



MINUTES

26th of July 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.

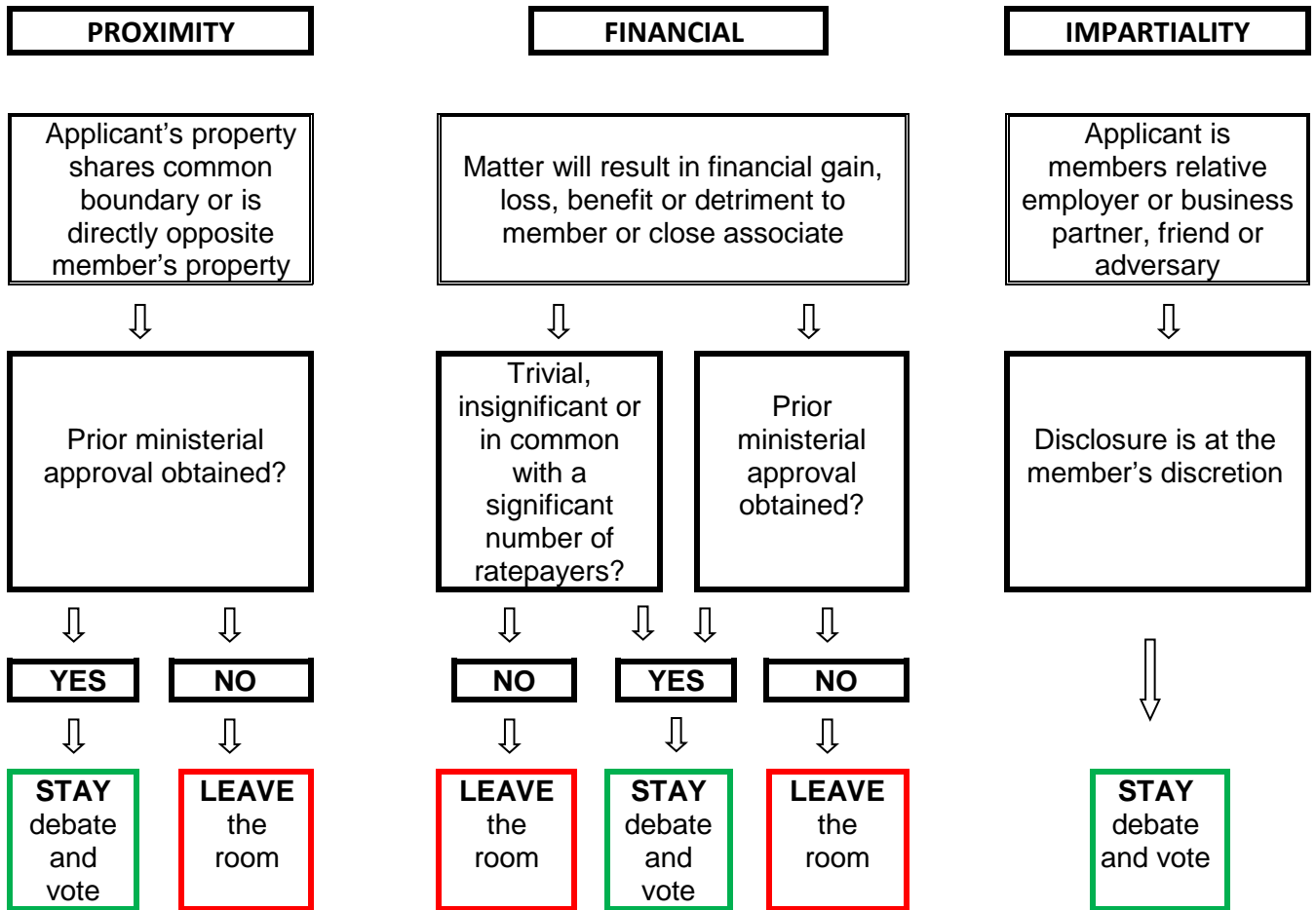
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John McCleary, JP
CHIEF EXECUTIVE OFFICER

* 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
AGENDA FOR THE ORDINARY MEETING OF COUNCIL HELD AT THE SHIRES ADMINISTRATION
BUILDING SITUATED AT GASCOYNE JUNCTION ON THE 26th of July 2023 COMMENCING AT
10.00 AM

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**SHIRE OF UPPER GASCOYNE
AGENDA FOR THE ORDINARY MEETING OF COUNCIL HELD AT THE SHIRES
ADMINISTRATION BUILDING SITUATED AT GASCOYNE JUNCTION ON THE 26th of July 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 10:15am

2. ATTENDANCE, APOLOGIES AND APPROVED LEAVE OF ABSENCE

2.1 Councillors

Cr J. Caunt	Deputy Shire President
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
Cherie Walker	Acting Manager of Finance and Corporate Services

Visitors

Hayden Andrews	Greenfield Technical Services
Travis Bate	RSM
Jane Stockley	DPLH
David Earl	DPLH

2.2 Absentees

Cr A. McKeough

2.3 Leave of Absence previously approved

3. APPLICATION FOR LEAVE OF ABSENCE

Nil

4. PUBLIC QUESTION TIME

4.1 Questions on Notice

Nil

4.2 Questions without Notice

Nil

That Council receive the Manager of Finance and Corporate Services Report, Manager of Works and the Chief Executive Officer reports as read.

