MINUTES

26th of June 2024

ORDINARY COUNCIL MEETING

Held at the Shire of upper Gascoyne's Administration Building located at 4 Scott Street, Gascoyne Junction, commencing at 10.45am

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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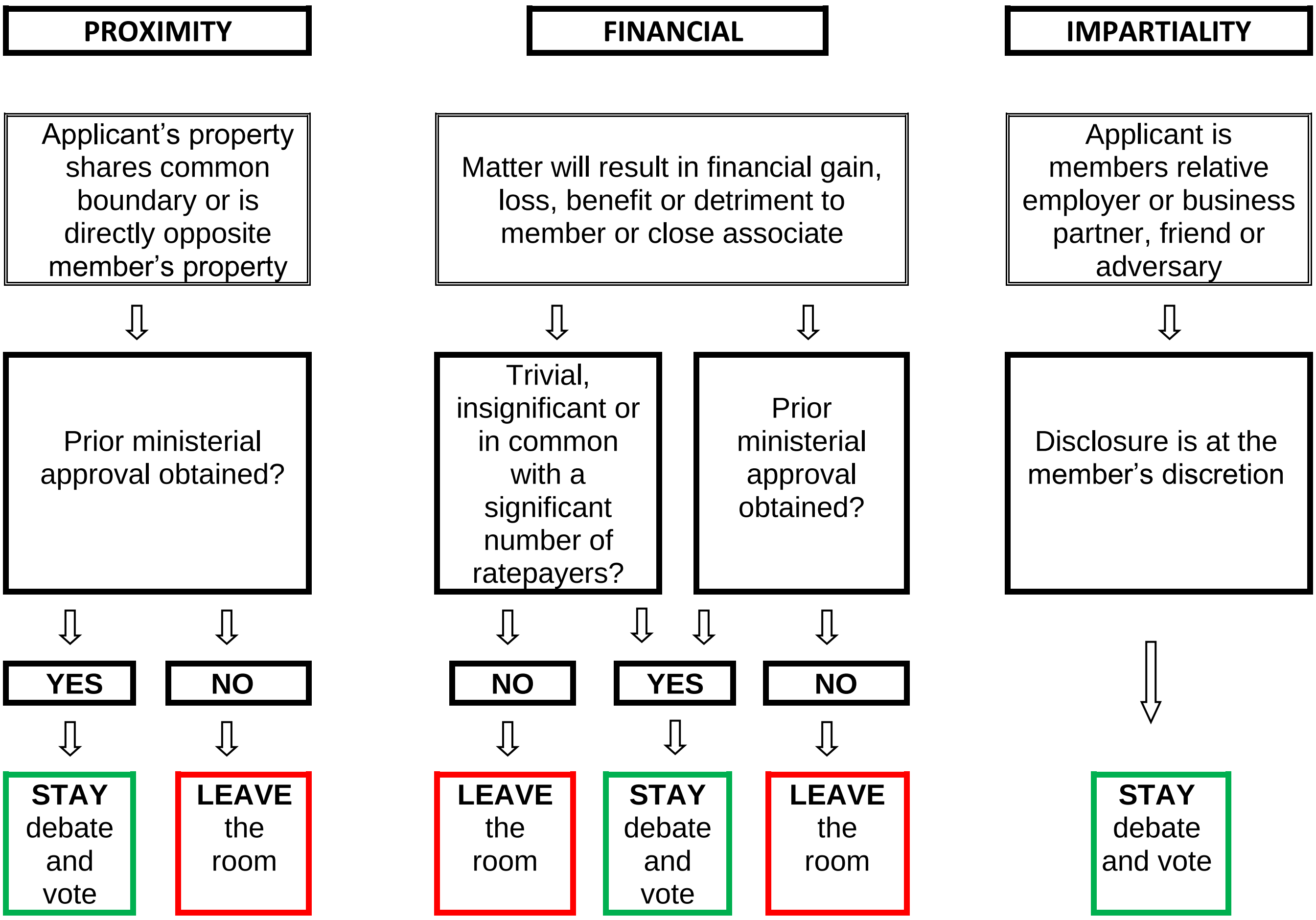
In particular and without derogating in any way from the broader disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Upper Gascoyne during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Upper Gascoyne. The Shire of Upper Gascoyne warns that anyone who has an application lodged with the Shire of Upper Gascoyne must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attached to the decision made by the Shire of Upper Gascoyne in respect of the application.

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 JUNE 2024 COMMENCING AT 10.45AM

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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 JUNE 2024 COMMENCING AT 10.45AM

1. DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS

The Shire President welcomed those present and declared the meeting open at 10.45am

2. ATTENDANCE, APOLOGIES AND APPROVED LEAVE OF ABSENCE

2.1 Councillors

Cr J. Caunt	Shire President
Cr H. McTaggart	Deputy Shire President
Cr B. Walker	Councillor
Cr R. Hoseason-Smith	Councillor
Cr P. Windie	Councillor (Via Phone)
Cr A. McKeough	Councillor
Cr W. Baston	Councillor (Via Zoom)

Staff

John McCleary JP	Chief Executive Officer
Andrea Pears	Executive Manager of Finance and Corporate Services
Jarrod Walker	Executive Manager of Works and Services
Cherie Walker	Senior Corporate Services Officer

Visitors

Joshua Kirk	Greenfield Technical Services

2.2 Absentees

Nil

2.3 Leave of Absence previously approved

Nil

3. APPLICATION FOR LEAVE OF ABSENCE

4. PUBLIC QUESTION TIME

4.1 Questions on Notice

Nil

4.2 Questions without Notice

Nil

5. **DISCLOSURE OF INTEREST**

Nil

6. **PETITIONS/DEPUTATIONS/PRESENTATIONS**

Greenfields Technical Services – Provide an update on Flood Damage Works.

