

Shire of Lake Grace

# Ordinary Council Meeting

# Minutes

28 November 2012



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## **SHIRE OF LAKE GRACE**

Minutes of the Ordinary Meeting of Council held at the Newdegate Community Library & Resource Centre, Collier St Newdegate WA on Wednesday 28 November 2012.

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

The Shire President opened the meeting at 8.00 am.

### **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 AI Milton	
Cr WA Newman	
Cr DP Sinclair	<i>(entered the meeting at 8.10am)</i>
Cr AJ Walker	

Mr SK Fletcher	Chief Executive Officer
Ms S Appleton	Manager Corporate Services
Mr M Harrop	Manager Infrastructure Services
Mrs L Holben	Manager Community Services
Mrs J Bennett	Executive Assistant

#### **Observers**

Mr V Shalders	Newdegate Community Member
Mr D Bullock	Gardening Team Member (Newdegate)
Mrs C Chappell	Community Services Officer
Mr M Owen	Community Emergency Services Officer

#### **2.2 APOLOGIES**

Nil

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

Nil

**3.0 PUBLIC QUESTION TIME****3.1 MR VIC SHALDERS**

Mr Vic Shalders addressed Councilors over his ongoing concerns regarding the accuracy of the Newdegate Cemetery records held by the Shire which he has been trying to have something done about for a long time.

The Newdegate and Lake Grace cemetery papers were apparently destroyed by fire in the early days. Mr Shalders produced a letter from the Shire dated November 1984, the author being Mr LW (Laurie) Griffiths, the Shire Clerk at that time.

The maps from the Shire look nothing like what is actually up there, he has produced a book based on how he has found the cemetery. He would like two people from the Shire office to come out to the Newdegate Cemetery, take photos and compare and see whether his map is correct.

***Reply***

***The Shire President advised he has taken Mr Shalder's maps to the Shire and they have been trying to arrange a meeting. The President took Mr Shalder's comments on board and advised the Shire administration will make contact to arrange a meeting.***

**4.0 APPLICATIONS FOR LEAVE OF ABSENCE**

None

**5.0 MINUTES OF PREVIOUS COUNCIL MEETINGS****5.1 ORDINARY MEETING – 24 OCTOBER 2012****Resolution****MOTION 11532**

Moved Cr Newman  
Seconded Cr Chappell

That the minutes of the Ordinary Meeting of Council held on the 24 October 2012 be confirmed as a true and accurate record.

**MOTION CARRIED 8/0**

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

*Cr Chamberlain declared a financial interest in Item 12.1 in that he is the landowner.*

**6.2 DECLARATIONS OF PROXIMITY INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60B****6.3 DECLARATIONS OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATION SECTION 34C****7.0 NOTICES OF URGENT BUSINESS**

Nil

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

Nil

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

Nil

**10.0 MEMBERS' REPORTS****10.1 CR NEWMAN**

Cr Newman reported phoning local Member of Parliament, Hon Terry Waldron MLA to discuss the recycling container deposit scheme, he is hopeful that Mr Waldron will take it up as part of the campaign for the next election.

**10.2 CR WALKER**

Cr Walker reported dissatisfaction amongst commercial businesses in Lake Grace regarding the Lake Grace rubbish tip opening hours. He will discuss this further at the information session following the meeting.

**10.3 CR FARRELLY**

Reported attendance at a Department of Sport & Recreation meeting in Narrogin on 22 November with the Acting CEO and Manager Community Services. They advised there is 3.4million in grants submitted for this area, an independent body will be assessing them.

They also reported on the large amount of money issued for artificial grass surfaces and that in 10 years time most of the grant money available will need to go into replacing them. Kulin's surface is already 8 years old. There is a survey that the Department is wanting completed.

## 10.4 **CR ARMSTRONG**

**Friday 2 November 2012:** Attended Rural Water Council Meeting in Northam with Cr Ross Chappell.

The main areas of business were contained within the individual member organisations reports, those being:

1. Water Corporation Report –
2. Department of Water Report
3. Department of Agriculture & Food Report
4. Water Corporation Customer Advisory Committee - Report by the Rural Water Council Representative, Cr Lawrie Short, Deputy Shire President, Shire of Dandaragan, a most informative and interesting report on a number of water issue areas – the report will be made available in next month's Information Bulletin Report for those that wish to have a look at it.

**Tuesday 13 November 2012:** Chaired the 4WDL VROC Meeting which was held in Council Chambers in Lake Grace. A copy of the minutes is included in the Information Bulletin (Item 16.1). An inspection of the aged units being constructed across the way was undertaken by the members of the VROC.

**Tuesday 13 November 2012:** Chaired the Committee of Council Meeting for the Newdegate Rejuvenation Committee, an agenda item is presented in today's agenda (Items 15.4 & 15.5).

**Friday 16 November 2012:** Sandy and myself attended Regional Achievement & Community Awards, a highly recognised and prestigious awards night with some 400 attendees at the Gala Dinner in the ballroom at the Perth Convention & Exhibition Centre. Anna-Lisa Newman of Varley was our main person of interest as she had been nominated in the Country Housing Authority Primary Producer of the Year Category, one of nine categories. She was up against two other highly credentialed nominees for this award and was declared the category winner. Well done Anna-Lisa and your women in the Women in Farming Enterprise organisation!

**Thursday 22 November 2012:** I had to withdraw from attending a Department of Sport & Recreation Forum with the Minister for Sport & Recreation in Narrogin at the last minute, but I believe we were well represented by Cr Farrelly, the Acting CEO and the Manager Community Services.

**Sunday 25 November 2012:** I conducted an Australian Citizenship Ceremony for the husbands and fathers and their children of three ex Phillipine families, the Berdin, Amores and Juanillo families, in the Lakes Village Hall in Lake Grace. A thank you to those Councillors who attended and a big thank you to Jeanette Bennett for all of her organisation and behind the scenes coordination leading up to the ceremony – thank you Jeanette.