FOR: CR J. CAUNT

AGAINST: CR

CR B. WALKER

CR H. MCTAGGART

CR G. WATTERS

CR R. HOSEASON-SMITH

F/A: 5/0

10.1 Manager of Finance and Corporate Services Report

Happy End of Financial Year! The June period has been flat tack for the Corporate Team as we have been preparing for the end of the 2022/2023 financial year and getting everything ready to roll over into the new financial year for 2023/2024.

In addition to all of the great work that is happening, we are seeing an increase in tourist traffic to our region. We have also been busy working on finalising our draft budget. The Management team and RSM have been crunching numbers in an effort to balance the 23/24 annual budget in preparation for its adoption in August 2023.

With a temporary shortage in staff this has placed some pressure on the team to ensure continuity of service. I would like to extend a big thank you to the team in managing the additional work that has resulted from being short staffed. We are looking forward to welcoming the new Manager of Finance and Corporate Services in early September.



Community Resource Centre Update

Medical Clinic

On June 28 we held a Women's Clinic at the Junction Medical Clinic that was booked out with ten ladies attending. This was followed by our regular monthly GP Clinic on July 5, where we had 6 locals attend, and a childhood immunisation clinic was also offered. On July 24 I will be attending a working group on Child and Maternal Health across the Gascoyne.

Events

Our Biggest Morning Tea raised \$435 for the Cancer Council. Thanks to Cr Hoseason-Smith for manning the BBQ and to Cr McKeough and Cr Walker for their entries into the bake off.

At the beginning of July I had a meeting with the Keep Australia Beautiful National Award Conference Organising Committee to ascertain from them the scope of our role in hosting this event. I will be presenting this to the subcommittee in a meeting on July 25. At this meeting two potential dates were identified which are now with the Office of the Governor General for his approval.

Upcoming Events include the Gascoyne Rocks Science Week Night on August 12 and the dedication of the VH-DMT at the Two Rivers Memorial Park with the Bain Family on Friday September 1.

Two Gascoyne Food Festival Events will be held in the Upper Gascoyne this year – A Taste of the Gascoyne @ the Junction will be held in Gascoyne Junction on September 9 and the Biggest BBQ at Mt Augustus will be held on September 23.

Tourism

The Visitor Information Centre has been busy welcoming guests to the Upper Gascoyne. We are constantly receiving glowing praise for the town, the facilities at the Tourist Park and the Two Rivers Memorial Park. The friendliness and welcoming nature of our community has also been commended. Our data collection program is now fully up and running and we are starting to collect some solid data on our visitors which continues to compliment the Digital Marketing Campaign. Guests are arriving intending to stay one night but on arrival are extending their stay to multi night stays. Guests are staying in the Shire for up to seven nights across the National Parks and Gascoyne Junction.

CUSTOMER SERVICES & ENQUIRIES		2022.2023	2021.2022	YTD	Jun-23	Jun-22	JUN DIFF
		TOTAL	TOTAL	DIFF			
Admin Support	Faxes	0	3	-3	0	0	0
	Photocopying/Printing/Scanning/Emailing	25	40	-15	3	2	-2
	Laminating/Binding	1	8	-7	0	0	-1
	Hot Office Bookings	1	2	-1	1	0	1
	External Training and Course	0	0	0	0	0	0
CRC	1:1 Assistance to Community Members	30	0	30	4	0	4
	Computer/Internet Access	34	50	-16	3	6	-3
	Community Education Events	2	4	-2	1	0	1
	Community Social Events	16	20	-4	3	3	0
	Community Economic Seminars	1	1	0	0	0	0
	Department of Human Services	16	21	-5	0	6	-6
	Government Access Point	37	20	17	0	2	-2
	Use of Paid WIFI Services	3	0	3	0	0	0
	Use of FREE WIFI Hub	27	0	27	5	0	5
Tourism	Road Condition Requests	830	944	-114	121	97	24
	General Tourism Information	1036	745	291	164	135	29
	Book Sales	29	43	-14	4	3	1
	CRC Merchandise Sales	308	364	-56	31	89	-58
	Walking Tours	70	0	70	4	0	4
Info	Phonebook Purchases	0	0	0	0	0	0
	Gassy Gossip yearly subscription	0	4	-4	0	0	0
Health	Gassy Gossip Advertisement	0	7	-7	0	0	0
	Video Conference/Telehealth	8	4	4	0	1	-1
	RFDS Support	11	0	11	0	0	0
Agencies	Medical Clinic Visits	82	0	82	16	0	16
	Library	93	66	27	6	8	-2
	Postage Sales	94	193	-99	4	12	-8
	Postage Collection	68	0	68	63	0	63
	Department of Transport	34	46	-12	4	8	-4
	Horizon Power	68	105	-37	6	7	-1
Total Customer Service Enquiries		2924	2690	234	443	379	64



