proposed new recycling centre'* - this will be July 2015, and is unacceptable
- This problem is the Shires making, I repeat the question, will the Shire of Lake Grace take responsibility for housing the cardboard baler as set out in the grant application to Waste Authority in April 2012?

### **Reply**

The Manager Infrastructure replied that the problem is the Shire's making, the current management team is inheriting the problem and the question will be taken on notice.

The Shire President advised that the Shire and the LGDA need to get together, work on the issues and go forward from there – it is a complex matter.

### **Question 2**

Will the Lake Grace Shire pay any out of pocket expenses incurred by the Lake Grace Development Association because of the Shire defaulting on their part of the grant?

The Lake Grace Development Association is a not for profit group that has no means of raising funds.

### **Reply**

The Manager Infrastructure reiterated that current management has inherited the problem – we will look into the details of the grant and try to find a solution so the grant can be acquitted by the end of this month. The LGDA will be reimbursed for costs incurred.

### **Question 3**

What is the next step in the proposed redevelopment of the Newdegate Hall?  
As a rate payer I feel that we all need to know what is happening.

### **Reply**

The Shire President advised that a forum was held in Newdegate on Monday night to try and find out where to go, the meeting was recorded. There is a meeting of the Newdegate Rejuvenation Committee scheduled for next Wednesday 6 March, 4.00pm at the Newdegate CRC, the meeting is open to the public.

### 3.2 **MR GEOFF McDONALD**

Mr McDonald advised Council that he was here in support of the Dragons Rocks Rd Subdivision application that is in front of Council at today's meeting.

He advised he is applying for two housing subdivisions, both over the 20 hectare limit and that the WAPC can be flexible in these matters as they have been in the past. Mr McDonald distributed a copy of an email from surveyor Peter Gow in support of the application.

He further advised that he and Mr Gow had met with the WAPC prior to submitting the application to ensure that it was not a waste of money. The WAPC verbally approved the go ahead for the application.

Mr McDonald is happy to answer any questions.

*Cr Chamberlain asked whether the reason for subdivision is that Mr Donald wishes to use the house as a residence or did he eventually wish to sell up and leave?*

Mr McDonald replied that he wants to stay in the community, the last thing he would do is sell and there is no plan to sell.

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

Nil

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

#### 5.1 **ORDINARY MEETING – 19 DECEMBER 2012**

Resolution

#### **MOTION 11575**

Moved Cr Walker  
Seconded Cr Farrelly

That the minutes of the Ordinary Meeting of Council held on the 19 December 2013 be confirmed as a true and accurate record.

**MOTION CARRIED 7/0**

#### 5.2 **SPECIAL MEETING – 10 JANUARY 2013**

Resolution

#### **MOTION 11576**

Moved Cr Chamberlain  
Seconded Cr De Landgraft

That the minutes of the Special Meeting of Council held on the 10 January 2013 be confirmed as a true and accurate record.

**MOTION CARRIED 7/0**

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

None

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

None

**6.3 DECLARATIONS OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATION SECTION 34C**

None

**7.0 NOTICES OF URGENT BUSINESS****7.1 RECRUITMENT OF CHIEF EXECUTIVE OFFICER**

The Shire President advised that he wishes to present an item of business for this meeting – a confidential item dealing with the selection of a Chief Executive Officer.

**8.0 MOTIONS OF WHICH NOTICE HAS BEEN RECEIVED**

Nil

**9.0 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Nil

**10.0 MEMBERS' REPORTS****10.1 CR FARRELLY**

- Represented the Shire at the Hospital Update Meeting. The beginning of what was being touted as community consultation began on the 24<sup>th</sup> January 2013 where 13 representatives from the Lake Grace Development Association (LGDA), Shire of Lake Grace, Newdegate ST John Ambulance, the Doctor (Francois Jacobs) and the Health Services Manager (Colleen Hopkins), member for Wagin Hon Terry Waldron and Liberal candidate for Wagin Phil Blight met with Regional Director Caroline Langston, WACHS Operations Manager Jenny Menasse, Consultant Tim Shackleton.

The LGDA were of the understanding that this meeting was to set up the process of how the consultative process for the hospital would now commence, including laying down the ground rules, timelines and meeting times.

- Attended the 'Men's Shed' Committee Meeting on 17 January 2013. The Lake Grace School will allow the men's shed to work from one of their manual art workshops while planning for their own shed.

The Committee had been busy fundraising:

- ▶ Pledges received \$3,500.00
- ▶ Collected 35 tonne of batteries worth approx \$14,000.00
- ▶ Earnings from Golf Day \$3,200.00
- ▶ Lions Club donation \$5,000.00
- ▶ Bank balance is \$9,400.00

An application is in process to make the Men's Shed Committee an incorporated body. Meetings are well attended. The first get together at the school facility was on Tuesday 19 February 2013 from 9am to 12noon.

## 10.2 **CR CHAMBERLAIN**

- Reported attendance at Monday night's public meeting re future use of the Newdegate Town Hall which listened to proposals by the Newdegate community on where they see they want the Hall.
- Reported attendance at the 4WDL Meeting in Woodanilling on 12 February with the Shire President

## 10.3 **CR DE LANDGRAFFT**

- Reported attendance at the Lake King Progress Association Meeting on 3 February 2013. Cr Chappell attended the meeting and gave a run down on the Lake Grace Hospital situation. Concerns raised at the meeting included the Lake King Rubbish Tip is full and there are trees dropping limbs at the Lake King Cemetery.

## 10.4 **CR ARMSTRONG**

- Firstly wished to record a massive thank you to the Lake Grace Development Association for their input into the Lake Grace Hospital situation.
- The Independent candidates for the upcoming State Election came to Lake Grace, visited the hospital and met with Councillors. The Shire President was able to put forward four major areas of concern, the Lake Grace Hospital, the Newdegate Swimming Pool, the transition of Yr 7's into high school and the dwindling population. Mr Trenorden indicated there could be a rethink on the Yr 7 situation and the Lake Grace Hospital is in there holding its own.
- Reported attendance at:
  - ▶ 4WDL Meeting at Woodanilling re aged units
  - ▶ CCZ at Narrogin – a special meeting convened to discuss the Metropolitan Local Government Review which will have major implications for rural shires down the track
  - ▶ Thanks to Cr Chappell for attending the CCZ Meeting in Dumbleyung last Friday
  - ▶ Eastern Wheatbelt Primary Care Project Meeting with the Manager Community Services. This is a regional project and ensures that there will always be a doctor available. There is a need to find funding for the



project, Medicare Local has funded the project for \$100,000. It is disappointing that SIHI has not contributed any funds. Each Shire has committed \$5,000 - \$8,000 through the Memorandum of Understanding. The Group will keep pursuing SIHI to put in the dollars.

- ▶ The official opening of the Newdegate Medical Centre, gave an opportunity to chat with the politicians.
- ▶ Opened the Farmsafe Alliance Workshop held in Lake Grace on 23 February
- ▶ Presentation of Australia Day Awards at Newdegate, thanks to Cr Chappell for presenting the Lake Grace Awards.
- ▶ Citizenship ceremonies for Newdegate residents took place on Australia Day and prior to Monday's Public Meeting.

**11.0 MATTERS FOR CONSIDERATION – WORKS & SERVICES****11.1 ASSET MANAGEMENT IMPROVEMENT STRATEGY – SHIRE OF LAKE GRACE**

<b>Applicant:</b>	Shire of Lake Grace
<b>File No.</b>	0603
<b>Attachments:</b>	Asset Management Improvement Strategy
<b>Author:</b>	Mr Martin Harrop Manager Infrastructure Services
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	15 February 2013
<b>Senior Officer:</b>	Mr Graeme Simpson Acting Chief Executive Officer

**Summary**

The State Government of Western Australia requires all local governments to plan for the future as prescribed by the Local Government Act 1995. Part of this planning involves considering how the local government will continue to deliver services to the community on a long term basis.

The Shire of Lake Grace has prepared an Asset Management Improvement Strategy setting out how the Shire will implement and improve asset management practices and processes. The key outcome of this report is the identification of the work required to develop credible asset management plans.

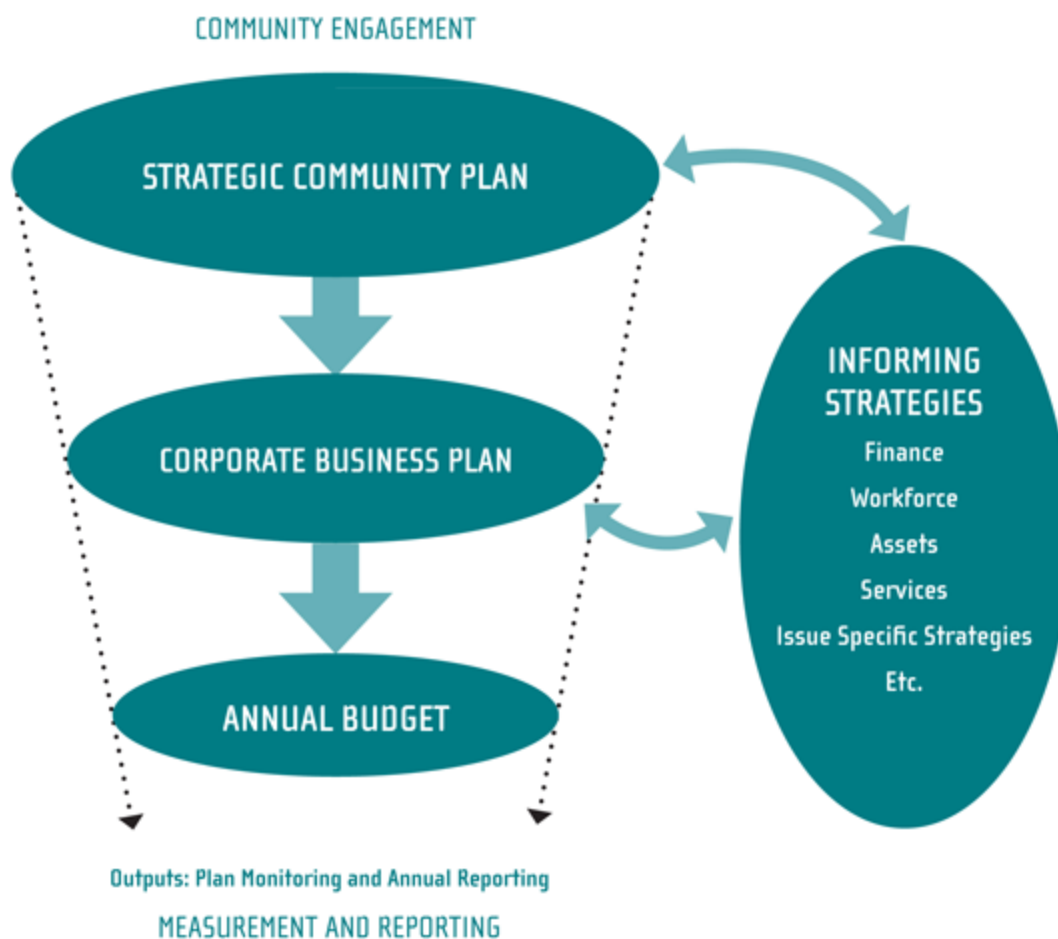
**Background**

In 2011 amendments to the Local Government (Administration) Regulations 1996 defined what comprised a plan for the future, which is the preparation of an Integrated Strategic Plan (ISP) comprising a Strategic Community Plan (SCP) and Corporate Business Plan (CBP).

