



MINUTES

8th of February 2023

ORDINARY COUNCIL MEETING

Held 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.

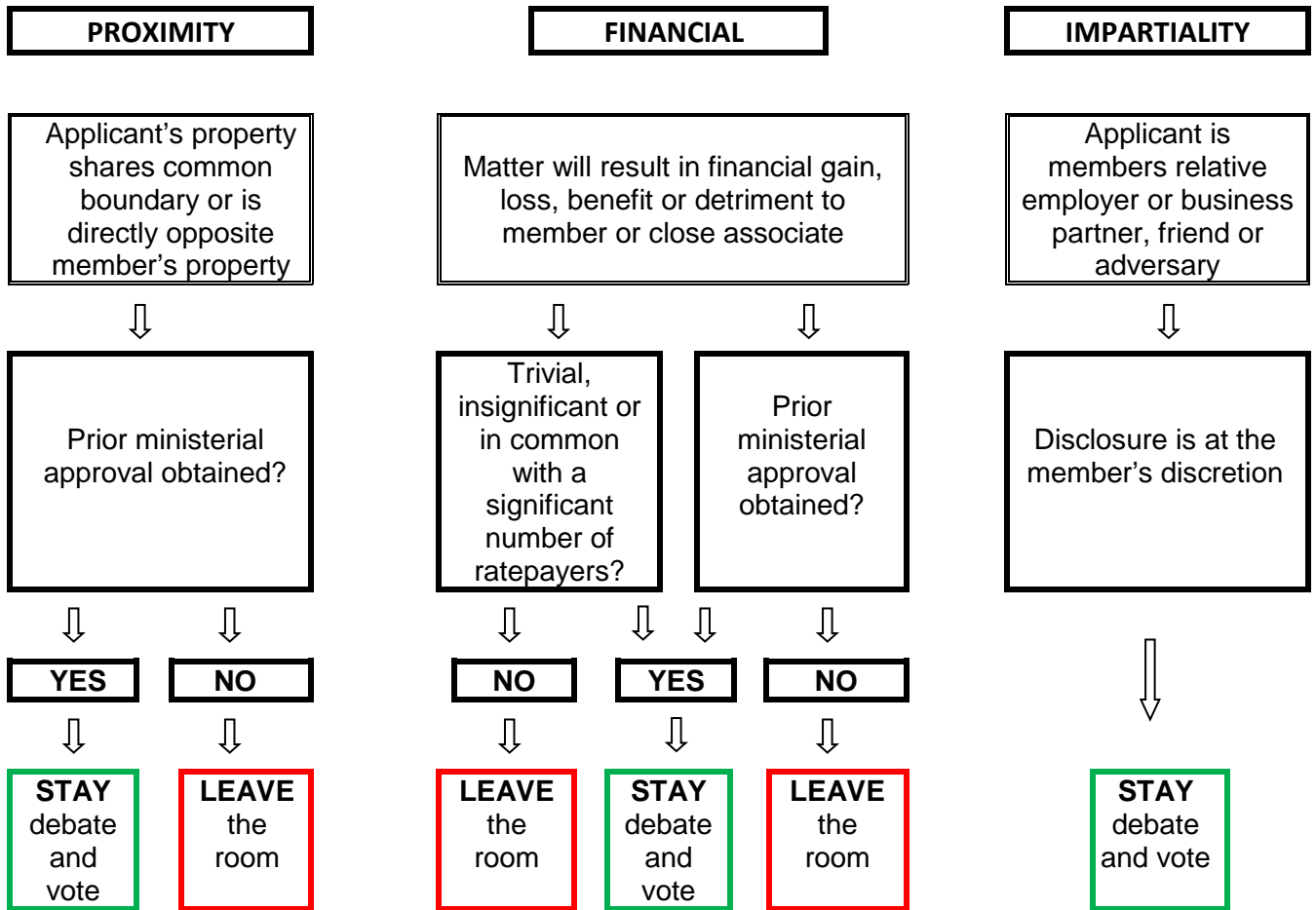
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John McCleary, JP
CHIEF EXECUTIVE OFFICER

* 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 HELD AT THE SHIRES ADMINISTRATION
BUILDING SITUATED AT GASCOYNE JUNCTION ON THE 8th OF FEBRUARY 2023 COMMENCING
AT 10.00 AM

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**SHIRE OF UPPER GASCOYNE
MINUTES FOR THE ORDINARY MEETING OF COUNCIL TO BE HELD AT THE SHIRES
ADMINISTRATION BUILDING SITUATED AT GASCOYNE JUNCTION ON THE 8TH OF FEBRUARY
2023 COMMENCING AT 10.00 AM**

1. DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS

The Deputy President welcomed those present and declared the meeting open at 10.00am

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 (via telephone)
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
Hayden	Greenfield Technical Services
Caroline Forbes	Horizon Power
William Baston	

2.2 Absentees

2.3 Leave of Absence previously approved

Cr D. Hammarquist

3. APPLICATION FOR LEAVE OF ABSENCE

Nil

4. PUBLIC QUESTION TIME

4.1 Questions on Notice

Nil

4.2 Questions without Notice

Mr Will Baston asked further to the presentation by Ainsley on the promotion material of the Shire of Upper Gascoyne as tourist destination including the Kennedy Loop Road, Jimba Jimba Station will be providing a draft Management Plan for a Nature Based Camping at Winnemia which is the former District Shearing Shed located on the Gascoyne River where the Kennedy Range Loop Road crosses the Pastoral Lease. My question is around the Total Solar Eclipse in which we are having a camping event to mark the Total Solar Eclipse, what support can the Shire offer in this furthering of the Shire being a tourist destination?

The Shire of Upper Gascoyne response was Will to keep liaising with our Tourism & Community Development Officer.

5. DISCLOSURE OF INTEREST

John McCleary – CEO – Confidential Items – 11.1 & 11.2

6. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

7. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

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

Item 11.1 – Extension of CEO Employment Contract.

Item 11.2 – Long Service Leave

9. CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

9.1 Ordinary Meeting of Council held on 15th of December 2022.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Council Resolution No: 01022023			
MOVED:	CR: R. HOSEASON-SMITH	SECONDED:	CR: B. WALKER
<p>That the Unconfirmed Minutes from the Ordinary Meeting of Council held on the 15th of December 2022 be confirmed as a true and correct record of proceedings.</p> <p>OR: CR J. CAUNT CR B. WALKER CR G. WATTERS CR R. HOSEASON-SMITH CR H. MCTAGGART CR A. MCKEOUGH</p> <p>AGAINST: CR</p> <p>F/A: 6/0</p>			

10. REPORTS OF OFFICERS

Council Resolution No: 02022023			
MOVED:	CR: R. HOSEASON-SMITH	SECONDED:	CR: G. WATTERS
<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 B. WALKER CR G. WATTERS CR R. HOSEASON-SMITH CR H. MCTAGGART CR A. MCKEOUGH</p> <p>AGAINST: CR</p> <p>F/A: 6/0</p>			

10.1 Manager of Finance and Corporate Services Report

Welcome back and happy New Year! Staff have returned from a well-earned break and are very much straight back into the swing of things. Although January is considered one of our quieter periods, coming back after the two week closure placed staff back into the day to day routine of delivering our core business.

In addition to our core business, staff will be rolling out tasks that align with our compliance calendar. This consists of issue of the next rate instalments, mid-year budget reviews, commencement of the 23/24 budget process and preparing for the 22/23 interim audit. There are also various progress reports that need to be finalised and submitted as part of acquitting completed projects from last year.