## 11.0 MATTERS FOR CONSIDERATION – WORKS & SERVICES

### 11.1 CALLING OF TENDER – SUPPLY OF BITUMEN AND AGGREGATE

**Applicant:** Manager Infrastructure Services  
**File No.** 0415  
**Attachments:** Nil  
**Author:** Mr Martin Harrop  
 Manager Infrastructure Services  
**Disclosure of Interest:** Nil  
**Date of Report:** 19 November 2012  
**Senior Officer:** Mr Graeme Simpson  
 Acting Chief Executive Officer

#### Summary

This report recommends that Council authorise the Chief Executive Officer to call tenders for the supply bitumen and aggregate for the Shire's 2012-2013 road sealing program.

#### Background

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

Road Name	Work Type	Project Funds
North Lake Grace Karlgarin Road	Reconstruct and primer seal, plus reseal	Regional Road Group & Shire of Lake Grace
Biddy Buniche	Reseal & patch	Roads to Recovery

In order to satisfy the specific requirements of the Local Government (Functions and General) Regulations 1996, it is recommended that Council resolve to proceed with the tasks required to publicly invite tenders for the supply of bitumen and aggregate for the Shire Lake Grace 2012-2013 road sealing program.

#### Comment

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

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

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

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



The assessment criteria will be:

- |                                       |     |
|---------------------------------------|-----|
| • Cost                                | 80% |
| • Relevant Experience                 | 10% |
| • Organisational Capacity & Resources | 5%  |
| • Demonstrated Understanding          | 5%  |

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

Legal Implications

Local Government Act 1995

Local Government (Functions and General) Regulations 1996

Policy Implications

Nil

Consultation

Internal: Chief Executive Officer

Financial Implications

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

Strategic Implications

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

Voting Requirements

Simple majority required.

Recommendation/Resolution

**MOTION 11533**

Moved Cr Farrelly  
Seconded Cr Newman

1. That Council authorise the Chief Executive Officer to call tenders for the supply of bitumen and aggregate; and,

2. The following assessment criteria is applied:

- |                                     |     |
|-------------------------------------|-----|
| Cost                                | 80% |
| Relevant Experience                 | 10% |
| Organisational Capacity & Resources | 5%  |
| Demonstrated Understanding          | 5%  |

**MOTION CARRIED 9/0**

## 12.0 MATTERS FOR CONSIDERATION – PLANNING

### 12.1 PLANNING APPLICATION – PROPOSED ADVERTISING SIGN ON LOT 745 NEWDEGATE RAVENSTHORPE ROAD, NEWDEGATE

8.19pm Cr Chamberlain having declared a financial interest in Item 12.1 in that he is the landowner left the meeting.

8.20am Mr Shalders left the meeting.

<b>Applicant:</b>	Paramount Australia Outdoor Media
<b>Landowner:</b>	Mr Ian Chamberlain
<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>	13 November 2012
<b>Senior Officer:</b>	Mr Graeme Simpson Acting Chief Executive Officer

#### Summary

This report recommends that Council resolve to approve:

1. a planning application submitted by Paramount Australia Outdoor Media on behalf of Mr Ian Chamberlain (Landowner) to erect a new advertising sign on Lot 745 (No.418) Newdegate-Ravensthorpe Road, Newdegate subject to conditions; and
2. prepare a new local planning policy to provide future guidance for the development and use of advertising signage throughout the Shire of Lake Grace.

#### Background

The applicant is seeking Council's planning approval to erect a new freestanding advertising sign on Lot 745 (No.418) Newdegate-Ravensthorpe Road, Newdegate to provide a 'space for hire' for various advertising content over an unspecified period of time.

Lot 745 is located approximately 2 kilometres east of the Newdegate townsite adjacent to the eastern edge of Lake Burkett (see Plan 1).

Lot 745 is irregular in shape, comprises a total area of approximately 254.47 hectares and has direct frontage and access to Newdegate-Ravensthorpe Road along its north-eastern and northern boundaries, Old Ravensthorpe Road adjacent to its eastern boundary and an unnamed, unconstructed road reserve along its southern boundary (see Plan 2).

Lot 745 has been extensively cleared of native vegetation and is currently used for broadacre agricultural purposes (i.e. cropping & grazing). The land contains some scattered stands of natural vegetation and numerous salt lakes. The land also contains a number of physical improvements associated with its current rural use including an existing single detached dwelling, sheds, dams, internal access tracks and boundary fencing.

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

- i) Erection of a new 8 metre wide and 2 metre high double sided metal advertising sign with a total area of 16m<sup>2</sup> (per face) approximately 400 metres north-west of the intersection of Newdegate-Ravensthorpe Road and Old Ravensthorpe Road (see Plans 3 & 4);
- ii) The sign will have a 2 metre clearance from the natural ground level with the overall height of the sign being 4 metres;
- iii) The sign will have a setback of approximately 2 metres from the land's boundary to Newdegate-Ravensthorpe Road and will be orientated towards this road to maximise its visual exposure;
- iv) The sign will be of static illumination (i.e. unlit); and
- v) The sign will accommodate various advertising content over an unspecified period of time (i.e. 'space for hire') catering to a number companies and organisations including but not limited to RAC, Harvey Fresh, SGIO, BHP, Elders, Nissan, Office of Road Safety etc.

### Comment

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

Lot 745 is classified 'General Agriculture' zone under the Shire of Lake Grace's current operative Local Planning Scheme No.4 (LPS No.4).

A key objective of the land's current 'General Agriculture' zoning classification is to ensure the continuation of broad hectare farming as the principle land use within the district, protect the rural landscape/character, control the fragmentation of agricultural land through further subdivision and consider non-rural uses where they can be shown to be of a benefit to the district.

Under the terms of Clause 8.2(g) and Schedule No.5 of LPS No.4 the erection and display of a number of specific types of advertising signs is exempt from the requirement to obtain Council's planning approval. A review of Schedule No.5 has identified that the proposed sign on Lot 745 is not one of the exempted types of advertising signage. As such Council's planning approval is required in this particular instance.

It is significant to also note that Lot 745 is located immediately adjacent to the southern boundary of Newdegate-Ravensthorpe Road which is classified in LPS No.4 as a 'Major Road' reserve. Under the terms of clause 5.31 of LPS No.4 any planning application proposing the development of land abutting a 'Major Road' reserve may be referred to Main Roads WA (MRWA) for review and comment.

Details of the proposal were forwarded to MRWA's Wheatbelt South Region Office in Narrogin for review and comment. By email correspondence dated 7th November 2012 MRWA confirmed that the proposed advertising sign on Lot 745 complies with MRWA's standards and requirements and therefore no objections were raised.