The Strategic Community Plan (SCP) has a planning horizon of 10 years, needs to be reviewed every two years (desk top review following local government elections) and updated (full review) every 4 years. It needs to be developed through engagement of the community and sets out the high level aspirations of the Community.

The Corporate Business Plan (CBP) has a planning horizon of 4 years with a desktop review, following local government elections, every two years. Preparation of the CBP needs to align with development of the SCP.

The diagram in Figure 1 outlines how the various documents required by the Integrated Strategic Planning Framework guide and inform the development of the Community and Corporate plans. The development of an asset management strategy and plans form part of the informing documents. The ISP Framework needs to be in place by 30 June 2013.



**Figure 1: Integrated Planning and Reporting Framework**

Comment

**What is Asset Management?**

Asset Management is the task of managing non-current assets for the lowest lifecycle cost. In local government it goes one step further in that local governments need to focus on the service being delivered to the community and aim to deliver the service at the lowest lifecycle cost rather than the asset. In some instances this will mean that local government look for non-asset ownership solutions.

Local government has care, control and responsibility of a diverse and extensive portfolio of infrastructure assets which are used to deliver services to the community. Assets have been accumulated over a number of years and acquired from several sources such as construction by the local government, gifted from other tiers of government, private developers and the community.

**What assets do we currently have?**

For the purposes of this Asset Management Improvement Strategy, the Shire has compiled a list of assets and their values from existing databases and asset registers. Some of this information is incomplete and/or out of date. The Asset Management Improvement Strategy provides an opportunity to improve our asset

knowledge and build a more complete picture over time. In the short term we will focus on assets that are (or potentially are) problematic for us now.

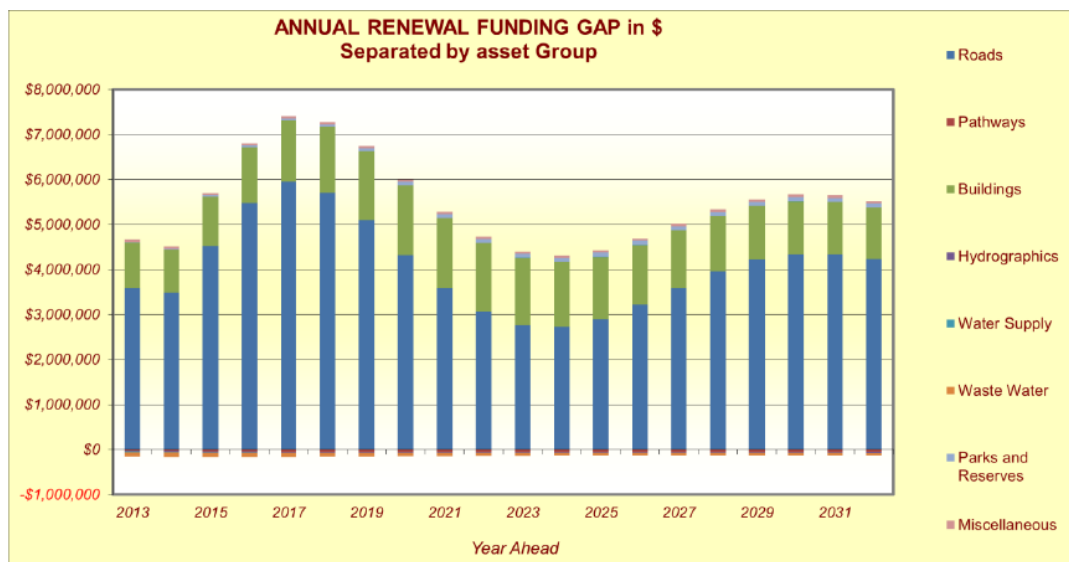
Refer to Table 1 for summary of renewal estimates for Shire of Lake Grace.

Infrastructure Summary	Renewal Estimate (\$)	%
Roads	453,752,063	88.16%
Pathways	1,168,850	0.23%
Buildings	48,965,050	9.51%
Drainage	719,480	0.14%
Water Supply	677,500	0.13%
Waste Water	2,877,549	0.56%
Parks & Reserves	2,740,950	0.53%
Air Strips	3,792,500	0.74%
Total Infrastructure Summary	514,693,942	100.00%

**Table 1: Shire of Lake Grace Infrastructure Summary**

**The Renewal Funding Gap**

The purpose of asset management is to develop plans to maintain infrastructure at a particular service level and provide suitable funds to do this. The Current Asset management position after the financial modelling has indicated a renewal demand across all asset classes. The annual renewal funding gap in dollars (\$) is shown in figure 1.



**Figure 1: Annual Funding Renewal Gap over 20 years split by Asset Group**

As stated within the report the 1st cut model may not be all that accurate and should not be relied upon to determine long term funding needs.

Issues contributing to the uncertainty include:

- Assumptions made on asset condition for each asset class impacts modelling results
- Intervention condition for renewal of asset affects modelling results
- Overall lives of the asset
- Quality of the asset data is considered old (2-5 years) and adhoc collected
- Overall the modelling provides an indication of work required to improve the asset improvement strategy.

### **Current Status of Asset Management Data, Systems & Processes**

The current status of the Asset Management practices is in their infancy at the Shire. The Asset Improvement Strategy is a step forward in a sustained process to develop a fully integrated organizational asset management strategy. The key focus areas that need work to be undertaken include:

- Asset Management Plans – prepare asset management plans for the major Shire asset classes
- Defining Levels of Service - define level of service (LOS) framework for Shire asset classes and document the cost of delivering such a service
- Linking to the Long Term Financial Plan
- Governance and Management Arrangements - Continue the Asset Management Working Group
- Data and System Requirements - need to resource the collection and management of asset registers to ensure inventory, condition and reporting done routinely

To progress the development of the Asset Management Strategy list of improvement tasks has been identified. The Asset Management working Group is now required to undertake the necessary task to complete the Asset Management Strategy for future council adoption. The first cut of the management plans will be presented to council in conjunction with the undertaking of the Long Term Financial Plan and Corporate Business Plan.

### Legal Implications

Local Government Act 1995 - 5.56 Planning for the Future

Local Government (Administration) Regulations 1996 – Part 5.3

### Policy Implications

Policy 7.9 Asset Management

### Consultation

Internal: Senior Management Team

External: Core Business Australia

### Financial Implications

Administration costs covered within the existing budget.

### Strategic Implications

Shire of Lake Grace Strategic Plan – Item 6 Leadership - Provide a visionary and proactive approach to leadership at an operational and strategic level

Recommendation

That Council acknowledge the Manager Infrastructure's report as an informing strategy regarding the development of the Shire's Asset Management Improvement Strategy.

Voting Requirements

Simple majority required.

Recommendation

Resolution

**MOTION 11577**

Moved Cr Farrelly  
Seconded Cr De Landgraftt

That Council acknowledge the Manager Infrastructure's report as an informing strategy regarding the development of the Shire's Asset Management Improvement Strategy.

**MOTION CARRIED 7/0**

## 12.0 MATTERS FOR CONSIDERATION – PLANNING

### 12.1 PLANNING APPLICATION – RESERVE 29080 NEWDEGATE - OUTDOOR GYM

<b>Applicant:</b>	Newdegate Community Development Association
<b>File No.</b>	0455
<b>Attachments:</b>	Plans 1 to 4
<b>Author:</b>	Mr Joe Douglas & Mr Carlo Famiano Urban & Rural Perspectives -Town Planning Consultants
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	19 February 2013
<b>Senior Officer:</b>	Mr Graeme Simpson Acting Chief Executive Officer

#### Summary

This report recommends that a planning application submitted by the Newdegate Community Development Association to install a number of additions to an existing outdoor gym on a portion of the Newdegate Recreation Reserve be approved subject to conditions.

#### Background

The applicant is seeking Council's planning approval to install a number of additions to an existing outdoor gym on a portion of Reserve 29080 being Lot 149 Lake Grace-Newdegate Road, Newdegate.

Lot 149 is located in the western extremities of the Newdegate townsite immediately north of the Newdegate Airport. The land is irregular in shape, covers a total area of approximately 36.561 hectares and has direct frontage to Lake Grace-Newdegate Road along its southern boundary (see Plans 1 & 2).

The land forms part of Crown Reserve 29080 which is owned by the State of Western Australia and currently vested in the Shire of Lake Grace for 'Recreation & Showground' purposes (see Attachment 1 – Reserve Enquiry Detail).

The western and northern portions of Reserve 29080 have historically been developed and used to accommodate a variety of active and passive recreational pursuits. As such these portions of the property have been extensively cleared and contain a number of improvements including playing fields, access road/tracks, hard stand/parking areas and various buildings and structures associated with the land's use for recreational purposes. The balance portion of the land is predominantly undeveloped and characterised by vast stands of native vegetation (see Plan 3).