The CRC is also in full swing with the newly constructed storage room ready for filling up with stock, general supplies and our office records. The first GP clinic administered by the WA Country Health Midwest Service was scheduled for the 11th January 2023, and was again well accessed by members of the community. With the recent release of the dates for the remaining clinics in 2023, we hope that this will continue to assist our community in having immediate access to a locally based health service each month.

Speaking of office records, we have also commenced our Records Management gap analysis by engaging Records Consultant Kim Boulton. Kim is considered the records guru amongst the LG crowd and staff are investing the time to ensure this process is given the utmost priority whilst undertaken by Kim. Records management is one of the big ticket items on our bucket list for this financial year.

Councillors will note the addition of some new tourism signage round town, which has created some excitement and buzz within the team. This is all part of our tourism strategy and we hope will be beneficial to visitors in the area.



Community Resource Centre Update

Community

Another Community Christmas Party was successfully held on Friday December 9. 38 children from across the Shire received gifts from Santa. I am so grateful to my colleagues who worked collectively to achieve another wonderful community event bring residents together to celebrate. Involving the community once again in bringing side dishes and desserts was well received. Preliminary plans for next year are already underway.

2023 kicked off with a GP Clinic the first week the offices were opened. We had five appointments for the day. Whilst a slower clinic it did give staff from both the health team and the CRC to reflect on our progress so far and work at ways to further improve the services on offer. Clinics are scheduled for the first Wednesday of each month for the remainder of 2023. I am working with WAHCS to prepare a Memorandum of Understanding for the operation of the clinic.

The 2023 Events calendar is live on the website with some dates still to be added as final dates are confirmed with external stakeholders. The focus of this year as a team is to deliver core events well. To look at adding events an expression of interest was put to the community to attend a meeting with the goal of creating a working group of community members to host additional events through the year. This meeting is due to be held on Thursday February 2.

I have prepared a 5000 word submission on behalf of the Upper Gascoyne for our submission and consideration for the 2023 National Tidy Towns Awards to be held on King Island on May 19, 2023. The categories differ slightly from the State Awards and provided an extension of the time frame for considered projects. The national judges are due to be here on Wednesday March 8 and I look forward to showcasing Gascoyne Junction to them. I have on the town's behalf submitted nominations in all categories and being an overall State Winner we are automatically in the running for the overall National Award.

Tourism

Despite the warmer weather it has been wonderful to still welcome visitors to the Upper Gascoyne over December and January. International visitors have returned with many German tourists heading out to Mount Augustus and the Kennedy Ranges. All have loved this part of the world despite the higher temperatures. Our key stakeholders are gearing up for the year ahead and working proactively to have key personnel in place to start the year.

The finishing touches are being put on to the eight minute Storytowns Podcast that will be live in February. Visitors to the region will be able to listen to the podcast as they near Gascoyne Junction and discover the history and attractions of the area. By the time of the meeting details of how to listen to the podcast will be on the Shire website.

At the start of February we will be launching our Under Gascoyne Skies Festival to be held from April 20 to 30. Incorporating the Solar Eclipse this festival will also see a range of activities to entertain the expected increased number of visitors not only for school holidays but travelling to and from the Eclipse.

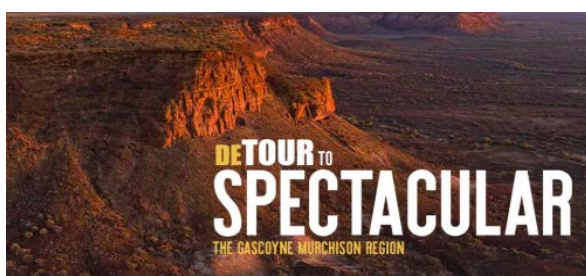
February will also see the launch of Australia's Golden Outback Gascoyne Murchison Campaign. This will run through May – however the use of marketing collateral will continue beyond that and signage along the North West Coastal Highway is currently being planned and developed encouraging visitors to De Tour to the Gascoyne Murchison.

The Caravan and Camping TV Show has just begun its new season and the Upper Gascoyne features heavily in the start and end of each episode with the opening and closing titles. The Upper Gascoyne will feature in its own stand-alone episode airing on Sunday February 12 at 5.30pm on Channel 7. A further two stories will air in the March 12 episode. The March episodes will also see ads go to air in the weeks leading into the Caravan and Camping Show. We are currently working out a media campaign for 2023 with advertising on Channel 7 and its partnering channels.

Conversations continue with a new accommodation stakeholder and two tour companies looking to commence during the 2023 season out of Gascoyne Junction. They are all well underway with planning and permits, and we have been discussing marketing opportunities. Two of these operations have assisted with recent media visits to the area adding to what the region has to offer to visitors as they wander outback.

10000 new Wander Outback brochures have been updated with a small review in time for the Perth Caravan and Camping Show in March where approximately 40000 patrons are due to visit over the five days from March 22 to 26. I am in the final stages of having Vanguard distribution warehouse and distribute our brochures from their base in Perth to Visitor Information Centres that we designate.

Finally, in conjunction with Astrotourism WA and Horizon Power, we have discussed Gascoyne Junction being a case study for becoming a town with Dark Sky Friendly street lighting. Horizon Power are currently putting together a case study at installing warmer lighting that meets international dark sky specifications in Gascoyne Junction. A public consultation will be held on the night before the next council meeting with representatives of Astrotourism WA and Horizon Power in attendance. Whilst we already have amazing night skies, this style of lighting helps reduce light pollution but is also better for wildlife and provides less blue light to human eyes.



Community Resource Centre – Monthly Income Report – December 2022

Printed at: 30/01/23

Page No : 1

Options : Year 22/23, From Month 06, To Month 06, By Responsible Officer (CRC INCOME CRC INCOME ACCOUNTS - MONTHLY REPORTING)

SHIRE OF UPPER GASCOYNE

General Ledger Detail Trial Balance

(frmGLTrialBalance)

RespOf	Account	Description	Opening Bal	Movement	Balance
Division	GEN				
CRC INCC	10841310	Commission Centrelink : CRC	-3,600.00	-720.00	-4,320.00
CRC INCC	10841330	Transport Commission: CRC	-231.06	-97.14	-328.20
CRC INCC	10841340	Postal Agency Commission: CRC	-2,654.88	-658.72	-3,313.60
CRC INCC	10841360	Income from Events Held	-1,180.00	0.00	-1,180.00
CRC INCC	10841380	Postal Agency Sales	-378.87	-25.05	-403.92
CRC INCC	10841390	Sales: Books/Maps/Souvenirs/Sundries	-1,033.44	0.00	-1,033.44
CRC INCC	10841500	Grant: CRC Operating	-710.00	-48,000.00	-48,710.00
CRC INCC	10842600	CRC Income Misc.	-7.09	0.00	-7.09
CRC INCC	10842610	CRC Merchandise Sales	-3,394.24	-7.23	-3,401.47
Total	CRC INCOME		<u>-13,189.58</u>	<u>-49,508.14</u>	<u>-62,697.72</u>
Total for division	GEN		<u>-13,189.58</u>	<u>-49,508.14</u>	<u>-62,697.72</u>
Grand Total			<u>-13,189.58</u>	<u>-49,508.14</u>	<u>-62,697.72</u>

