



MINUTES

26th of April 2023

ORDINARY COUNCIL MEETING

at the Shires Administration Building situated at Gascoyne Junction
commencing at 10.00am

DISCLAIMER

Disclaimer

The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

Please note this agenda contains recommendations which have not yet been adopted by Council.

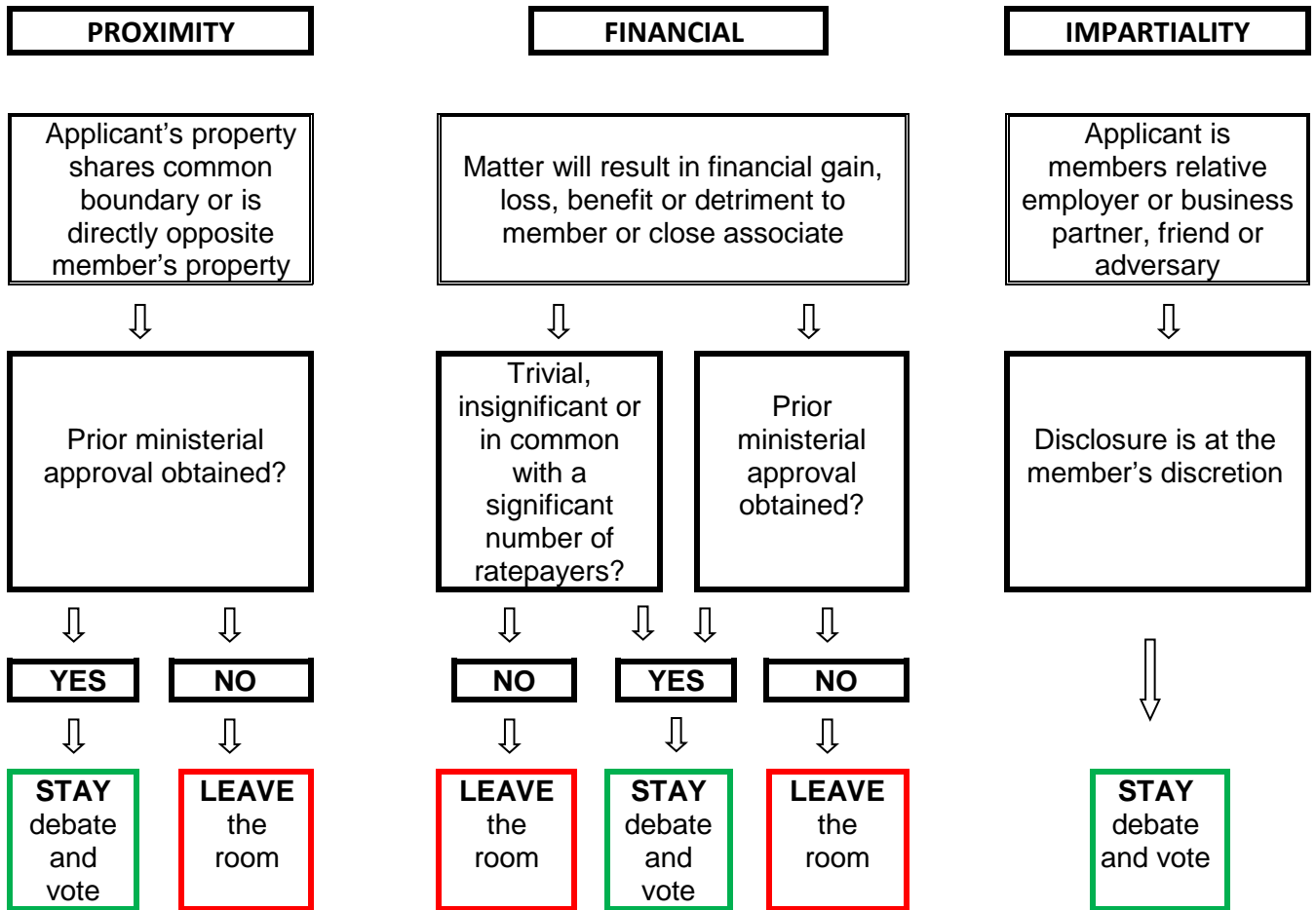
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John McCleary, JP
CHIEF EXECUTIVE OFFICER

* Declaring an Interest



Local Government Act 1995 - Extract

5.65 - Members' interests in matters to be discussed at meetings to be disclosed.

(1) A member who has an interest in any matter to be discussed at a council or committee meeting that will be attended by the member must disclose the nature of the interest:

(Penalties apply).

(2) It is a defense to a prosecution under this section if the member proves that he or she did not know:

(a) that he or she had an interest in the matter; or (b) that the matter in which he or she had an interest would be discussed at the meeting.

(3) This section does not apply to a person who is a member of a committee referred to in section 5.9(2)(f).

5.70 - Employees to disclose interests relating to advice or reports.

(1) In this section: 'employee' includes a person who, under a contract for services with the local government, provides advice or a report on a matter.

(2) An employee who has an interest in any matter in respect of which the employee is providing advice or a report directly to the council or a committee must disclose the nature of the interest when giving the advice or report.

(3) An employee who discloses an interest under this section must, if required to do so by the council or committee, as the case may be, disclose the extent of the interest. (Penalties apply).

5.71 - Employees to disclose interests relating to delegated functions.

If, under Division 4, an employee has been delegated a power or duty relating to a matter and the employee has an interest in the matter, the employee must not exercise the power or discharge the duty and:

(a) in the case of the CEO, must disclose to the mayor or president the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter; and (b) in the case of any other employee, must disclose to the CEO the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter. (Penalties apply).

'Local Government (Administration) Regulations 1996 – Extract

In this clause and in accordance with Regulation 34C of the Local Government (Administration) Regulations 1996:

"Interest" means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.



SHIRE OF UPPER GASCOYNE
MINUTES FOR THE ORDINARY MEETING OF COUNCIL WAS HELD AT THE SHIRES
ADMINISTRATION BUILDING SITUATED AT GASCOYNE JUNCTION ON THE 26th of April 2023
COMMENCING AT 10.00 AM

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COMMENCING AT 10.00 AM**

1. DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS

The Deputy President welcomed those present and declared the meeting open at 10:05am.

In accordance with section 5.25(1)(ba) of the Local Government Act 1995 and section 14C(2)(iii) of the Local Government (Administration) Regulations 1996 the Deputy Shire President has authorised for Councillor McKeough to attend the Ordinary Meeting of Council by electronic means – (telephone). In making this determination Cr Caunt was advised by Cr McKeough that she will have a private place in which to attend the meeting.

2. ATTENDANCE, APOLOGIES AND APPROVED LEAVE OF ABSENCE

2.1 Councillors

Cr J. Caunt	Deputy Shire President
Cr A. McKeough	Councillor
Cr H. McTaggart	Councillor
Cr R. Hoseason-Smith	Councillor
Cr B. Walker	Councillor
Cr G. Watters	Councillor

Staff

John McCleary JP	Chief Executive Officer
Jarrod Walker	Manager of Works and Services
Sa Toomalatai	Manager of Finance and Corporate Services

Visitors

Joshua Kirk	Greenfield Technical Services
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2.2 Absentees

2.3 Leave of Absence previously approved

Cr D. Hammarquist

3. APPLICATION FOR LEAVE OF ABSENCE

4. PUBLIC QUESTION TIME

4.1 Questions on Notice

Nil

4.2 Questions without Notice

5. DISCLOSURE OF INTEREST

6. PETITIONS/DEPUTATIONS/PRESENTATIONS

7. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

The Deputy Shire President acknowledged the resignation of Sa Toomalatai and expressed his gratitude for her contribution towards the Shire of Upper Gascoyne.

8. MATTERS FOR WHICH THE MEETING MAY GO BEHIND CLOSED DOORS

9. CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

9.1 Ordinary Meeting of Council held on 22nd of March 2023.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Council Resolution No: 01042023			
MOVED:	CR: H. MCTAGGART	SECONDED:	CR: R. HOSEASON-SMITH
<p>That the Unconfirmed Minutes from the Ordinary Meeting of Council held on the 22nd of March 2023 be confirmed as a true and correct record of proceedings.</p> <p>FOR: CR J. Caunt CR A. McKeough CR H. McTaggart CR R. Hoseason-Smith CR B. Walker CR G. Watters</p> <p>AGAINST: CR</p> <p>F/A: 6/0</p>			

10. REPORTS OF OFFICERS

Council Resolution No: 02042023			
MOVED:	CR: H. MCTAGGART	SECONDED:	CR: R. HOSEASON-SMITH
<p>That Council receive the Manager of Finance and Corporate Services Report, Manager of Works and the Chief Executive Officer reports as read.</p> <p>FOR: CR J. Caunt CR A. McKeough CR H. McTaggart CR R. Hoseason-Smith CR B. Walker CR G. Watters</p> <p>AGAINST: CR</p> <p>F/A: 6/0</p>			

10.1 Manager of Finance and Corporate Services Report

Today is the day of the Solar Eclipse and the Shire has just finished hosting a community bbq for the viewing. Our event was attended by 40-50 people, a combination of local residents and visitors to our town.

Everyone enjoyed a free sausage sizzle and were gifted a pair of customised solar eclipse glasses for the 'show'. At 11.26am Ainsley delivered a speech welcoming all to the viewing party in preparation of the solar spectacular. Watching the transition that took place as we saw the moon cover up 92% of the sun was absolutely amazing! Joining us for this momentous occasion was the Member for Durack, the Hon. Melissa Price and Senator Linda Reynolds from the WA Liberal Party. Star-struck staff were fortunate enough to get a photo with the MP and the Senator celebrating this huge milestone for the Gascoyne region.



On the corporate front, staff are gearing up for our interim audit that is scheduled for the first week of May, William Buck will send two of their auditors out to the Junction for an onsite visit that will last for three days. In addition, staff are also preparing for another round of budget deliberations as we begin work on our draft budget for the 2023/24 year.



Community Resource Centre Update

Author – Ainsley Hardie, Tourism & Community Development Officer

Community

March began with another GP Clinic with 10 local residents attending both from town and stations. A second meeting of the Gascoyne Town Team was also held with further steps taken to create and establish a community group to assist with delivering community events across the Upper Gascoyne.