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

- i) The installation of four (14) new pieces of outdoor gym equipment immediately adjacent to existing fitness equipment installed within a 494m<sup>2</sup> portion of Reserve 29080 abutting the north-western edge of the existing cricket/football oval;
- ii) The installation of two (2) new shaded table and seat structures; and
- iii) The installation of a new drinking fountain.

In its written submission in support of the application the Newdegate Community Development Association advised as follows:

- The new equipment will complete an existing outdoor gym previously developed on a portion of the Newdegate Recreation Reserve for the benefit of the local community and tourists.
- The proposal is a not-for-profit venture which will be funded using grant monies.
- The location of the proposed additions has been formulated with due regard for all existing physical features, uses and improvements on the land, including public amenities.
- The equipment will be available for use at all times by the general public and local sporting clubs (i.e. it won't be fenced and gated) however it is unlikely to be used outside daylight hours due to the limited amount of lighting.
- The equipment will be purchased from a reputable manufacturer and constructed and installed in accordance with the relevant Australian Standards.
- The equipment will be regularly inspected by the Newdegate Recreation Committee and maintained using funds made available by the Shire through its 'Specified Area Rates'.
- Insurance for personal injury or damage will be covered by the Shire's current insurance policy as this applies specifically to all recreational grounds and facilities throughout the local government area. The current policy covers public and product liability to the value of \$100,000,000 and will be renewed by the Shire on an annual basis.
- No advertising signage is proposed to be installed however information signs will be provided at the front of each piece of equipment explaining its purpose and proper use.

#### Comment

##### **Current Zoning & Land Use Permissibility**

Lot 149 is classified 'Local Scheme Reserve - Recreation' under the Shire of Lake Grace's current operative Local Planning Scheme No.4 (LPS No.4).

Clause 3.4.1 of LPS No.4 states that a person must not use a Local Reserve or commence or carry out development on a Local Reserve without first having applied for and obtained Council's planning approval.

Clause 3.4.2 of LPS No.4 also 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 consideration the local government deems relevant in the circumstances.

Council is advised that LPS No.4 does not contain any specific provisions or standards for the development and use of any land in the Scheme Area for 'recreational' purposes. As such any planning application for such usage must be determined by Council on its merits with due regard for any impacts it may have on



surrounding land uses and the general character, amenity, functionality and safety of the immediate locality.

An assessment of the proposal in the context of the specific requirements of LPS No.4 indicates that it is generally acceptable for the following reasons:

- The proposed new gym equipment and associated structures are complimentary to and therefore unlikely to compromise the continued use of Reserve 29080 for 'recreational & showground' purposes being its current designated purpose under LPS No.4 and the Land Administration Act 1997. As such the proposal is considered to be consistent with the ultimate intended purpose of the land's current reserve classification in LPS No.4 and may therefore be approved by Council;
- It is unlikely to have a detrimental impact on the natural environment;
- The proposed new gym equipment and associated structures will add to the diversity of recreational activity in the Newdegate townsite which could be expected to have significant health and cultural benefits for the local community;
- The nature and scale of the proposed improvements are generally consistent with all existing improvements constructed within Reserve 29080 and are therefore unlikely to have a detrimental impact on the character or amenity of the land or its immediate surrounds; and
- The proposed improvements are suitably located and will have adequate setbacks from all property boundaries and other existing improvements constructed on Reserve 29080.

### **Conclusion**

It is concluded from a detailed assessment of the application that the proposal to install a number of additions to an existing outdoor gym on a portion of the Newdegate Recreation Reserve is capable of being implemented in a proper and orderly manner and is unlikely to have a negative impact on the general amenity, character, functionality and safety of the immediate locality subject to compliance with a number of conditions.

### Legal Implications

Planning and Development Act 2005  
Shire of Lake Grace Local Planning Scheme No.4  
Land Administration Act 1997

### Policy Implications

Nil

### Consultation

Community consultation not required.

### Financial Implications

Nil

### Strategic Implications

The proposed new gym equipment and associated structures will add to the diversity of recreational activity in the Newdegate townsite which could be expected to have significant health and cultural benefits for the local community.

Voting Requirements

Simple majority required.

Recommendation/Resolution

**MOTION 11578**

Moved Cr Chamberlain

Seconded Cr Sinclair

That the application for planning approval submitted by the Newdegate Community Development Association to install a number of additions to an existing outdoor gym on a portion of Reserve 29080 being Lot 149 Lake Grace-Newdegate Road, Newdegate be APPROVED in accordance with the information and plans submitted in support of the application subject to compliance with the following conditions and advice notes:

1. The existing and proposed gym equipment and associated structures shall be maintained by the Newdegate Community Development Association in a neat, tidy and functional condition at all times to the specifications and satisfaction of the Shire of Lake Grace.
2. In the event that the existing and proposed gym equipment and associated structures are damaged or fall into a state of disrepair they shall be removed by the Newdegate Community Development Association within 14 days of receipt of written notice from the Shire of Lake Grace.
3. Information signs shall be provided at the front of each piece of gym equipment explaining its purpose and proper use.

**Advice Notes**

1. The development is to be substantially commenced within a period of two (2) years from the date of this approval. If the development is not substantially commenced 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 earthworks or 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 are required to be submitted with the building permit application.
4. 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 7/0**

**12.2 PROPOSED SUBDIVISION – LOT 8 DRAGON ROCKS RD LAKE BIDDY**

<b>Applicant:</b>	PH & KE Gow (Licensed Surveyors) on behalf of Oakalona Pty Ltd (Landowner)
<b>File No.</b>	0455
<b>Attachments:</b>	Plans 5 to 8
<b>Author:</b>	Mr Joe Douglas & Mr Carlo Famiano Urban & Rural Perspectives -Town Planning Consultants
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	19 February 2013
<b>Senior Officer:</b>	Mr Graeme Simpson Acting Chief Executive Officer

**Summary**

This report recommends that a subdivision application submitted to the Western Australian Planning Commission (WAPC) by PH & KE Gow (Licensed Surveyors) on behalf of Oakalona Pty Ltd (landowner) and referred to the Shire for review and comment not be supported by Council.

**Background**

The current landowner is seeking the WAPC's approval to subdivide Lot 8 Dragon Rocks Road to create two (2) new separately titled 'homestead lots' and one (1) balance-of-title rural lot (see Plans 5 to 8).

It is understood from the information submitted in support of the application that the landowner is seeking to subdivide the land for financial reasons and to retain one of the proposed homestead lots to enable him and his family to continue to reside and work in the district.

Specific details of the proposed subdivision are summarised in the following table and illustrated on the attached Plan 8:

Lot Particulars	Existing Land Area (Approximate)	Proposed Land Area (Approximate)
Existing Lot 8	572.91 ha	-
Proposed Lot A (Homestead Lot)	-	51.73 ha
Proposed Lot B (Homestead Lot)	-	42.00 ha
Proposed Lot C (Balance-of-Title Rural Lot)	-	479.18 ha

**Comment**

In considering the subdivision application Council is required to have due regard for provisions contained in the following planning documents prior to formulating its response to the WAPC:

- Shire of Lake Grace Local Planning Scheme No.4;
- Shire of Lake Grace Local Planning Strategy; and
- WAPC Development Control Policy No.DC 3.4 – 'Subdivision of Rural Land'.

The following is an assessment of the subdivision proposal in the context of the specific requirements of these planning documents to determine its general suitability.

### **Shire of Lake Grace Local Planning Scheme No.4 & Local Planning Strategy**

The subject land is currently classified 'General Agriculture' zone in the Shire of Lake Grace Local Planning Scheme No.4 (LPS No.4).

Under the terms of the Shire of Lake Grace Local Planning Strategy all land classified 'General Agriculture' zone is required to be preserved for agricultural purposes to accommodate the establishment of new agricultural uses and the protection of existing agricultural activities. As such the further subdivision of land classified 'General Agriculture' zone is generally not supported by the Local Planning Strategy.

- i) Notwithstanding the general position espoused by the Shire's Local Planning Strategy, clause 4.6.2 of the Strategy states that the further subdivision of land classified 'General Agriculture' zone for the purpose of creating a homestead lot may be supported by Council in the following circumstances:
- ii) The proposed homestead lot comprises an existing farm residence;
- iii) The proposed homestead lot has an area of between four (4) and twenty (20) hectares excluding any battleaxe leg;
- iv) The proposed homestead lot has its own frontage and constructed vehicular access to a dedicated and constructed road;
- v) The proposed homestead lot is served by a potable water supply and an adequate means of effluent disposal to the satisfaction of the local government and the Department of Health; and
- vi) The proposed homestead lot does not generate demand for additional government and community services.

Clause 5.11.12 of LPS No.4 also states that Council will only recommend support for the subdivision of land within the 'General Agriculture' zone where it accords with the provisions of the Scheme, Local Planning Strategy, Local Planning Policies and any relevant Commission policies applicable at the time.

- a) Furthermore Clause 5.11.14 of LPS No.4 states that Council may support subdivision in the 'General Agriculture' zone to excise land containing an existing farm residence for the purposes of a homestead lot subject to:
- b) there having been a decline in population over two intercensal periods in the Census Collector District in which the land is located;
- c) the proposed homestead lot having an area of between four (4) and twenty (20) hectares excluding any battleaxe leg;
- d) the proposed homestead lot having its own frontage and constructed vehicular access to a dedicated and constructed road;
- e) the proposed homestead lot being served by a potable water supply and an adequate means of effluent disposal to the satisfaction of the local government and the Department of Health; and
- f) the proposed homestead lot not generating demand for additional government and community services.

In this case the proposal satisfies the majority of criteria contained in the abovementioned planning documents with the exception of the maximum permitted lot size (i.e. two homestead lots are proposed comprising an area of 51.73 and 42 hectares respectively in lieu of a maximum permitted lot size of 20 hectares).

A minor variation to the maximum permitted lot size may be supported by Council given the WAPC's usual 5% lot size concession in circumstances like this. However in this particular case the landowner is seeking approval to the creation of two (2) new homestead lots which are more than double that permitted by the Shire's current Local Planning Scheme and Local Planning Strategy. Given this significant variation to the lot size criteria prescribed in the local planning framework and its potential to create an undesirable precedent for the further subdivision of other land classified 'General Agriculture' zone in the Shire, it is recommended that Council not support the proposal in its current form.