#### **Development Standards**

With the exception of those advertising signs listed in Schedule No.5 of LPS No.4 as being exempt from the requirement to obtain Council's planning approval, there are no specific development standards applicable to the erection of non-exempt

advertising signage within the Shire. As such any planning application for non-exempt advertising signage must be considered by Council on its individual merits.

Having regard for the location, nature and scale of the proposed sign on Lot 745 and the predominant land usage on surrounding properties (i.e. broadacre farming) it is concluded that the proposal is generally acceptable for the following reasons:

- It is unlikely to have any negative impact upon the continued operation of existing established land uses or the future potential development and use of Lot 745 for broadacre farming purposes;
- It is unlikely to have a detrimental impact on the amenity, general character, functionality or safety of the immediate locality; and
- It complies with the standards and requirements of Main Roads Main Roads (Control of Advertisements) Regulations 1996 and is supported by MRWA's Wheatbelt South Region Office.

### **Future Planning Guidance**

There appears to be a current trend for the erection of advertising signage similar to that proposed by this application on private property throughout the Wheatbelt Region.

At present the Shire of Lake Grace has very limited statutory or policy guidance in its local planning framework to guide the development and use of land for advertising purposes. As such the Shire has little control over the potential proliferation of advertising signage throughout the municipality.

Whilst there is a general need to be supportive of advertising signage, the Shire needs to ensure that any future development of this type does not have a detrimental impact on the amenity, character, functionality or safety of its urban and rural environments. As such it is recommended that Council consider the preparation and adoption of a suitable local planning policy to provide future guidance for the development and use of advertising signage throughout the Shire.

### **Conclusion**

It is concluded from a detailed assessment of the application that the proposal to erect a new freestanding advertising sign on a portion of Lot 745 (No.418) Newdegate-Ravensthorpe Road, Newdegate 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.

It is also recommended that Council authorise the Shire's Administration to prepare a suitable local planning policy to provide future guidance for the development and use of advertising signage throughout the Shire to minimise any negative impacts associated with the proliferation of signage throughout the municipality.

### Legal Implications

Planning and Development Act 2005

Shire of Lake Grace Local Planning Scheme No.4

Main Roads Act 1930

Main Roads (Control of Advertisements) Regulations 1996

### Policy Implications

Nil

Consultation

Community consultation not required, however as mentioned above the application was referred to MRWA's Wheatbelt South Region Office in Narrogin for review and comment in accordance with clause 5.31 of LPS No.4.

Financial Implications

Nil

Strategic Implications

Advertising signage has significant potential to have a number of negative impacts on the amenity, character, functionality and safety of areas in which they are located, particularly roadside advertising signs.

As such clear planning guidance is required to ensure that the erection of signage throughout the Shire of Lake Grace proceeds in a proper and orderly manner and with minimal impact on local streetscapes and visual landscape values.

Voting Requirements

Simple majority required.

Recommendations/Resolution

**MOTION 11534**

Moved Cr Farrelly  
Seconded Cr Walker

That Council:

1. Approve the planning application submitted by Paramount Australia Outdoor Media on behalf of Mr Ian Chamberlain (Landowner) to erect a new freestanding advertising sign on Lot 745 (No.418) Newdegate-Ravensthorpe Road, Newdegate in accordance with the details of the amended plan submitted in support of the application dated 7 November 2012 subject to compliance with the following conditions and advice notes:

- i) The development is to be completed within one (1) year from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Lake Grace having first been sought and obtained.
- ii) A completed building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any development.
- iii) The new advertising sign shall be erected entirely within the boundaries of Lot 745 and shall not to encroach upon the adjoining Newdegate-Ravensthorpe Road road reserve area.

**MOTION 11534 continued**

iv) The new advertising sign shall not exceed 16m<sup>2</sup> (i.e. 8 metres wide x 2 metres wide) with the support posts not being greater than 2 metres in height.

v) Any proposal to illuminate the advertising sign shall be approved by the Shire prior to the installation of lighting.

vi) The new advertising sign shall be maintained in a neat, tidy and functional condition at all times to the specifications and satisfaction of the Shire of Lake Grace.

vii) In the event that the advertising sign falls into a state of disrepair the sign shall be removed within 14 days of receipt of written notice from the Shire of Lake Grace.

viii) The advertising sign shall not display any content that is offensive or politically or racially motivated.

**Advice Notes**

i) 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.

ii) The advertising sign shall comply in all respects with Main Roads (Control of Advertisements) Regulations 1996.

iii) The applicant is to notify Main Roads Western Australia of the content of the advertising sign and any future changes to the content of the advertising sign.

iv) 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.

2. Authorise the Shire Administration to prepare a new local planning policy to outline the planning and development requirements for all non-exempt advertising signage within the Shire of Lake Grace for consideration and endorsement by Council in accordance with the procedures prescribed in clause 2.4 of LPS No.4.

**MOTION CARRIED 8/0**

8.24am Chamberlain re-entered the meeting and the President advised him of the outcome.

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

*No items for consideration.*

**14.0 MATTERS FOR CONSIDERATION – FINANCE**

**14.1 ACCOUNTS FOR PAYMENT – OCTOBER 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:** 15 November 2012  
**Senior Officer:** Ms Samantha Appleton  
Manager Corporate Services

Summary

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

Background

List of payments for the month October 2012 through the Municipal and Trust accounts are attached.

Comment

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

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

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

Legal Implications

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

Policy Implications

N/A

Consultation

N/A

Financial Implications

The list of creditors paid for the month of October 2012 from the Municipal and Trust Account Total \$425,738.58

Strategic Implications

7. Organisational Excellence

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



Voting Requirements

Simple majority required.

Recommendation/Resolution

**MOTION 11535**

Moved Cr Chappell  
Seconded Cr Newman

That Council receive the list of payments totalling \$425,738.58 as presented for the month of October 2012 incorporating:

- Direct Credits DD4172.1 to DD4202.6
- Trust Account 672 to 676
- Municipal Account Cheques 34899 to 34937
- Electronic Funds Transfers EFT10139 to EFT10280

**MOTION CARRIED 9/0**

## 14.2 FINANCIAL STATEMENTS - SEPTEMBER 2012

<b>Applicant:</b>	Shire of Lake Grace
<b>File No.</b>	0275
<b>Attachments:</b>	List of Creditors
<b>Author:</b>	Ms Samantha Appleton Manager Corporate Services
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	19 November 2012
<b>Senior Officer:</b>	Ms Samantha Appleton Manager Corporate Services

### Summary

Consideration of the financial statements for the month ending 30 September 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

It should be noted that the audit for 2011/12 is yet to be completed and end of year figures for this period may be subject to change.