June Facebook

Period:
June 1 - June 30

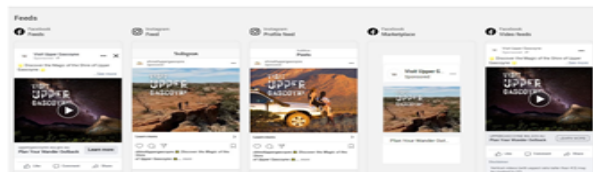
Link clicks
1,805

Reach
174,352

Impressions
404,717

Spend
\$1000

Link clicks up 38% on previous 30 days.



10.2 Manager of Works and Services Report

Sadly I attended the funeral of Don Hammarquist in Geraldton earlier this month. The service was well attended and a fitting tribute to one of the Gascoyne's greatest supporters and advocates. Don helped to make the Gascoyne more than a dot on the map. Thank you Don.

John, Sean and myself attended the 2021 Aboriginal Culture and Heritage Act workshop and rollout on the 28th June in Carnarvon. The workshop, while informative, still leaves us unsure and in a state of confusion as to how we work within the new framework and still get things on the ground. Sean and I are working with representatives from Gumala to navigate this confusing time. Unfortunately the entire town site of Gascoyne Junction is now under a heritage site which has made every day activities extremely hard to do in some cases. To put this into perspective, we are trying to replant and add to our existing plantings along the main street. We are using this as a test case to work out how to use the new system. At the time of writing we are waiting for a response from Yingarrda. I have also been planning the next 12 months of road works and checking to see if any of our proposed works fall within ACH sites. We have a section in front of Yinnetharra homestead that intersects with an ACH site. I have notified Gumala and I am waiting for a response.

Another busy month for the team in and out of the office. Nat and Ali enjoyed a break over the holidays with their kids but have been hard at it keeping the gardens and parks looking schmick. Nat, David and Sean have installed new shelving and storage in the new pavilion storage shed. This will make catering for events easier and more efficient. We have had several contractors out completing insurance work from storm damage and also to repair the oval gazebo near the pavilion. Contractors will return next week to complete the remaining insurance work.

The works crew have semi completed re-sheeting the race track for the Junction Race Club. The club received some funding from RWWA to complete the works. We will return just before the races at the end of August to lay the sand out and windrow it once the races are over. The works will be received as private works for the shire.

The works crew have also used the time between financial year projects to carry out maintenance of the fleet of equipment. Pridham Mechanical mobilised a mechanic for 10 days to do major repairs and servicing of plant. Westrac were also on site to work on our CAT plant.

Thomas has been grading the Cobra-Dairy Creek road, he is approximately half way and will continue onto Mt Augustus. Ian will mobilise to the top of Ullawarra road including Ashburton's section before joining Thomas. Damien completed sections between Landor and Glenburgh and is now prepping for the Dalgety Brook floodway project.

Over the last week Thomas, Ian and I have been mobilising plant and equipment out to Dalgety Brook to begin works on the 24th July. We anticipate to build the sub base and approaches by the end of July before Yuin contractors take over the site to install the concrete floodway, culverts and rock protection. We will then return to cement stabilise the approaches.

I am happy to say that we have filled our operator/serviceman roll. Jamie Podmore has accepted the job and will begin in late August. Unfortunately we have not been able to find a suitable person for the MC position. I will fill in for the interim and we have engaged a casual position until Jamie can start.

THEM have almost completed the bitumen upgrade works on Carnarvon Mullewa road. They have managed to get approximately 4.5km of bitumen down to date. The remainder of bitumen will be completed in the first week of August.

10.3 Chief Executive Officers Report

Firstly I can advise that I attended the funeral of the late Mr Don Hammarquist OAM JP on the 10th of July at the Geraldton Crematorium. It was a very well attended service with people coming from far and wide, it was heartening to see so many from our Community in attendance. Councillor Caunt delivered a eulogy on behalf of the Shire. Don was a big man and leaves a big legacy over the 33 years of service and it will be a challenge for all of us to continue "delivering".