#### **WAPC Development Control Policy No. DC 3.4 – 'Subdivision of Rural Land'**

The Western Australian Planning Commission's (WAPC's) Development Control Policy No.DC 3.4 provides guidance on the matters to be considered by the Commission when determining applications for the subdivision of rural land throughout Western Australia. A key objective of Policy No.DC 3.4 is to minimise the ad-hoc fragmentation of rural land throughout the State.

Despite the fact that the further subdivision of agricultural land is generally not supported by the WAPC, section 4.9 of Policy No.DC 3.4 enables the WAPC to approve the subdivision of rural land for the purpose of creating a maximum of two (2) 'homestead lots' subject to compliance with a number of criteria.

Assessment of the subdivision proposal for Lot 8 against the relevant criteria in section 4.9 of Policy No.DC 3.4 has confirmed that it satisfies the majority of criteria with the exception of the following:

***"Homestead lots shall have an area between 1 and 4 hectares, or up to 20 hectares where it is desirable to respond to the landform or to include existing outbuildings or water sources."***

As previously mentioned two (2) homestead lots are proposed to be created comprising an area of 51.73 and 42 hectares respectively. Given this significant variation to the maximum permitted lot size prescribed in Policy No.DC 3.4 and the fact that Council is obliged to have due regard for the provisions and standards prescribed in this policy when considering applications for the subdivision of all rural land in the Shire, it is concluded that the proposed subdivision of Lot 8 in the manner proposed should not be supported for the following reasons:

- i) It is inconsistent with the criteria contained in section 4.9 of WAPC Policy No.DC 3.4;
- ii) It will result in the ad-hoc fragmentation of agricultural land; and
- iii) It will create an undesirable precedent for the further subdivision of other rural lots classified 'General Agriculture' zone in the immediate locality.

#### **Conclusion**

The application to subdivide Lot 8 Dragon Rocks Road, Lake Bidy to create two (2) new separately titled 'homestead lots' and one (1) balance-of-title rural lot is contrary to the stated objectives and criteria contained in WAPC Policy No.DC 3.4 – Subdivision of Rural Land and the Shire of Lake Grace's current operative Local Planning Scheme No.4 and Local Planning Strategy.

As such the proposal has been deemed by the reporting officers to be inconsistent with the requirements of the relevant sections of the State and local planning framework and the principles of proper and orderly planning. Accordingly it is recommended that Council not support the further subdivision of Lot 8 as proposed.

Legal Implications

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

Policy Implications

WAPC Development Control Policy No. DC 3.4 – Subdivision of Rural Land  
State Planning Policy No.2.5 – Agriculture and Rural Land Use Planning

Consultation

Community consultation not required.

Financial Implications

Nil

Strategic Implications

Shire of Lake Grace Local Planning Strategy – The proposal is not consistent with the strategic planning direction provided by the Shire's Local Planning Strategy as this applies specifically to the subdivision of rural land for the purpose of creating homestead lots.

Recommendation

That Council advise the Western Australian Planning Commission that it does not support the application submitted by PH & KE Gow (Licensed Surveyors) on behalf of Oakalona Pty Ltd (landowner) to subdivide Lot 8 Dragon Rocks Road, Lake Bidy to create two (2) new separately titled 'homestead lots' and one (1) balance-of-title rural lot for the following reasons:

1. The proposed subdivision is inconsistent with the objectives and provisions applicable to land classified 'General Agriculture' zone in the Shire of Lake Grace Local Planning Strategy and Local Planning Scheme No.4.
2. The proposed subdivision does not comply with the maximum permitted lot size criteria prescribed in section 4.9 of the Western Australian Planning Commission's Development Control Policy No. DC 3.4 – Subdivision of Rural Land as this applies specifically to the creation of 'homestead lots' (i.e. two homestead lots are proposed comprising an area of 51.73 and 42 hectares respectively in lieu of a maximum permitted lot size of 20 hectares).
3. The proposed subdivision will result in the fragmentation of agricultural land and may have an adverse impact on the continuation of broadacre farming in the immediate locality.
4. Subdivision of the subject land in the manner proposed will create an undesirable precedent for the further subdivision of similarly zoned land in the immediate locality and the Shire generally.

Voting Requirements

Simple majority required.

Resolution

**MOTION 11579**

Moved Cr Chamberlain  
Seconded Cr Sinclair

That Council support the subdivision subject to Mr Geoff McDonald to enter into a legal agreement with the Shire for the owners to maintain and manage the water infrastructure that crosses underneath Dragon Rocks Road and that the cost of legal fees be borne by the applicant.

**MOTION CARRIED 7/0**

***Reasons for Change***

- ***Council needs to support residents that want to live in the district.***
- ***We believe the WAPC Strategy was designed to be flexible, and taking into account the extra information that has been provided in that the WAPC has done bigger subdivisions than 20ha before proves flexibility is there.***
- ***WAPC is controller of all planning matters.***
- ***An adequate water catchment & a space for living does not fit into 20ha.***
- ***The Wheatbelt is suffering a dwindling population and we should not have to abide by rules of people living in populated areas.***

**13.0 MATTERS FOR CONSIDERATION – HEALTH & BUILDING**

*No items for consideration.*



**14.0 MATTERS FOR CONSIDERATION – FINANCE**

**14.1 ACCOUNTS FOR PAYMENT – DECEMBER 2012**

**Applicant:** Shire of Lake Grace  
**File No.** 0277  
**Attachments:** List of Creditors  
**Author:** Miss Nicola Bateman  
Finance Officer  
**Disclosure of Interest:** Nil  
**Date of Report:** 7 January 2013  
**Senior Officer:** Mr Graeme Simpson  
Acting Chief Executive Officer

Summary

For Council to ratify expenditures incurred for the month of December 2012.

Background

List of payments for the month December 2012 through the Municipal 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 December 2012 from the Municipal Account Total \$414,485.46

Strategic Implications

7. Organisational Excellence

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

Voting Requirements

Simple majority required.

Recommendation/Resolution

**MOTION 11580**

Moved Cr Farrelly  
Seconded Cr Sinclair

That Council ratify the list of payments totalling \$414,485.46 as presented for the month of December 2012 incorporating:

- Direct Credits DD4207.1 to DD4302.1
- Municipal Account Cheques 34984 to 35004
- Electronic Funds Transfers EFT10471 to EFT10575

**MOTION CARRIED 7/0**

## 14.2 ACCOUNTS FOR PAYMENT – JANUARY 2013

**Applicant:** Shire of Lake Grace  
**File No.** 0277  
**Attachments:** List of Creditors  
**Author:** Miss Nicola Bateman  
Finance Officer  
**Disclosure of Interest:** Nil  
**Date of Report:** 7 February 2013  
**Senior Officer:** Mr Graeme Simpson  
Acting Chief Executive Officer

### Summary

For Council to ratify expenditures incurred for the month of January 2013.

### Background

List of payments for the month January 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:

- (e) The payee's name
- (f) The amount of the payment
- (g) Sufficient information to identify the transaction
- (h) 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 January 2013 from the Municipal and Trust Accounts Total \$422,375.61

### Strategic Implications

7. Organisational Excellence

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

Voting Requirements

Simple majority required.

Recommendation/Resolution

**MOTION 11581**

Moved Cr Walker  
Seconded Cr Farrelly

That Council ratify the list of payments totalling \$422,375.61 as presented for the month of January 2013 incorporating:

- Direct Credits DD4304.1 to DD4351.2
- Municipal Account Cheques 35005 to 35030
- Electronic Funds Transfers EFT10576 to EFT10688
- Trust Account Cheques 686 to 695

**MOTION CARRIED 7/0**

### 14.3 **FINANCIAL STATEMENTS – DECEMBER 2012**

**Applicant:** Corporate Services Section  
**File No.** 0275  
**Attachments:** Financial Reports  
**Author:** Mrs Lee-Anne Trevenen  
Coordinator Finance & Administration  
**Disclosure of Interest:** Nil  
**Date of Report:** 23 January 2013  
**Senior Officer:** Mr Graeme Simpson  
Acting Chief Executive Officer

#### Summary

Consideration of the financial statements for the month ending 31 December 2012.

#### Background

The following financial reports are included for your information:

- Monthly Statement of Financial Activity
- Financial Activity Variances
- Significant Accounting Policies
- Statement of Objective
- Acquisition of Assets
- Disposal of Assets
- Information on Borrowings
- Reserves
- Net Current Assets
- Rating Information
- Trust Funds
- Operating Statement by Programme
- Balance Sheet
- Financial Ratios
- Capital Road Works, Operating Revenue & Expenditure Graphs
- Bank Reconciliations

#### Legal Implications

Local Government Act 1995 – section 6.4

Local Government (Financial Management) Regulations 1996

#### Policy Implications

N/A

#### Consultation

Nil

#### Financial Implications

Nil

Strategic Implications

Shire of Lake Grace Strategic Plan

Goal 7: Organisational Excellence

Strategy 7.1: Develop systems to ensure compliance with various statutes, regulations and policies.

Voting Requirements

Simple majority required.

Recommendation/Resolution

**MOTION 11582**

Moved Cr Farrelly  
Seconded Cr De Landgraft

That Council, in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, receives the Statement of Financial activity for the period ended 31 December 2012.

**MOTION CARRIED 7/0**

#### **14.4 FINANCIAL STATEMENTS – JANUARY 2013**

**Applicant:** Corporate Services Section  
**File No.** 0275  
**Attachments:** Financial Reports  
**Author:** Mrs Lee-Anne Trevenen  
Coordinator Finance & Administration  
**Disclosure of Interest:** Nil  
**Date of Report:** 12 February 2013  
**Senior Officer:** Mr Graeme Simpson  
Acting Chief executive Officer

##### Summary

Consideration of the financial statements for the month ending 31 January 2013.