7. **ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

Nil

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

Nil

9. **CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS**

9.1 Ordinary Meeting of Council held on 22nd of May 2024.

<u>OFFICER RECOMMENDATION / COUNCIL RESOLUTION</u>

Council Resolution No: 01062024			
MOVED:	**CR: A. MCKEOUGH**	**SECONDED:**	**CR: B. WALKER**
That the Unconfirmed Minutes from the Ordinary Meeting of Council held on the 22nd of May 2024 be confirmed as a true and correct record of proceedings. **FOR: CR J CAUNT** **CR H MCTAGGART** **CR A MCKEOUGH** **CR R HOSEASON-SMITH** **CR B WALKER** **CR P WINDIE (VIA PHONE)** **CR W BASTON (VIA ZOOM)** **AGAINST: CR** **F/A: 7/0**			

10. REPORTS OF OFFICERS

Council Resolution No: 02062024			
MOVED:	**CR: H. MCTAGGART**	**SECONDED:**	**CR: R. HOSEASON-SMITH**
That Council receive the Executive Manager of Finance and Corporate Services Executive Manager of Works and Services and the Chief Executive Officer reports as read. **FOR: CR J CAUNT** **CR H MCTAGGART** **CR A MCKEOUGH** **CR R HOSEASON-SMITH** **CR B WALKER** **CR P WINDIE (VIA PHONE)** **CR W BASTON (VIA ZOOM)** **F/A: 7/0**		**AGAINST: CR**	

10.1 Manager of Finance and Corporate Services Report

We have now entered the final month of the financial year and our team will be focusing on getting final accounts for the year processed, completing the 2024/2025 Budget and the Regulation 17 and Financial Management Review managerial responses in readiness for adoption by Council. During May 2024 we prepared a draft budget, which was adopted by council, required to support the Application for Differential Rates to the Department of Local Government, Sport and Cultural Industries, which was subsequently lodged and approved. Furthermore the Local Road and Community Infrastructure (LRCI) grant submission was lodged and subsequently approved for the Reverse Osmosis Water Treatment Plant and additional road works to commence construction in the 2024/25 financial year. Finally our insurance reviews and policies will be complete ensuring our coverage for the 2024/25 financial year.

All in all it has been another busy month in which the team has ensured the continuation of services to the community.

Gascoyne Junction
Community Resource Centre
Your local connection

Community Resource Centre Update

Author – Ainlsey Hardie, Tourism & Community Development Officer

May continued to see a steady stream of visitors both domestic and international through the Community Resource and Visitor Information Centre. Our library system has now been activated with all borrowings using Athenaeum. The CRC has continued with Social Tennis on Thursday afternoons and in May the Youth Group baked ANZAC biscuits which were enjoyed. Billie and Cherie have been planning a Bush Ball for July 20 and have launched ticket sales for this event. The ball will be a fundraiser for the Cancer Council in memory of Don and all Upper Gascoyne residents affected by cancer and will be held in place of our normal Biggest Morning Tea event.

Tickets have also gone on sale for the Gascoyne Food Festival events for 2024. Two events are being held in the Upper Gascoyne – Flavours of the Gascoyne at the Junction Pub & Tourist Park on August 24 and the Biggest BBQ at Mount Augustus on August 31.

In May I have attended the Australia's Golden Outback Board Meeting online and the s19 Gascoyne Local Advisory Group for WACHS. I also had a 1:1 meeting with the CEO of the Tourism Council of WA to discuss the tourism needs of our region and to learn about new resources available to us. I continue to work collaboratively with our neighbouring Gascoyne shires in developing our Dark Sky Tourism footprint as a region. Our Astrotourism signs are enroute to be installed. In partnership with Tourism WA the Shire hosted an Astrotourism stargazing training session in Gascoyne Junction with participants travelling to attend alongside Shire staff and local stakeholders. Training was conducting in how to present a night sky tour using lasers and most importantly training on how to setup and use the Shire telescope. This event was co funded by Tourism WA.

I attended a Primary Industry Forum hosted by the Shire of Carnarvon where discussion was held around collaborating as a region to establish a hub in our region and how to develop infrastructure to benefit growers and producers across the Gascoyne. This is the first step in working with the GDC and Gascoyne Food Council to work together. Whilst in Carnarvon I also visited GDC to continue working on the Upper Gascoyne Connect Mining Symposium to be held on September 4.

Finally I have just returned from the Western Australia Tourism Conference where I attended 2.5 days of sessions. The winners of the Tiny Tourism Town nominations were announced with Kalbarri being the Top Tiny Town followed by Dwellingup and Coral Bay. To be a finalist is a credit to Gascoyne Junction and we will continue to hold ourselves to the criteria of this award as part of our strategy and growth.