We have had some very good news on developing the Light Industrial Land. The Department of Planning, Land and Heritage (DPLH) have advised that the purchase price for Lot 556 was negligible with only the Document Preparation fee and Landgate Document Registration fee applicable (\$1,630). I have now made an application with *DevelopmentWA* for funding to develop the land into eight commercial lots, this is subject to an agenda item in this month's OMC. Advice seems to indicate that it could take between 12 – 18 months to get things happening on the ground.

Budget preparations are moving along slowly; until I get a solid fix on the opening and closing balance it is difficult to rule projects in or out. Travis will be at the offices on the 25 & 26th of July where we will be appraised with the opening and closing figure, staff can then make adjustments ready for the Council to review and either agree, disagree or make changes.

Confusion reigns supreme with the new Aboriginal Cultural Heritage Act / Regulations, we are still trying to determine how best to navigate through the legislative framework.

Ongoing consultation and negotiations are happening with Hastings in relation to Ullawarra Road. I am advised that they will present a detailed request at the August OMC.

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	\$15,000	\$135,000	Successful
13/02/2023	13/03/2023	Gascoyne Junction Community Gym	Horizon Power Community Grant	Horizon Power	\$10000	\$12000	Successful
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	Unsuccessful
18/04/2023	18/04/2023	Technology Equipment Upgrades	CRC Technology Grant	DPIRD	\$5167.00	\$5667.00	Successful
21/04/2023	21/04/2023	Save our Country Kids	Road Safety Commission SOCK Week	Narembeen CRC	\$1200	\$1200	Successful
17/04/2023	17/04/2023	Gascoyne Junction Rocks	National Science Week	WACC	\$4000	\$4500	Successful

10.4 ACCOUNTS & STATEMENTS OF ACCOUNTS

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	Cherie Walker
Date:	14 July 2023
Matters for Consideration:	To receive the List of Accounts Due & Submitted to Ordinary Council Meeting on Thursday the 26 th July 2023 as attached – see Appendix 1 .

	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 .
Background:	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.
Comments:	The list of accounts are for the month of June 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> <p>(a) the payee’s name; and</p> <p>(b) the amount of the payment; and</p> <p>(c) the date of the payment; and</p> <p>(d) Sufficient information to identify the transaction.</p> <p>(2) A list of accounts for approval to be paid is to be prepared each month showing —</p> <p>(a) for each account which requires council authorisation in that month —</p> <p>(i) the payee’s name; and</p> <p>(ii) the amount of the payment; and</p> <p>(iii) sufficient information to identify the transaction; and</p> <p>(b) the date of the meeting of the council to which the list is to be presented.</p> <p>(3) A list prepared under sub regulation (1) or (2) is to be —</p> <p>(a) presented to the council at the next ordinary meeting of the council after the list is prepared; and</p> <p>(b) recorded in the minutes of that meeting.</p>
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 June 2023 to the 30th of June 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 30th of June 2023.</i></p> <table border="1"> <tr> <td>Municipal Fund Bank EFTs (15640 - 15784)</td> <td>\$1,771,081.96</td> </tr> <tr> <td>Payroll</td> <td>\$120,602.37</td> </tr> <tr> <td>BPAY/Direct Debit</td> <td>\$18,253.79</td> </tr> <tr> <td>TOTAL</td> <td>\$1,909,938.12</td> </tr> </table>				Municipal Fund Bank EFTs (15640 - 15784)	\$1,771,081.96	Payroll	\$120,602.37	BPAY/Direct Debit	\$18,253.79	TOTAL	\$1,909,938.12
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Payroll	\$120,602.37												
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TOTAL	\$1,909,938.12												
Council Resolution No: 03072023													
MOVED:	CR: B. WALKER	SECONED:	CR: R. HOSEASON-SMITH										
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TOTAL	\$1,909,938.12												

FOR: CR J. CAUNT

AGAINST: CR

CR B. WALKER

CR H. MCTAGGART

CR G. WATTERS

CR R. HOSEASON-SMITH

F/A: 5/0

10.5 MONTHLY FINANCIAL STATEMENT	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	None
Author:	Cherie Walker
Date:	14 July 2023
Matters for Consideration:	<p>The Statement of Financial Activity for the period of June 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 June 2023
Statutory Environment:	Local Government Act 1995 – Section 6.4 Local Government (Financial Management Regulations) 1996 – Sub-regulation 34.
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:	