##### Background

The following financial reports are included for your information:

- Monthly Statement of Financial Activity
- Financial Activity Variances
- Significant Accounting Policies
- Statement of Objective
- Acquisition of Assets
- Disposal of Assets
- Information on Borrowings
- Reserves
- Net Current Assets
- Rating Information
- Trust Funds
- Operating Statement by Programme
- Balance Sheet
- Financial Ratios
- Capital Road Works, Operating Revenue & Expenditure Graphs
- Bank Reconciliations

##### Legal Implications

Local Government Act 1995 – section 6.4

Local Government (Financial Management) Regulations 1996

##### Policy Implications

N/A

##### Consultation

Nil

##### Financial Implications

Nil

Strategic Implications

Shire of Lake Grace Strategic Plan

Goal 7: Organisational Excellence

Strategy 7.1: Develop systems to ensure compliance with various statutes, regulations and policies.

Voting Requirements

Simple majority required.

Recommendation/Resolution

**MOTION 11583**

Moved Cr Sinclair  
Seconded Cr Farrelly

That Council in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996* receives the Statement of Financial activity for the period ended 31 January 2013.

**MOTION CARRIED 7/0**



## 14.5 COUNTRY LOCAL GOVERNMENT FUND – LOCAL COMPONENT

<b>Applicant:</b>	Shire of Lake Grace
<b>File No.</b>	666
<b>Attachments:</b>	Nil
<b>Author:</b>	Mr Martin Harrop Manager Infrastructure Services
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	1 February 2013
<b>Senior Officer:</b>	Mr Graeme Simpson Acting Chief Executive Officer

### Summary

The purpose of this report is to provide an update to Council on the Country Local Government Fund and to highlight the projects completed to date which have had the Shire of Lake Grace obligations released by the Department of Regional Development and Lands.

### Background

Since 2008 the Royalties for Regions program has reinvested 25% of mining and onshore petroleum royalties into regional Western Australia each year with the aim of building strong and vibrant regional communities that are desirable places to live.

The Royalties for Regions program has 3 streams from which funding is distributed:

- (1) the Country Local Government Fund (CLGF)
- (2) the Regional Community Services Fund, and
- (3) the Regional Infrastructure and Headworks Fund.

The Country Local Government Fund has been the program from which Local Government has obtained funding to undertake infrastructure projects.

There are two (2) funding streams within the Country Local Government Fund including direct grants to local government and regional grants to Local Government alliances. The Shire of Lake Grace has obtained funding from both streams of Country Local Government Funding.

### Comment

The Shire of Lake Grace has received and spent \$1,560,000 of Country Local Government Fund money. This includes \$1, 258,000 of direct funds (local component) towards projects in the 2008-2011 periods and secured \$605,000 from the regional component.

Housing and Health have received the greatest grant allocations with 37% and 26% respectively of total monies received spent in these areas as shown in Table 1. Overall the Shire has delivered \$2.9 Million of capital projects through the Royalties for Regions Program.

Category of Expenditure as per Guidelines	Actual CLGF Expenditure \$	Total Project Expenditure \$	% Grant Allocation
Community Total	368,047.00	513,311.00	24%
Consultancy Total	35,000.00	70,406.00	2%
Environment Total	100,341.00	158,766.00	6%
Health Total	410,014.00	1,027,353.84	26%
Housing Total	573,361.56	844,398.77	37%
Transport Total	73,279.00	367,519.00	5%
Grand Total	1,560,042.56	2,981,754.61	100%

**Table 1: Categories of CLGF allocation and expenditure**

The specific projects undertaken to date are listed in Table 2. The Shire has completed 8 individual construction projects that have provided essential infrastructure for the attraction and retention of people and services to the Shire. The local business community has also benefited from the program through the employment of local contractors and procurement of material supplies.

CLGF Grant Year	Priority/Project	Actual CLGF Expenditure \$	Total Project Cost \$
2008-2009	Lake Grace Child Care Centre	199,855.00	339,494.00
	Newdegate Medical Centre - Stage 1	210,790.00	465,116.00
	Staff Housing	100,000.00	250,243.00
	Varley Hall	100,000.00	105,625.00
	Waste Management	100,341.00	158,766.00
	Lake King Hall - Stage 1	39,355.00	39,355.00
2009-2010	Forward Capital Works Plan	28,134.00	
	Other Planning	6,866.00	70,406.00
2010-2011	Lake King Hall Stage 2	28,837.00	28,837.00
	Newdegate Medical Centre Stage 2	199,224.00	562,237.84
	North Lake Grace Karlgarin Road	73,279.00	367,519.00
	Staff Housing - Lake Grace	171,675.00	292,469.21

**Table 2: CLGF Direct Grant Projects**

The Shire has also sought funding under the 2011-12 and 2012-13 funding rounds for projects as listed within Table 3.

Each year of funding can only be received once projects in the previous two years have been completed and the grant acquitted. As such, the Shire has only recently confirmed funding for the 2011-12 financial year and is still

awaiting review of the 2010-11 project acquittal in order to be eligible for the 2012-13 funding.

The announcement of the Western Australian state election to be held on the 9 March 2013 has however caused some uncertainty around the 2012-13 round of funding. The current government has gone into caretaker mode as of the 6 February 2013 and no further financial assistance agreements can be made in the lead up to the election. Staff have been unable to confirm whether this funding will still be available should a change of government occur, which could in turn affect the current budget.

Year	Priority/Project	Category of Expenditure as per Guidelines	Allocated CLGF Expenditure (ex GST)\$
2011-2012	Lake Grace Community Shed	Community	50,000.00
	Varley Nursing Post	Health	25,170.00
	Lake King Traffic Management	Transport	125,170.00
	Lake Grace Sports Ground Redevelopment	Community	170,000.00
	Newdegate Playground	Community	33,464.00
	Newdegate Entrance Statements	Community	12,000.00
2012-2013	Town street reseals	Transport	90,000.00
	Lake King Norseman Road		42,500.00
	Dyke Road		35,000.00
	Mission Road		35,000.00
	Lockhart Road		45,000.00
	Ace Road		40,000.00
	Lake King Traffic Management		40,000.00
	Lake Grace Karlgarin Road		88,304.00

**Table 3: Projects listed in the 2011-2012 and 2012-2013 funding periods**

Legal Implications

Nil

Policy Implications

Nil

Consultation

Internal: Senior Management Team

Financial Implications

If the Shire does not receive the 2012-2013 allocation of CLGF it will impact the delivery of the adopted road program. The timing of receiving the funds could also potentially impact delivery within the 2012/13 financial year.

Strategic Implications

Shire of Lake Grace Strategic Plan – Item 6 Leadership - Provide a visionary and proactive approach to leadership at an operational and strategic level

6.1 Continue to engage and implement resource sharing on a regional basis, including, but not limited to:

- Lakes VROC;
- 4WD VROC;
- Wagin Regional Refuse Group;
- Australia Wide Rural Road Group;
- Eastern Districts Declared Species Group

Voting Requirements

Simple majority required.

Recommendation/Resolution

**MOTION 11584**

Moved Cr Chamberlain  
Seconded Cr Walker

That Council acknowledge the Manager Infrastructure's report on the latest developments regarding the Shire's Country Local Government Fund allocations.

**MOTION CARRIED 7/0**

## 14.6 LAKES VROC & 4WD AGED HOUSING DEVELOPMENT PROJECT

<b>Applicant:</b>	Lakes and 4WD Regional Alliance Well-aged Persons Housing Strategy
<b>File No:</b>	0665
<b>Attachments:</b>	Nil
<b>Author:</b>	Mr Martin Harrop Manager Infrastructure Services
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	14 February 2013
<b>Senior Officer:</b>	Mr Graeme Simpson Acting Chief Executive Officer

### Summary

The purpose of this report is to provide an update to councillors on the Lakes VROC & 4WD Aged Housing Development Project. Since its inception, the project has progressed, with the development of the business case plan and the implementation of projects. This report outlines the original plan, progress to date and future proposals to consider.

### Background

The need for aged housing in rural Western Australia is well recognised. A report by Pam Stockley via the Age-Friendly Communities presented findings that overall the Lake Grace population was “*a declining, ageing population with relatively stable 0-45 year’s age groups and most significant growth in 45-54 and 75-84 years age groups*”. There was also a combined finding across the study area that there was a “lack of appropriate aged housing of various styles from retirement/independent living units to ‘cottage homes (supported by community services) to low care/frail aged facilities, to high care facilities and “lack of affordable and timely home maintenance services”.

The Lakes and 4WD Aged Persons Housing Strategy Alliance 2010 – 2015 has been an initiative of the seven shires (Lakes ROC Forum, which included the Shires of Lake Grace, Kent and Dumbleyung) and (4WD ROC Shire’s of Dumbleyung, Woodanilling, West Arthur, Williams, Wagin and Kent). The alliance formed out of a common vision and regional planning facilitated by the Wheatbelt Development Commission and Great Southern Development Commission as part of the requirements of the WA State Government’s Country Local Government Fund.

The Wheatbelt Development Commission confirmed its ongoing support for the project by providing a letter of support for funding submissions as submitted by the Alliance.

### **The Project Alliance**

The Shire of Williams coordinates the overall reporting of the project including preparing grant applications and acquittal of grants. Members of the alliance have established an MOU regarding the framework. The mechanism of the MOU means secured grants are pooled and allocated to regional need according to the strategy.

The Alliance has identified 3 grant programs to submit applications for funding including:

- Country Local Government Fund (CLGF- Regional)
- Regional Development Council (RDC) – Action Agenda Funding
- Regional Development Australia Fund (RDAF)

Table 1 outlines the grant funding secured to date, the fund year and number of units to be delivered by the housing Alliance

Fund (Year/Type)	CLGF	RDC	RDAF
2010-2011	✓		
2011-2012	✓		
2012-2013	?		
2013-2014		✓	
2014-2015		✓	
<b>Total Grant Secured</b>	\$3,074,065	\$ 5,200,000	
Total Alliance Unit Proposal	10 of 24 funded	14 of 14 funded	0 of 12 funded

✓	Secured funding
?	Applied but unsecured

Table 2: Housing Alliance Unit Fund Strategy

### Shire of Lake Grace Independent Living Units Project

The Shire of Lake Grace proposed 12 units to be constructed under the Well-Aged Persons Housing Strategy Regional Alliance 2010-2015.