Community Resource Centre – Monthly Customer Service Stats – December 2022

CUSTOMER SERVICES & ENQUIRIES		2022.2023 TOTAL	2021.2022 TOTAL	YTD DIFF	Dec-22	Dec-21	DEC DIFF
Admin Support	Faxes	0	3	-3	0	0	0
	Photocopying/Printing/Scanning/Emailing	9	40	-31	0	4	-4
	Laminating/Binding	0	8	-8	0	0	0
	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	13	0	13	3	0	3
	Computer/Internet Access	20	50	-30	4	1	3
	Community Education Events	1	4	-3	0	0	0
	Community Social Events	6	20	-14	1	0	1
	Community Economic Seminars	1	1	0	0	0	0
	Department of Human Services	8	21	-13	0	2	-2
	Government Access Point	17	20	-3	5	3	2
	Use of Paid WIFI Services	2	0	2	0	0	0
	Use of FREE WIFI Hub	13	0	13	3	0	3
Tourism	Road Condition Requests	477	944	-467	6	0	6
	General Tourism Information	586	745	-159	8	0	8
	Book Sales	18	43	-25	0	2	-2
	CRC Merchandise Sales	209	364	-155	7	13	-6
	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	1	-1
Health	Video Conference/Telehealth	6	4	2	0	1	-1
	RFDS Support	7	0	7	0	0	0
	Medical Clinic Visits	41	0	41	11	0	11
Agencies	Library	48	66	-18	7	1	6
	Postage Sales	57	193	-136	4	10	-6
	Postage Collection	68	0	68	42	0	42
	Department of Transport	16	46	-30	5	0	5
	Horizon Power	31	105	-74	8	13	-5
Total Customer Service Enquiries		1715	2690	-975	114	51	63

Community Resource Centre – Monthly Income Report – January 2023

Printed at: 30/01/23
Page No: 1

SHIRE OF UPPER GASCOYNE

General Ledger Detail Trial Balance

(frmGLTrialBalance)

Options : Year 22/23,From Month 07,To Month 07,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	-4,320.00	-720.00	-5,040.00
	CRC INC 10841330	Transport Commission: CRC	-328.20	-88.84	-417.04
	CRC INC 10841340	Postal Agency Commission: CRC	-3,313.60	-680.54	-3,994.14
	CRC INC 10841360	Income from Events Held	-1,180.00	0.00	-1,180.00
	CRC INC 10841380	Postal Agency Sales	-403.92	-23.72	-427.64
	CRC INC 10841390	Sales: Books/Maps/Souvenirs/Sundries	-1,033.44	-60.37	-1,093.81
	CRC INC 10841500	Grant: CRC Operating	-48,710.00	0.00	-48,710.00
	CRC INC 10842600	CRC Income Misc.	-7.09	-95.28	-102.37
	CRC INC 10842610	CRC Merchandise Sales	-3,401.47	-13.50	-3,414.97
Total	CRC INCOME		-62,697.72	-1,682.25	-64,379.97
Total for division	GEN		-62,697.72	-1,682.25	-64,379.97
Grand Total			-62,697.72	-1,682.25	-64,379.97

Community Resource Centre – Monthly Customer Service Stats – January 2023

	CUSTOMER SERVICES & ENQUIRIES	2022.2023 TOTAL	2021.2022 TOTAL	YTD DIFF	Jan-23	Jan-22	JAN DIFF
Admin Support	Faxes	0	3	-3	0	0	0
	Photocopying/Printing/Scanning/Emailing	14	40	-26	5	3	2
	Laminating/Binding	0	8	-8	0	0	0
	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	15	0	15	2	0	2
	Computer/Internet Access	23	50	-27	3	0	3
	Community Education Events	1	4	-3	0	0	0
	Community Social Events	6	20	-14	0	0	0
	Community Economic Seminars	1	1	0	0	0	0
	Department of Human Services	8	21	-13	0	2	-2
	Government Access Point	26	20	6	9	0	9
	Use of Paid WIFI Services	3	0	3	1	0	1
	Use of FREE WIFI Hub	13	0	13	0	0	0
Tourism	Road Condition Requests	514	944	-430	37	32	5
	General Tourism Information	603	745	-142	17	1	16
	Book Sales	18	43	-25	0	0	0
	CRC Merchandise Sales	213	364	-151	4	2	2
	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	1	-1
Health	Video Conference/Telehealth	6	4	2	0	0	0
	RFDS Support	8	0	8	1	0	1
	Medical Clinic Visits	46	0	46	5	0	5
Agencies	Library	57	66	-9	9	2	7
	Postage Sales	63	193	-130	6	10	-4
	Postage Collection	68	0	68	34	0	34
	Department of Transport	23	46	-23	7	0	7
	Horizon Power	35	105	-70	4	13	-9
Total Customer Service Enquiries		1825	2690	865	144	66	78

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	Due 17/10/2022	Contribution Paid, Event held in September. Eval Report not yet received as at October 2022 OMC.
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	\$ 5,000.00	\$ 0.00	\$ 5,000.00	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.
TOTAL CONTRIBUTION AMOUNT YEAR TO DATE (ex GST)					\$ 31,381.07		

10.2 Manager of Works and Services Report

General:

I would like welcome Councillors and staff back for the 2023 year. I enjoyed a few days off over Christmas with the family. I took the opportunity to return to work for a few days after New Year's to make sure the parts and trades were sorted to carry out the shutdown work required. I also used this time to get out on the road and do some road inspections before enjoying some days off in Coral Bay. I completed some more road inspections in mid-January and can report that in general the roads are in good condition with the exception of some washouts and ruts caused by people driving on closed roads.

John and I have been working closely with Hastings regarding the implementation of the road use agreement and current road maintenance requirements. To their credit they have deployed a road crew in late January to grade and roll the chosen route. We are still having issues with their contractors not doing the right thing however Hastings are implementing procedures to mitigate this from happening. We have also been working with several other exploration teams within other areas of the shire and bringing them up to speed with our expectations and conditions for using our roads. The workload in the exploration and mining space is growing at rapid rate and I expect will only consume more and more of our time and resources in the future.

The 2023 works program is well under way and is going to be another heavy work load. We have employed Hamish Tuia once again to fill in for Nat Rogers while he is on long service leave. Thanks to John for doing the rubbish run over Christmas. Hamish and Ali are doing a great job of catching up with garden maintenance after the Christmas break. With some good management and a bit of luck the parks and gardens are in great shape considering the hot weather we have had. The town oval reticulation and ground refurbishment has made all the difference. Hamish, Ali and Sean are working hard to make sure the town is looking sharp in time for the Tidy Towns judging which will take place next month.

We have taken ownership of the new Kubota tractor with mower, slasher and boom spray. The unit has already been put to good use mowing the town verges and oval. The new tractor has more than halved the time it takes to do these tasks. The addition of an air-conditioned cab also removes our employees from the elements and improves OHS.

The new grader was expected to arrive at the end of January however it has been delayed due to COVID sweeping through the fabrication team building the tyre carrier mount on the ripper box. The grader is expected to arrive on the 10th Feb.

We are still awaiting the arrival of two replacement light vehicles that were ordered back in July 2022. We still do not have a definitive ETA. In order to avoid another lengthy lead time I have been busy seeking quotes and ordering the replacements vehicles for the 2023/24 financial year.