10.6 PRE-BUDGET APPROVAL FOR TIME CONTINGENT PROJECTS

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	John McCleary – Chief Executive Officer
Date:	11 July 2023
Matters for Consideration:	For Council to authorise the Administration to commence works / projects prior to the adoption of the 2023/24 Budget
Background:	<p>Given that we do not adopt the budget until late August each financial year in order to get as accurate as possible our opening and closing balance for budget purposes we have 2 months where we don't move on projects.</p> <p>Given that May, June July, August, September and October are our cooler months where it is easier to get tradespersons out rather than in the hotter months. Traditionally we have tried to jam projects into the April, May June period of the following year where we can run the risk of not finding suitable tradespersons to undertake the works in time.</p>
Comments:	<p>The projects I am requesting for Council to allow us to get going with are all included in the draft budget which at this stage is balanced. These include:</p> <ul style="list-style-type: none"> • Lot 39 (Leeson's Old Home) Renovations - \$52,000 this includes flooring, window treatments, tiling, cabinetry & electrical. • Renovate (remove asbestos) CEO's inclusive of Storeroom & Hall Way - \$65,000 • Install retaining Wall on Lot 19 (Jarrod's House) - \$10,000 • Lot 45 – New House \$600,000 have already received the money via loan – approved by Council, adopted the Decision Criteria – going out to public Tender. • Repair 4 x bathroom floors in single man quarters at the Tourist Park - \$20,000 as quoted. • Replace chain mesh fence behind museum with colourbond material - \$15,000 as quoted • Shower repairs of Lot 21 and 19 - \$12,000 – currently leaking into the wall cavity. • Demolish Mick's house and old toilet - \$60,000 as quoted, waiting on more quotes and this will be funded from reserves (\$220,000 – Insurance payout). • Application of converting UV to GRV on Mining and Tourist Park Infrastructure (Hastings and Mt Augustus) – Moore Australia – approx. \$10,000, it is based on an hourly rate. • Starlink for Graders, MWS, CEO – enable improved communications - \$20,000 installed. • Depot Security Gate • Rates Contractor • Purchase forklift

Statutory Environment:		Local Government Act 1995 <i>6.8. Expenditure from municipal fund not included in annual budget</i> <i>(c) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —</i> <i>(c) is incurred in a financial year before the adoption of the annual budget by the local government; or</i> <i>(b) is authorised in advance by resolution*; or</i> <i>© is authorised in advance by the mayor or president in an emergency.</i>			
Policy Implications:		Nil			
Financial Implications:		2023/24 Budget			
Strategic Implications:		Nil			
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:	Absolute Majority
Officer's Recommendation:	<p><i>That Council authorise the CEO to issue purchase orders prior to adopting the 23/24 Budget for the following projects:</i></p> <ul style="list-style-type: none"> • <i>Lot 39 (Leeson's Old Home) Renovations - \$52,000 this includes flooring, window treatments, tiling, cabinetry & electrical.</i> • <i>Renovate (remove asbestos) CEO's inclusive of Storeroom & Hall Way - \$65,000</i> • <i>Install retaining Wall on Lot 19 (Jarrod's House) - \$10,000</i> • <i>Lot 45 – New House \$600,000 have already received the money via loan – approved by Council, adopted the Decision Criteria – going out to public Tender.</i> • <i>Repair 4 x bathroom floors in single man quarters at the Tourist Park - \$20,000 as quoted.</i> • <i>Replace chain mesh fence behind museum with colourbond material - \$15,000 as quoted</i> • <i>Shower repairs of Lot 21 and 19 - \$12,000 – currently leaking into the wall cavity.</i> • <i>Demolish Mick's house and old toilet - \$60,000 as quoted, waiting on more quotes and this will be funded from reserves (\$220,000 – Insurance payout).</i> • <i>Application of converting UV to GRV on Mining and Tourist Park Infrastructure (Hastings and Mt Augustus) – Moore Australia – approx. \$10,000 it is based on an hourly rate.</i> • <i>Starlink for Graders (3x), MWS, CEO – enable improved communications - \$20,000 installed.</i> • <i>Depot Security Gate - \$20,000.</i> • <i>Appoint Rates contractor - \$25,000</i> • <i>Purchase forklift.</i>

Council Resolution No: 05072023

MOVED:	CR. R. HOSEASON SMITH	SECONDED:	CR. H. MCTAGGART
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<p><i>That Council authorise the CEO to issue purchase orders prior to adopting the 23/24 Budget for the following projects:</i></p> <ul style="list-style-type: none"> • <i>Lot 39 (Leeson's Old Home) Renovations - \$52,000 this includes flooring, window treatments, tiling, cabinetry & electrical.</i> • <i>Renovate (remove asbestos) CEO's inclusive of Storeroom & Hall Way - \$65,000</i> • <i>Install retaining Wall on Lot 19 (Jarrod's House) - \$10,000</i> • <i>Lot 45 – New House \$600,000 have already received the money via loan – approved by Council, adopted the Decision Criteria – going out to public Tender.</i> • <i>Repair 4 x bathroom floors in single man quarters at the Tourist Park - \$20,000 as quoted.</i> • <i>Replace chain mesh fence behind museum with colourbond material - \$15,000 as quoted</i> • <i>Shower repairs of Lot 21 and 19 - \$12,000 – currently leaking into the wall cavity.</i>
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- *Demolish Mick's house and old toilet - \$60,000 as quoted, waiting on more quotes and this will be funded from reserves (\$220,000 – Insurance payout).*
- *Application of converting UV to GRV on Mining and Tourist Park Infrastructure (Hastings and Mt Augustus) – Moore Australia – approx. \$10,000 it is based on an hourly rate.*
- *Starlink for Graders (3x), MWS, CEO – enable improved communications - \$20,000 installed.*
- *Depot Security Gate - \$20,000.*
- *Appoint Rates contractor - \$25,000*
- *Purchase forklift.*