An outline of the secured funding sources for the Lake Grace Shire units is detailed in Table 2.

Fund (Year/Type)	CLGF	RDC	RDAF
2010-2011	✓		
2011-2012	✓		
2012-2013	?		
2013-2014		✓	
2014-2015		✓	
Total Alliance Unit Proposal	2 of 6 funded	3 of 3 funded	0 of 3 funded

✓	Secured funding
?	Applied but unsecured

Table 2: Shire of Lake Grace Aged Housing Fund Strategy

### Comment

To date the Shire has 3 units under construction at 5 Bennet Street Lake Grace.

A review of the original Business case budget stated 2 units to be constructed at 5 Bennett Street; however 3 were approved for construction without securing funds for the estimated construction costs.

The Shire of Lake Grace has secured \$605,000 from the Regional Country Local Government Fund program. The value of works completed to date total \$350,000. Construction is continuing to get the 3 units to lock up stage, making them weather proof until a further review is undertaken regarding the project finances.

The Newdegate Independent Living Units are incorporated into the Newdegate Town Centre Rejuvenation Project. A concept plan for Stage 2 and Stage 3 of Rejuvenation project has been adopted by Council (Motion 11456) at its 27 June 2012 Ordinary meeting. A budget estimate to build 2 villas and surrounds was estimated at \$659,000. The forward estimate for CLGF 2012-2013 allocation is \$538,000.

The announcement of the Western Australian state election to be held on the 9 March 2013 has however caused some uncertainty around the 2012-13 round of funding. The current government has gone into caretaker mode as of the 6 February 2013 and no further financial assistance agreements can be signed off on in the lead up to the election. Staff have been unable to confirm whether this funding will still be available should a change of government occur, which could in turn affect the current budget.

As per Council Motion 11544 at its 28 November 2012 Ordinary Meeting, detailed construction drawings and specifications are on hold until funds from Country Local Government Fund round 2012-2013 are secured.

A review of the program to date has identified a number of key issues regarding the implementation of the program:

- Original Business case budget stated 2 units to be constructed at 5 Bennett Street; however 3 were approved for construction without securing full project budget. The estimated budget for 3 Units was \$735,504 with various funding streams identified being part CLGF, RDC and in-kind however only \$605,000 has been secured.
- A limitation of the business plan is that construction costs for funding allocation have been based on estimates and not actual detailed construction plans. Site specific costs have not been accounted for.
- Each year of funding can only be received once projects in the previous two years have been completed and the grant acquitted. Some Shires within the Alliance have not completed 2010-2011 funding allocation and therefore delaying access to future funds. This grant condition could delay the receipt of funds for the Shire of Lake Grace.
- The 2013-2014 CLGF round is not known and cannot be guaranteed to continue subject to the Western Australian State Election

Key factors have been learned through the development and undertaking of the Aged Care housing Program.

These factors influence the overall community expectations of the proposed facilities and the overall cost; and as such should form a guide for consideration of future construction projects:

- Proper project costing needs to be undertaken to ensure all costs are accounted
- In-kind costs cannot support the implementation of project or means of reducing costs
- Construction methods and specifications need to reflect available budget
- Project Management needs to be costed against the job
- Landscaping costs need to be built into the project
- Design and Planning approval fees need to be included within the project costs including town planning fees and Building surveyor costs and fees
- Consider location of the development and the works and costs required to make it suitable for housing construction

#### **Further Work Required**

Based on the review of the current project to date the key driver now is to manage the project expenditure. The initial project estimate and commitments have been askew with the allocated funding from the regional housing alliance. Until notified of the amount of funding received under the 2012-2013 Country Local Government Fund regional component a detail financial summary cannot be provided. In the interim a funding strategy can be developed to align with a construction program to ensure expenditure commitments are not exceeding the forward estimates of grants allocations.

#### Legal Implications

N/A

#### Policy Implications

N/A

#### Consultation

Internal: Acting CEO Shire Lake Grace  
Senior Management Team

External: Shire of Williams

#### Financial Implications

\$605,000 of funding from the CLGF 2010-2011 and 2011-2012 rounds has been secured. This funding was for construction of 2 units however approval for 3 was given. A shortfall in funding exists to deliver the entire project. Work will proceed to complete units to lockup stage before review of project financing.



A review of the project financing will be presented to council subject to confirmation of the 2012-2013 CLGF funding allocation. The review will outline in more detail the funding arrangements.

Strategic Implications

Shire of Lake Grace Strategic Plan – Item 6 Leadership - Provide a visionary and proactive approach to leadership at an operational and strategic level

6.1 Continue to engage and implement resource sharing on a regional basis, including, but not limited to:

- Lakes VROC;
- 4WD VROC;
- Wagin Regional Refuse Group;
- Australia Wide Rural Road Group;
- Eastern Districts Declared Species Group

Voting Requirements

Simple majority required.

Recommendation/Resolution

**MOTION 11585**

Moved Cr De Landgraff  
Seconded Cr Sinclair

That Council accept the Manager Infrastructure's report on the latest developments regarding the Lakes and 4WD Regional Alliance Well-aged Persons Housing Project.

**MOTION CARRIED 7/0**

<b>15.0 MATTERS FOR CONSIDERATION – ADMINISTRATION</b>
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**15.1 SHIRE OF LAKE GRACE EIGHT YEAR LOCAL LAWS REVIEW**

<b>Applicant:</b>	BHW Consulting - Mr Bruce Wittber
<b>File No.</b>	0378
<b>Attachments:</b>	Draft Discussion Paper
<b>Author:</b>	Mr Bruce Wittber & Mrs Jeanette Bennett Executive Assistant
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	18 February 2013
<b>Senior Officer:</b>	Mr Graeme Simpson Acting Chief Executive Officer

Summary

The purpose of this report is to seek approval from Council to commence the process of reviewing the Shire's Local Laws.

Background

The *Local Government Act 1995* (the Act), requires that the Council must every eight years after adoption of any Local Law, or the last review, conduct a review of the Local Law to ensure that it still retains currency.

The Shire of Lake Grace (the Shire) has appointed BHW Consulting (BHW) to undertake the review of all the Shire Local Laws.

The first part of the review was to establish whether there were any Local Laws that were considered obsolete and consequently requiring repeal without being replaced. The review identified that there were no Local Laws on the Department of Local Government Local Laws Register that had not previously been repealed in accordance with S3.12 of the Act.

It is proposed that the Shire conduct a review in accordance with S3.16 of the Act of the following Local Laws (the date in brackets is the year the Local Law was gazetted):

- Pest Plants Local Law (1982)
- Extractive Industries Local Law (2000)
- Cemeteries Local Law 1999 (2000)
- Dogs Local Law (2001)
- Local Government Property Local Law (2001)
- Local Laws Relating to Fencing (2001)
- Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law (2001)
- Bush Fire Brigades Local Law (2001)
- Health Local Law 2000 (2001)
- Standing Orders Local Law (1999)

To assist in understanding any possible amendments to the existing Local Laws BHW has prepared a Discussion Paper on the Eight (8) Year Review

of the Shire's Local Laws. The Discussion Paper outlines the approach to the review including the consultation that is being undertaken to ensure that the Shire Councillors, staff and other stakeholders have the opportunity to provide comment at various stages of the review process.

The review has identified that most if not every current Local Law is likely to be amended.

The review further identified which Local Laws that will likely require repealing and replacing. These include:

- Standing Orders Local Law
- Health Local Law 2000

The Discussion Paper attached to this agenda outlines the details of proposed amendments to the various Local Laws.

S3.16 of the Act provides the process to be followed for a review of Local Laws. It is appropriate to point out that any outcomes from a review that result in amendments to a Local Law outlined in this report must then be processed as though it was a change to the Local Law and the amendments formally adopted using S3.12 of the Act.

This in effect means there are two distinct processes to follow - the first being a review and the second the implementation of the outcome of the review.

To commence the review process the Council is required to advertise state-wide its intention to review the Local Laws.

#### Comment

The purpose of the Discussion Paper is to allow the Council and then in turn the community to obtain a view as to what changes may be being contemplated by the Shire.

In the Discussion Paper each Local Law the subject of review has been detailed as to what changes have been proposed by the consultant, other changes that may be required for administrative or legal reasons and suggested amendments to the level of penalties that may be applied in the event of a breach of the Local Law.

One matter for noting is that the Pest Plants Local Law was adopted in 1981, and in recognising that it was gazetted 30 more than years ago, and the terminology and drafting standards have changed, the local law is still able to be enforced.

Notwithstanding the above comment, the current Local Laws appear to provide for a sound operational standard. After the amendments have been finalised it is suggested that consideration be given to undertaking an education program to provide the relevant Shire staff with a better understanding of the requirements of the Local Laws and improve the effective management within the community.

Legal Implications

S3.16 of the Act requires the Council to carry out a formal review of its Local Laws every 8 years.

Following the review of the Local Laws any amendments will be processed in accordance with S3.12 of the Act.

Policy Implications

N/A

Consultation

BHW conducted a workshop in Lake Grace for Councillors and staff on Tuesday 16 October 2012.

Following discussions and consideration of the changes that are likely to be required, together with the availability of a new WALGA Model Local Government (Council Meetings) Local Law, it was agreed that the Shire would work towards repealing and replacing the current local law with the new model suitably amended to meet the requirements of the Shire.

Financial Implications

The consultancy for the Local Laws Review is budgeted for in the 2012/13 budget – Account 042290.

Account E042100 covers advertising costs for the Shire. The cost of advertising the Review in the West Australian is approximately \$500.00.

Once the Local Laws Review is complete and should Council wish to proceed to go to the next step and repeal and replace its Standing Orders and Health Local Laws the cost to complete the project is likely to be \$20-\$25,000. The cost of advertising in the Government Gazette is included in that cost and would be anywhere from \$10 - \$12,000. This would need to be considered in the 2013/14 budget process.

Strategic Implications

*Shire of Lake Grace Interim Community Strategic Plan 2011 – 2015*

7. Organisational Excellence – Complete review of Local Laws

Voting Requirements

Simple majority required.