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General Ledger Detail Trial Balance (frmGLTrialBalance)

Options : Year 23/24,From Month 11,To Month 11,By Respsonsible Officer (CRC INCOME CRC INCOME ACCOUNTS - MONTHLY REPORTING)

RespOf	Account	Description	Opening Bal	Movement	Balance
Division GEN					
CRC INC(	10841310	Commission Centrelink : CRC	-7,279.09	-741.60	-8,020.69
CRC INC(	10841330	Transport Commission: CRC	-1,286.60	-77.27	-1,363.87
CRC INC(	10841340	Postal Agency Commission: CRC	-6,687.84	-666.67	-7,354.51
CRC INC(	10841350	CRC Room Hire Income	-109.10	0.00	-109.10
CRC INC(	10841360	Income from Events Held	-22,362.73	-30,545.45	-52,908.18
CRC INC(	10841380	Postal Agency Sales	-820.07	-178.62	-998.69
CRC INC(	10841390	Sales: Books/Maps/Souvenirs/Sundries	-929.87	-215.89	-1,145.76
CRC INC(	10841500	Grant: CRC Operating	-48,000.00	0.00	-48,000.00
CRC INC(	10842590	Community Fund Monies Held in Trust Transfered to CRC	-462.26	0.00	-462.26
CRC INC(	10842600	CRC Income Misc.	-3,207.17	-9.56	-3,216.73
CRC INC(	10842610	CRC Merchandise Sales	-5,401.59	-1,159.72	-6,561.31
Total	CRC INCOME		-96,546.32	-33,594.78	-130,141.10
Total for division	GEN		-96,546.32	-33,594.78	-130,141.10
Grand Total			-96,546.32	-33,594.78	-130,141.10

	CUSTOMER SERVICES & ENQUIRIES	2023.2024 TOTAL	2022.2023 TOTAL	YTD DIFF	May-24	May-23	MAY DIFF
Admin Support	Faxes	1	0	1	0	0	0
	Photocopying/Printing/Scanning/Emailing	21	25	-4	2	4	-2
	Laminating/Binding	0	1	-1	0	2	-2
	Hot Office Bookings	4	1	3	0	0	0
	External Training and Course	1	0	1	0	0	0
CRC	1:1 Assistance to Community Members	43	30	13	4	3	1
	Computer/Internet Access	35	34	1	0	4	-4
	Community Education Events	1	2	-1	0	0	0
	Community Social Events	24	16	8	5	1	4
	Community Economic Seminars	2	1	1	0	0	0
	Department of Human Services	15	16	-1	2	3	-1
	Government Access Point	43	37	6	1	3	-2
	Use of Paid WIFI Services	3	3	0	0	0	0
	Use of FREE WIFI Hub	42	27	15	5	9	-4
Tourism	Road Condition Requests	500	830	-330	25	83	-58
	General Tourism Information	1472	1036	436	183	129	54
	Book Sales	22	29	-7	5	4	1
	CRC Merchandise Sales	292	308	-16	61	32	29
	Walking Tours	70	70	0	2	0	2
Info	Phonebook Purchases	0	0	0	0	0	0
	Gassy Gossip yearly subscription	5	0	5	0	0	0
	Gassy Gossip Advertisement	0	0	0	0	0	0
Health	Video Conference/Telehealth	1	8	-7	0	0	0
	RFDS Support	29	11	18	0	0	0
	Medical Clinic Visits	112	82	30	27	0	27
Agencies	Library	109	93	16	12	8	4
	Postage Sales	114	94	20	14	8	6
	Postage Collection	68	68	0	49	40	9
	Department of Transport	43	34	9	0	1	-1
	Horizon Power	97	68	29	10	7	3
	Total Customer Service Enquiries	3169	2924	245	407	341	66

10.2 Manager of Works and Services Report

General:

Staff Housing:

Modula have almost completed installing the new 3x2 home on Hatch Street. Driveway's and veranda slabs are in place and await the patio and carport structures. The newly acquired 3x1 on Hatch Street is also undergoing renovations and is expected to be complete by the end of July. Once both house are done we will complete the gardens and landscaping.

Office renovations:

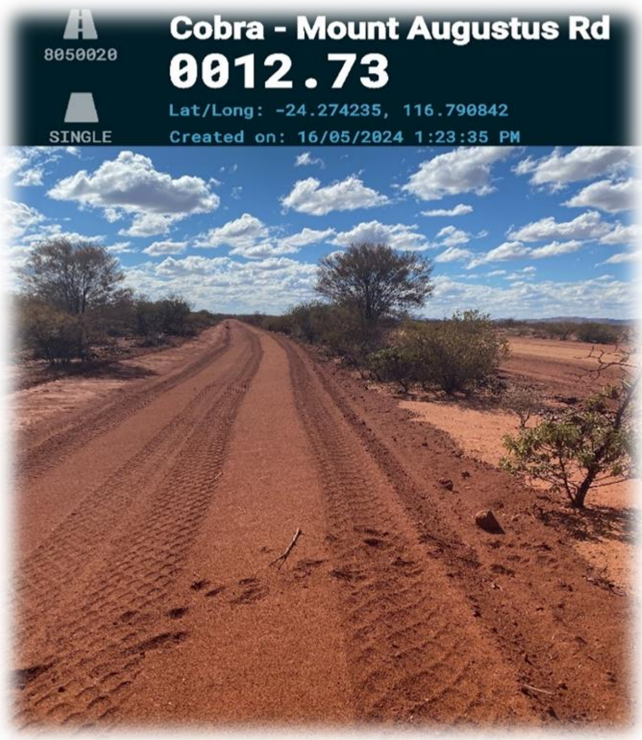
The main admin building has undergone another transformation. We have divided the old CEO into two separate offices and removed the remaining asbestos walls in the hall way. The new offices will cater for the Works Admin and a temporary CEO office which will be used by the new finance person once the new CEO's office is constructed sometime in the next financial year.

Maintenance grading:

Ray Hoseason Smith has been filling in for Thomas Fletcher while he is off work. Ray assisted Ian Golding in completing from Mount Augustus to Landor. Unfortunately Ian has left the Shire and returned to Geraldton. At the time of writing we are advertising to replace Ian. We have also advertised to fill the MC/All-rounder position and are currently shortlisting applicants.