We were notified that the judging for the National Tidy Towns Award we will need to be conducted again at the end of April due to the lead judge falling ill and being unable to complete the final three town visits. A new judging panel has been appointed and a video submission is being prepared with

a zoom call on April 28. Gascoyne Junction has submitted projects for consideration in all nine categories and will automatically be considered for the overall title. A 20 minute presentation will also be given during the conference on the Friday showcasing Gascoyne Junction's application with a focus on the Two Rivers Memorial Park and the Gascoyne Junction Water Sustainability Project.

Both of these projects were also submitted for consideration for the National Local Government Awards in the Productivity through Infrastructure and Cohesive Community categories.

At the beginning of April, Billie hosted nine local children for a 'Crafternoon' of Easter fun at the CRC where they used food colouring to decorate and dye eggs. A colouring in competition was also held. There was lots of laughter and chatter around the table. A successful afternoon.



Tourism

Tourists are on the move, and despite road closures we are welcoming a steady stream of visitors to the area. The Solar Eclipse is the focus of many who are spending time in the Upper Gascoyne enroute with many planning to come back and spend time here after the event. It is pleasing to see. We are looking forward to a great season.

Marketing: March has continued to be a busy month with lots of promotional activities underway.

- Follow Up Highlight Reel on Caravan and Camping WA TV Program Channel 7
- EDM Australia's Golden Outback: Junction Pub and Tourist Park featured in Outback Pub edition.
- Sunday Times: Kingsford Smith Mail Run Easter Sunday
- Seniors Newspaper April: Under Gascoyne Skies Festival
- TV Commercial Launched Southern Market Channel 7
- Perth Caravan and Camping Show

The Perth Caravan and Camping Show was a success. 36,326 patrons attended the event over the five days. At the Visit Upper Gascoyne stand we spoke with 1740 people over the 5 days and distributed 2400 Visit Upper Gascoyne Wander Outback brochures. 6.6% of attendees left with a brochure, and we spoke just under 5% of all attendees. Our stand was also in prime location so many more eyes will have taken in our display over the 5 days.

In April we begin a focused social media campaign using content obtained through the Caravan and Camping WA visit. The campaign is designed to further identify and understand our market segments

before the launch of the TV Campaign and to grow our audience reach through both facebook – Visit Upper Gascoyne and Instagram @shireofuppergascoyne

I attended meeting with GDC and DBCA in regards to the ongoing project of the state government funding for Mt Augustus National Park. I also attended a meeting with the Midwest, Pilbara and Gascoyne Development Commission who have joint funding to undertake a project to establish a model for visitor data collection across the three regions. This is exciting with an outcome due in November. I will continue to attend and provide input into this project which is very exciting for creating a strong database of data for seeking funding moving forward. April sees the launch of our Visit Upper Gascoyne tourism data collection project in conjunction with tourism stakeholders across the Shire.

New Enterprise: Wooramulla Eco Cultural Journeys commences tours this month in the Upper Gascoyne and has been hosting industry stakeholders in the Upper Gascoyne showcasing the Kennedy Ranges. Helicopter flights over the Ranges are also imminent and will be trialed in school holidays and long weekends from Gascoyne Junction. Winnemia Campground will run a test over the Solar Eclipse event hosting guests and working as an overflow site if required over this peak period. The Junction Pub and Tourist Park will also be hosting the Gascoyne Dash and Gascoyne in May events utilising existing accommodation and an overflow space on the Old Junction Pub site.

Gascoyne Junction is a finalist in the 2023 Tiny Tourism Town Awards. Entering Gascoyne Junction this year was as a benchmark to see the progress we have made over the past two years. To become a finalist our submission needed to receive a score of 75% or above from the panellists to move to this final phase. We have been judged on Customer Reviews of tourism stakeholders in Gascoyne Junction and a Submission based on:

- an introduction to our town and demonstrating the commitment to growing tourism and identifying our target market clearly
- an editorial of high quality with thought, style and theme directed to a target market with a theme that reflects the brand and values of the town (attached)
- a video that is creative and interesting to evoke an emotional response that reflects the brand and values of the town with narrative and imagery connected.
- an Itinerary encouraging visitors to spend two days and one night in Gascoyne Junction (see attached) consistent with the target market and reflecting the brand and values that have been identified in the submission (attached)

My measure of success with this submission was to have completed the submission and process and to receive feedback. To see us receive over 75% and be considered a finalist is already a victory in my eyes and makes the process a resounding success.

Thank you to everyone for your support of the tourism industry in our area.



Community Resource Centre – Monthly Income Report – March 2023

Printed at: 13/04/23

SHIRE OF UPPER GASCOYNE

Page No : 1

General Ledger Detail Trial Balance

(frmGLTrialBalance)

Options : Year 22/23,From Month 09,To Month 09,By Responsible Officer (CRC INCOME CRC INCOME ACCOUNTS - MONTHLY REPORTING)

RespOf	Account	Description	Opening Bal	Movement	Balance
Division GEN					
CRC INC	10841310	Commission Centrelink : CRC	-5,628.37	-720.00	-6,348.37
CRC INC	10841330	Transport Commission: CRC	-590.02	-84.16	-674.18
CRC INC	10841340	Postal Agency Commission: CRC	-4,636.95	-636.45	-5,273.40
CRC INC	10841360	Income from Events Held	-1,663.60	0.00	-1,663.60
CRC INC	10841380	Postal Agency Sales	-469.03	-48.00	-517.03
CRC INC	10841390	Sales: Books/Maps/Souvenirs/Sundries	-1,093.81	-13.59	-1,107.40
CRC INC	10841500	Grant: CRC Operating	-48,710.00	0.00	-48,710.00
CRC INC	10842600	CRC Income Misc.	-115.55	-29.52	-145.07
CRC INC	10842610	CRC Merchandise Sales	-3,545.88	-140.35	-3,686.23
Total CRC INCOME			-66,453.21	-1,672.07	-68,125.28
Total for division GEN			-66,453.21	-1,672.07	-68,125.28
Grand Total			-66,453.21	-1,672.07	-68,125.28

Community Resource Centre – Monthly Customer Service Stats – March 2023

CUSTOMER SERVICES & ENQUIRIES		2022.2023	2021.2022	YTD	Mar-23	Mar-22	MAR DIFF
		TOTAL	TOTAL	DIFF			
Admin Support	Faxes	0	3	-3	0	2	-2
	Photocopying/Printing/Scanning/Emailing	20	40	-20	6	1	5
	Laminating/Binding	0	8	-8	0	1	-1
	Hot Office Bookings	0	2	-2	0	0	0
	External Training and Course	0	0	0	0	0	0
CRC	1:1 Assistance to Community Members	20	0	20	3	0	3
	Computer/Internet Access	27	50	-23	4	3	1
	Community Education Events	1	4	-3	0	1	-1
	Community Social Events	8	20	-12	1	1	0
	Community Economic Seminars	1	1	0	0	0	0
	Department of Human Services	13	21	-8	5	3	2
	Government Access Point	32	20	12	3	2	1
	Use of Paid WIFI Services	3	0	3	0	0	0
	Use of FREE WIFI Hub	13	0	13	0	0	0
Tourism	Road Condition Requests	580	944	-364	43	29	14
	General Tourism Information	648	745	-97	32	25	7
	Book Sales	18	43	-25	0	1	-1
	CRC Merchandise Sales	222	364	-142	5	5	0
	Walking Tours	61	0	61	0	0	0
Info	Phonebook Purchases	0	0	0	0	0	0
	Gassy Gossip yearly subscription	0	4	-4	0	0	0
	Gassy Gossip Advertisement	0	7	-7	0	0	0
Health	Video Conference/Telehealth	7	4	3	1	0	1
	RFDS Support	10	0	10	1	0	1
	Medical Clinic Visits	56	0	56	10	0	10
Agencies	Library	72	66	6	7	4	3
	Postage Sales	74	193	-119	7	24	-17
	Postage Collection	68	0	68	0	0	0
	Department of Transport	27	46	-19	1	9	-8
	Horizon Power	51	105	-54	7	21	-14
Total Customer Service Enquiries		2032	2690	-658	136	132	32

Community Sponsorship, Donations & Contributions for 2022/23

Applicant Name	Reason for Request	Date of Event	Approved Amount (ex GST)	Actual In-Kind Contribution	Total Contribution Amount to Date	Acquittal Completed	Notes
Winning Gymkhana Club	Winning Gymkhana	08/07/2022	\$ 1,000	\$ 0.00	\$ 1,000	12/07/2022	Event held and Evaluation Report received in July 2022.
Gascoyne Offroad Racing Club	Kickstarters Gascoyne Dash	30/07/2022	\$ 3,000	\$ 1,219.28	\$ 4,219.28	31/08/2022	Event held and Evaluation Report received in August 2022.
Junction Race Club - Races & Gymkhana	Junction Races & Gymkhana	20/08/2022	\$ 6,000 cash + \$ 2,400 in-kind	\$ 3,091.79	\$ 9,091.79	27/09/2022	Event held in August and Evaluation Report received in September 2022.
Gascoyne Food Council	Smoke & Stars GFC event	17/09/2022	\$ 1,000	\$ 0.00	\$ 1,000	10/02/2023	Contribution Paid, Event held in September. Evaluation Report received in February 2023.
Eastern Gascoyne Gymkhana Club	Landor Gymkhana	02/10/2022	\$ 1,000	\$ 0.00	\$ 1,000	14/11/2022	Event held and Evaluation Report received in November 2022.
Kennedy Range Campdraft Association	Kennedy Range Campdraft	01/10/2022 to 02/10/2022	\$ 10,000	\$ 0.00	\$ 10,000	04/10/2022	Event held and Evaluation Report received in October 2022.
Eastern Gascoyne Race Club	Landor Races	30/09/2022 to 03/10/2022	\$ 5,000	\$ 0.00	\$ 5,000	Due 02/11/2022	Contribution Paid, Event held in Sept/Oct 2022. Eval Report not yet received as at December 2022 OMC.
Carnarvon School of the Air	End of School Year Presentation - Book Award 2022		\$ 70.00	\$ 0.00	\$ 70.00	N/A	Minor donation only – Other. Councillor McTaggart presented award.
Gascoyne Junction Remote Community School	Contribution towards Installation of New Shade Structure over swing set	16/02/2023	\$ 3,000	\$ 0.00	\$ 3,000	06/04/2023	No actual event held, contribution towards school equipment. Acquittal form received April 2023.
TOTAL CONTRIBUTION AMOUNT YEAR TO DATE (ex GST)					\$ 34,381.07		

10.2 Manager of Works and Services Report

March/April has been another busy month for all of the works department. The town crew continue to keep the place looking great and have been busy preparing for the Solar Eclipse events and influx of tourists. Construction has begun on the CEO residence's shed and will be completed in the next few weeks along with the repairs associated with the storm damage in February. ABL Contractors will begin replacing the airstrip fence next week which had been set back due to delays in procuring materials. In general, we have managed to recover well from the storm damage and the town looks great.