### 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 11536**

Moved Cr De Landgraft  
Seconded Cr Chappell

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 30 September 2012.

**MOTION CARRIED 9/0**

**14.3 FINANCIAL STATEMENTS - OCTOBER 2012**

**Applicant:** Shire of Lake Grace  
**File No.** 0275  
**Attachments:** List of Creditors  
**Author:** Ms Samantha Appleton  
Manager Corporate Services  
**Disclosure of Interest:** Nil  
**Date of Report:** 19 November 2012  
**Senior Officer:** Ms Samantha Appleton  
Manager Corporate Services

Summary

Consideration of the financial statements for the month ending 31 October 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

It should be noted that the audit for 2011/12 is yet to be completed and end of year figures for this period may be subject to change.

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 11537**

Moved Cr Chappell

Seconded Cr Sinclair

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 October 2012.

**MOTION CARRIED 9/0**

**14.4 FORWARD CAPITAL WORKS PLAN REVIEW – NOVEMBER 2012**

**MOTION 11538**

Moved Cr Chamberlain  
Seconded Cr De Landgraftt

That Standing Orders, under clause 16.1 Shire of Lake Grace Standing Orders Local Law, be suspended at this time being 8.35am, to allow Council to discuss the Forward Capital Works Plan.

**MOTION CARRIED 9/0**

***Note: Councillors felt they had not had sufficient time to digest the Forward Capital Works Plan and because of its importance needed to workshop the matter.***

**MOTION 11539**

Moved Cr De Landgraftt  
Seconded Cr Walker

That Standing Orders resume at this time being 8.47am.

**MOTION CARRIED 9/0**

<b>Applicant:</b>	Manager Corporate Services
<b>File No:</b>	0700 & 0666
<b>Attachments:</b>	Forward Capital Works Plan Revised Nov12 - Part 2 (Parts 1 & 3 to be presented at the meeting)
<b>Author:</b>	Ms Samantha Appleton Manager Corporate Services
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	20 November 2012
<b>Senior Officer:</b>	Mr Graeme Simpson Acting Chief Executive Officer

Summary

The purpose of this report is for Council to approve the revised Forward Capital Works Plan.

Background

The Department of Regional Development that is responsible for the Royalties to Regions Scheme has requested that all participating Councils submit to the department a revised Forward Capital Works Plan prior to the 31<sup>st</sup> of December 2012.

Comment

The original plan was prepared for the Shire of Lake Grace by UHY Haines Norton and was adopted by Council at the December 2010 meeting.

The revision covers five years of projects including those in the current budget and identifies funding sources and future costs regarding the acquisition and renewal of the identified assets. Most of the projects included have been identified in the previous plan and timing issues mean some of these projects have been moved back into later years than in the initial report.

It should be noted that due to the short notice requiring the revision to be done and adopted, it is expected that further revisions will be done as the Shire develops all aspects of its Integrated Planning and continues to consult with its communities as to what future expenditure is required.

The acceptance of the plan by Council and submission to the Department of Regional Development will enable Council to access the Royalties for Regions 2012/13 funds, which have been included in the 2012/13 budget.

Legal Implications

Nil

Policy Implications

Nil

Consultation

UHY Haines Norton  
Senior Management Team

Financial Implications

Future budgets

Strategic Implications

Shire of Lake Grace Strategic Plan  
3. Financial Sustainability  
7. Organisational Excellence

Recommendation

That Council adopt the revised Forward Capital Works Plan as presented and that the Acting Chief Executive Officer submits it to the Department of Local Government by 31 December 2012.

Voting Requirements

Simple majority required

Resolution

**MOTION 11540**

Moved Cr Walker  
Seconded Cr Chappell

1. That Council adopt the revised Forward Capital Works Plan as presented and that the Acting Chief Executive Officer submits it to the Department of Local Government by 31 December 2012.

2. That the Forward Capital Works Plan is revised in conjunction with the development of the Long Term Financial Plan by 30 June 2013, as per the requirement of the Integrated Planning Framework Guidelines 2011.

**MOTION CARRIED 9/0**

***Reason for change: Council wish to revise the Forward Capital Works Plan once they have a full understanding of the integration and rollover of the Shire's current Strategic Plan into a Corporate Business Plan, and the integration of the Forward Capital Works Plan, the Corporate Business Plan and the Strategic Community Plan into the Long Term Financial Plan.***



## 15.0 MATTERS FOR CONSIDERATION – ADMINISTRATION

### 15.1 SHIRE OF LAKE GRACE STRATEGIC COMMUNITY PLAN

<b>Applicant:</b>	Acting Chief Executive Officer
<b>File No.</b>	0271
<b>Attachments:</b>	Draft Strategic Community Plan
<b>Author:</b>	Mr Graeme Simpson Acting Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	20 November 2012
<b>Senior Officer:</b>	Mr Graeme Simpson Acting Chief Executive Officer

#### Summary

The Local Government (Administration) Regulations 19C and D stipulate that after a plan for the future has been adopted the local government is to give local public notice in accordance with the requirements of regulation 19d subsection 2.

#### Background

Strategic Community Planning consultancy group consisting of Sharon Moore, Jodie Mortadza and Peter Kent presented the final document to Councillors at a special workshop on 16 October 2012.

#### Comment

The content of the Strategic Community Plan (SCP) is the product of a comprehensive consultation process carried out across the Shire with local residents.

These communication events provided community members with the opportunity to provide what they believed to be the important priorities for their Shire towards 2022.

It is proposed to vary the sub title of the Strategic Community Plan to read *Connecting with our Future 2023* so it will coincide with the 10 year period from 1 July 2013, being the commencement of integrated planning and to synchronise the dates with the Shire's proposed Long Term Financial Plan (LTFFP).