Construction:

The crew have returned from a swing off on annual leave and will complete the remaining resheeting on Landor Mount Augustus road before the end of the financial year. The gravel in both pits has proved to be extremely good quality and provided a much improve running surface.   With the added off-road drainage this section of road should have greater all weather access. This concludes our road projects for the 23-24 financial year. While we await the new budget adoption we will focus on road maintenance throughout the shire.



We engaged Onward Drilling to drill and construct a couple of bores on the C'von Mullewa road. Onward were working in the area and we seized the opportunity with good results. We now have a new bore producing good quality fresh water 3km's east of Dairy Creek and another lower yielding bore near the Coordewandy Creek further south. Onward also redrilled the failing bore at the Congo Creek and airlifted another bore near the Glenburgh homestead.

We will begin tendering for the Carnarvon Mullewa seal upgrade works this month. Unfortunately recent gravel samples from existing and proposed pit locations have been subpar and not conducive to meeting MRWA standards for base course. We have sampled alternative locations and await results. In the event the latest results are also not compliant, we will need to investigate different methodologies including cement stabilisation or concentrate on a different section.

10.3 Chief Executive Officers Report

This month has been a rather disjointed affair necessitating movement and relocation across multiple spaces in order to stay connected to our server whilst the office renovations have been taking place.

I have largely concentrated on reviewing the Regulation 17 and Financial Management Review recommendations contained within and have been systematically addressing these. You will see going forward there will be a greater emphasis on “risk” and new policies and procedures to give these recommendations effect.

The Town Planning Amendment for the commercial land is still progressing, albeit at glacier pace. The sub-division for the new house is nearing completion and this will enable Horizon Power to connect to the new home.

The new Council Chamber board room table has been installed we are currently working out how to reconnect the computer and audio equipment using the internal cable trays suppled which mitigates OH&S concerns raised as there are no longer a multitude of leads running all over the floor. It is hoped that this will be done before this meeting, however, if not we will revert back to paper for this meeting.

I was scheduled to undertake a road inspection with Kevin Pethick from Main Roads showing Kevin works undertaken to date on the Carnarvon to Meekatharra Road and works scheduled for 24/25 & 25/26, unfortunately I had to cancel the trip due to the rain.

We have received notification from the Department of Local Government that they have approved our application for differential rates. We now know the income from Roads to Recovery, Regional Roads, and Rates, however, we are still waiting for confirmation of the Financial Assistance Grant and Local Roads, Community Infrastructure Grant.

10.4 ACCOUNTS & STATEMENTS OF ACCOUNTS	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	Andrea Pears
Date:	19 June 2024
Matters for Consideration:	To receive the List of Accounts Due & Submitted to Ordinary Council Meeting on Wednesday the 26th of Jun 2024 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 May 2024
Statutory Environment:	Local Government (Financial Management Regulations) 1996 **13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.** (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 — (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. (2) A list of accounts for approval to be paid is to be prepared each month showing — (a)for each account which requires council authorisation in that month — (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:	Purchasing Policy
Financial Implications:	2023/2024 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 Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Risk Category	*Description*	*Rating*	*Mitigating Actions*
Financial Impact	*Payments are made without appropriate budget authority*	*2 / 2 – Low*	
Health	*N/A*	*N/A*	
Service Interruption	*N/A*	*N/A*	
Compliance	*N/A*	*N/A*	
Reputational	*N/A*	*N/A*	
Property	*N/A*	*N/A*	
Environment	*N/A*	*N/A*	
Fraud	*Accounting Fraud*	*4 / 1 - Low*	*Internal Controls are in place, including using Eftsure which checks the creditor to ensure bank, contact details, ABN are correct, matching PO's with invoices, sign off by responsible officers, bank payments to be authorised by two officers exclusive of the PO authorising officer.*

Consultation:	Nil
Voting requirement:	Simple Majority
Officer's Recommendation:	*That Council endorse the payments for the period 1st of May 2024 to the 31st of May 2024 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 May 2024.*

Municipal Fund Bank EFTs	*$ 1,460,270.67*
Cheque	*$ 0.00*
Payroll	*$ 98,436.90*
BPAY/Direct Debit	*$ 21,636.34*
TOTAL	***$ 1,580,343.91***

Council Resolution No: 03062024

MOVED:	CR: B. WALKER	SECONDED:	CR: R. HOSEASON-SMITH

That Council endorse the payments for the period 1st of May 2024 to the 31st of May 2024 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 May 2024.

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Cheque	$ 0.00
Payroll	$ 98,436.90
BPAY/Direct Debit	$ 21,636.34
TOTAL	**$ 1,580,343.91**

FOR: **CR J CAUNT** **AGAINST:** **CR**

CR H MCTAGGART

CR A MCKEOUGH

CR R HOSEASON-SMITH

CR B WALKER

CR P WINDIE (VIA PHONE)

CR W BASTON (VIA ZOOM)