I would like to thank the office staff for their professionalism in dealing with all of the phone calls and inquiries regarding the road conditions. Once again we have suffered severe damage to parts of our road network from heavy rain and river flows just before the Easter and School Holidays and the addition of the Solar Eclipse. Our three grader drivers continue to do an amazing job in reopening roads as quickly as possible. Currently Thomas and Dameon are working in the east and up towards Mt Augustus while Ian has covered across from Gifford Creek to the Mount and down Cobra Dairy

Creek. We will work towards opening up the Mt Clere and Pingandy region in the coming weeks and once they are accessible. I would also like to thank Hastings for their assistance in reopening the top end of Ullawarra and Edmund Gifford Creeks roads with their graders and trucks.

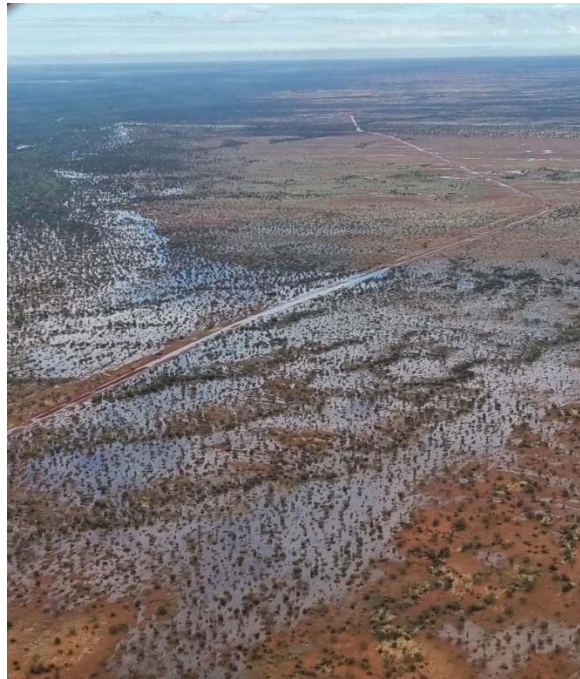


Figure 1 Flooding on Mt Clere

The rainfall associated with the weather event at the start of April has significantly impacted our north eastern district enough to instigate another flood damage claim. Greenfields were quick to respond at our request and have completed a damage pickup on all roads that were accessible at the time. They will return to capture all remaining roads once conditions dry out. At this stage we are estimating a \$3.5M to \$4M claim. I will begin the process of initiating a claim with DFES/DRFAWA with the assistance of Greenfields.



Figure 2 Damaged floodway Landor Meeka Rd

Prior to the rain event the works crew were extremely busy repairing blowouts on both Pimbee and Ullawarra roads. The blowouts were caused by a combination of dry conditions and increased heavy vehicle activity. The main areas were located within 35kms north and south of Gascoyne Junction. These repairs were considerably costly as we required up to four water carts to get on top of the damage. This has had serious impacts to our road maintenance budget to a point where we will need to consider reallocating funds within the budget to continue offering a level of service for the remainder of the financial year.

The Mt Sandiman project has slowly progressed due to the delays caused by the weather event also. Blasting was successful on 7th April and Tim Caunt has completed lowering the crest with his dozer. Once we have reinstated our road network from the rain damage we will return to complete the pavement and cement stabilising. I anticipate to complete this project by the end of May.



Figure 3 Blasted crest at Mt Sandiman

THEM Earthmoving have mobilised to site to begin the C'von Mullewa Road upgrades. They will concentrate on the section between Daurie and Congo Creeks before moving onto the Pells section. We are anticipating to complete approximately 16km of new bitumen. This will take us to 64kms of upgraded road to seal along our strategic route to Meekatharra since 2017.

Hastings have begun maintenance grading works from Gascoyne Junction on the Ullawarra road. They will perform a grade and roll all the way to the Cobra Dairy Creek intersection as part of the commitment to the Road Use Agreement which stipulates their contribution of two full maintenance grades of Ullawarra road each year. This will also free our crew up to concentrate on other areas of the shire.

The new CCTV cameras have been installed at five of our road closure gate locations, two at the Mount and three in Gascoyne Junction. The cameras have been employed purely to deter people from driving on closed roads and to assist in prosecuting offenders that do ignore road closures. Images of offenders can be provided to the Police who can then issue infringements along with fines from the shire itself. The cameras can also be used to monitor heavy vehicle movements and assist police in emergencies, criminal offences.

10.3 Chief Executive Officers Report

This is a relatively short month for me what with Easter and taking holiday's to go overseas for a wedding. I would like to thank Jarrod and Sa for taking the reins whilst I have been away.

We have remained busy despite my absences with a number of administrative and project related tasks being undertaken.

Paul Kearney is now in town and has commenced with doing insurance related works associated with the Storm that decimated the town site; these include fencing at the Pub, Paul is also starting work on the CEO Shed. I am advised by our insurers that they would have a proposal to us regarding the repairs / removal of Mick's home.

I have had Stephen Vigilante undertake a site visit for the design / drawings for the Gascoyne River Walkway project. Once we get a design that Council is happy with we have a structural engineer to prepare the detailed plans and provide a Schedule of probable costs. We will use this information to seek grants for the construction of such.

Carnarvon-Mullewa Upgrade has commenced with THEM, Greenfields and the Shire undertaking a pre-start meeting with on the ground works scheduled to start after the Easter Break.

I am still struggling with Shire properties and land ownership. We have just been informed that the house Ainsley resides in is situated on land that the Shire does not own. Apparently we only ever had a lease that expired in 2004. I will work with our consultant Town Planner to attempt to get this resolved but it will take time as with all things related to land.

The recent rains have been welcomed however, there has been significant damage to our road infrastructure in the northern areas of our Shire. Greenfields are undertaking an inspection and taking photographs so that we can make a claim under DRFAWA.

Work is still happening with our Hatch Street Land Development, we have now got the Department of Lands ILUA Template, this has been forwarded to our solicitor to progress with the Yinggarda PBC. I am advised that the PBC have now got another solicitor so some of the work will need to start at the beginning.

Travis has now supplied the budget template for 2023/24 so we can now start to populate this in order to commence budget deliberations at the May meeting.

STATUS OF GRANTS FOR 2022

Submitted	Close Date	Project	Grant	Provider	Grant Amount	Project Cost	Result
4/2/2022	20/02/2022	Dalgety Brook Floodway	Bridges Renewable Program	Dept of Infrastructure, Transport, Regional Development and Communications	\$1,800,000	\$1,800,000	Approved
13/12/2021	N/A	Carnarvon / Mullewa Road Sealing Project	Ad hoc	Main Roads – State initiatives on Local Roads	Requested between 3.9 and 4.5 million	Ongoing	Approved
28/01/2023	N/A	Hatch Street Footpaths	WA Bicycle Network Grant	Dept of Transport	\$22,000	\$44,000	Successful
01/02/2023	N/A	Up-date current Local Planning Strategy	Ad Hoc	Dept of Planning, Lands & Heritage	Nil		Successful
13/02/2023	13/03/2023	Gascoyne Junction Community Gym	Horizon Power Community Grant	Horizon Power	\$10000	\$12000	Awaiting Outcome End April 2023
06/04/2023	06/09/2024.	Residential Land Development	Infrastructure Development Fund – Unlocking Regional Worker Accommodation Opportunities	Department of Planning, Lands and Heritage.	\$523,463.60 inc.I GST	\$743,463.60 inc.I GST	Pending
23/12/2022	09//01/2023	Water Treatment Plant – Reverse Osmosis	Development of Future Drought Fund Extension and Adoption of Drought Resilience Farming Practices Grants Program application	Department of Agriculture, Water and the Environment	\$400,000.00 inc.I GST	\$600,000.00 inc.I GST	Pending
18/04/2023	18/04/2023	Technology Equipment Upgrades	CRC Technology Grant	DPIRD	\$5167.00	\$5667.00	Pending
21/04/2023	21/04/2023	Save our Country Kids	Road Safety Commission SOCK Week	Narembeen CRC	\$1200	\$1200	Pending
17/04/2023	17/04/2023	Gascoyne Junction Rocks	National Science Week	WACC	\$4000	\$4500	Pending

10.4 ACCOUNTS & STATEMENTS OF ACCOUNTS	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	None
Author:	Sa Toomalatai – Manager of Finance & Corporate Services
Date:	12 April 2023
Matters for Consideration:	<p>To receive the List of Accounts Due & Submitted to Ordinary Council Meeting on Wednesday the 26th of April 2023 as attached – see Appendix 1.</p> <p>In addition to the List of Accounts and as part of this agenda report, Council are also requested to receive the Legal Expenses report. This report details all legal costs incurred to the end of this reporting period for both general legal and rates debt recovery expenses – refer to Appendix 1.</p>
Background:	<p>The local government under its delegated authority to the CEO to make payments from the municipal and trust funds is required to prepare a list of accounts each month showing each account paid and presented to Council at the next ordinary Council meeting. The list of accounts prepared and presented to Council must form part of the minutes of that meeting.</p>
Comments:	The list of accounts are for the month of March 2023.
Statutory Environment:	<p>Local Government (Financial Management Regulations) 1996</p> <p>13. Payments from municipal fund or trust fund by CEO, CEO’s duties as to etc.</p> <p>(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —</p> <ul style="list-style-type: none"> (a) the payee’s name; and (b) the amount of the payment; and (c) the date of the payment; and (d) Sufficient information to identify the transaction. <p>(2) A list of accounts for approval to be paid is to be prepared each month showing —</p> <ul style="list-style-type: none"> (a) for each account which requires council authorisation in that month — <ul style="list-style-type: none"> (i) the payee’s name; and (ii) the amount of the payment; and (iii) sufficient information to identify the transaction; and (b) the date of the meeting of the council to which the list is to be presented.