FOR: CR J. CAUNT

AGAINST: CR

CR B. WALKER

CR H. MCTAGGART

CR G. WATTERS

CR R. HOSEASON-SMITH

F/A: 5/0

10.7

REGIONAL DEVELOPMENT ASSISTANCE PROGRAM APPLICATION (RDAP)

Applicant:	Shire of Upper Gascoyne				
Disclosure of Interest:	Nil				
Author:	John McCleary – Chief Executive Officer				
Date:	14 July 2023				
Matters for Consideration:	Support for the Regional Development Assistance Program (RDAP) for the development of Lot 556 in eight (8) light industrial lots.				
Background:	The Shire are now in the process of purchasing Lot 556 from the State Government as a freehold title. There are no encumbrances on the Lot with Native Title being extinguished. The Shire will not be required to expend any monies to procure the land but will have to pay for the Document Preparation and Landgate Document Registration - \$1,620.00.				
Comments:	<p>In order to sub-divide the lot into 8 individual Freehold Light Industrial Lots Electrical, Water, Surveying, Administrative Processes, Earthworks, Fencing and the like will need to be undertaken. It is estimated that it will cost approximately \$700,000 to develop the lots.</p> <p>Given that the Shire cannot, in the short to medium term, afford to undertake the works via our own source funding, the Shire have sourced external funding to assist, the Regional Development Assistance Program offered through DevelopmentWA, formerly Landcorp. This program is not like a normal funding arrangement but rather a partnership arrangement. I have included the submission guide as a reference tool – Appendix 3.</p>				
Statutory Environment:	Nil				
Policy Implications:	Nil				
Financial Implications:	23/24 Budget – Advice from DevelopmentWA indicates that the majority of costs will occur in the 24/25 financial period.				
Strategic Implications:	CSP – Key Objective – Economic – 2.2.3 & 2.3.2, 2.3.3.				
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)
	Rare (1)		Low (1-4)	Failure to meet Statutory, Regulatory or	Accept Officer Recommendation

10.8 TENDER DECISION CRITERIA – LANDOR / MEEKATHARRA ROAD

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	John McCleary – Chief Executive Officer
Date:	18 July 2023
Matters for Consideration:	To determine the tender decision criteria for roadworks to occur on Landor / Meekatharra Road
Background:	The Shire have additional \$4.5 Million 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:	23/24 Budget
Strategic Implications:	<p>SCP – Objective 2 – Economic – Our Prosperity</p> <p>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:		<p><i>That Council:</i></p> <ol style="list-style-type: none"> 1. <i>Adopt the following tender decision making criteria for the Landor / Meekatharra Road Works:</i> <ol style="list-style-type: none"> a) <i>Quality and Completeness of Road Construction Plant/ Equipment – 15%</i> b) <i>Demonstrated Remote Area Construction Experience – 20%</i> c) <i>Demonstrated Local Knowledge of Sourcing appropriate materials - 20%</i> d) <i>Capacity to commence and complete contract works within designated time-frame - 35%</i> e) <i>Provision for Mechanical Support – 10%</i> 2. <i>Authorise the CEO to appoint a Project Manager for an amount not to exceed \$600,000 sourced via the WALGA Preferred Supplier Program.</i> 3. <i>Suspend the Purchasing Policy so the CEO only has to seek one quote for the Project Manager.</i> 4. <i>That the tender run for 14 days after the notice is given.</i> 5. <i>That the CEO be authorised to accept the tender that provides the best value for money for the Shire.</i> 			
Council Resolution No: 07072023					
MOVED:	CR. G. WATTERS	SECONDED:	CR. H. MCTAGGART		
<p>That Council:</p> <ol style="list-style-type: none"> 1. Adopt the following tender decision making criteria for the Landor / Meekatharra Road Works: <ol style="list-style-type: none"> 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 \$600,000 sourced via the WALGA Preferred Supplier Program.
3. Suspend the Purchasing Policy so the CEO only has to seek one quote for the Project Manager.
4. That the tender run for 14 days after the notice is given.
5. That the CEO be authorised to accept the tender that provides the best value for money for the Shire.