F/A: 7/0

10.5 MONTHLY FINANCIAL STATEMENT	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	None
Author:	Andrea Pears
Date:	11 June 2024
Matters for Consideration:	The Statement of Financial Activity for the period of May 2024, includes the following reports: • 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 **see *Appendix 2***
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 May 2024
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:	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 Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Risk Category	*Description*	*Rating*	*Mitigating Actions*
Financial Impact	*Stakeholders may withdraw funding if the statements are not prepared according to the regulatory framework*	*2 / 2 – Low*	*Financial statements are prepared on time and according to the applicable Legislation and Regulations.*
Health	*N/A*	*N/A*	*N/A*
Service Interruption	*N/A*	*N/A*	*N/A*
Compliance	*N/A*	*2 / 2 – Low*	*Ensure that the Financial Statements are prepared on time and according to the applicable Legislation and Regulations.*
Reputational	*N/A*	*N/A*	*High priority has been placed on preparing Statutory reporting within legislated timeframes.*
Property	*N/A*	*N/A*	*N/A*
Environment	*N/A*	*N/A*	*N/A*
Fraud	*N/A*	*N/A*	*N/A*

Consultation:	Nil
Voting requirement:	Simple Majority
Officer's Recommendation:	*That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period of May 2024.*

Council Resolution No: 04062024

MOVED:	**CR: H. MCTAGGART**	**SECONDED:**	**CR: R. HOSEASON-SMITH**

That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period of May 2024.

FOR:	**CR J CAUNT**	**AGAINST:**	**CR**
	CR H MCTAGGART		
	CR A MCKEOUGH		

CR R HOSEASON-SMITH

CR B WALKER

CR P WINDIE (VIA PHONE)

CR W BASTON (VIA ZOOM)

F/A: 7/0

10. 6	REVIEW OF REGUALTION 17 – LOCAL GOVERNMENT (AUDIT) REGULATIONS
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	John McCleary – Chief Executive Officer
Date:	3 June 2024
Matters for Consideration:	To review Regulation 17 report undertaken and prepared by AMD Chartered Accountants. Please refer to ***Appendix 3***
Background:	To undertake a review of the appropriateness and effectiveness of risk management, internal controls and legislative compliance of the Shire in accordance with the *Local Government (Audit) Regulations 1996*, Regulation 17 for the period ended 31 December 2023 (the "Review"). The CEO is to review certain systems and procedures at least once every three (3) years. The Last review was undertaken for the period ended the 31st of October 2021. The findings included within the attached report are based on the site work completed by AMD from the 22 to 25 January 2024. Findings are based on information provided and made available to AMD during this site visit.
Comments:	The procedures performed and the findings on each of the focus areas are detailed in the following sections of the report: • Section 2 – Risk management; • Section 3 – Internal controls; and • Section 4 – Legislative compliance. Following the completion of our review and subject to the recommendations outlined within sections 2 to 4, AMD are pleased to report that in context of the Shire's overall internal control environment, policies, procedures and processes in place are appropriate, and have been operating effectively at the time of the review. Findings reported are on an exceptions basis, and do not take into account the many focus areas tested during our review where policies, procedures and processes were deemed to be appropriate and in accordance with best practice.

Statutory Environment:	17.CEO to review certain systems and procedures (1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to— (a) risk management; and (b) internal control; and (c) legislative compliance. (2) The review may relate to any or all of the matters referred to in sub regulation(1)(a), (b) and (c), but each of those matters is to be the subject of a review not less than once in every 3 financial years. (3) The CEO is to report to the audit committee the results of that review.
Policy Implications:	Nil
Financial Implications:	2023/24 Budget – An allocation has been made to engage a consultant to undertake the review.
Strategic Implications:	**Objective 4:** *To provide Good Governance and Leadership to the Upper Gascoyne Shire Region by:* • *Being strategically focused and effectively representing and promoting the Shire;* • *Providing professional and efficient services to the community;* • *Maintaining accountability and financial responsibility through effective planning;* • *Complying with statutory and legislative requirements; and* • *Fostering a positive, resilient, safe and progressive workplace.*

Risk Assessment:

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Risk Category	*Description*	*Rating*	*Mitigating Actions*
Health	*N/A*	*N/A*	*N/A*
Financial Impact	*N/A*	*N/A*	*N/A*
Service Interruption	*N/A*	*N/A*	*N/A*
Compliance	*Of the 12 issues raised only 2 relate to statutory compliance with the remainder referring to best practice.*	*2/4 Moderate*	*Various officers will be tasked with addressing each of the identified issues with Management reporting back to Audit Committee within 6 months, detailing progress made.*
Reputational	*No action on items listed would be minor in nature as it would be a low impact low news item*	*2/1 Low*	*Ensure identified issues are mitigated within a timely manner*
Property	*N/A*	*N/A*	*N/A*
Environment	*N/A*	*N/A*	*N/A*
Fraud	*N/A*	*N/A*	*N/A*

Consultation*:*	AMD Chartered Accountants Manager of Finance & Corporate Services.
Voting requirement:	Simple Majority
Officer's Recommendation*:*	*That Council:* 1. *Receives the Regulation 17 Audit Report provided by AMD Chartered Accountants;* 2. *Endorses recommendations by the Audit Committee.*

Council Resolution No: 05062024

MOVED:	**CR H. MCTAGGART**	**SECONDED:**	**CR R. HOSEASON-SMITH**

That Council:

1. Receives the Regulation 17 Audit Report provided by AMD Chartered Accountants;
2. Endorses recommendations by the Audit Committee.