Unfortunately we still have not received our CAT prime mover or Mack tipper back from the repairer in Perth. Both trucks were sent for insurance repairs due to steerer blowouts. While they were in the workshop I asked for a full defect report on each truck. The Mack truck requires some minor repairs due to normal wear and tear however the CAT truck had a lot more issues that required attention. While this was outside of our expected budget John and I agreed it was best to get the works completed while the trucks were in Perth. Both trucks are expected to return by mid-February.

Sean and I have moved into our newly refurbished offices. The new layout is proving to much more effective and allows us to work more efficiently and affords the individual space our roles require. Sean will attend a LEMC meeting in Shark Bay this month and will also take the opportunity to join in some emergency rescue training while there.

Maintenance Graders:

Thomas and Ian will start the year grading in our southern district. There is a lot of vegetation on back slopes and some patch grading to be done. They will then concentrate on blowouts on the Pimbee and Ullawarra roads before deploying to the rest of the shire.

Construction:

We have hit the ground running this year already. The works crew have recommenced resheeting works between the Daurie and Congo Creeks. We expect to complete a further 4km of sheeting by mid-March.

The crew will then mobilise to Mt Sandiman to lower and widen a dangerous crest thanks to funding from Black Spot WA program.

10.3 Chief Executive Officers Report

Firstly and foremost I would like to welcome all Councillors, Staff and guests for the commencement of the 2023 calendar year. It once again promises to be another very busy period with major issues such as water, land (residential / light industrial), budget review / 23-24 budget, Implementation of Hastings RUA, new assets, asset renewal, staffing, general administration tasks and Council Elections.

I was kept busy over the Christmas / New Year break doing the rubbish removal, policy manual revision and other general tasks, as required. I am now fully competent on the Rubbish Truck and only had to

pick up one bin by hand after I tipped it out on the ground rather than into the truck, this type of misadventure certainly ensures you only make that mistake once. One thing that was apparent is that as a community we are not re-cycling and taking advantage of the Container Deposit levy and by not recycling we put more pressure on our landfill site, which has an economic and environmental consequence. This is an area where we can do better and we will put a focus on this through 2023.

I had to make a quick trip down to Perth in early January to have a colonoscopy. The procedure itself was easy with the surgeon doing some minor work; however, prior to having the procedure I was reminded of Jonny Cash's hit song as I sat a lonely figure perched on the throne.

Advice received is that the Tidy Towns National Judging can basically happen between now and March with the awards being held at King Island on the 19th of May 2023. I am led to believe that the King Island function centre can only cater for 80 people and that there will be limit of 4 persons per State entrant, given this we will need to determine who will attend to represent the Shire so we can book early and not be sleeping in our swags on the beach.

We have sought the public's / community interest in the provision of Light Industrial Land, at this stage we have four very strong expressions of interest, given this I have instructed our consultants to review the current plan and make eight lots which would effectively mean that each lot would be in the order of 3,000m² or ¾ of an acre. I have made enquiries with the Department of Lands to convert the current Management Order into Freehold Land, I am anticipating that we may need to do another ILUA given the Land is currently categorised as being UCL.

The Residential Land is at a stand-still at the moment until the Department of Lands provides a ILUA Template, once received we can recommence negotiations with the Yinggarda PBC. I have had discussions with Development WA about subsidies to develop both the Residential and Light Industrial Land, I am advised to make an application under the RDAP (Regional Development Assistance Program) for both projects. I have engaged Porters to prepare the applications on our behalf.

Water continues to be problematic from a potable supply perspective. Water Corp have advised that they only have capacity to service another seven residential properties; which given our level of perceived demand for land is inadequate. I have approached Water Corp with the issues and have provided a potential solution; however, at this stage the silence is deafening. I can see a trip to Perth to see the powers to be in order to get some action on the ground. This is an issue that has been around for the past 21 years.

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	Pending
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		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:	1 February 2023
Matters for Consideration:	<p>To receive the List of Accounts Due & Submitted to Ordinary Council Meeting on Wednesday the 8th of February 2022 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:	<p>The list of accounts are for the month of December 2022 and January 2023.</p>
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 December 2022 to the 31st of December 2022 and the 1st of January 2023 to the 31st of January 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 January 2023.</i>December 2022</p> <table border="1"> <tr> <td>Municipal Fund Bank EFTs (15032 - 15180)</td> <td>\$3,025,975.96</td> </tr> <tr> <td>Payroll</td> <td>\$115,241.46</td> </tr> <tr> <td>BPAY/Direct Debit</td> <td>\$20,777.40</td> </tr> <tr> <td>TOTAL</td> <td>\$3,046,753.36</td> </tr> </table> <p>January 2022:</p> <table border="1"> <tr> <td>Municipal Fund Bank EFTs (15181 - 15236)</td> <td>\$1,451,475.97</td> </tr> <tr> <td>Payroll</td> <td>\$56,583.61</td> </tr> <tr> <td>BPAY/Direct Debit</td> <td>\$22,082.44</td> </tr> <tr> <td>TOTAL</td> <td>\$1,473,558.41</td> </tr> </table>	Municipal Fund Bank EFTs (15032 - 15180)	\$3,025,975.96	Payroll	\$115,241.46	BPAY/Direct Debit	\$20,777.40	TOTAL	\$3,046,753.36	Municipal Fund Bank EFTs (15181 - 15236)	\$1,451,475.97	Payroll	\$56,583.61	BPAY/Direct Debit	\$22,082.44	TOTAL	\$1,473,558.41
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Municipal Fund Bank EFTs (15181 - 15236)	\$1,451,475.97																
Payroll	\$56,583.61																
BPAY/Direct Debit	\$22,082.44																
TOTAL	\$1,473,558.41																

Council Resolution No: 03022023

MOVED:	CR: G. WATTERS	SECONED:	CR: B. WALKER
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That Council endorse the payments for the period 1st of December 2022 to the 31st of December 2022 and the 1st of January 2023 to the 31st of January 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 January 2023.

December 2022

Municipal Fund Bank EFTs (15032 - 15180)	\$3,025,975.96
Payroll	\$115,241.46
BPAY/Direct Debit	\$20,777.40
TOTAL	\$3,046,753.36

January 2022:

Municipal Fund Bank EFTs (15181 - 15236)	\$1,451,475.97
Payroll	\$56,583.61
BPAY/Direct Debit	\$22,082.44
TOTAL	\$1,473,558.41

FOR: CR J. CAUNT
CR B. WALKER

AGAINST: CR

CR G. WATTERS
CR R. HOSEASON-SMITH
CR H. MCTAGGART
CR A. MCKEOUGH

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:	1 February 2023
Matters for Consideration:	<p>The Statement of Financial Activity for the period of December 2022, 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>see Appendix 2</p>
Background:	<p>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.</p>
Comments:	<p>The Statement of Financial Activity is for the month of December 2022.</p> <p>Given the timing of the February Meeting being early in the month there will be insufficient time to prepare the January 2023 Financial Report. Under the Regulations the Shire are permitted to present the report within 2 months, as such; we will present the January report in March 2023.</p>
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:		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:		<i>That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period of December 2022.</i>			
Council Resolution No: 04022023					
MOVED:	CR: H. MCTAGGART	SECONDED:	CR: R. HOSEASON-SMITH		
<p>That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period of December 2022.</p> <p>FOR: CR J. CAUNT CR B. WALKER CR G. WATTERS CR R. HOSEASON-SMITH CR H. MCTAGGART CR A. MCKEOUGH</p> <p>AGAINST: CR</p> <p>F/A: 6/0</p>					