FOR: CR J. CAUNT

AGAINST: CR

CR B. WALKER

CR H. MCTAGGART

CR G. WATTERS

CR R. HOSEASON-SMITH

F/A: 5/0

10.9

REVIEW OF SHIRE OF UPPER GASCOYNE LOCAL PLANNING STRATEGY AND LOCAL PLANNING SCHEME

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	John McCleary - CEO
Date:	20 July 2023
Matters for Consideration:	Report of Review – Shire of Upper Gascoyne Local Planning Strategy and Local Planning Scheme No. 1 – Please refer to Appendix 4
Background:	<p>The Shire of Upper Gascoyne Local Planning Scheme No.1 (LPS1) was gazetted on the 19th June 2018 and its associated Strategy was prepared in the same year. Both the Scheme and Strategy were prepared by the Shire of Upper Gascoyne in accordance with the <i>Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations)</i>.</p> <p>The Regulations requires local governments to carry out a review of their local planning schemes and strategies within six months of the five-year anniversary of the date the scheme was approved. The review of LPS1 is therefore due 19 December 2023.</p> <p>Part 6 of the Regulations require that a local government prepare a Report of Review, Council must approve the report by resolution and provide a copy of the report to the Western Australian Planning Commission (WAPC). The Report of Review is required to be prepared consistent with the WAPC format and must make recommendations as to whether the Local Planning Strategy and LPS1 are:</p> <ul style="list-style-type: none"> • satisfactory in their existing form; • should be amended; or • should be repealed and a new scheme/strategy prepared in its place. <p>This report recommends that Council approve the Report of Review and forward a copy of the Report to the WAPC.</p>

Comments:

The Regulations prescribe that local governments are required to perform a review of their Local Planning Scheme's the fifth year after the Scheme was gazetted. This review is to be in the form of a Report of Review and WAPC Guidelines establish the format in how this is to occur. Under the Regulations the Report of Review is to make recommendations on:

- (a) whether the scheme –
 - i. is satisfactory in its existing form; or
 - ii. should be amended; or
 - iii. should be repealed and a new scheme prepared in its place; and
- (b) whether the local planning strategy for the scheme –
 - i. is satisfactory in its existing form; or
 - ii. should be reviewed; or
 - iii. should be repealed and a new strategy prepared in its place

A Report of Review for the Shire's LPS1 and Local Planning Strategy has been prepared consistent with the requirement of the Regulations and the WAPC Guidelines. A copy of the Report of Review is provided in Attachment No 1 and it provides an overview of the amendments performed to the Scheme and Strategy, development activity, population analysis, officer comments and recommendations.

The review performed regarding development activity and population has demonstrated that both the Strategy and Scheme provide enough framework to cater for future growth projections. Regarding the Local Planning Strategy, while the Strategy is deemed to be sound, it is recommended that a review should be performed to:

1. Ensure consistency and alignment with the objectives and goals of the Shire's Plan for the Future 2022-2032;
2. Update references to zoning and reserves to be consistent with the model provisions contained within the Regulations and updated State planning policies;
3. Review the strategies and actions incorporated into the LPS to ensure consistency with Council and community expectations; and
4. Review whether the pattern and form of development within the Local Planning Strategy is adequate to meet future needs of the community and whether the planning framework adequately caters for sustainable land use patterns in the long-term.

Regarding the LPS1 as there has been limited planning implications, due to no scheme amendments and limited development activity, it is recommended the Shire's LPS1 is satisfactory in its existing form, and should continue to operate. However, should the Shire undertake a Scheme Amendment in the future, it is recommended in this process to align LPS1 with the *Planning and Development (Local Planning Scheme) Regulations 2015*.

If the above recommendation was adopted, the Report will be forwarded to the WAPC. The WAPC has a 90-day period to decide whether it agrees with the position formed by the local government. If the recommendation is supported, it will result in the preparation of a new Strategy by the Shire, supported by DPLH.

Statutory Environment:

65. Review of local planning scheme

- (1) A local government must carry out a review of each local planning scheme prepared by the local government:
 - (a) in the 5th year after the scheme is published in the Gazette under section 87(3) of the Act; and
 - (b) in the 5th year after the completion of each review carried out under this Division.
- (2) Sub regulation (1) applies to a local planning scheme that was published in the Gazette more than 5 years before the commencement of this regulation as if it were published in the Gazette on the day that is 3 years before the day on which this regulation comes into operation.
- (3) The review must consider whether the local planning scheme is up-to-date and complies with these regulations.
- (4) The review may be undertaken in conjunction with the preparation of a consolidation of a scheme under Part 5 Division 5 of the Act.