The Plan will be publicised by placing advertisements in the West Australian newspaper and the various local newsletters that are distributed in the Shire, and on public notice boards throughout the Shire together with placing copies of the Plan on the Shire's website, in all libraries within the Shire and within the Shire Office.

The next stage of the integrated planning process is to mesh the SCP in with the existing corporate strategies that were adopted by Council on 24 August 2011 to cover the period 2011 – 2015.

Legal Implications

The adoption process is set out in the Local Government (Administration) Regulations 1996, regulation 19D(2) and the public notice must inform the community where the plan can be inspected.

Policy Implications

Council's Community Engagement Policy 1.12, makes the point in the background notes that there is an increasing emphasis on community involvement in government processes and this Shire needs to make sure we make the Strategic Community Plan available.

Consultation

N/A

Financial Implications

Advertising in the West Australian – approximately \$400 to be funded via Account E042100 – Advertising.

Allocation of administrative time.

Strategic Implications

Nil

Voting Requirements

Simple majority required.

Recommendation/Resolution

**MOTION 11541**

Moved Cr Chamberlain  
Seconded Cr De Landgraft

That Council adopt the Strategic Community Plan dated October 2012 with the modification of the subtitle to *Connecting with our Future 2023* and advertise it accordingly.

**MOTION CARRIED 9/0**

## 15.2 **BANNING OF CAMPFIRES DURING THE PROHIBITED BURNING TIME IN THE SHIRE OF LAKE GRACE**

<b>Applicant:</b>	Community Emergency Services Manager
<b>File No.</b>	0177
<b>Attachments:</b>	Example of proposed signage
<b>Author:</b>	Mr Marcus Owen Community Emergency Services Manager
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	13 November 2012
<b>Senior Officer:</b>	Ms Samantha Appleton Manager Corporate Services

### Summary

The purpose of this submission is for Council to support the proposal to ban the lighting of campfires during the Prohibited Burning Time in the Shire of Lake Grace; unless lit in a designated place, i.e. designated BBQ areas in caravan/camping parks.

### Background

Concerns have been raised by community members about travellers pulling off the road into parking areas and/or gravel pits and lighting campfires.

Some of these travellers may not be aware of;

1. Their responsibilities when lighting a campfire,
2. The fuel loads in the vicinity,
3. The dangers of the fire being spread by sudden winds, e.g. 'willy-willies' or the sea breeze.

Under the Bushfires Act 1954 Section 25 (1) fires, for the purpose of camping or cooking, are permitted during the prohibited burning time; except on days when the fire danger rating is 'very high' or above.

### **25. No fire to be lit in open air unless certain precautions taken**

*(1) Subject to subsection (1aa) and section 25A, during the restricted burning times or during the prohibited burning times a person shall not light or use a fire in the open air for a purpose not specifically mentioned or provided for in this Act, save and except in accordance with and subject to the following provisions —*

*(a) a fire for the purpose of camping or cooking shall not be lit within 3 metres of a log or stump and unless and until a space of ground around the site of the fire having a radius of at least 3 metres from the site as the centre, is cleared of all bush and other inflammable material, and when for any day, or any period of a day, the fire danger forecast by the Bureau of Meteorology in Perth in respect of the locality wherein it is desired to light or use a fire for such purpose is "catastrophic", "extreme", "severe" or "very high", such fire shall not be lit on that day or during that period unless and until the approval in writing of the local government for that locality has been obtained so to do;*

However, under Section 25 (1a) of the Act, a local government may prohibit the lighting of fires for the purpose of camping or cooking.

(1a) *Notwithstanding anything contained in subsection (1) a local government may, by notice published in the Gazette and in a newspaper circulating in its district, prohibit the lighting of fires in the open air in its district for the purpose of camping or cooking for such period during the prohibited burning times as is specified in the notice.*

Comment

This subject was discussed briefly at the Bushfire Advisory Committee Meeting in April 2012, but no recommendation was made.

At the meeting Department of Fire & Emergency Services Area Officer John Tonkin strongly recommended the Shire of Lake Grace adopt this measure, for our own benefit to eliminate the risk of bushfires being started unintentionally by campfires.

The author has since discussed this issue with Mr Bill Lloyd, Chief Bush Fire Control Officer, who fully supports the proposal.

Main Roads WA will need to approve the installation of signage on the main road reserves under their care and landowner approvals will need to be sought for local roads if required.

It is proposed to install signage on the main tourist routes and Shire boundaries (see attached document for example of proposed signage). The following nine sites have initially been selected:

- Lake Grace/Dumbleyung Rd (Tarin Rock)
- Lake Grace/Kulin Rd
- Lake Grace/Pingaring Rd
- Lake Grace/Pingrup Rd
- Newdegate/Pingrup Rd
- Aylemore Rd
- Brookton Hwy, Varley
- Lake King Ravensthorpe Rd, Mt Madden
- Lake King/Norseman Rd

It is intended that compliance is to be carried out by the Shire's Fire Control Officers and the Ranger.

Public notices will be published in local community newspapers, put on display at the Shire Visitor Centre; tourist information and community notice boards and posted on the Shire website.

Legal Implications

*Bushfires Act 1954*

Policy Implications

Nil

Consultation

Internal: Mr Graeme Simpson, ACEO, Shire of Lake Grace  
Mr Bill Lloyd, CBFCO, Shire of Lake Grace

External: Mr Kevin Parsons, DFES District Officer, Great Southern Region  
Mr Peter Thurkle, CESM – Shires of Ravensthorpe & Jerramungup

Financial Implications

- Approximately \$4,000 for signage and installation (installation could be staged over two financial years to spread the cost). Account 122508 – Rural Road Signs can be used.
- Administration and works costs for the preparation of approvals and purchase and installation of signage.

Strategic Implications

Nil

Voting Requirements

Simple majority required.

Officer Recommendation/Resolution

**MOTION 11542**

Moved Cr Chappell  
Seconded Cr Sinclair

That Council:

1. Endorse the banning of fires for the purpose of camping or cooking during the prohibited burning time, (1 November to 31 January inclusive) with the following exceptions:

- Fires lit in designated places within the caravan/camping parks located at Lake Grace, Newdegate, Lake King & Varley

- **As per *Bushfires Act 1954 Section 25 (1c)*:**

During any period for which the lighting of fires for the purpose of camping or cooking is prohibited in the district of a local government by a notice published under subsection (1a) a person shall not light a fire in the open air in that district for either of those purposes unless the fire is lit:

(a) in a place specified in the notice as being set aside for the lighting of camping and cooking fires; or

(b) with the approval in writing of the local government.