10.6 TENDER DECISION CRITERIA – CARNARVON/MULLEWA ROAD

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	John McCleary – Chief Executive Officer
Date:	3 February 2023
Matters for Consideration:	To determine the tender decision criteria for roadworks to occur on Carnarvon / Mullewa Road
Background:	The Shire have additional funds to carry out further sealing works. The quantum amount is in excess of \$250,000 tender threshold as such we will need to go to public tender.
Comments:	Currently Shire Staff are fully committed to the works at hand; as such, we will need to engage the services of a Project Manager to carry out the administrative and on the ground works. It will my intention to go through WALGA's Preferred Supplier Arrangements and Appoint a Project Manager.
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:	22/23 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: Main Roads

Voting requirement: Simple Majority

Officer's Recommendation:

That Council:

1. *Adopt the following tender decision making criteria for the Carnarvon / Mullewa Road Works:*
 - a) *Quality and Completeness of Road Construction Plant/ Equipment – 15%*
 - b) *Demonstrated Remote Area Construction Experience – 20%*
 - c) *Demonstrated Local Knowledge of Sourcing appropriate materials - 20%*
 - d) *Capacity to commence and complete contract works within designated time-frame - 35%*
 - e) *Provision for Mechanical Support – 10%*
2. *Authorise the CEO to appoint a Project Manager for an amount not to exceed \$500,000 sourced via the WALGA Preferred Supplier Program.*
3. *That the tender run for 14 days after the notice is given.*
4. *That the CEO be authorised to accept the tender that provides the best value for money for the Shire.*

Council Resolution No: 05022023

MOVED:	CR. G. WATTERS	SECONDED:	CR. H. MCTAGGART
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That Council:

1. Adopt the following tender decision making criteria for the Carnarvon / Mullewa Road Works:
 - a) Quality and Completeness of Road Construction Plant/ Equipment – 15%
 - b) Demonstrated Remote Area Construction Experience – 20%
 - c) Demonstrated Local Knowledge of Sourcing appropriate materials - 20%
 - d) Capacity to commence and complete contract works within designated time-frame - 35%
 - e) Provision for Mechanical Support – 10%; and
2. Suspend the Shire's Purchasing Policy to allow the CEO to seek one quote from the WALGA e-Quotes portal for the Project Management Services;
3. Authorise the CEO to appoint a Project Manager for an amount not to exceed \$500,000 sourced via the WALGA Preferred Supplier Program; and
4. That the tender run for 14 days after the notice is given; and

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

FOR: CR J. CAUNT
 CR B. WALKER
 CR G. WATTERS
 CR R. HOSEASON-SMITH
 CR H. MCTAGGART
 CR A. MCKEOUGH

AGAINST: CR

F/A: 6/0

10.7 POLICY MANUAL REVIEW

Applicant:	Shire of Upper Gascoyne				
Disclosure of Interest:	Nil				
Author:	John McCleary – Chief Executive Officer				
Date:	19 January 2023				
Matters for Consideration:	To review existing Policies and adopt new policies as provided in Appendix 3 .				
Background:	In keeping with 'good practice' the Shires Polices are reviewed to ensure that they are relevant and up-to date.				
Comments:	As part of the Shire's Regulation 17 review it was recommended that new policies be added and some of the existing policies amended to reflect changes in underpinning legislation.				
Statutory Environment:	Nil				
Policy Implications:	Nil				
Financial Implications:	Nil				
Strategic Implications:	Strategy 4.2.2 – Maintain accountability and financial responsibility through effective planning. Link – Corporate Plan 4.2.2.2 – Maintain effective policies, procedures and practices.				
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:		Staff			
Voting requirement:		Simple Majority			
Officer's Recommendation:		<i>That Council endorse and adopt the new inclusions and changes to the policies contained within the Shire of Upper Gascoyne's Policy Manual as provided in Appendix 3.</i>			
Council Resolution No: 0602023					
MOVED:	CR. B. WALKER	SECONDED:	CR. H. MCTAGGART		
<p>That Council endorse and adopt the new inclusions and changes to the policies contained within the Shire of Upper Gascoyne's Policy Manual as provided in Appendix 3.</p> <p>FOR: CR J. CAUNT CR B. WALKER CR G. WATTERS CR R. HOSEASON-SMITH CR H. MCTAGGART CR A. MCKEOUGH</p> <p>AGAINST: CR</p> <p>F/A: 6/0</p>					

10.8 EXTENSION OF LEAVE OF ABSENCE

Applicant:	Shire of Upper Gascoyne				
Disclosure of Interest:	Nil				
Author:	John McCleary – Chief Executive Officer				
Date:	16 January 2023				
Matters for Consideration:	To determine for the Council to grant Councillor Hammarquist an extended leave of absence and instruct the CEO to write to the Minister seeking his approval.				
Background:	Due to some ongoing medical issues Councillor Hammarquist has been granted 'leave of absence' from the Ordinary Meetings of Council commencing from the OMC in September 2022. In March 2023 it will be his sixth consecutive meeting that he has been absent, in the event that Councillor Hammarquist is still unavailable it is considered good practice to put things into place so that he is not disqualified from holding office.				
Comments:	At this stage Councillor Hammarquist is still receiving treatment and cannot provide a definitive time frame in which he will resume his duties.				
Statutory Environment:	<p>Local Government Act 1995</p> <p><i>2.25. Disqualification for failure to attend meetings</i></p> <p>(1) A council may, by resolution, grant leave of absence, to a member.</p> <p>(2) Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the Minister, unless all of the meetings are within a period of 3 months.</p>				
Policy Implications:	Nil				
Financial Implications:	Nil				
Strategic Implications:	<p>SCP – Object 4 – Governance</p> <p>Strategy 4.2.3 – Comply with statutory and legislative requirements.</p> <p>Link – Corporate Plan 4.2.3.2 – See a high level of legislative compliance in organisational practices and effective internal controls.</p>				
Risk:					
Risk	Risk Likelihood (based on history and with		Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)

	existing controls)				
Not meeting Statutory Compliance	Rare (1)		Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation
Consultation:		Councillor Hammarquist Deputy Shire President			
Voting requirement:		Simple Majority			
Officer's Recommendation:		<p><i>That Council:</i></p> <ol style="list-style-type: none"> <i>1. Extend the leave of absence for Councillor Hammarquist to the September 2023 Ordinary Meeting of Council, if required: and</i> <i>2. Instruct the CEO write to the Minister of Local Government seeking Ministerial approval of the leave of absence for Councillor Hammarquist.</i> 			
Council Resolution No: 07022023					
MOVED:	CR. G WATTERS	SECONDED:	CR. H. MCTAGGART		
<p>That Council:</p> <ol style="list-style-type: none"> 1. Extend the leave of absence for Councillor Hammarquist to the September 2023 Ordinary Meeting of Council, if required: and 2. Instruct the CEO write to the Minister of Local Government seeking Ministerial approval of the leave of absence for Councillor Hammarquist. <p>FOR: CR J. CAUNT CR B. WALKER CR G. WATTERS CR R. HOSEASON-SMITH CR H. MCTAGGART CR A. MCKEOUGH</p> <p>AGAINST: CR</p> <p>F/A: 6/0</p>					