	(3) A list prepared under sub regulation (1) or (2) is to be — (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and (b) recorded in the minutes of that meeting.												
Policy Implications:	Nil												
Financial Implications:	2022/2023 Budget												
Strategic Implications:	SCP – Objective 4 – Our Leadership – 4.2 An efficient and effective organisation. Strategy 4.2.2 Maintain accountability and financial responsibility through effective planning. Strategy 4.2.3 Comply with statutory and legislative requirements.												
Risk:													
Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)								
Not meeting Statutory Compliance	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation								
Consultation:	Nil												
Voting requirement:	Simple Majority												
Officer's Recommendation:	<p><i>That Council endorse the payments for the period 1st of March 2023 to the 31st of March 2023 as listed, which have been made in accordance with delegated authority per LGA 1995 s5.42 and receive the Legal Expenses Report detailing all legal costs incurred to the 31st of March 2023.</i></p> <table border="1"> <tr> <td><i>Municipal Fund Bank EFTs (15330 - 15451)</i></td> <td><i>\$1,619,189.84</i></td> </tr> <tr> <td><i>Payroll</i></td> <td><i>\$174,217.34</i></td> </tr> <tr> <td><i>BPAY/Direct Debit</i></td> <td><i>\$61,506.18</i></td> </tr> <tr> <td><i>TOTAL</i></td> <td><i>\$1,680,696.02</i></td> </tr> </table>					<i>Municipal Fund Bank EFTs (15330 - 15451)</i>	<i>\$1,619,189.84</i>	<i>Payroll</i>	<i>\$174,217.34</i>	<i>BPAY/Direct Debit</i>	<i>\$61,506.18</i>	<i>TOTAL</i>	<i>\$1,680,696.02</i>
<i>Municipal Fund Bank EFTs (15330 - 15451)</i>	<i>\$1,619,189.84</i>												
<i>Payroll</i>	<i>\$174,217.34</i>												
<i>BPAY/Direct Debit</i>	<i>\$61,506.18</i>												
<i>TOTAL</i>	<i>\$1,680,696.02</i>												
Council Resolution No: 03042023													
MOVED:	CR: R. HOSEASON-SMITH	SECONDED:	CR: B. WALKER										
<p><i>That Council endorse the payments for the period 1st of March 2023 to the 31st of March 2023 as listed, which have been made in accordance with delegated authority per LGA 1995 s5.42 and receive the Legal Expenses Report detailing all legal costs incurred to the 31st of March 2023.</i></p>													

<i>Municipal Fund Bank EFTs (15330 - 15451)</i>	<i>\$1,619,189.84</i>
<i>Payroll</i>	<i>\$174,217.34</i>
<i>BPAY/Direct Debit</i>	<i>\$61,506.18</i>
TOTAL	\$1,680,696.02

FOR: CR J. Caunt

AGAINST: CR

**CR A. McKeough
CR H. McTaggart
CR R. Hoseason-Smith
CR B. Walker
CR G. Watters**

F/A: 6/0

10.5 MONTHLY FINANCIAL STATEMENT	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	None
Author:	Sa Toomalatai – Manager of Finance & Corporate Services
Date:	12 April 2023
Matters for Consideration:	<p>The Statement of Financial Activity for the period of March 2023, includes the following reports:</p> <ul style="list-style-type: none"> • Statement of Financial Activity • Significant Accounting Policies • Graphical Representation – Source Statement of Financial Activity • Net Current Funding Position • Cash and Investments • Major Variances • Budget Amendments • Receivables • Grants and Contributions • Cash Backed Reserve • Capital Disposals and Acquisitions • Trust Fund <p style="text-align: center;">see Appendix 2</p>
Background:	Under the Local Government (Financial Management Regulations 1996), a monthly Statement of Financial Activity must be submitted to an Ordinary Council meeting within 2 months after the end of the month to which the statement relates. The statement of financial activity is a complex document but presents a complete overview of the financial position of the local government at the end of each month. The Statement of Financial Activity for each month must be adopted by Council and form part of the minutes.
Comments:	The Statement of Financial Activity is for the month of March 2023
Statutory Environment:	<p>Local Government Act 1995 – Section 6.4</p> <p>Local Government (Financial Management Regulations) 1996 – Sub-regulation 34.</p>
Policy Implications:	Nil
Financial Implications:	Nil
Strategic Implications:	<p>SCP – Objective 4 – Our Leadership – 4.2 An efficient and effective organisation.</p> <p>Strategy 4.2.2 Maintain accountability and financial responsibility through effective planning.</p> <p>Strategy 4.2.3 Comply with statutory and legislative requirements.</p>

Risk:					
Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation
Consultation:		Nil			
Voting requirement:		Simple Majority			
Officer's Recommendation:		<i>That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period of March 2023.</i>			
Council Resolution No: 04042023					
MOVED:	CR: B. WALKER	SECONDED:	CR: R. HOSEASON-SMITH		
<p><i>That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period of March 2023.</i></p> <p>FOR: CR J. Caunt CR A. McKeough CR H. McTaggart CR R. Hoseason-Smith CR B. Walker CR G. Watters</p> <p>AGAINST: CR</p> <p>F/A: 6/0</p>					

10.6 BUDGET VARIATION REQUEST

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	None
Author:	Jarrold Walker – Manager of Works and Services
Date:	18 th April 2023
Matters for Consideration:	Budget variation request to allocate funds to our Country Road Maintenance Account 012272
Background:	We have insufficient funds in Account 012272 Country Road Maintenance to continue providing ongoing road maintenance for the remainder of the financial year. We will need to consider reallocating funds from underspent accounts to continue to provide a satisfactory level of service to our road network.
Comments:	<p>Recent dry conditions and additional traffic volumes have caused significant unplanned damage to our road network which needed immediate repairs. Combined with increases to fuel, labour and plant hire costs we have depleted our funding allocation within our road maintenance budget. In order to continue to provide a satisfactory level of service to our road network and keep our works crew engaged we will need to consider reallocating funds from underspent accounts.</p> <p>We currently have a remaining road maintenance budget of \$112,090 and require approximately \$268,000. There are several budget accounts that are either underspent or we do not anticipate to utilise that could be reallocated to Account 012272 to make up the shortfall of approximately \$156,000.</p> <p>Below are the proposed accounts and amounts to be considered for reallocation.</p> <ul style="list-style-type: none">• C3362 Signage 22/23 \$45,711• 012274 Cement Stabilising Materials \$32,202• C3361 Grids 22/23 \$21,995• 0121062 Transport Consultancy \$20,000• C3360 Bundagee Wash Repairs \$33,842 <p style="text-align: right;">Total Reallocation \$153,750</p>

Statutory Environment:	<p>Local Government Act 1995 – Part 6 Financial Management, Division 4 General Financial Provisions, Section 6.8</p> <p>6.8. Expenditure from municipal fund not included in annual budget</p> <p>(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —</p> <p>(b) is authorised in advance by resolution*; or</p> <p>(c) is authorised in advance by the mayor or president in an emergency.</p> <p><i>* Absolute majority required.</i></p> <p>(1a) In subsection (1) —</p> <p>additional purpose means a purpose for which no expenditure estimate is included in the local government’s annual budget.</p> <p>(2) Where expenditure has been incurred by a local government —</p> <p>(a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and</p> <p>(b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.</p>				
Policy Implications:	Nil				
Financial Implications:	There is nil financial implications on the budget bottom line if Council approve this budget variation request, however there is a risk of recording a further overspend on the road maintenance budget if the request is not approved.				
Strategic Implications:	Civic Leadership – To responsibly manage Council’s financial resources to ensure optimum value for money and sustainable asset management.				
Risk:					
Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation

Consultation:	Consultation has been made at the management level regarding the budget variations.		
Voting requirement:	Absolute Majority		
Officer's Recommendation:	<p><i>That Council authorise the CEO to –</i></p> <p><i>In accordance with section 6.8(1)(b) of the Local Government Act, adopt the following budget variations;</i></p> <ul style="list-style-type: none"> • <i>Reallocate \$45,711 of unspent funds from C3362 Signage 22/23 to 012272 Road Maintenance</i> • <i>Reallocate \$32,202 of unspent funds from 1022740 Cement Stabilising Materials to 012272 Road Maintenance</i> • <i>Reallocate \$21,995 of unspent funds from C3661 Grids 22/23 to 012272 Road Maintenance</i> • <i>Reallocate \$20,000 of unspent funds from 11210620 Transport Consultancy to 012272 Road Maintenance</i> • <i>Reallocate \$33,842 of unspent funds from C3360 Bundagee Wash to 012272 Road Maintenance</i> 		
Council Resolution No: 05042023			
MOVED:	CR: G. WATTERS	SECONDED:	CR: R. HOSEASON-SMITH
<p><i>That Council authorise the CEO to –</i></p> <p><i>In accordance with section 6.8(1)(b) of the Local Government Act, adopt the following budget variations;</i></p> <ul style="list-style-type: none"> • <i>Reallocate \$45,711 of unspent funds from C3362 Signage 22/23 to 012272 Road Maintenance</i> • <i>Reallocate \$32,202 of unspent funds from 1022740 Cement Stabilising Materials to 012272 Road Maintenance</i> • <i>Reallocate \$21,995 of unspent funds from C3661 Grids 22/23 to 012272 Road Maintenance</i> • <i>Reallocate \$20,000 of unspent funds from 11210620 Transport Consultancy to 012272 Road Maintenance</i> • <i>Reallocate \$33,842 of unspent funds from C3360 Bundagee Wash to 012272 Road Maintenance</i> <p>FOR: CR J. Caunt CR A. McKeough CR H. McTaggart CR R. Hoseason-Smith CR B. Walker CR G. Watters</p> <p>AGAINST:</p> <p>F/A: 6/0</p>			

10.7 BUDGET VARIATION REQUEST

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	None
Author:	Jarrold Walker – Manager of Works and Services
Date:	18 th April 2023
Matters for Consideration:	Budget variation request to allocate funds to Depot Operating Costs for the removal of two redundant towers in the shire depot.
Background:	There are two redundant towers located in the shire depot yard of which one has been deemed unsafe by a suitably qualified inspector and the other is obstructing vehicle movements. There is an opportunity to engage the services of a crane and riggers to pull down the towers at a considerably reduce cost due to the contractor mobilising to another project in the area.
Comments:	<p>There are two redundant towers located in the shire depot yard of which one has been deemed unsafe by a suitably qualified inspector and the other is obstructing vehicle movements. There is an opportunity to engage the services of a crane and riggers to pull down the towers at a considerably reduce cost due to the contractor mobilising to another project in the area.</p> <p>Quotes were received from Geraldton Cranes and Gold Net (riggers) to remove the towers for the total sum of \$17,000. This cost has not been accounted for in our current budget. However we have unspent funds in Account 1CB50700 Council Offices Refurbishments of \$46,698 part of which could be considered for reallocation.</p>