Recommendation/Resolution

**MOTION 11586**

Moved Cr Farrelly  
Seconded Cr De Landgraft

That Council:

1. Proceed with the review of the following Local Laws:

- Pest Plants Local Law
- Extractive Industries Local Law
- Cemeteries Local Law 1999
- Dogs Local Law
- Local Government Property Local Law
- Local Laws Relating to Fencing
- Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law
- Bush Fire Brigades Local Law
- Health Local Law 2000
- Standing Orders Local Law 1998

2. Advertise the review of the following Local Laws in accordance with s3.16 (2) of the Local Government Act 1995:

- Pest Plants Local Law
- Extractive Industries Local Law
- Cemeteries Local Law 1999
- Dogs Local Law
- Local Government Property Local Law
- Local Laws Relating to Fencing
- Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law
- Bush Fire Brigades Local Law
- Health Local Law 2000
- Standing Orders Local Law 1999

3. An amount of \$25,000 be submitted for budget consideration during the 2013/14 budget deliberations to cover the costs associated with the repeal and replacement of the Standing Orders Local Law 1999 and the Health Local Law 2000.

**MOTION CARRIED 7/0**

**15.2 DEPARTMENT OF REGIONAL DEVELOPMENT AND LANDS – LEASE RENEWAL – LAKE GRACE LOT 279**

**Applicant:** Department of Regional Development and Lands  
**File No.** 0363/A6454  
**Attachments:** Letter & Map  
**Author:** Mrs Jeanette Bennett  
Executive Assistant  
**Disclosure of Interest:** Nil  
**Date of Report:** 18 February 2013  
**Senior Officer:** Mr Graeme Simpson  
Acting Chief Executive Officer

Summary

The purpose of this report is for Council to provide comment on the renewal of the lease over the land shown as Lake Grace Lot 279.

Background

The subject land has been leased for the ten year period expiring on 30 June 2013.

The Department of Regional Development of Lands is considering renewal of the lease and is seeking the Shire's comment – refer attached letter.

In 2003, when approached for comment, Council previously advised the then Department of Lands that it had no objection to the lease over the land.

Comment

Lot 279 Mason St Lake Grace, is leased by David Fyfe for use in his transport business and consists of 1507sqm of land located on Mason St in the Lake Grace Light Industrial Area.

An inspection of the site in regard to standard of development i.e. fencing and drainage indicates an acceptable standard.

Although consistent with adjacent property in the area, the gravel surface is of concern with regard to dust suppression. The lot is not kerbed or supplied with underground drainage connection.

Consultation

Internal: Manager Infrastructure Services

Legal Implications

*Land Administration Act 1997* – s79 – The Minister may lease Crown Land for any purpose.

Policy Implications

N/A

Financial Implications

N/A

Strategic Implications

The use of the land is consistent with zoning for the area.

Voting Requirements

Simple majority required.

Recommendation/Resolution

**MOTION 11587**

Moved Cr Sinclair  
Seconded Cr Walker

That the Department of Regional Development and Lands be advised that the Shire has no objection to the renewal of the lease over Lake Grace Lot 279 to Mr Fyfe for the purpose of light industry.

**MOTION CARRIED 7/0**

**15.3 APPOINTMENT OF DELEGATES TO COUNCIL COMMITTEES**

<b>Applicant:</b>	Audit Committee, Newdegate Town Centre Rejuvenation Committee & the Lake Grace Sporting Pavilion Redevelopment Project Committee
<b>File No.</b>	0625/0659
<b>Attachments:</b>	Nil
<b>Author:</b>	Mrs Jeanette Bennett Executive Assistant
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	18 February 2013
<b>Senior Officer:</b>	Mr Graeme Simpson Acting Chief Executive Officer

**Summary**

The purpose of this report is for Council to consider:

1. Appointing delegates to three of its Committees to fill the vacancies resulting from the resignation of Mrs Amanda Milton from Council.
2. Appointing a delegate to replace Cr Newman on the Lake Grace Sporting Pavilion Redevelopment Project Committee.

**Background**

Mrs Amanda Milton resigned from her position as Councillor for the Lake Grace Ward on 19 December 2012. An extraordinary election will be held on 4 April 2013 to fill the vacancy.

Following the last Local Government election held in October 2011 Mrs Milton was appointed as a Council delegate to the Shire's:

- Audit Committee;
- Newdegate Town Centre Rejuvenation Committee; and the,
- Lake Grace Sporting Pavilion Redevelopment Project Committee

Councillor Newman was appointed to the Lake Grace Sports Pavilion Redevelopment Project Committee in 2011, however has found that the meeting schedule clashes with his Board of Director duties for CBH (Co-operative Bulk Handling). He is therefore unable to attend meetings and wishes to be replaced on the Committee.

Appointment of delegates to Council Committees takes place following each Local Government election with terms of office being for two (2) years until the next election cycle at which time representation expires. The current Committee representation expires in October 2013.

Accordingly, the term of office in regard to these appointments is for a period of six (6) months until the next Local Government election cycle in October 2013.



Comment**1. Audit Committee**

As per the Audit Committee's Terms of Reference, the committee is to consist of four members with three elected members and one external person.

Authority:	<i>Local Government Act 1995 section 5.9 (1) and 5.9 (2) (d), section 7. Local Government Financial Regulations sections 4-8.</i>
Delegation:	The Audit Committee has no Delegated Authority. Minutes are published and included in the monthly Information Bulletin Report.
Membership:	Cr Farrelly, Cr _____, Cr Chappell, Mrs Michelle Lay
Meetings:	Quarterly – often held immediately prior to a Council Meeting.
Current Status	Active

**2. Newdegate Town Centre Rejuvenation Committee**

Under the Rejuvenation Committee's structure, the current committee consists of three elected members and four community members.

Ideally the elected member representation consists of two members from the Newdegate Ward and one member from the Lake Grace Ward or the Lake King Varley Ward.

Authority:	<i>Local Government Act 1995 section 5.9 (2) (c).</i>
Delegation:	The Newdegate Rejuvenation Committee has no Delegated Authority. Minutes are published and included in the monthly Information Bulletin Report..
Membership:	Cr Armstrong, Cr Chamberlain, Cr _____, Mrs Lynne Ellard, Mrs Roz Lloyd, Mrs Judy Walker, Mrs Diana Gosling
Meetings:	As per 12 month meeting schedule – Wednesday's @ 4.00pm
Current Status	Active

**3. Lake Grace Sporting Pavilion Redevelopment Project Committee**

The current Lake Grace Sporting Redevelopment Project Committee was established in December 2011 to oversee Stage Two of the redevelopment of the Lake Grace Sporting Precinct.

Under the Lake Grace Sporting Redevelopment Project Committee's structure the current committee consists of three elected members, four community members and two proxy deputy community members.

The elected member representation for this committee specifically consists of two elected members from the Lake Grace Ward and one member from the Newdegate Ward or the Lake King Varley Ward.

Authority:	<i>Local Government Act 1995 section 5.9 (2) (c).</i>
Delegation:	The Lake Grace Sporting Pavilion Redevelopment Project Committee has no Delegated Authority. Minutes are published and included in the monthly Information Bulletin Report.
Membership:	Cr Chappell, Cr _____ (LG Ward), Cr _____ (Newdegate/Lake King Varley Ward), Mr Royce Taylor, Mrs Amanda Trevenen, Mrs Danielle Robinson, Mr Bevan Taylor Deputy Members: Mr Greg Pinney & Mr John O'Neill
Meetings:	As per 2013 meeting schedule (first Tuesday each month @ 5pm
Current Status	Active

C

Consultation

N/A

Legal Implications

A committee can be established by way of absolute majority under Part 5 Subdivision 2 of the *Local Government Act 1995*. Relevant sections include:

- s5.8: *Establishment of committees. Three or more persons.*
- s.5.9: *Type of committees: s5.9 (2) (e) – employees and other persons*
- s5.10: *Appointment of committee members*
- s5.11: *Tenure of committee membership.*
- s5.17: *Limits on delegations of powers and duties to certain committees.*

Policy Implications

N/A.

Financial Implications

Attendance fees and travel are payable to elected members representing the above mentioned committees.

Strategic Implications

Shire of Lake Grace Strategic Plan – 6 Leadership

Recommendation

That Council appoint, for a term expiring in October 2013:

1. Cr \_\_\_\_\_ to the Audit Committee.
2. Cr \_\_\_\_\_ to the Newdegate Town Centre Rejuvenation Committee.
3. Cr \_\_\_\_\_ (Lake Grace Ward) & Cr \_\_\_\_\_ (Newdegate / Lake King Varley Ward) to the Lake Grace Sporting Pavilion Redevelopment Project Committee.

Voting Requirements

Absolute majority (5) required.

Resolution

**MOTION 11588**

Moved Cr Farrelly  
Seconded Cr Chamberlain

That Council appoint, for a term expiring in October 2013:

*Cr Steve Hunt* to the Audit Committee.

*Cr Ross Chappell* to the Newdegate Town Centre Rejuvenation Committee.

*Cr Steve Hunt (Lake Grace Ward) & Cr Armstrong (Newdegate / Lake King Varley Ward)* to the Lake Grace Sporting Pavilion Redevelopment Project Committee.

**MOTION CARRIED BY ABSOLUTE MAJORITY 7/0**

2.50pm Mrs Clarke left the meeting.

#### **15.4 USE OF THE COMMON SEAL – TRANSFER OF LAND**

<b>Applicant:</b>	Shire of Lake Grace
<b>File No.</b>	0369
<b>Attachments:</b>	Deposited Plan 74390
<b>Author:</b>	Mr Martin Harrop Manager Infrastructure Services
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	14 February 2013
<b>Senior Officer:</b>	Mr Graeme Simpson Acting Chief Executive Officer

##### Summary

The purpose of this report is for Council to approve use of its common seal on the Application for Transfer of Land of Lot 579 on deposited plan 74390.

The transfer of land is a result of the Dewar Street light Industrial subdivision completed in 2012. The Transfer of Land is between Landcorp and the Shire of Lake Grace.