10.9 TENDER DECISION CRITERIA – DRFAWA – AGRN 974

Applicant:	Shire of Upper Gascoyne				
Disclosure of Interest:	Nil				
Author:	John McCleary – Chief Executive Officer				
Date:	19 January 2023				
Matters for Consideration:	To determine the decision criteria when awarding a tender to carry out the remainder OF Flood Damage works – AGRN 974				
Background:	Previously the Shire awarded the works associated with AGRN 974 to Quadrio Earthmoving. Unfortunately due to circumstances beyond the control of the Shire, QEM have advised that they are not in position to complete the remaining works required to complete this package. Currently it is estimated that there is \$340,000 of works outstanding.				
Comments:	Given that the \$340,000 is excess of the tender threshold amount of \$250,000 we will need to go back to the market and select another contractor to complete the required works. In order to do this Council will need to determine the decision criteria.				
Statutory Environment:	Local Government Act				
Policy Implications:	Purchasing Policy				
Financial Implications:	Nil as AGRN 974 has been approved by DFES.				
Strategic Implications:	SCP – Object 4 – Governance Strategy 4.2.3 – Comply with statutory and legislative requirements. Link – Corporate Plan 4.2.3.2 – See a high level of legislative compliance in organisational practices and effective internal controls.				
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 Manager of Works and Services
Voting requirement:	Simple Majority
Officer's Recommendation:	<p><i>That Council endorse the following decision criteria and weighting to determine the successful tenderer for the remainder of the works associated with AGRN 974 with an estimated value of \$340,000:</i></p> <ol style="list-style-type: none"> 1. <i>Quality & Completeness of Road Construction Plant /Equipment – 25%</i> 2. <i>Demonstrated Remote Area Construction Experience – 10%</i> 3. <i>Demonstrated Local Knowledge of sourcing appropriate materials – 10%</i> 4. <i>Capacity to complete contract works – 45%</i> 5. <i>Provision for Mechanical Support – 10%</i>

Council Resolution No: 08022023

MOVED:	CR. G. WATTERS	SECONDED:	CR. B. WALKER
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That Council endorse the following decision criteria and weighting to determine the successful tenderer for the remainder of the works associated with AGRN 974 with an estimated value of \$340,000:

1. Quality & Completeness of Road Construction Plant /Equipment – 25%
2. Demonstrated Remote Area Construction Experience – 10%
3. Demonstrated Local Knowledge of sourcing appropriate materials – 10%
4. Capacity to complete contract works – 45%
5. Provision for Mechanical Support – 10%

FOR: CR J. CAUNT
CR B. WALKER
CR G. WATTERS
CR R. HOSEASON-SMITH
CR H. MCTAGGART
CR A. MCKEOUGH

AGAINST: CR

F/A: 6/0

10.10 DECISION CRITERIA FOR TENDER TO DISPOSE OF UNWANTED IRRIGATION PIPE

Applicant:	Shire of Upper Gascoyne				
Disclosure of Interest:	Nil				
Author:	John McCleary – Chief Executive Officer				
Date:	22 January 2023				
Matters for Consideration:	To set the decision criteria for determining the successful tenderer for the disposal of unwanted irrigation pipe.				
Background:	The Shire originally purchased approximately 9 kilometres of 110mm blue line poly pipe as part of a project to pipe water from Uranium Bore to Gascoyne Junction. The pipe is currently being stored in a shed for a fee equivalent to the rates.				
Comments:	<p>This project was never commenced and given we have now established a bore in Town the likelihood of the project ever going ahead is zero.</p> <p>The poly pipe is not wanted for any other purpose so rather than have it sit in storage it is deemed prudent to dispose of.</p>				
Statutory Environment:	<p>3.58. Disposing of property</p> <p>(1) In this section —</p> <p>dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not; property includes the whole or any part of the interest of a local government in property, but does not include money.</p> <p>(2) Except as stated in this section, a local government can only dispose of property to —</p> <p>(a) the highest bidder at public auction; or</p> <p>(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.</p>				
Policy Implications:	Nil				
Financial Implications:	Increased revenue				
Strategic Implications:	<p>SCP – Object 4 – Governance</p> <p>Strategy 4.2.3 – Comply with statutory and legislative requirements.</p> <p>Link – Corporate Plan 4.2.3.2 – See a high level of legislative compliance in organisational practices and effective internal controls.</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:		Staff			
Voting requirement:		Simple Majority			
Officer's Recommendation:		<p><i>That Council:</i></p> <ol style="list-style-type: none"> 1. Authorise the CEO to dispose of the 110mm blue line polly pipe by way of public tender; 2. That following elements determine the successful tenderer: <ul style="list-style-type: none"> • Price 70% • Time to remove 30% 3. Authorise the CEO to determine and award the successful tenderer. 			
Council Resolution No: 09022023					
MOVED:	CR. R. HOSEASON-SMITH	SECONDED:	CR. H. MCTAGGART		
<p>That Council:</p> <p>Defer item 10.10 decision criteria for tender criteria for tender to dispose of unwanted irrigation pipe.</p> <p>FOR: CR J. CAUNT CR B. WALKER CR G. WATTERS CR R. HOSEASON-SMITH CR H. MCTAGGART CR A. MCKEOUGH</p> <p>AGAINST: CR</p> <p>F/A: 6/0</p> <p><i>Council changed the Officer recommendation because they wished to be provided with the final report from Global Groundwater regarding the quality of the bore water in the event that the bore water is not usable.</i></p>					

10.11

NEW RESIDENTIAL / LIGHT INDUSTRIAL SUB-DIVISION

Applicant:	Shire of Upper Gascoyne				
Disclosure of Interest:	Nil				
Author:	John McCleary – Chief Executive Officer				
Date:	22 January 2023				
Matters for Consideration:	To receive consultant report on developing residential and light industrial land within the townsite of Gascoyne Junction as presented in Appendix 4 .				
Background:	<p>As part of the developing the residential and light industrial lots the Shire need to know the probable costs associated with each development and what needs to be done in order to carry out the sub-divisions.</p> <p>Porter Consulting was originally engaged by Development WA to do a study on the initial residential sub-division; however, the scope of works changed due to cost and requirements of the department of lands; as such a revision of the residential report was required and a new report was required to be prepared for the for the light industrial site.</p> <p>These reports will also be used as addendums for our grant request under the Regional Development Assistance Program where the Shire can request financial assistance for the developments.</p>				
Comments:	The purpose of this item is to present the reports for Councillors to read so that they are aware of the works and costs associated with such to carry out the residential and light industrial sub-divisions. No decisions are required at this point as to the work on the ground but these reports do highlight costs and will inform the budget going forward into the 23/24 budget.				
Statutory Environment:	Nil				
Policy Implications:	Nil				
Financial Implications:	Nil				
Strategic Implications:	<p>SCP - Objective 2 – Economic – Our Prosperity</p> <p>Strategy – 2.2.3 Develop industrial, residential and commercial land development and seek investment opportunities.</p> <p>Link – Corporate Plan – 2.2.3.1 – Seek appropriate land acquisition for development.</p>				
Risk:					
Risk	Risk Likelihood (based on history and		Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)

	with existing controls)				
Not meeting Statutory Compliance	Rare (1)		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 Residential and Light Industrial Reports provided by Porter Consulting Engineers.</i>			
Council Resolution No: 10022023					
MOVED:	CR. R. HOSEASON-SMITH		SECONDED:	CR. B. WALKER	
<p>That Council receive the Residential and Light Industrial Reports provided by Porter Consulting Engineers.</p> <p>FOR: CR J. CAUNT CR B. WALKER CR G. WATTERS CR R. HOSEASON-SMITH CR H. MCTAGGART CR A. MCKEOUGH</p> <p>AGAINST: CR</p> <p>F/A: 6/0</p>					