66. Report of review

- (1) The local government must, no later than 6 months after the requirement to carry out the review of a local planning scheme arises under regulation 65, or such longer period as the Commission allows:
 - (a) prepare a report of the review; and
 - (b) approve the report by resolution; and
 - (c) provide the approved report to the Commission.
- (2) The report must be prepared in the manner and form approved by the Commission and must include the following information:
 - (a) the date on which the local planning scheme was published in the Gazette in accordance with section 87(3) of the Act;
 - (b) the date on which each amendment made to the scheme was published in the Gazette in accordance with section 87(3) of the Act;
 - (c) the date on which the scheme was last consolidated under Part 5 Division 5 of the Act;
 - (d) an overview of the subdivision and development activity, lot take-up and population changes in the scheme area since the later of:
 - (i) the date on which the scheme was published in the Gazette in accordance with section 87(3) of the Act; and
 - (ii) the date on which the scheme was last reviewed;
 - (e) an overview of the extent to which the scheme has been amended to comply with the requirements of any relevant legislation, region planning scheme or State planning policy.
- (3) The report must make recommendations as to:
 - (a) whether the scheme:
 - (i) is satisfactory in its existing form; or
 - (ii) should be amended; or
 - (iii) should be repealed and a new scheme prepared in its place; and
 - (b) whether the local planning strategy for the scheme:
 - (i) is satisfactory in its existing form; or
 - (ii) should be reviewed; or

		(iii) should be repealed and a new strategy prepared in its place.			
Policy Implications:	Nil				
Financial Implications:	The Report of Review was prepared by officers. If the WAPC supports the recommendations of the report, there will be financial implications for the Shire to prepare a reviewed Strategy. Grant funding for this project has been secured from DPLH.				
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:	<p>The Regulations require that the local government must perform a review of its LPS within 6 months of the fifth year that the Scheme came into operation. If the Report of Review was not adopted, there is a risk that the Shire will not be compliant with the provisions of the Regulations.</p> <p>It is important that the Shire has an up-to-date Local Planning Framework to ensure that it responding to the needs to the community and is consistent with State policy. As the Scheme and Strategy provide the basis for the guiding the development around the Shire, it must be kept relevant.</p>				
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

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

13.1 LATE ITEM – 23/24 CRBA BUDGET ALLOCATION

Cr R. Hoseason-Smith declared he has an indirect financial interest as the CRBA perform work on his pastoral lease for which he is direct beneficiary. Councillor Hoseason-Smith requested that he be allowed to return to the meeting and participate in the debate and vote. Councillor Hoseason-Smith left the chambers at 11:16am.

Cr R. Hoseason-Smith re-entered the Chambers at 11:17am and was informed he could vote.

Council Resolution No: 09072023			
MOVED:	CR: G. WATTERS	SECONDED:	CR. B. WALKER
That an amount of \$50,000 be allocated to CRBA and a further amount be allocated to the budget for the cost of electricity for storage of the baits.			
FOR:	CR J. CAUNT	AGAINST:	
	CR B. WALKER		
	CR G. WATTERS		
	CR R. HOSEASON-SMITH		
	CR H. MCTAGGART		
F/A: 5/0			

13.2 LATE ITEM - GASCOYNE RIVER LIGHT BOAT LAUNCHING FACILITY

Council Resolution No: 10072023			
MOVED:	CR. B. WALKER	SECONDED:	CR. R. HOSEASON-SMITH
That Council:			
1. Endorse the Gascoyne Junction River Pedestrian / Light Boat Launch Area Context Plan; and			
2. Authorise the CEO to seek funding for the project.			
FOR:	CR J. CAUNT	AGAINST:	CR H. MCTAGGART
	CR B. WALKER		
	CR G. WATTERS		
	CR R. HOSEASON-SMITH		
F/A: 4/1			

14. ELECTED MEMBERS REPORTS

- 14.1.1 Cr Caunt – Attended Don’s funeral and was a great tribute to Don, I also attended the first committee meeting for the Tidy Towns function being held in GJ next May.
- 14.1.2 Cr Walker - Attended the Biggest Morning Tea, Don’s funeral and the first committee meeting for tidy towns function.
- 14.1.3 Cr McTaggart – Worked with Yinggarda regarding the Junction Race Club and was very positive about the dealings.
- 14.1.4 Cr Hoseason-Smith - Attended the Biggest Morning Tea, Don’s funeral and the first committee meeting for tidy towns function.
- 14.1.5 Cr Watters – Attended Don’s funeral and is attending an Aboriginal Heritage Cultural Act meeting in Meekatharra on the 28th July.

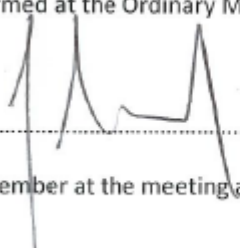
15. STATUS OF COUNCIL MEETING RESOLUTIONS

Resolution N°	Subject	Status	Open / Close	Responsible Officer

16. MEETING CLOSURE

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

To be confirmed at the Ordinary Meeting on the 23rd August 2023.

Signed.....


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