##### Background

The Lake Grace Light Industrial subdivision on Dewar Street was developed by Landcorp via the Regional Development Assistance Program (RDAP). The industrial development has created 5 lots (Lot575-579) on Deposited plan 74390.

Minutes of the relevant council meetings concerning the development of Dewar Street Light Industrial Subdivision include:

- 21 December 2005 Item 11.3 Industrial Land lake Grace town site
- 25 February 2009 Item 12.1 Proposed road closure – Portion of Boulton Street Lake Grace
- 25 February 2009 Item 12.2 Proposed Light Industrial/ Service Commercial Subdivision – Dewar Street Lake Grace
- 26 June 2009 Item 12.1 Proposed Road Closure – Unconstructed portion of Boulton Street Lake Grace

The transfer of Lot 579 Dewar Street lake Grace was negotiated between Shire of Lake Grace and Landcorp. The transfer of Lot 579 Dewar Street was on exchange for Lot 3000 being Reserve 48143. The agreement for the transfer of land between parties was established at the planning stage of the subdivision development. The transfer of Lot 579 to the Shire of Lake Grace will enable the Shire to develop the lot for 'Community Recycling Depot' and at the same time retain the Salmon Gums. The retention of the Salmon Gums was a key objective based on the community consultation process for the planning and development of the subdivision development.

Lot 579 Dewar Street is 2057 square metre lot with 40 metre road frontage. Potential exists to acquire unused road reservation to increase the size of the lot. Lot 3000 (Reserve 48143) was 2496 square metres with 41.4 metre

road frontage but undeveloped. Lot 579 Dewar Street is shown on Deposited plan 74390.

Comment

The transfer of Lot 579 is important to action a commitment to preserve the salmon gums within a future development site for the Shire of Lake Grace.

The transfer will also involve the Shire to relocate the existing fenced waste transfer centre and the water stand pipe once the transfer of land has occurred.

This will make the land available for stage 2 on the light industrial development. At this stage there is no timeline for stage 2 to commence but the relocation of the infrastructure should be budgeted for 2013-2014.

Legal Implications

Local Government Act 1995  
Duties Act 2008 – 92(1)  
Transfer of Lands Act 1893 -130(1)

Policy Implications

Shire of Lake Grace Policy 1.11 – Use of Common Seal

Financial Implications

The consideration for the Transfer of Lot 579 is \$1.

The Shire of Lake Grace is exempt from stamp duty costs under the Duties Act 2008 Section 92(1). The Settlement and registration fees will cost \$860. The total cost \$861.

Strategic Implications

Shire of Lake Grace Strategic Plan  
5. Infrastructure (other than roads) – develop, maintain and rationalize key infrastructure in the best interest of the community

Voting Requirements

Simple majority required

Recommendation/Resolution

**MOTION 11589**

Moved Cr Walker  
Seconded Cr De Landgraft

That Council authorise the President and the Acting Chief Executive Officer to affix the Common Seal for the Application for transfer of lot 579 on deposited plan 74390.

**MOTION CARRIED 7/0**

<b>16.0 INFORMATION BULLETIN</b>
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**16.1 INFORMATION BULLETIN REPORT – FEBRUARY 2013**

<b>Applicant:</b>	Executive Services
<b>File No.</b>	N/A
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Annual Grants Register</li> <li>2. Council Status Report – December 2012</li> <li>3. Letter – ALGA re 2013 NGA</li> <li>4. Minutes – Annual Electors Meeting</li> <li>5. Minutes – Audit Committee</li> <li>6. Minutes – LG Sports Pavilion Committee</li> <li>7. Minutes - LG Library &amp; CRC Management Committee</li> <li>8. Minutes – WALGA Central Country Zone</li> </ol>
<b>Author:</b>	Mrs Jeanette Bennett Executive Assistant
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	14 February 2013
<b>Senior Officer:</b>	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 regarding the status of the various main elements of the Shire's Integrated Planning process as per the Integrated Planning and Reporting Framework 2011.

<b>Element</b>	<b>Status &amp; Comments</b>
Strategic Community Plan	<p>Adopted at the November 2012 Meeting.</p> <p>Staff have been working on prioritising desired outcomes from the Community Strategic Plan into financial years to 2023, so it translates into practical project data for costing. Council can then also make a decision on which projects it wishes to fund and when. The information can then be included/integrated into the Workforce Plan, Corporate Business Plan &amp; Long Term Financial Plan.</p> <p>Responsible Officer : Chief Executive Officer</p>

Corporate Business Plan	To be developed from the Shire's existing Strategic Plan and the Strategic Community Plan. Action CEO & Council. Responsible Officer : Chief Executive Officer
Workforce Plan	Under development in-house, meetings are held weekly to track progress. Responsible Officers : Manager Community Services, Coordinator Finance & Administration, Executive Assistant
Asset Management Plan	The Asset Improvement Strategy Report presented to Council at this meeting (refer Item 11.1), is the next step in the Shire's Asset Management Process. Responsible Officer : Manager Infrastructure Services
Long Term Financial Plan	Draft developed by UHY Haines Norton, requires integration that will align with the Strategic Community Plan, the Corporate Business Plan and the Workforce Plan. Responsible Officer : Manager Corporate Services

The information at attachment includes:

### **1. Grants Register**

Provides a list of grants applied for (pending, approved and completed) on behalf of the Shire.

### **2. Council Status Report**

Tracks the progress of Council resolutions.

### **3. Letter - ALGA**

Letter from the Australian Local Government Association, call for motions for the National General Assembly of Local Government being held in Canberra from 16 – 19 June. This year's theme is 'Foundations for the Future – Twenty 13'.

### **4. Minutes – Annual Electors Meeting**

Minutes of the Annual Electors Meeting held in Lake Grace on Monday 11 February. As there were no matters for decision by Council arising out of the meeting the minutes are presented here for Council to accept.

### **5. Minutes – Audit Committee**

The minutes of the Audit Committee are presented for Council to accept. The Annual Report etc was dealt with at the December Meeting of Council. The Audit Committee Meeting dates have been advertised to the public, however will be reviewed at the 27 February 2013 Audit Committee Meeting and re-advertised. At the time of writing this report the minutes are unconfirmed.

### **6. Minutes – Lake Grace Sports Pavilion Committee**

Unconfirmed minutes of the Lake Grace Sports Pavilion Committee Meeting held in Lake Grace on 5 February 2013. The next Committee meeting is scheduled to be held on 5 March 2013.

**7. Minutes – Lake Grace Library & CRC Management Committee**

Unconfirmed minutes of the Lake Grace Library & CRC Management Committee Meeting held in December 2013.

**8. Minutes – WALGA Central Country Zone**

Unconfirmed minutes of the In-Person Special Meeting of the WALGA Central Country Zone Meeting held in Narrogin on 7 February 2013.

The meeting was held to consider the Metropolitan Local Government Review Panel's Final Report. The Shire President and Acting CEO at the time, Mr Martin Harrop attended the meeting on behalf of the Shire of Lake Grace.

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 Recommendation/Resolution

**MOTION 11590**

Moved Cr Sinclair  
Seconded Cr Farrelly

That Council:

1. Accepts the Information Bulletin report; and,
2. Supports the submission of a motion to the National General Assembly of Local Government regarding responsibility by the Federal Government for General Practitioner services.

**MOTION CARRIED 7/0**



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

**18.0 SCHEDULING OF MEETING**

**18.1 MARCH 2013 ORDINARY MEETING**

**Motion 11543 November 2012 states:**

An Ordinary Meeting of Council will be held on Wednesday 27 March 2013 commencing at 2:00pm at the Varley Sports Pavilion, Varley WA.

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

**MOTION 1591**

Moved Cr Chamberlain  
Seconded Cr Walker

That Council close the meeting to the public at this time, being 3.00 pm, to consider the Appointment of a Manager Community Services and Chief Executive Officer.

**MOTION CARRIED**

*3.00pm Mr Geoff McDonald left the meeting.*

**MOTION 11592**

Moved Cr Walker  
Seconded Cr Farrelly

That the meeting adjourn at this time, being 3.12pm, for afternoon tea.

**MOTION CARRIED 7/0**

*3.30pm The Shire President reconvened the meeting.*

**19.1 MANAGER CORPORATE SERVICES - APPOINTMENT**

*Item forwarded under separate cover.*

**MOTION 11593**

Moved Cr Walker  
Seconded Cr Chappell

That Council accepts the recommendation of the Acting Chief Executive Officer to employ Mr John Bingham in the position of Manager Corporate Services subject to three months probation with an extra provision being made for a further three months probation if required.

The use of the Common Seal on the contract is authorised.

**MOTION CARRIED 7/0**

**19.2 CHIEF EXECUTIVE OFFICER – OFFER OF EMPLOYMENT**

**MOTION 11594**

Moved Cr Farrelly  
Seconded Cr Sinclair

That Council deal with the Item of Urgent General Business regarding the appointment of a Chief Executive Officer.

**MOTION CARRIED 7/0**

**MOTION 11595**

Moved Cr Chamberlain  
Seconded Cr Farrelly

1. That Council make an in-principle offer of employment to Mr Trevor Smith for a five year term with a cash component of \$130,000 per annum plus the other benefits as advertised in the Information Package, subject to a satisfactory medical report, satisfactory reference checks, three months probation and an agreed contract document being approved by Council and its consultant Anne Lake.

2. That the administration prepare draft correspondence for the President to inform the unsuccessful candidate of Council's decision.

**MOTION CARRIED 7/0**

**MOTION 11596**

Moved Cr Farrelly  
Seconded Cr Sinclair

That the meeting be re-opened to the public at this time being 4.10 pm.

**MOTION CARRIED 7/0**

**20.0 CLOSURE**

On behalf of Council the Shire President thanked the Manager Infrastructure Services, the Manager Community Services and the Executive Assistant for stepping up during the trying times over the past six weeks.

There being no further business, the President closed the meeting at 4.11 pm.

**21.0 CERTIFICATION**

I Leonard William Armstrong certify that the minutes of the meeting held on the 27 February 2013 as shown were confirmed as a true record at the meeting held on the 27 March 2013.

\_\_\_\_\_

Chairman

\_\_\_\_\_

Date