10.12 STAFF HOUSING STRATEGY

Applicant:	Shire of Upper Gascoyne				
Disclosure of Interest:	Nil				
Author:	John McCleary – Chief Executive Officer				
Date:	22 January 2023				
Matters for Consideration:	To adopt the Housing Strategy as part of the informing strategies for our suite of integrated planning documents. Please refer to Appendix 5 .				
Background:	In keeping with our new focus on the Strategic Community Plan, Corporate Plan and Informing Strategies the Housing Strategy takes a strategic view of ensuring the Shire has significant resources which are baked into the over Strategic thought processes.				
Comments:	<p>This strategy review the Shire's existing housing stock and also future requirements as determined by our Workforce Plan and allowances via the Long Term Financial Plan.</p> <p>By adopting this Strategy as part of the suite of informing plans that are tied to the Integrated Planning instruments, we provide Council, Staff and our Community with a consistent approach to ensuring that the Budgetary Processes / grant applications are targeted for the greater good over the long term.</p>				
Statutory Environment:	Nil				
Policy Implications:	Nil				
Financial Implications:	Ongoing Budget allocations				
Strategic Implications:	Becomes an informing strategy as part of the Shires Integrate Planning Documents. Please refer to Page 4 of the Plan for the future.				
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:	Nil
Voting requirement:	Simple Majority
Officer's Recommendation:	<i>That Council adopt the Staff Housing Strategy and include this as part of the informing strategies of the Plan of Future – Integrated Planning Framework as detailed in Appendix 6.</i>

Council Resolution No: 11022023

MOVED:	CR. G. WATTERS	SECONDED:	CR. A. MCKEOUGH
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That Council adopt the Staff Housing Strategy and include this as part of the informing strategies of the Plan of Future – Integrated Planning Framework as detailed in Appendix 6.

FOR:	CR J. CAUNT	AGAINST:	CR
	CR B. WALKER		
	CR G. WATTERS		
	CR R. HOSEASON-SMITH		
	CR H. MCTAGGART		
	CR A. MCKEOUGH		

F/A: 6/0

10.13

REQUEST TO BORROW

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	John McCleary – Chief Executive Officer
Date:	22 January 2023
Matters for Consideration:	To determine to borrow \$600,000 to construct a new staff house. Please refer to Appendix 6 for a typical house plan and a copy of the quote from the Treasury Department.
Background:	<p>As part of the Shire's Integrated Planning, the Workforce Plan, adopted by Council at the Ordinary Meeting of Council held in December 2022, has identified that the Shire need to appoint 2 new Full-Time Employees (FTE's) and 2 part-time (.5) Employees taking this to a total of 3 FTE's.</p> <p>Given our Shire's geographic positioning and a host of other factors including the lack of private rental properties, in order to engage new staff members the Shire will need to construct two additional dwellings, as identified in the Shire Housing Strategy.</p> <p>It is critical that we commence the process of employment; hence construction, due to the elongated time frames to get a building on the ground – approximately 12-14 months.</p> <p>We have identified two building sites:</p> <ol style="list-style-type: none"> 1. Lot 15 Gregory Street - it is approx. 2000m² and can easily accommodate another home; and 2. Lot 12 Hatch Street – The lot we purchased from Don Hammarquist. <p>We have sought some indicative quotes to build a 3 x 2 Transportable Home to the same standard as the dwelling situated on Lot 22 Hatch Street, prior to going to public tender. The cost will be in the order of \$463,000 however allowances for landscaping, gardens, reticulation, concrete cross over driveway, sheds and fencing will also need to be considered.</p>

Comments:		<p>Given the above anticipated costs it is considered that the Shire will need to borrow \$600,000 from the WA Treasury Corporation to adequately cover all costs without needing to impinge on the budget at hand.</p> <p>Provision has already been made in the 23/24 Budget and on-going for 10 years to repay the capital and interest for the loan. The Shire currently has three outstanding loans forecast to be paid out in 2027/28, 2028/29 and 2030/31. The total Principal and interest payment for the 22/23/ Budget for these loans is \$163,513.</p> <p>If the Council decide to borrow the \$600,000 over a 10 year period the repayment amount will be \$73,514 per financial year.</p>			
Statutory Environment:		<p>Local Government Act 1995</p> <p>6.20. Power to borrow</p> <p>(1) Subject to this Act, a local government may —</p> <p>(a) borrow or re-borrow money; or</p> <p>(b) obtain credit; or</p> <p>(c) arrange for financial accommodation to be extended to the local government in ways additional to or other than borrowing money or obtaining credit, to enable the local government to perform the functions and exercise the powers conferred on it under this Act or any other written law.</p> <p>(2) Where, in any financial year, a local government proposes to exercise a power under subsection (1) (power to borrow) and details of that proposal have not been included in the annual budget for that financial year —</p> <p>(a) unless the proposal is of a prescribed kind, the local government must give one month's local public notice of the proposal; and</p> <p>(b) the resolution to exercise that power is to be by absolute majority.</p>			
Policy Implications:		Nil			
Financial Implications:		Will not affect the 22/23 budget from a repayment perspective but will impact on the 23/24 financial year.			
Strategic Implications:		<ol style="list-style-type: none"> 1. Strategic Community Plan – 2.2.3 - Develop Industrial, Residential and Commercial Land Development and seek investment opportunities/ 2. Corporate Business Plan – 2.2.3.3 Increase and Upgrade Shire Residential stock. 3. Long Term Financial Plan - a provision has been made to borrow \$600,000 in the 23/24 financial year. 			
Risk:					
Risk	Risk Likelihood (based on		Risk Rating (Prior to	Principal Risk	Risk Action Plan (Controls or

	history and with existing controls)		Treatment or Control)		Treatment proposed)
Not meeting Statutory Compliance	Rare (1)		Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation
Consultation:		WA Treasury			
Voting requirement:		Absolute Majority			
Officer's Recommendation:		<p><i>That Council:</i></p> <ol style="list-style-type: none"> <i>The CEO is authorised to borrow \$600,000 from the WA Treasury Corporation for the purposes of constructing a new dwelling ;</i> <i>The Loan is to be repaid over a period of 10 years; and</i> <i>The CEO is to give one month's local public notice of the proposal.</i> 			
Council Resolution No: 12022023					
MOVED:	CR. G. WATTERS	SECONDED:	CR. R. HOSEASON-SMITH		
<p>That Council:</p> <ol style="list-style-type: none"> The CEO is authorised to borrow \$600,000 from the WA Treasury Corporation for the purposes of constructing a new dwelling ; The Loan is to be repaid over a period of 10 years; and The CEO is to give one month's local public notice of the proposal. <p>FOR: CR J. CAUNT CR B. WALKER CR G. WATTERS CR R. HOSEASON-SMITH CR H. MCTAGGART CR A. MCKEOUGH</p> <p>AGAINST: CR</p> <p>F/A: 6/0</p>					