Statutory Environment:	<p>Local Government Act 1995 – Part 6 Financial Management, Division 4 General Financial Provisions, Section 6.8</p> <p>6.8. Expenditure from municipal fund not included in annual budget</p> <p>(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —</p> <p style="padding-left: 40px;">(b) is authorised in advance by resolution*; or</p> <p style="padding-left: 40px;">(c) is authorised in advance by the mayor or president in an emergency.</p> <p style="padding-left: 40px;">* <i>Absolute majority required.</i></p> <p>(1a) In subsection (1) —</p> <p style="padding-left: 40px;">additional purpose means a purpose for which no expenditure estimate is included in the local government’s annual budget.</p> <p>(2) Where expenditure has been incurred by a local government —</p> <p style="padding-left: 40px;">(a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and</p> <p style="padding-left: 40px;">(b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.</p>				
Policy Implications:	<p>Nil</p>				
Financial Implications:	<p>There is nil financial implications on the budget bottom line if Council approve this budget variation request, however there is a risk of recording a further overspend on the Depot Operating account if the request is not approved.</p>				
Strategic Implications:	<p>Civic Leadership – To responsibly manage Council’s financial resources to ensure optimum value for money and sustainable asset management.</p>				
Risk:					
Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
<p>Not meeting Statutory Compliance</p>	<p>Rare (1)</p>	<p>Moderate (3)</p>	<p>Low (1-4)</p>	<p>Failure to meet Statutory, Regulatory or Compliance Requirements</p>	<p>Accept Officer Recommendation</p>

Consultation:	Consultation has been made at the management level regarding the budget variations.
Voting requirement:	Absolute Majority
Officer's Recommendation:	<p><i>That Council authorise the CEO to –</i></p> <p><i>In accordance with section 6.8(1)(b) of the Local Government Act, adopt the following budget variations;</i></p> <ul style="list-style-type: none"> • Reallocate \$17,000 from account 1CB50700 Council Office Refurbishments to 121061 Depot Operating Costs.

Council Resolution No: 06042023

MOVED:	CR: B. WALKER	SECONDED:	CR: R. HOSEASON-SMITH
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That Council –

In accordance with section 6.8(1)(b) of the Local Government Act, adopt the following budget variations;

FOR: CR J. CAUNT
CR A. McKeough
CR H. McTaggart
CR R. Hoseason-Smith
CR B. Walker
CR G. Watters

AGAINST:

F/A: 6/0

10.8 BUDGET VARIATION REQUEST

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	None
Author:	Sa Toomalatai – Manager, Finance & Corporate Services
Date:	21 April 2023
Matters for Consideration:	Budget variation request to correct allocation at the Income/Expenditure level (I/E) for Country Road Maintenance budget at COA 10122720.
Background:	<p>At the March 2023 Ordinary Council Meeting, Council adopted the 2022/23 Budget Review (Council Resolution No: 06032023).</p> <p>The budget review included a \$125,000 increase to account 10122720 – Road Maintenance – Country. In the adopted budget review, this increase was reflected as an increase to I/E code 320 and disclosed as an increase in Employee Costs in the Rate Setting Statement by Nature and Type. This increase was intended to be reflected as an increase to I/E code 370 and disclosed as an increase in Materials and Contracts in the Rate Setting Statement by Nature and Type.</p> <p>This administrative error was noted when updating the budget in Synergysoft post the adoption of the Midyear Budget Review.</p>
Comments:	To correct this administrative error, Council will need to adopt the Officer Recommendation as stated below in this report.

Statutory Environment:	<p>Local Government Act 1995 – Part 6 Financial Management, Division 4 General Financial Provisions, Section 6.8</p> <p>6.8. Expenditure from municipal fund not included in annual budget</p> <p>(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —</p> <ul style="list-style-type: none"> (b) is authorised in advance by resolution*; or (c) is authorised in advance by the mayor or president in an emergency. <p><i>* Absolute majority required.</i></p> <p>(1a) In subsection (1) —</p> <p>additional purpose means a purpose for which no expenditure estimate is included in the local government’s annual budget.</p> <p>(2) Where expenditure has been incurred by a local government —</p> <ul style="list-style-type: none"> (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council. 				
Policy Implications:	<p>Nil</p>				
Financial Implications:	<p>There is nil financial implication on this budget variation request as the reallocation will take place within the same COA.</p>				
Strategic Implications:	<p>Civic Leadership – To responsibly manage Council’s financial resources to ensure optimum value for money and sustainable asset management.</p>				
Risk:					
Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
<p>Not meeting Statutory Compliance</p>	<p>Rare (1)</p>	<p>Moderate (3)</p>	<p>Low (1-4)</p>	<p>Failure to meet Statutory, Regulatory or Compliance Requirements</p>	<p>Accept Officer Recommendation</p>

Consultation:	Consultation has taken place between the Council's Principal Accountant from RSM Australia and the Manager, Finance & Corporate Services.
Voting requirement:	Absolute Majority
Officer's Recommendation:	<p><i>That Council –</i></p> <p><i>In accordance with section 6.8(1)(b) of the Local Government Act, adopt the following budget variations;</i></p> <ul style="list-style-type: none"> • <i>Decreases the budget for account 10122720 Road Maintenance Country, IE Code 320 (Employee Costs) by \$125,000; and</i> • <i>Increase the budget for account 10122720 Road Maintenance Country, IE Code 370 (Contractors & Services) by \$125,000</i>

Council Resolution No: 07042023

MOVED:	CR: G. WATTERS	SECONDED:	CR: B. WALKER
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<p><i>That Council –</i></p> <p><i>In accordance with section 6.8(1)(b) of the Local Government Act, adopt the following budget variations;</i></p> <ul style="list-style-type: none"> • <i>Decreases the budget for account 10122720 Road Maintenance Country, IE Code 320 (Employee Costs) by \$125,000; and</i> • <i>Increase the budget for account 10122720 Road Maintenance Country, IE Code 370 (Contractors & Services) by \$125,000</i> <p>FOR: CR J. Caunt CR A. McKeough CR H. McTaggart CR R. Hoseason-Smith CR B. Walker CR G. Watters</p> <p>AGAINST:</p> <p>F/A: 6/0</p>
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10.9 COUNCILLOR MEETING FEES / ALLOWANCES																
Applicant:	Shire of Upper Gascoyne															
Disclosure of Interest:	Nil															
Author:	John McCleary – Chief Executive Officer															
Date:	13 April 2023															
Matters for Consideration:	Council to determine the Sitting Fees that will be payable in the 2023/24 financial year following the determination that was handed down by the Salaries and Allowances Tribunal in April 2023. In general SAT has increased attendance fees and allowances by 1.5%.															
Background:	It is a requirement that each financial year the Council is to determine the Councillors Meeting and Allowances.															
Comments:	<p>The State Government commissioned the Salaries and Allowances Tribunal to investigate the payments made to Councillors and to deliver an independent determination upon which future fee payments are to be based. This is similar to the annual determination made by the Salaries and Allowances Tribunal (SAT) on the remuneration to be payable to Chief Executive Officers. In both cases Councils have a statutory obligation to abide by these determinations and the respective payments are to be within the ranges set.</p> <p>With the Members Sitting Fees the SAT has established 4 bands into which local governments are placed depending on financial capacity and location. The Shire of Upper Gascoyne has been listed as a Band 4 Local Government.</p> <p>The tables copied below are extracts from the SAT determination for fees paid annually:</p> <p style="text-align: center;"><u>Council Meeting Attendance Fees</u></p> <p>The ranges of fees apply where a local government decides by an absolute majority that, instead of paying council members an attendance fee referred to in section 5.98 of the LG Act, it will pay all council members who attend council, committee or prescribed meetings an annual fee.</p> <p>Annual attendance fees in lieu of council meeting, committee meeting and prescribed meeting attendance fees – local governments</p> <table style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th></th> <th colspan="2" style="text-align: center;">For a council member other than the mayor or president</th> <th colspan="2" style="text-align: center;">For a council member who holds the office of mayor or president</th> </tr> <tr> <th></th> <th style="text-align: center;"><i>Band Minimum</i></th> <th style="text-align: center;"><i>Maximum</i></th> <th style="text-align: center;"><i>Minimum</i></th> <th style="text-align: center;"><i>Maximum</i></th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">\$25,600</td> <td style="text-align: center;">\$32,960</td> <td style="text-align: center;">\$25,600</td> <td style="text-align: center;">\$49,435</td> </tr> </tbody> </table>		For a council member other than the mayor or president		For a council member who holds the office of mayor or president			<i>Band Minimum</i>	<i>Maximum</i>	<i>Minimum</i>	<i>Maximum</i>	1	\$25,600	\$32,960	\$25,600	\$49,435
	For a council member other than the mayor or president		For a council member who holds the office of mayor or president													
	<i>Band Minimum</i>	<i>Maximum</i>	<i>Minimum</i>	<i>Maximum</i>												
1	\$25,600	\$32,960	\$25,600	\$49,435												

2	\$15,470	\$24,170	\$15,470	\$32,410
3	\$8,000	\$17,030	\$8,000	\$26,370
4	\$3,735	\$9,890	\$3,735	\$20,325

Annual President / Deputy President Allowance

Pursuant to section 5.98(5) of the LG Act, the mayor or president of a local government and the chairman of a regional local government are entitled, in addition to any fees or reimbursement of expenses payable under section 5.98(1) or (2), to be paid the annual allowance set by the local government or regional local government within the range determined.

(2) Pursuant to section 5.98A (1) of the LG Act, a local government may decide by an absolute majority to pay the deputy mayor or deputy president of the local government, an allowance of up to the 25 percent of the annual allowance to which the mayor or president of the local government is entitled under section 5.98(5) of the LG Act. This allowance is in addition to any fees or reimbursement of expenses payable to the deputy mayor, deputy president or deputy chairman under section 5.98 of the LG Act.

Annual allowance for a mayor or president of a local government

<i>Band</i>	<i>Minimum</i>	<i>Maximum</i>
1	\$53,330	\$93,380
2	\$16,000	\$65,915
3	\$1,070	\$38,450
4	\$535	\$20,875

ICT Allowance formerly known as Communication Allowance

ICT expenses means –

- (a) rental charges in relation to one telephone and one facsimile machine, as prescribed by regulation 31(1)(a) of the LG Regulations; or
 - (b) any other expenses that relate to information and communications technology (for example, telephone call charges and internet service provider fees) and that are a kind of expense prescribed by regulation 32(1) of the LG Regulations;
- (2) For the purposes of section 5.99A(b) of the LG Act, the minimum annual allowance for ICT expenses is \$500 and the maximum annual allowance for ICT expenses is \$3,500.