FOR: **CR J CAUNT** **AGAINST:** **CR**

CR H MCTAGGART

CR A MCKEOUGH

CR R HOSEASON-SMITH

CR B WALKER

CR P WINDIE (VIA PHONE)

CR W BASTON (VIA ZOOM)

F/A: 7/0

10. 7	PROVISION OF PLANT AND LABOUR HIRE FOR AGRN 1062
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	John McCleary – Chief Executive Officer
Date:	10 June 2024
Matters for Consideration:	To accept / reject tender received to carry out work associated with AGRN 1062. Please refer to ***Appendix 4*** for the full assessment report.
Background:	The Shire of Upper Gascoyne (Shire) seeks to engage a plant hire contractor to undertake road flood damage repairs within the Shire. The damage to the road assets was caused by a significant flooding event in March 2023. The event was declared a natural disaster event under the Disaster Recovery Funding Arrangements – WA (DRFAWA) and is known as AGRN1062. The works comprise various road repair and reconstruction activities including removal of silt, reforming and resheeting unsealed roads, repairs to sealed road surfaces as well as repairs to floodway's, culverts and other drainage and concrete structures. The Shire has submitted a funding submission to DFES to repair the damage and the scope of this funding submission has been approved. The work will be completed as one work package and all work is required to be completed by 30 June 2025.

Comments:	Greenfield Technical Services (Greenfield), acting on instruction from the Shire prepared the Request for Tender (RFT) documents for RFT 08 23-24 Provision of Plant and Labour Hire AGRN1062. The RFT was advertised in The West Australian newspaper on Saturday 18 May 2024. No tenderer addendums were issued. The RFT specified that all tenders were to be submitted no later than 2.00 pm AWST Tuesday 4 June 2024 to the Shire's electronic Tenderlink portal. The value of the works is linked to the funding allocated under the Shire's AGRN1062 funding submission; the total estimated value is approx. $2M. This amount includes the costs for the road reconstruction contractor, project management, site assurance and financial administration. One (1) tender submission was received as follows: • THEM Earthmoving (THEM) Unfortunately, the Shire received a low level of interest in the work. However, the tender that was submitted was prepared by a contractor who has worked on numerous similar jobs for the job and has a good history of providing a good level of service and completing work to a high standard. THEM's tender response addressed the majority of the qualitative criteria and their pricing was relatively consistent with the schedule of rates they have submitted for other similar jobs with the Shire in recent years. Based on Greenfield's Tender Assessment Report the tender evaluation scores and the accompanying commentary provided within this report, and that the Shire only received one tender submission, Greenfield recommends that the Council award RFT 08 23-24 as follows: ▪ THEM EARTHMOVING for the estimated total cost of $1,500,000 + GST
Statutory Environment:	Local Government (Functions and General) Regulations 1996 Reg 18 Rejecting and accepting tenders (4) Tenders that have not been rejected under subregulation (1), (2), or (3) are to be assessed by the local government by means of a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept and it is to decide which of them (if any) it thinks it would be most advantageous to the local government to accept. (5) The local government may decline to accept any tender.
Policy Implications:	Purchasing Policy

Financial Implications:	2024/25 Budget as an allocation for the Shire's contribution needs to be made. The rest of the payments are reimbursed by DFES.
Strategic Implications:	Key Objective 2 Economic Our Prosperity A growing local economy, encouraging commercial diversity Outcome 2.1: An appropriate transport network supporting local industry Strategy 2.1.1 Provide appropriate transport network infrastructure, supporting our community, local pastoral and mining industries and tourism

Risk Assessment:

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Risk Category	***Description***	***Rating***	***Mitigating Actions***
Health	*N/A*	*N/A*	*N/A*
Financial Impact	*Nil – as this is funded on a reimbursement basis*	*N/A*	*N/A*
Service Interruption	*Given the time between the damage and repairs the functionality of the roads will remain operational*	*1/2*	*Support the officer's recommendation*
Compliance	*N/A*	*N/A*	*N/A*
Reputational	*The Shire prides itself on well maintained road networks.*	***2/2***	*Failure to repair roads to an acceptable standard causes reputational harm.*
Property	*Localised damage requiring external resources to rectify.*	***3/2***	*Engage external contractor*
Environment	*N/A*	*N/A*	*N/A*
Fraud	*N/A*	*N/A*	*N/A*

Consultation*:*	Manager of Works and Services
Voting requirement:	Simple Majority
Officer's Recommendation*:*	*That Council award RFT 08 23-24 to THEM EARTHMOVING for the estimated total cost of $1,500,000 + GST*

Council Resolution No: 06062024			
MOVED:	**CR B. WALKER**	**SECONDED:**	**CR H. MCTAGGART**

That Council award RFT 08 23-24 to THEM EARTHMOVING for the estimated total cost of $1,500,000 + GST

FOR: **CR J CAUNT**
CR H MCTAGGART
CR A MCKEOUGH
CR R HOSEASON-SMITH
CR B WALKER
CR P WINDIE (VIA PHONE)
CR W BASTON (VIA ZOOM)

AGAINST: **CR**

F/A: 7/0

10. 8	2023 FINANCIAL MANAGEMENT SYSTEM REVIEW
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	John McCleary – Chief Executive Officer
Date:	10 June 2024
Matters for Consideration:	To provide a Financial Management Review report to the Audit Committee for their consideration of the appropriateness and effectiveness of the financial management systems and procedures of the Shire of Upper Gascoyne.

Background:

The objective was to test the financial management system of the

	Extreme Risk	High Risk	Moderate Risk	Low Risk
Number of new issues reported	0	0	2	5

Shire of Upper Gascoyne and report on the appropriateness and effectiveness of the control environment within, as required by the Local Government (Financial Management) Regulation 5(2)(c).

The Shire engaged the services of RSM Australia to carry out the review and provide a report on their findings, please refer to ***Appendix 5*** (Financial Management Review Report) to the agenda.