10.14 PERMISSION TO ATTEND NATIONAL TIDY TOWNS AWARD

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	
Author:	John McCleary – Chief Executive Officer
Date:	2 February 2023
Matters for Consideration:	To determine who will attend and represent the Shire of Upper Gascoyne at the National Tidy Towns Award.
Background:	The Shire of Upper Gascoyne and in particular the townsite of Gascoyne Junction recently won the overall State Award which enables the Shire to enter the National Awards along with the other State / Territory Winners.
Comments:	<p>The 2023 Australian Sustainable Communities Tidy Towns Awards Event will be hosted by the 2022 winner King Island, Tasmania on 19-May 2023.</p> <p>King Island is a quite small and there will be a limit on the numbers of people that can attend, anecdotally I have been advised that the number will be capped at four people per entrant.</p> <p>The cost of flights and accommodation will be approximately \$2,500.00 per person plus meals and taxis, as such; the overall cost will be approximately \$12,000.00 There is no budget allocation in the 22/23 Budget but this can be rectified at the Budget Review which will be presented in March 2023.</p>
Statutory Environment:	Nil
Policy Implications:	<p>Policy 4A.2 Conference, Seminar and Training Course Attendance of Elected Members – part b) Any Councillor who wishes to represent Council at such an event shall be authorised by Council prior to attendance.</p> <p>Policy 4B.21 Conference and Seminar Attendance – The CEO is to seek approval from the Shire President or Council prior to making arrangements. All other staff require the approval of the CEO</p>
Financial Implications:	22/23 Budget
Strategic Implications:	<p>SCP – Objective 2 – Economic – Our Prosperity</p> <p>2.3.1 Increased awareness of the district and regional attractions.</p> <p>Corporate Plan</p> <p>2.3.1.1 Continue to promote our District, using a variety of mediums and collaborations.</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:		Deputy Shire President & Staff			
Voting requirement:		Simple Majority			
Officer's Recommendation:		<p><i>That Council Authorise the following to attend the National Tidy Towns Awards to be held at King Island on the 19th of May 2023:</i></p> <ol style="list-style-type: none"> 1. <i>Deputy President – Councillor Jim Caunt</i> 2. <i>CEO – John McCleary</i> 3. <i>Manager of Works and Services – Jarrod Walker</i> 4. <i>Manager of Finance and Corporate Services – Ainsley Hardie</i> 			
Council Resolution No: 13022023					
MOVED:	CR. G. WATTERS	SECONDED:	CR. R. HOSEASON-SMITH		
<p>That Council Authorise the following to attend the National Tidy Towns Awards to be held at King Island on the 19th of May 2023:</p> <ol style="list-style-type: none"> 1. Deputy President – Councillor Jim Caunt 2. CEO – John McCleary 3. Manager of Works and Services – Jarrod Walker 4. Manager of Finance and Corporate Services – Ainsley Hardie <p>FOR: CR J. CAUNT CR B. WALKER CR G. WATTERS CR R. HOSEASON-SMITH CR A. MCKEOUGH</p> <p>AGAINST: CR H. MCTAGGART</p> <p>F/A: 5/1</p>					

11. MATTERS BEHIND CLOSED DOORS

MOVED: CR: B. WALKER

SECONDED: CR: G. WATTERS

That Council go behind closed doors to discuss confidential items.

FOR: CR J. CAUNT
CR B. WALKER
CR G. WATTERS
CR R. HOSEASON-SMITH
CR H. MCTAGGART
CR A. MCKEOUGH

AGAINST:

F/A: 6/0

CEO John McCleary has declared an interest and John McCleary and Cherie Walker left the Chambers 12:16pm

11.1 Extension of CEO's Contract of Employment

Council Resolution No: 14022023

MOVED:

CR H. MCTAGGART

SECONDED:

CR G. WATTERS

That Council:

1. In accordance with section 5.39(4) of the Local Government Act 1995 renew and extend the current Employment Contract;
2. Endorse the Employment of Contract for the CEO dated the 1st of November 2023 for a period of five years; and
3. Authorise the Shire President and/or the Deputy Shire President and the CEO to affix the Common Seal of the Shire of Upper Gascoyne.

FOR: CR J. CAUNT
CR B. WALKER
CR G. WATTERS
CR R. HOSEASON-SMITH
CR H. MCTAGGART
CR A. MCKEOUGH

AGAINST: CR

F/A: 6/0

11.2 CEO Long Service Leave

Council Resolution No: 15022023

MOVED:

CR A. MCKEOUGH

SECONDED:

CR H. MCTAGGART

That Council:

That Council instructs the Shires Solicitors to prepare a Deed of Release for the Chief Executive Officer to have his Long Service Leave 'Cashed out'.

FOR: CR J. CAUNT
CR B. WALKER
CR G. WATTERS
CR R. HOSEASON-SMITH
CR H. MCTAGGART
CR A. MCKEOUGH

AGAINST: CR

F/A: 6/0

MOVED: CR: B. WALKER

SECONDED: CR: R. HOSEASON-SMITH

That Council come out from behind closed doors.

FOR: CR J. CAUNT
CR B. WALKER
CR G. WATTERS
CR R. HOSEASON-SMITH
CR H. MCTAGGART
CR A. MCKEOUGH

AGAINST: CR

F/A: 6/0

CEO John McCleary and Cherie Walker returned to the Chambers at 12:42pm

12. PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

The Council was presented with a request from the Gascoyne Off-Road Racing Club (GORRC) for a \$3,000 donation to run a further event in the 22/23 financial year due to realigning the even to its normal time slot given the need to cancel because of COVID.

The Deputy Shire President approved this late item for discussion and a decision.

The Administration advised that the GORRC had been given \$3,000 in the 22/23 financial year; however, there was capacity to assist with a further \$3,000 donation given the timing issues created by COVID over the last three years.

MOVED: CR. R. HOSEASON-SMITH

SECONDED: CR. A. MCKEOUGH

That Council do not support the request from the Gascoyne Off-Road Racing Club for an additional \$3,000 donation in the 22/23 Financial Year.

FOR: CR J. CAUNT
CR B. WALKER
CR G. WATTERS
CR R. HOSEASON-SMITH
CR H. MCTAGGART
CR A. MCKEOUGH

AGAINST: CR

F/A 6/0

14. ELECTED MEMBERS REPORTS

- 14.1 Cr Caunt
Attended a meeting with Jarrod and John to meet the new CEO of Hastings and is hosting the Camp Kennedy Range draft AGM on the 17th February.
- 14.2 Cr Walker
Let council know the Junction Races are 25th, 26th and 27th August 2023, helped clean up around town after the storm hit.
- 14.3 Cr McTaggart
Helped clean up around town after the storm hit.
- 14.4 Cr Hoseason-Smith – Nil
- 14.5 Cr McKeough – Nil
- 14.6 Cr Watters - Nil

15. STATUS OF COUNCIL MEETING RESOLUTIONS

Resolution N°	Subject	Status	Open / Close	Responsible Officer
05122022	Annual Report	This has been sent to the DLGSC and placed on our web-site and is subject to the Adoption at the Electors Meeting	Close	CEO
07122022	CSRFF Submission	Quotes were received on the 1 st of February 2023 so we can now get an application prepared and submitted	Close	TMS
09122022	Footpath Revitalisation	The Shire have signed an agreement with the Department of Transport for \$22,000 (ex GST). Works are to be completed by the 31/05/2023	Close	TMS

16. STATUS OF SHIRE PROJECTS

As per [Appendix 7](#).

17. MEETING CLOSURE

The Shire President closed the meeting at 12.54 pm.

To be confirmed at the Ordinary Meeting on the 22nd March 2023.

Signed.....

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