Currently all members receive \$3,500 per annum. Given that members are receiving the maximum amount now there is no ability to increase this allowance.

Councillors Travel Allowance

	This allowance is directly referred to section 30.6 of the Local Government Officers' (Western Australia) Interim Award 2021, as required by the SAT determination. The travel allowance has been determined to be at 103.52 cents per kilometer.				
Statutory Environment:	Local Government Act 1995				
Policy Implications:	Nil				
Financial Implications:	2022/23 Annual Budget				
Strategic Implications:	Civic Leadership – To responsibly manage Council's financial resources to ensure optimum value for money.				
Risk:					
Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation
Consultation:	Salaries and Allowances Tribunal				
Voting requirement:	Absolute Majority				
Officer's Recommendation:	<p><i>That Council set the following Member Fees for the 2023/24 financial year:</i></p> <ol style="list-style-type: none"> 1. <i>Presidents Allowance \$20,875 per annum</i> 2. <i>Deputy Presidents Allowance (25%) \$5,218.75 per annum</i> 3. <i>Presidents meeting attendance fee \$20,325 per annum</i> 4. <i>Councillors meeting fees (annualised) \$9,890 per annum</i> 5. <i>Councillors ICT Allowance (annualised) \$3,500 per annum</i> 6. <i>Councillors Travel Allowance \$1.0352 per kilometre</i> 				
Council Resolution No: 08042023					

MOVED:	CR: R. HOSEASON-SMITH	SECONDED:	CR: B. WALKER
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That Council set the following Member Fees for the 2023/24 financial year:

1. *Presidents Allowance \$20,875 per annum*
2. *Deputy Presidents Allowance (25%) \$5,218.75 per annum*
3. *Presidents meeting attendance fee \$20,325 per annum*
4. *Councillors meeting fees (annualised) \$9,890 per annum*
5. *Councillors ICT Allowance (annualised) \$3,500 per annum*
6. *Councillors Travel Allowance \$1.0352 per kilometre*

FOR:	CR J. Caunt	AGAINST:	CR
	CR A. McKeough		
	CR H. McTaggart		
	CR R. Hoseason-Smith		
	CR B. Walker		
	CR G. Watters		

F/A: 6/0

10.10 TENDER DECISION CRITERIA – CARNARVON/MULLEWA ROAD

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	Jarrod Walker- Manager of Works and Services
Date:	20 th April 2023
Matters for Consideration:	To determine the tender decision criteria for supply and construction of concrete floodway at Dalgety Brook
Background:	The Shire have secured funds to construct a of reinforced concrete slab, edge wall and scour protection for the upgrade of the Dalgety Brook to a concrete floodway and will require suitably qualified contractors to perform the works.
Comments:	The anticipated cost to construct a of reinforced concrete slab, edge wall and scour protection for the upgrade of the Dalgety Brook to a concrete floodway will exceed \$250,000 and therefore we will need invite public tenders. Before going to tender, Council must endorsed a selection criteria.
Statutory Environment:	<p>Local Government (Functions & General) Regulations 1996 11. When tenders have to be publicly invited (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250 000...</p> <p>15. Minimum time to be allowed for submitting tenders (1) If a notice under regulation 14(1) is given, the date and time referred to in regulation 14(3)(d) has to be at least 14 days after the notice is — (a) published on the local government’s official website; and (b) published in at least 3 of the ways prescribed in the Local Government (Administration) Regulations 1996 regulation 3A(2).</p>
Policy Implications:	Purchasing Policy
Financial Implications:	23/24 Budget
Strategic Implications:	<p>SCP – Objective 2 – Economic – Our Prosperity Strategy 2.1.1 – Provide appropriate transport network infrastructure, supporting our community, local pastoral and mining industries and tourism.</p> <p>Corporate Plan – 2.1.1.3 – Seal road between Gascoyne Junction and Meekatharra.</p>
Risk:	

Risk	Risk Likelihood (based on history and with existing controls)		Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)		Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation

Consultation: Greenfields Technical Services

Voting requirement: Simple Majority

Officer's Recommendation:

That Council:

1. *Adopt the following tender decision making criteria for the supply and construction of a reinforced concrete slab, edge wall and scour protection for the upgrade of the Dalgety Brook to a concrete floodway:*

a) Price	25%
b) Relevant previous similar experience	25%
c) Capacity to undertake work and tenderers resources	15%
d) Key personnel skills and experience	15%
e) Demonstrated understanding and methodology	20%
2. *That the tender run for 14 days after the notice is given.*
3. *That the CEO be authorised to accept the tender that provides the best value for money for the Shire.*

Council Resolution No: 09042023

MOVED:	CR: H. MCTAGGART	SECONDED:	CR: R. HOSEASON-SMITH
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That Council:

1. *Adopt the following tender decision making criteria for the supply and construction of a reinforced concrete slab, edge wall and scour protection for the upgrade of the Dalgety Brook to a concrete floodway:*

f) Price	25%
g) Relevant previous similar experience	25%
h) Capacity to undertake work and tenderers resources	15%
i) Key personnel skills and experience	15%
j) Demonstrated understanding and methodology	20%
2. *That the tender run for 14 days after the notice is given.*

3. That the CEO be authorised to accept the tender that provides the best value for money for the Shire.

FOR: CR J. Caunt
CR A. McKeough
CR H. McTaggart
CR R. Hoseason-Smith
CR B. Walker
CR G. Watters

AGAINST: CR

F/A: 6/0

11. MATTERS BEHIND CLOSED DOORS

Nil

12. PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

13.1 DIFFERENTIAL RATING FOR 2022- 2023

13.1 LATE ITEM - DIFFERENTIAL RATING FOR 2023/2024

APPLICANT:	Shire of Upper Gascoyne
DISCLOSURE OF INTEREST:	Nil
AUTHOR:	John McCleary – Chief Executive Officer Sa Toomalatai – Manager of Finance & Corporate Services
DATE:	20 April 2023
Matters for Consideration:	
As part of the 2023/2024 budget deliberations, the Council is asked to endorse one of the following proposed differential rates model on properties valued on an unimproved basis. In addition to endorsing the model, Council are also required to adopt the Objects and Reasons that give justification to the impose Differential Rates.	
Comments:	
The power to set differential rates is contained in section 6.33 (1) of the Local Government Act 1995 which provides the ability to differentially rate properties based on the following characteristics: <i>a) the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the Planning and Development Act 2005; or</i>	

- (b) a purpose for which the land is held or used as determined by the local government; or
 (c) whether or not the land is vacant land; or
 (d) any other characteristic or combination of characteristics prescribed.

The Department of Local Government, Sports and Cultural Industries (the Department) requires that Council endorse not only the imposition of differential rates, but also the objects and reasons for the imposition of differential rating. The application of differential rates and minimum payments to properties within the Shire maintains equity in the rating of properties and enables Council to raise the revenue necessary to provide facilities, infrastructure and services to the entire community and visitors of the Shire of Upper Gascoyne.

Section 6.36 of the Local government Act 1995 requires that local public notice be given before imposing any differential general rates or minimum payments. As part of this process, electors and ratepayers are invited to lodge a submission in respect of the proposed rates and minimum payments within twenty one (21) days of the notice being published. The local government is to then consider any submissions received during the notice period before it can seek Ministerial approval to impose the differential general rates.

The public notice must:

- be published at least once in a newspaper circulating generally in the district;
- be displayed on a notice board at the local government's offices;
- be displayed on a notice board at each local government library;
- contain details of each rate or minimum payment the Council proposes to impose
- advise where a document can be inspected that provides the objects and reasons for each proposed rate and minimum payment
- contain an invitation for electors or ratepayers to lodge submissions on any of the proposals within 21 days from the date of the notice (i.e. the 21-day submission period excludes the first day of publishing); and
- be published within the period of 2 months prior to the 1st July 2023 (i.e. not earlier than the 1st May 2023).

For Council's reference, the table displayed below reflects the rates levied at the time of the initial rate billing for 2022/23 –

Rates Model Applied for Rate Billing in 2022/23:

Rate Billing Model for 2022/23								
Rate Category	Total Props	UV Value	GRV Value	Minimums	UV Rate in \$	GRV Rate in \$	Props on Min	Actual Rates to Raise
GRV - General	25	0	147,952	500		10.5000	12	18,674
UV - Rural	38	1,662,786	0	900	7.0000		13	125,721
UV - Mining	240	3,566,639	0	950	29.8000		75	1,100,754
Totals	303	5,229,425	147,952				100	1,245,149

Background:

The management team have found the considerations for the 23/24 rate model particularly challenging this year as part of our draft budget deliberations. Whilst our Integrated Plans and

Informing Strategies were adopted by Council at the end of 2022, using our 'Plan for the Future' as a guide to mapping out the next 12 months of projects to be delivered for our community has been met with some potential financial constraints.

This is due to the many contributing factors that have a significant impact on our Shire's ability to continue to maintain our level of service, and also future proofing our community's sustainability moving forward.

Some of these direct impacts include the increase in costs for the supply of fuel, freight, parts, materials and essential trades such as mechanical, building, electrical, plumbing etc. (including accessibility to these services when there is high demand). We were also advised recently that our insurance premiums will see an increase of up to 10 percent in 23/24 and the costs associated with building roads has increased exponentially to 20%. Add to that the further expense of the Local Government Index at 12.8% and an overall average of 3% for the Consumer Price Index.

In addition to these factors, there is also the overall cost of living expenses to consider. Utilities are expected to increase which will affect our recurrent maintenance on shire buildings. The rise in cost of living has implications on our workforce as well, this can create a competitive employment/recruitment market where the shire has the potential to face challenges with retaining staff. Our workforce drives the shire's service delivery in order to meet objectives outlined in our integrated plans – if we are unable to retain a stable and consistent workforce, it effects our ability to maintain continuity of service and deliver on major milestone projects for our community.

The proposed models for 23/24 have been developed with these increased costs in mind along with consideration for the continued delivery of key objectives identified in Council's Strategic Community Plan. Council will recall some of the following priorities coming out of the last Community Consultation workshop held in 2022 –

COMMUNITY WORKSHOPS

Group SWOT Analysis

Workshop participants were asked to provide feedback through a group analysis for the following key themes:

- Economic
- Social / Health and Wellbeing
- Environment
- Leadership (Governance)

The following pages detail the results from this exercise.