- **Gas appliances as per *Bushfires Act 1954 Section 25 (1aa)***

For the purposes of this section a gas appliance, comprising a fire the flame of which is encapsulated by the appliance and which does not consume solid fuel, shall not be taken to be a fire in the open air and may be used at any time for the purpose of camping or cooking if that gas appliance is used:

(a) at a person's home; or

**MOTION 11542 continued:**

(b) in an area which:

(i) is set aside for that purpose by the State Authority or local government responsible for the care, control or management of the land; and

(ii) bears the State Authority's or local government's sign denoting that purpose, and all combustible material is cleared from within a 5 metre radius of the appliance.

**MOTION CARRIED 9/0**

**15.3 COUNCIL MEETING DATES 2013**

**Applicant:** Acting Chief Executive Officer  
**File No.** 0041  
**Attachments:** Nil  
**Author:** Mrs Jeanette Bennett  
 Executive Assistant  
**Disclosure of Interest:** Nil  
**Date of Report:** 20 November 2012  
**Senior Officer:** Mr Graeme Simpson  
 Acting Chief Executive Officer

**Summary**

For Council to consider its meeting arrangements for 2013.

**Background**

In accordance with the Local Government Act 1995, Council is required, at least once each year, to give local public notice of the date, time and place of its Ordinary Meetings to be held in the coming 12 months.

**Comment**

Council's Policy Manual, policy 1.2, confirms that its meetings are to be held on the fourth Wednesday of each month, except December where it is the third Wednesday.

The proposed schedule of meetings replicates that of 2012 including the May and November meeting times of 6.00pm and 8.00am respectively to reflect the busy farming schedules at those times of the year.

In the proposed schedule, the November meeting has been put back one week to the 3<sup>rd</sup> Wednesday of the month - 20 November 2013. This evens out the breaks between the October, November and December meetings to four weeks each.

The following schedule has been prepared for Council's consideration:

<b>Date</b>	<b>Time</b>	<b>Place</b>
January 2013	N/A	N/A (annual break)
27 February 2013	3.00pm	Council Chambers, Lake Grace
27 March 2013	3.00pm	Varley Sports Pavilion
24 April 2013	3.00pm	Council Chambers Lake Grace
22 May 2013	6.00pm	Newdegate Library Resource Centre
26 June 2013	3.00pm	Council Chambers Lake Grace
24 July 2013	3.00pm	Council Chambers Lake Grace
28 August 2013	3.00pm	Council Chambers Lake Grace
25 September 2013	3.00pm	Lake King Hall
23 October 2013	3.00pm	Council Chambers Lake Grace
20 November 2013	8.00am	Newdegate Library Resource Centre
18 December 2013	3.00pm	Council Chambers Lake Grace

The Meeting schedule will be displayed on public library and community notice boards and advertised through community newsletters and the Shire's website.

Legal Implications

Local Government Act 1995 – s5.25(g) requires that local public notice of the schedule of meetings be given.

Policy Implications

Apart for the November meeting, the schedule of dates is in accordance with Council Policy 1.2 which makes no provision for specific times or locations.

Consultation

Internal: Senior Management Team

Financial Implications

The additional cost to hold the four meetings in the towns of Varley, Newdegate and Lake King is not considered significant and is accommodated within Council's budgeted expenses.

Strategic Implications

Shire of Lake Grace Strategic Plan - 7. Organisational Excellence

Voting Requirements

Simple majority required.

Recommendation/Resolution**MOTION 11543**

Moved Cr Farrelly  
Seconded Cr Sinclair

That Council, as required by the *Local Government Act 1995*, gives local public notice of the following schedule of meetings for 2013:

<b>Date</b>	<b>Time</b>	<b>Place</b>
January 2013	N/A	N/A (annual break)
27 February 2013	2.00pm	Council Chambers, Lake Grace
27 March 2013	2.00pm	Varley Sports Pavilion
24 April 2013	2.00pm	Council Chambers Lake Grace
22 May 2013	5.00pm	Newdegate Library Resource Centre
26 June 2013	2.00pm	Council Chambers Lake Grace
24 July 2013	2.00pm	Council Chambers Lake Grace
28 August 2013	2.00pm	Council Chambers Lake Grace
25 September 2013	2.00pm	Lake King Hall
23 October 2013	2.00pm	Council Chambers Lake Grace
20 November 2013	8.00am	Newdegate Library Resource Centre
18 December 2013	2.00pm	Council Chambers Lake Grace

**MOTION CARRIED 9/0**



#### 15.4 **NEWDEGATE TOWN CENTRE REJUVENATION PROJECT – INDEPENDENT LIVING UNITS**

**Applicant:** Newdegate Rejuvenation Project Committee  
**File No.** 0659  
**Attachments:** Nil  
**Author:** Mr Graeme Simpson  
 Acting Chief Executive Officer  
**Disclosure of Interest:** Nil  
**Date of Report:** 20 November 2012  
**Senior Officer:** Mr Graeme Simpson  
 Acting Chief Executive Officer

##### Summary

The purpose of this report is for Council to consider the recommendation put forward by the Newdegate Rejuvenation Project Committee in an endeavour to commence the process for planning of the first two independent living units to be built in Newdegate.

A copy of the unconfirmed minutes of the 13 November 2013 Rejuvenation Committee Meeting is attached to Item 16.1 Information Bulletin.

##### Background

On 27 June 2012, Council resolved as follows:

*That:*

*1. Based on the community engagement process undertaken during April 2012, Council adopts the Newdegate Town Centre Rejuvenation Concept Plan Stage Two and Stage Three*

*With the following clarifications:*

*a. The construction type for the independent living units is light weight frame construction to include a brick veneer exterior if appropriate as this would appear to be the most cost effective method for delivery of this project.*

*b. That the work concerned can be done on the basis of owner/builder and that the Shire's Chief Executive Officer be approached to see if the Shire's Construction team is best placed to undertake this work in a cost effective manner.*

*2. Accepts the Newdegate Rejuvenation Committee's advice that the likely Whole of Life Cost shortfall resulting from the Newdegate Townsite Rejuvenation Project including cladding the Main Hall is only \$91,091 per annum and that possible funding strategies to address this shortfall be investigated by staff.*

*3. Endorses the Newdegate Rejuvenation Committee recommendation that a further community meeting is required regarding the use of the Main Hall to determine the level of works undertaken.*

**MOTION CARRIED 8/0**

##### **Reason for Change**

**Cr Walker moved the motion on the understanding that items 1a, b & c of the Committee's Recommendation No 2 are referred back to administration for re-assessment and then brought back to Council to resolve the technical issues.**

Mr Gary Batt, Architect, was requested to and provided a quotation of his fees to bring the Independent Living Units (ILU's) Type C plans up to planning, building permit and competitive quoting stage.