Ref	Issue	Risk Rating
2.	***Collection of money***	
	We have no findings to raise in respect to the collection of money.	
3.	***Custody and security of money***	
	We have no findings to raise in respect to the custody and security of money	
4.	***Maintenance and security of financial records***	
4.2.1	**Key Register** The key register is not complete and does not identity the number of and all keys allocated to employees.	**Moderate**
4.2.2	**Perfect Computer Solutions** At the time of the review, there was no documented agreement in place with IT service provider, PCS.	**Low**
4.2.3	**Fixed Asset Physical Stocktake** A review / stocktake of fixed assets has not been undertaken and is therefore required.	**Low**
5.	***Accounting for municipal or trust transactions***	
5.2.1	**Key Balance Sheet Reconciliations** Month end checklists are not always signed as evidence of independent review.	**Low**
5.2.2	**Sundry Debtor Testing Exceptions** No support was provided in respect of amounts charged on sundry debtor invoices.	**Low**
6.	***Authorisation for incurring liabilities and making payments***	
6.2.1	**Credit Card Exceptions** Credit card policy may require updating. There is no signed credit card "Terms of Use Agreement" in place. The Shire credit card used by other Shire employees.	**Moderate**
7.	***Maintenance of payroll, stock control and costing records***	
	We have no findings to raise.	
8.	***Preparation of budgets, budget reviews, accounts and reports required by the Act or the Regulations***	
	We have no findings to raise in respect to the preparation of budgets, budget reviews, accounts and reports required by the Act or the Regulations.	

Comments:	Nil
Statutory Environment:	17.CEO to review certain systems and procedures (1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to— (a) risk management; and (b) internal control; and (c) legislative compliance. (2) The review may relate to any or all of the matters referred to in sub regulation(1)(a), (b) and (c), but each of those matters is to be the subject of a review not less than once in every 3 financial years. (3) The CEO is to report to the audit committee the results of that review.
Policy Implications:	Nil
Financial Implications:	Nil
Strategic Implications:	Key Objective 4 Governance Our Leadership Provide good governance and leadership Outcome 4.2: An efficient and effective organisation Strategy 4.2.1 Provide professional and efficient services to the community

Risk Assessment:

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Risk Category	*Description*	*Rating*	*Mitigating Actions*
Health	*N/A*	*N/A*	*N/A*
Financial Impact	*N/A*	*N/A*	*N/A*
Service Interruption	*N/A*	*N/A*	*N/A*
Compliance		*2/2 Low*	*Support the Audit committee's recommendation.*
Reputational		*1/ 1 Low*	*Request monthly status report.*
Property	*N/A*	*N/A*	*N/A*
Environment	*N/A*	*N/A*	*N/A*
Fraud	*N/A*	*N/A*	*N/A*

Consultation*:*	AMD Consultant Accountants Staff
Voting requirement:	Simple Majority
Officer's Recommendation*:*	*That Council:* *1. Receive the report from AMD Chartered Accountants;* *2. Endorse the recommendations of the Audit committee; and* *3. Receive monthly status reports on progress against recommendations.*

Council Resolution No: 07062024

MOVED:	**CR H. MCTAGGART**	**SECONDED:**	**CR P. WINDIE**

That Council:

1. Receive the report from AMD Chartered Accountants;
2. Endorse the recommendations of the Audit committee; and
3. Receive monthly status reports on progress against recommendations.

FOR: **CR J CAUNT** **AGAINST:** **CR**

CR H MCTAGGART

CR A MCKEOUGH

CR R HOSEASON-SMITH

CR B WALKER

CR P WINDIE (VIA PHONE)

CR W BASTON (VIA ZOOM)

F/A: 7/0

10.9	D.O.T Gascoyne Regional 2050 Cycling Strategy - Endorsement
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	Sean Walker & Billie O'Sullivan
Date:	19 June 2024
Matters for Consideration:	To endorse the Department of Transport's Gascoyne Regional 2050 Cycling Strategy - Endorsement notes– ***Appendix 6*** **(Strategy, Endorsement notes, email regarding grant timeline**.
Background:	**Background to the Regional 2050 Cycling Strategies:** The Western Australia Bike Network (WABN) Plan 2014-2031 includes a key action to develop long term cycle strategies for Perth and Regional WA. The Department of Transport (DoT) have identified the need for twelve long-term cycling strategies across WA, including eleven Regional 2050 Cycling Strategies (Attachment One). These strategies create a shared long-term vision for cycling in the regions and guide delivery of safe and interconnected bicycle networks, along with associated facilities and travel behaviour change initiatives. Each strategy is developed in partnership with local government and is informed by multiple phases of stakeholder and community consultation. Positioned as aspirational strategies to 2050, each strategy highlights opportunities to encourage bike riding for transport, recreation and tourism across the region. Development of the Gascoyne 2050 Cycling Strategy began in mid-2022, with the shires of Carnarvon, Exmouth, Shark Bay and Upper Gascoyne working in partnership with DoT. Internal working groups for each local government provided input and guided the development of the document. These working groups included diverse representatives across engineering, works, planning, community development, community safety, communications, sustainability, tourism, and economic development.