Strengths (what we love)	
• Tourism	• Geocaching
• Mining	• 4G telecommunications coming in next year
• Pastoral	• Use of contractors
• Road network	• 4WD Tourism
• Keep Gascoyne feel	• Natural attractions – Kennedy Ranges, River, Mt Augustus, 3 amazing water bodies
• GP services	• Signage
• Race, Gymkhana and Campdraft events	• Pavilion
• No crime	• Oval
• Telehealth	• Tourist Park and Pub
• Local business	

Concerns (weaknesses, threats, challenges)

- **Housing deficiency**
- RFDS accessibility – vast areas inaccessible
- Community burnout
- Limitations of small population – access to services
- **Water security (limited)**
- Limited access to medical / health services, eg Dentist, Physio, etc
- Limited volunteer capacity
- Street lighting
- Nothing for teens/young adults to do
- Structural compliance
- Land availability
- Limited services along long stretch of road (500km with no service station, PC, telecoms)
- Reliability of telecommunications
- Lack of ageing in place services
- Maintaining rubbish/recycling services
- Reliable access to fuel (telecommunications)
- Ageing leadership

Opportunities / Big Ideas

- **Water security – new bore, water availability**
- **Land release – Industrial, Commercial, Residential**
- GROH (Govt Housing) development
- Increase in rental housing availability
- Specific volunteer call ups
- Land development
- History and heritage
- Permanent accommodation for transient workforce / contractors
- Improved telecommunications
- Hot office accommodation
- Small business incubator facilities
- Increase awareness of emergency services management and access
- Access to wetlands – boats and pedestrian
- Pontoon/floating jetty on pontoon
- Increase in visitor accommodation availability
- Foster sporting group development
- Men's (community) Shed
- Board walk at River
- Digital interpretive signage at war memorial
- Digital signage – what's on/community notices/weather conditions/ etc
- Activities and facilities for youth
- Lighting at the oval
- Street lighting
- Extend sealed road network
- Solar/ alternative energy implementation
- Heritage / history museum – Aerial mustering / pastoral heritage
- Local micro abattoir
- Virtual reality experience relating to heritage of area
- Outback museum
- Large telescope / observation infrastructure
- Encourage emerging community leaders and foster development
- Automated gates for road closures
- Horticulture development (dep. Water availability)
- Light industrial land availability
- Support service industry development – Mechanic, Tyres, Plumber, Electrician, etc
- Nursing post
- Community nursing
- Ageing in place services/facilities
- Supermarket
- 4wd tours, attract tourism operators
- Lay down areas for heavy haulage
- Complete sealing of road to Meekatharra
- Walk/dual access pathway across bridge (Safety and tourism)
- Continue footpath network and linking community
- Golf course on riverbed
- Promote / awareness of River attractions – bird life, fossils, etc
- Multipurpose indoor sport and recreation centre; potential for year round netball, bowls, table tennis, skating, etc
- Nature playground
- Events around the river, eg triathlon, milk carton boat racing
- Skate park
- Commercial precinct
- Viewing areas on roadside
- Local butcher
- Co-op development
- Attract commercial / private business development and operators
- Overflow accommodation development
- Community mural
- Develop dark night friendly street lighting
- Water Park

With this essential feedback received from the Community, the Council was able to define the objectives and strategies that would help them work towards achieving our vision for our community and incorporate this into our 'Plan for the Future' as the following (summary list) -

- Encourage and support social and community events and local club development
- Advocate for health services and seek funding for health and well-being initiatives
- Ensure there is appropriate infrastructure, facilities and services to meet current and future needs of our community, including the maintenance and upgrade of existing infrastructure
- Improvement of essential infrastructure and services to promote and support growth in the region
- Provide appropriate transport network infrastructure, to support local community needs including key industries within the region
- Pursue water security development opportunities
- Develop industrial, residential and commercial land development and seek investment opportunities
- Increases awareness of the district and regional attractions
- Promote opportunities for economic development in the region
- Encourage diversity and growth of local business, industry and investment
- Protect natural capital, associated infrastructure and support appropriate access

Since the transition between Council's last integrated plan from 2017, to the new integrated plan adopted in 2022, staff have continued in their commitment to deliver on these key objectives. This has been evident in some of the milestone projects that have been delivered by the Shire during this time –

- Major upgrades to Pavillion and surrounds, including the installation of shade structures over the playground and other amenities, and new fencing around the town oval
- Revitalisation of Tennis Court
- Refurbishment of the Museum
- Construction of three new staff houses, including refurbishment of existing housing stock
- War Memorial constructed and installed
- Construction of Killili Bridge
- Completed 12kms of seal on Landor/Dalgety Road
- Completed 5kms of road construction of road on Carnarvon/Mullewa Road
- Resealed Gascoyne Junction Tourist Park
- Installation of Solar Voltaic System at the GJ Tourist Park Precinct (solar panels)
- Grown the Shire's workforce to 15 full time staff including the recruitment of a Tourism and Community Development Officer
- Purchase of new Plant and Equipment as per Plant Replacement program
- Continued delivery of annual roadworks construction and maintenance program
- Continued support and delivery of Community events through sponsorship, in-kind contributions and financial assistance
- Continued delivery of aged care and community assistance through CRC services
- Continued delivery of educational, business/tourism and community engagement workshops through CRC services
- Successfully advocated for monthly GP Clinic service delivered at CRC for community
- CRC received Accreditation as a Visitors Centre
- Secured funding for the construction of Dalgety Brook crossing to be built in 2023
- Installation of Street Banners in Gregory Street
- Completed construction of Two Rivers Memorial Park
- Completed drilling and deep bore installation for in-town water supply project
- Completed refurbishment of Town Oval reticulation

- Completed refurbishment of Council Chambers and installation of new IT & AV systems for live recording and video-conferencing
- Installation of new Tourism signage around town-site
- 2022 State Winner of Tidy Towns competition with nomination as candidate for National Awards in 2023

Whilst this list is extensive, it is not exhaustive – there are many minor achievements that staff continue to deliver behind the scenes that play a part in our community’s vision for the future. In order for the Shire to maintain this level of service and continue to meet the objectives in Council’s integrated plans, staff are actively seeking funding opportunities. We are not unique in our dependence on grants and financial assistance, as we are deemed a small country Shire it is reasonable to say that we are very much reliant on grants to deliver on some of our major projects.

However, we do also recognise that we must make a conscious effort to bridge the gap with our own-source revenue such as charging adequate fees for services in order to recover costs, identifying cost savings in our budget without compromising on level of service, and creating efficiencies where we can to help ease the financial burden. Added to these considerations is the “catch-up” factor, historically our Council has taken a very conservative approach to applying an increase to rates and has not really maximised the potential on this source of income in the past.

This method has resulted in the Shire missing the opportunity to stage sufficient and means appropriate increases over the years to assist in bridging the gap, and in return becoming less dependent on external funding. It must be noted now that Council recognised this impact when deliberations were made for the 22/23 budget and endorsed a notable increase in the rate model applied this time last year – this will continue to be a consideration for the future to maintain the upwards trend and although it has been captured to some extent in our current integrated plans building in a contingency of an overall 3 percent increase + 3 percent CPI (6 percent total), the rate modelling scenarios used for the IP process were based on our rating information at that time and not reflective of interim changes to date, including another significant hike in our recurrent costs for service delivery.

The management team have put forward two rate model scenarios for Council’s consideration today. Option One is a model that will not require ministerial approval as the highest Rate in the Dollar value is not more than twice of the lowest Rate in the Dollar value. However, it does apply an increase to the UV Rural Rate in the Dollar (RID) of 8 cents, which is slightly more than double of the RID applied in 23/24. This model has calculated a rate yield of \$1,798,073 for 2023/24.

OPTION ONE – MINISTERIAL APPROVAL NOT REQUIRED

<u>OPTION ONE RATE MODEL RESULTS - NO MINISTERIAL APPROVAL</u>								
Rate Category	Total Props	UV Value	GRV Value	Minimums	UV Rate in \$	GRV Rate in \$	Props on Min	Actual Rates to Raise
GRV - General	25	0	147,952	500		10.5000	12	18,674
UV - Rural	38	1,662,786	0	950	15.0000		12	257,470
UV - Mining	295	4,511,778	0	2,100	30.0000		143	1,521,930
TOTAL	358	6,174,564	147,952				167	1,798,073

The second rate model under Option Two is the same rate model applied for the current financial year, with no change to the RID and the General Minimum Rate amount. This model will require ministerial approval as the highest RID is more than twice of the lowest RID. This model has calculated a rate yield of \$1,527,775 for 2023/24.

OPTION TWO – MINISTERIAL APPROVAL IS REQUIRED

OPTION TWO RATE MODEL RESULTS - SAME MODEL USED FOR 2022/2023								
Rate Category	Total Props	UV Value	GRV Value	Minimums	UV Rate in \$	GRV Rate in \$	Props on Min	Actual Rates to Raise
GRV - General	25	0	147,952	500		10.5000	12	18,674
UV - Rural	38	1,662,786	0	900	7.0000		13	125,721
UV - Mining	295	4,511,778	0	950	29.8000		80	1,383,381
TOTAL	358	6,174,564	147,952				105	1,527,775

The rate models noted above were calculated using the valuations currently in the shire’s property database as of April 2023.

Both models are fairly comparative with the obvious exception being the increase applied to the UV Rural RID in Option One. As explained briefly above, this is partly driven by the need to ensure the highest RID is not more than twice of the lowest RID – in simple terms, this means that the highest cannot be more than double the value of the lowest. By achieving this outcome, Council will not be required to seek Ministerial approval which reduces the risk of having our application rejected by the Department of Local Government, Sport and Cultural Industries (DLGSCI). The other driver is to bring forward the staged increase intended for this rate category now rather than applying a staggered approach, which historically has been the case for the properties classed under UV Rural.

As you will see under [Appendix 4](#) in the Rate Comparison Analysis, our RID for UV Rural places us in the bottom 5 of Shire’s who apply a rating category for rural properties – made up predominately of pastoral properties. We have maintained this position for consecutive years showing our trend to be on the lower end of the scale when it comes to setting a RID for this category. In opposition to this though is our general minimum rate for UV Rural, for this we sit in the top 5 of Shire’s in the comparison table. The process behind this is to set a reasonable minimum payment for those properties that have low value pastoral leases without exceeding the 50% threshold required under the Local Government Act. Generally speaking, the minimum is still deemed to be low and the potential to really optimise on setting this amount is limited by the constraints of the Act.