Comment

The fees quoted by Mr Batt for the ILU's amount to \$53,708.50 (being 8.15%). In respect to the Schematic Design fee and based on information in Mr Batt's letter, it indicates the Shire has already paid approximately \$7,000.00.

The funding source is through the Lakes 4WDL VROC via the regional component of the Royalties for Regions Country Local Government Fund.

Construction of the Newdegate ILU's is scheduled for the 2012/13 funding round, however, because of the funding arrangements all previously approved projects in the 2010/11 round on the regional list across the six shires are required to be completed prior to release of the 2012/13 funding through State Cabinet and the Newdegate ILU's can commence.

The Shire of Lake Grace has expended all of its 2010/11 allocation whereas some of the other 4WDL VROC Shires, having only recently commenced their projects, have until July 2013 to expend their remaining 2010/11 funds.

Legal Implications

N/A

Policy Implications

N/A

Consultation

N/A

Financial Implications

**Indicative Costs**

As per previous reports, the indicative costs for various parts of the project including staging costs are as follows:

**Build 2 Villas and surrounds**

Based upon current design:	\$659,000
Based upon lightweight framing:	\$639,000
Transportables:	\$622,000

The indicative costs were proposed in 2006 and will have to be accurately costed after the plans and specifications have been prepared.

Another element of uncertainty is the availability of money. It will take more than one financial year allocation of the Country Local Government Fund – Regional to cover the anticipated cost of 2 units.

The Shire of Lake Grace allocation for this regional project in the 2012/13 financial year is highly likely to be the same as the allocation for 2011/12, being \$350,800.

Recent advice from the regional administration of this group has confirmed that the Shire must also absorb GST amounts paid and cannot claim a refund because the Shire is the end user of the product, namely seniors accommodation.

Timing of the funds is also an issue because of the State Government election to be held on 9 March 2013 which means that Parliament will be in caretaker mode until after the election. Cabinet will be busy after the election and there will be a large number of projects. The 4WDL secretariat does not anticipate knowing the outcome of the application before mid 2013.

### **Conclusion**

Circumstances beyond this Shire's sphere of influence control the timing of the building of the first two Independent Living Units at Newdegate and the project will have to be delayed until confirmation of funding and approval is obtained.

Future preparation for the project will take time and unfortunately the Shire cannot take the risk of seeking architectural plans without confirmation of funds, however, to reduce delays Council could resolve to proceed with planning subject to the Financial Assistance Agreement being signed.

### Strategic Implications

Shire of Lake Grace Strategic Plan

Focus 2 – Social and Community Well Being

- Upgrade Newdegate Town Hall, confirm plan and seek funding for Rejuvenation Project Stage Two
- Facilitate development of self funded retiree villages (Regional Country Local Government Fund Project):
  - Lake Grace
  - Newdegate Rejuvenation Project Stage Three

### Committee Recommendation

#### ***Newdegate Town Centre Rejuvenation Committee Resolution 0025:***

*The Newdegate Rejuvenation Committee recommends to Council that it:*

- 1. Adopt the quotation from Gary Batt and Associates to undertake planning of two (2) Independent Living Units to be constructed and located on site plan SK1 dated August 2009.*
- 2. Confirm with the Country Local Government Fund Regional Component Financial Assistance Agreement for funding to build the units.*

***Motion Carried 6/0***

### Voting Requirements

Simple majority required.

Officer Recommendation/Resolution

**MOTION 11544**

Moved Cr Chamberlain  
Seconded Cr Newman

That, subject to the confirmation of the 2012/13 Country Local Government Fund Regional Component funds being made available and the signing of the Financial Assistant Agreement being completed, Council adopt the quotation from Gary Batt and Associates to undertake planning of two (2) Independent Living Units to be constructed and located on site plan SK1 dated August 2009.

**MOTION CARRIED 9/0**

## 15.5 **NEWDEGATE TOWN CENTRE REJUVENATION PROJECT – FUTURE USE OF THE NEWDEGATE LESSER HALL & TOWN HALL**

<b>Applicant:</b>	Newdegate Rejuvenation Committee
<b>File No.</b>	0659
<b>Attachments:</b>	Nil
<b>Author:</b>	Mr Graeme Simpson Acting Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	20 November 2012
<b>Senior Officer:</b>	Mr Graeme Simpson Acting Chief Executive Officer

### Summary

The purpose of this report is to consider the recommendation of the Newdegate Town Centre Rejuvenation Committee to hold a community meeting to determine a future use of the building.

A copy of the unconfirmed minutes of the 13 November 2013 Rejuvenation Committee Meeting is attached to Item 16.1 Information Bulletin.

### Background & Comment

The outcome of the community engagement meeting held in April 2012 was reported to Council as follows:

#### **Lesser Hall (Stage Two)**

The general feedback was that the kitchen within the Lesser Hall was in good condition as it was only ten years old. In particular the cupboards were still in very good condition. So the expectation was that not a lot of work would be required to bring this up to “scratch”.

#### **Town Hall (Stage Four)**

Some very good discussion and feedback centred around the Town Hall. In particular, there was the realisation that in order to determine the level of work undertaken on the Hall there has to be agreement on what its use would be and whether this would increase and the affordability of investing in the Hall’s possible refurbishment and expansion.

This included:

- Concern regarding its current use. At this point in time only the Kindy Gym use the Hall. There was even some comment made on whether to keep the Hall;
- Acknowledgement that the “bones” of the Hall are sound/very good.
- Whether the stage and acoustics were sufficient to encourage social activities and the holding of events e.g. performing arts. Comments ranged from whether to look at the Old Doctor’s Surgery to become the back stage area as there were no “wings” to accompany the stage. The meeting in general felt that this was not very practical. However, a number commented that it may be more appropriate to seek from the Shire a commitment to look at suitable mobile staging and flooring including carpet tiles that can be used at a number of locations including the Newdegate Pavilion;

- The need to avoid duplication. At present there is the Newdegate Pavilion and the proposed expansion to the Newdegate Community Resource Centre;
- That the current written down valuation of the Hall was \$17,092.

### **Conclusion of the Meeting**

It was the conclusion of the meeting to “lock in” Stage Two and Stage Three as presented. The meeting also concluded that further discussion was required to answer the question regarding Stage Four: “How much of your future is put into the Town Hall” and to advise the community regarding the dedicated use for the Lesser Hall. This would once again be in the form of a community meeting held in the Town Hall.

### **Community Survey**

In all a total of 24 responses was received. Of these, three surveys were received well after the due date but have been included in the analysis.

In short, 79% of respondents supported Stage Two / Stage Three. In hand with this, 79% of respondents support the upgrade of the Lesser Hall. Only 37.5% of respondents support the upgrade of the Main Hall. However, 79% of respondents support external cladding only.

The majority of respondents did not support the upgrade of the Main Hall.

### Legal Implications

Nil

### Policy Implications

Shire Policy 7.9 requires Council to consider the effect of the Asset Management Plan.

### Financial Implications

There is in excess of \$250,000 in the Shire’s Newdegate Hall Reserve Fund.

### Strategic Implications

Shire of Lake Grace Strategic Plan  
Focus 2 – Social and Community Well Being

- Upgrade Newdegate Town Hall, confirm plan and seek funding for Rejuvenation Project Stage Two

### Committee Recommendation

#### ***Newdegate Town Centre Rejuvenation Committee Resolution 0025***

*Moved Mrs J Walker, seconded Ms L Ellard:*

*The Newdegate Rejuvenation Committee recommends to Council that it:*

1. *Schedules a community meeting on 25 February 2013 to determine the future use of the Newdegate Town Hall and the scope of work to be undertaken.*

2. *Sets the Agenda as follows for the community meeting:*
  - *Outline of the history of the project to date;*
  - *Presentation of scenarios;*
  - *Consideration of recommendations of project concept for further development and costing*
  
3. *Request the CEO that staff be available to assist proponents with development of conceptional ideas to present to the community meeting.*

**Motion Carried 6/0**

Voting Requirements

Simple majority required.

Officer Recommendation/Resolution

**MOTION 11545**

Moved Cr Cr De Landgraft  
Seconded Cr Walker

That Council endorse the Newdegate Rejuvenation Committee recommendation as outlined in the report.

**MOTION CARRIED 9/0**

<b>16.0 INFORMATION BULLETIN</b>
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**16.1 INFORMATION BULLETIN REPORT – NOVEMBER 2012**

<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 – report not available</li> <li>2. Council Status Report – October 2012</li> <li>3. Minutes – various</li> <li>4. Letter – Dept of Local Govt</li> <li>5. Letter – Lake Grace CWA</li> <li>6. WALGA Infopage</li> <li>7. WALGA Economic Briefing</li> </ol>
<b>Author:</b>	Mrs Jeanette Bennett Executive Assistant
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	2012
<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

The information at attachment includes:

**1. Grants Register**

Provides a list of grants applied for (pending, approved and completed) on behalf of the Shire – report not available for November.

**2. Council Status Report**

Tracks the progress of Council resolutions.

**3. Minutes (\*denotes unconfirmed)**

1. \*Lake Grace Sporting Pavilion Redevelopment Committee – meeting held 30/10/12
2. \*4WDL VROC Resource Sharing Working Group – meeting held 13/11/12
3. \*Newdegate Town Centre Rejuvenation Project Committee – meeting held 13/11/12

**4. Letter – Department of Local Government**

Letter from the Department of Local Government notifying the Shire of the gazettal of the Shire's Ward and Representation Review changes. A copy of the gazettal is also included.



**5. Letter – Lake Grace CWA Branch**

Letter of thanks for Shire's financial assistance towards the building repairs.

**6. WALGA Infopage**

Infopage re administrative approvals for restricted access vehicles.

**7. WALGA Economic Briefing**

WALGA Economic Briefing for Local Government – November 2012 Issue

**8. Integrated Strategic 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	Prepared by consultants Sharon Moore, Jodie Mortadza & Peter Kent. Presented for adoption at the November 2012 Meeting and to be made available to the public.
Corporate Business Plan	To be developed using information from the Shire's existing Strategic Plan. Action CEO & Council. Responsible Officer : Acting Chief Executive Officer
Long Term Financial Plan	Being developed by UHY Haines Norton. Responsible Officer : Manager Corporate Services
Asset Management Plan	Almost completed – awaiting on consultancy firm Core Business to provide final draft Responsible Officer : Manager Infrastructure Services
Workforce Plan	Being developed in-house – meetings being held fortnightly to track and progress, background research currently underway. Responsible Officers : Manager Community Services, Coordinator Finance & Administration, Executive Assistant

Legal Implications

Nil

Policy Implications

Nil

Consultation

Nil

Financial Implications

Nil

Strategic Implications

Shire of Lake Grace Strategic Plan

Voting Requirements

Simple majority required.

Voting Requirements

Simple majority required.

Officer's Recommendation/Resolution

**MOTION 11546**

Moved Cr Chappell  
Seconded Cr Sinclair

That Council accepts the Information Bulletin report.

**MOTION CARRIED 9/0**

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

None

**18.0 SCHEDULING OF MEETING**

**18.1 DECEMBER 2012 ORDINARY MEETING**

**Motion 11333 November 2011 states:**

An Ordinary Meeting of Council will be held on Wednesday 19 December commencing at 3:00pm at Council Chambers, 1 Bishop St Lake Grace WA.

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

None

**20.0 CLOSURE**

There being no further business, the Chairperson closed the meeting at 9.00am.

**21.0 CERTIFICATION**

I Leonard William Armstrong certify that the minutes of the meeting held on the 28 November 2012 as shown were confirmed as a true record at the meeting held on the 19 December 2012.

\_\_\_\_\_

Chairman

\_\_\_\_\_

Date