Whilst it can be seen as unfavourable to increase rates in general, in some circumstances it is necessary. This has been captured in Council’s ‘Plan for the Future’ vision as part of the strategy to rate more appropriately in order to meet the needs of our community and maintain sustainability into the future. Council will recall our deliberations of the last two years around increasing the rate for the UV Mining category and the discussion around justifying this action. Similar justifications can be made here for the UV Rural category as an increase in future years is inevitable across the board for our collective ratebase. Management are keen to deliver a model that achieves the milestones set out by our integrated plans but also provides fair and equitable distribution of the rate burden.

Alternatively, Council can choose Rate Model Option Two which is no change from the model applied in the 22/23 financial year – meaning the RID and general minimum amounts will be the

same. This model will require Ministerial approval due to the UV Mining RID of 29.8000 cents being more than twice the value of the lowest RID of 7.000 cents, which is the UV Rural rate.

It is important for Council to note that if Option Two is the preferred model, there is an element of risk associated with this selection. As stated above, this model will require Ministerial approval and this process brings with it no guarantee of being accepted and passed by the DLGSCI. Past experience with previous applications has seen the DLGSCI taking a very firm stance with Shire’s on the principal of ‘fair and equitable’. Applications need to be well supported by a solid ‘Objects and Reasons’ statement, that demonstrates consistency, transparency and efficiencies in the Shire’s rating strategy and justifies the reasons why the Shire wants to apply a differential rate.

The DLGSCI will also be reconciling our application objectives back to our integrated plans and look to see if our model ties back to the rating strategies built into our Plan for the Future and Strategic Resourcing Plans. This is where Council may encounter some push back from the department regarding the application – generally, indications of rate increases applied as part of long term financial projections are noted as increases to the overall rate yield (or bottom line). Our integrated plans note an increase to rates over the lifetime of the plan, but as an annual increment of 6 percent (as noted in the report earlier) on the rate yield. The results of both models shown in this report exceed the 6 percent. Although this conflicts with our integrated plans, this action is a necessary reaction to counter balance the significant increase in costs for our service delivery. We have already seen glimpses of this in our recent midyear budget review when Council had to adopt an increase to the Country Roads Maintenance budget – it is quickly becoming unaffordable to maintain our road network purely through recurrent works.

Council may take the status quo view of opting for Option Two over Option One to further ease the burden of a rate increase in 23/24 or slow down the pace of increases to categories such as the UV Rural, but out of the two options, the rate model under Option Two is the one that will require additional work in the process of applying differential rates as it will need to be approved by the Minister and carries that extra layer of ‘risk’ as a result of this legislative requirement.

It will be the at the request of the management team, based on budgetary need, maintaining level of service and delivery of projects identified in Council’s integrated plans, that Council endorse Option One as the preferred rate model for 2023/24.

NOTE: LATE MODEL RUN AS OPTION THREE AT REQUEST OF COUNCIL

After much robust discussion around the two rate models presented today, Council requested a 3rd model be run primarily based on the model under Option Two with a slight variation for the UV Rural category, increasing this from 0.7000 cents in the Dollar to 0.9000 cents in the Dollar. The results of this model under Option Three are as follows –

OPTION THREE RATES RESULTS - SAME MODEL USED FOR 22/23 WITH INCREASE TO UV RURAL								
Rate Category Description	Total Props	UV Value	GRV Value	Minimums	UV Rate in \$	GRV Rate in \$	Props on Min	Actual Rates to Raise
GRV - General	25	0	147,952	500		10.5000	12	18,674
UV - Rural	38	1,662,786	0	900	9.0000		12	158,442
UV - Mining	295	4,511,778	0	950	29.8000		80	1,383,381
TOTAL	358	6,174,564	147,952				104	1,560,496

This model has calculated a rate yield of \$1,560,496 for 2023/24.

Objects and Reasons

Where council intend to impose differential rates, it is required to provide the objects of and reasons for each proposed rate and minimum payment. The objective of imposing differential rates is to ensure equity across different land uses, especially where values can vary greatly from properties close to town sites and those in more remote areas of the Shire. The ability of Council to apply a different rate in the dollar ensures that all properties make a fair contribution to the required revenue of the Shire.

The Objects and Reasons for the 2023/2024 rating proposal is attached at [Appendix 5](#).

Statutory Environment:

Local Government Act 1995 s6.33 – Differential General Rates.
Local Government Act 1995 s6.35 – Minimum Payment.
Local Government Act 1995 s6.36 – Local government to give notice of certain rates
Local Government (Financial Management) Regulations 1996 – Part 5, Regulation 52A
Characteristics prescribed for differential general rate (as per LGA s.6.33)

Policy Implications:

Nil

Financial Implications:

Dependant on the Rate Model endorsed by Council, the proposed differential rates and minimum payments for the 2023/24 financial year will raise approximately –

- Rate Model Option One \$1,798,073 in revenue, or
- Rate Model Option Two \$1,527,775 in revenue, or
- Rate Model Option Three \$1,560,496 in revenue

Rate revenue makes up less than 10% of the operating budget for the Shire of Upper Gascoyne, which is significantly lower than our peers. This leaves little capacity for reasonable rate increases to have a meaningful impact on the overall budgeted revenue. And whilst it may not be favourable to apply an increase to the 23/24 rates, this course of action should be viewed as greatly supporting Council's long term strategic plans and helping our community to remain sustainable into the future.

Strategic Implications:

Shire of Upper Gascoyne Plan for the Future 2022 to 2032
Shire of Upper Gascoyne Strategic Resource Plan 2023 to 2038

Risk:

If Council do not adopt the proposed differential and general minimum rates in a timely manner, they run the risk of being in breach of the Act.

The legislation states that Council must give sufficient notice to the public advising of the intention to impose differential rates and invite submissions from any ratepayers or electors in respect of the proposal.

As noted earlier in this report, the time allowed for the submissions to be made is 21 days. After this period expires Council are then required to submit an application to the Department requesting Ministerial approval to impose the proposed rates. The Department can take up to 3 weeks to assess the application and make a determination – all these steps must be carried out prior to the adoption of the 2023/2024 Annual Budget.

Consultation:

General discussion around different rate modelling scenarios and budget implications have taken place between the CEO and the Manager, Finance & Corporate Services.

Consultation was also sought from Moore Australia around the Shire's Strategic Plans.

Officer's Recommendation:**Voting requirement:** Absolute Majority*That Council*

1. *As part of budget deliberations officers and Council will determine the budget deficiency by:*
 - a. *Reviewing all revenue sources and expenditure.*
 - b. *Consider the adopted strategic plan 'Plan for the Future 2022-2032' taking into consideration the Shire's 'Strategic Resource Plan 2023-2038'*
 - c. *Consider the continuance of the following efficiency measures:*
 - i. *Continuation of a 10/4 roster for the Road crews to reduce mobilisation costs.*
 - ii. *Continuation of camping out on jobs for Road crews when more than 50km from town to reduce time spent traveling to jobs and increase the time spent working on the roads.*
 - iii. *A continued focus by officers in leveraging council resources to attract grant funding.*
 - iv. *Continue to maintain a small Administrative staff in order to keep costs down.*
 - v. *Monitor productivity across the organisation.*
 - vi. *Continue to look for new ways to do things where we get an increase in productivity, cost per unit savings or more efficiency.*
1. *Adopt the rate model proposed under Option Three and seek Ministerial approval to impose the following differential rates and minimums for 2023/2024:*

Rate Category	Minimum Rates \$	Rate in \$ (cents)
GRV - GENERAL	500	10.5000

UV - RURAL	900	9.0000
UV – MINING	950	29.8000

2. Publicly advertise the Shire of Upper Gascoyne’s intention to impose differential rates, pursuant to section 6.36(1) of the Local Government Act 1995 and invites public submission for a period of twenty one days; and
3. Adopt the Objects and Reasons for the 2023/2024 differential rates relating to GRV General, UV Rural and UV Mining as outlined in the attached **Appendix 5**.
4. Consider any submissions in respect of imposition of differential rates as part of the 2023/2024 Budget deliberations.

Council Decision: 10042023

MOVED

CR: H. MCTAGGART

SECONDED

CR: B. WALKER

That Council

2. As part of budget deliberations officers and Council will determine the budget deficiency by:
 - a. Reviewing all revenue sources and expenditure.
 - b. Consider the adopted strategic plan ‘Plan for the Future 2022-2032’ taking into consideration the Shire’s ‘Strategic Resource Plan2023-2038’
 - c. Consider the continuance of the following efficiency measures:
 - i. Continuation of a 10/4 roster for the Road crews to reduce mobilisation costs.
 - ii. Continuation of camping out on jobs for Road crews when more than 50km from town to reduce time spent traveling to jobs and increase the time spent working on the roads.
 - iii. A continued focus by officers in leveraging council resources to attract grant funding.
 - iv. Continue to maintain a small Administrative staff in order to keep costs down.
 - v. Monitor productivity across the organisation.
 - vi. Continue to look for new ways to do things where we get an increase in productivity, cost per unit savings or more efficiency.
3. Adopt the rate model proposed under Option Three and seek Ministerial approval to impose the following differential rates and minimums for 2023/2024:

Rate Category	Minimum Rates \$	Rate in \$ (cents)
GRV - GENERAL	500	10.5000
UV - RURAL	900	9.0000
UV – MINING	950	29.8000

15 STATUS OF COUNCIL MEETING RESOLUTIONS

Resolution N°	Subject	Status	Open / Close	Responsible Officer
05032023	Council Elections	Advice of resolution sent to WAEC	Close	CEO
06032023	Budget Review	Changes made to the budget document and the review sent to the DLGSC	Close	MFC
08032023	Change of Date – May OMC	All advertising completed	Close	CEO
09032023	CAR	Sent to the DLGSC	Close	CEO
10032023	Contract – AGRN 974	Letters for successful / unsuccessful sent out – contracts signed.	Close	CEO
11032023	Contract – Carnarvon-Mullewa Upgrade	Letters for successful / unsuccessful sent out – contracts signed.	Close	CEO

16 STATUS OF SHIRE PROJECTS

As per [Appendix 3](#).

17 MEETING CLOSURE

The Shire President closed the meeting at 11:44 am.

To be confirmed at the Ordinary Meeting on the 31st May 2023.

Signed.....

Presiding member at the meeting at which time the minutes were confirmed.