Comments:	**Development of the Gascoyne 2050 Cycling Strategy:** The Council is requested to endorse the principles of the Gascoyne 2050 Cycling Strategy and receive the proposed action plan for future budget and planning consideration. Endorsement of the Gascoyne 2050 Cycling Strategy does not commit Council nor State Government agencies to deliver all, or any part, of the Gascoyne 2050 Cycling Strategy within a particular timeframe – nor does endorsement commit any party(s) to fund any specific route or initiative within the Strategy. Council endorsement confirms support for local and State Government agencies to work together in delivering the aspirational Gascoyne 2050 Cycling Strategy over the longer term.
Statutory Environment:	Nil
Policy Implications:	Nil
Financial Implications:	Endorsement by the Council leads to eligibility for grant application as of July 2024. The grants are a 50/50 input; as part of the 24/25 budgetary process the Shire have made an allocation for footpaths, which will be subject to the Council's approval
Strategic Implications:	SCP - Key Objective – Social – Strategy 1.2.2 Ensure there is appropriate infrastructure, facilities and services to meet the current and future needs of our community.
Risk:	

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Risk Category	*Description*	*Rating*	*Mitigating Actions*
Financial Impact	*Failure to endorse may result in the Shire not being eligible for funding*	*4/ 4– High*	*Endorse the regional strategy*
Health	*N/A*	*N/A*	*N/A*
Service Interruption	*N/A*	*N/A*	*N/A*
Compliance	*N/A*	*N/A*	*N/A*
Reputational	*N/A*	*N/A*	*N/A*

Property	*N/A*	*N/A*	*N/A*
Environment	*N/A*	*N/A*	*N/A*
Fraud	*N/A*	*N/A*	*N/A*

Consultation:	**D.O.T Gascoyne Regional 2050 Cycling Strategy – Appendix 6.**
Voting requirement:	Simple Majority
Officer's Recommendation:	*That Council:* *1. Endorses the principles of the Gascoyne 2050 Cycling Strategy; and* *2. Receives the proposed Action Plan for future budget and planning consideration.*

Council Resolution No: 08062024

MOVED:	**CR H. MCTAGGART**	**SECONDED:**	**CR A. MCKEOUGH**

That Council:

1. Endorses the principles of the Gascoyne 2050 Cycling Strategy; and
2. Receives the proposed Action Plan for future budget and planning consideration.

FOR: **CR J CAUNT** **AGAINST:** **CR**

CR H MCTAGGART

CR A MCKEOUGH

CR R HOSEASON-SMITH

CR B WALKER

CR P WINDIE (VIA PHONE)

CR W BASTON (VIA ZOOM)

F/A: 7/0

11. MATTERS BEHIND CLOSED DOORS

Nil

12. PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

13.1 Rubbish Tip Reserve Expansion	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	Sean Walker – Town Maintenance Supervisor
Date:	26 June 2024
Matters for Consideration:	That Council supports the CEO's request to the Minister to have the current rubbish tip reserve expanded as per DPLH advice. Please refer to the 4 x appendices.
Background:	The current Rubbish Tip Reserve # 52428 being Lot 561 on Deposited Plan 72451 has historically been used for all waste by the town of Gascoyne Junction and the surrounding areas. Taking into account the current small footprint, compared to future requirements, the lack of "virgin ground" within the current reserve, and the lack of a location for an evaporative pond associated with the upcoming Water Treatment Plant, there is an urgent requirement to expand the current rubbish tip reserve. With the proximity of creeks and tributaries that feed into the potable water zone, both the Department of Waters, Environment, and Rivers, and the Department of Planning, Lands and Heritage (DPLH) are in full support of the expansion of the current reserve, allowing the current pits to be closed and new pits installed away from the water ways. DPLH have advised that expanding the current reserve, as opposed to starting a new one, was the best course of action.
Comments:	An enquiry was made to DPLH regarding the Unallocated Crown Land lot PIN 11240241, and the possible expansion of the current Rubbish Tip Reserve # 52428. A response was received by DPLH with the request for a council resolution supporting the request for the Minister to expand the reserve to include a portion of the Unallocated Crown Land lot PIN 11240241.
Statutory Environment:	Nil
Policy Implications:	Nil

Financial Implications:	At present there is no financial implication.
Strategic Implications:	**Shire of Upper Gascoyne Plan for the Future 2022 to 2032** ***Rubbish Tip Site*** ***Outcome 3.1: Sustainable and effective environmental management*** *3.2.2.2 Maintain and upgrade infrastructure in line with asset management planning*
Risk:	

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Risk Category	*Description*	*Rating*	*Mitigating Actions*
Financial Impact	*N/A*	*N/A*	
Health	*Failure to increase the size of the existing waste site will create an issue with disposing of waste.*	***4 / 4 Extreme***	*Seek to increase the size and footprint of the existing waste site.*
Service Interruption	*N/A*	*N/A*	
Compliance	*N/A*	*N/A*	
Reputational	*N/A*	*N/A*	
Property	*N/A*	*N/A*	
Environment	*N/A*	*N/A*	
Fraud	*N/A*	*N/A*	

Consultation*:*	Department of Planning, Lands and Heritage. Department of Water, Environment and Rivers.
Voting requirement:	Simple Majority
Officer's Recommendation*:*	*That Council support a submission to the Minister of Lands to expand the current rubbish tip reserve to include a portion of unallocated crown land.*

Council Resolution No: 09062024			
MOVED:	CR H. MCTAGGART	SECONDED:	CR R. HOSEASON-SMITH

That Council support a submission to the Minister of Lands to expand the current rubbish tip reserve to include a portion of unallocated crown land.

FOR: **CR J CAUNT**
CR H MCTAGGART
CR A MCKEOUGH
CR R HOSEASON-SMITH
CR B WALKER
CR P WINDIE (VIA PHONE)
CR W BASTON (VIA ZOOM)

AGAINST: **CR**

F/A: 7/0

14. ELECTED MEMBERS REPORTS

14.1 Cr J Caunt – Nil
14.2 Cr H McTaggart – Attended WALGA Zone and RRG Meeting 21st June 2024
14.3 Cr B Walker – Nil
14.4 Cr W Baston – Nil
14.5 Cr R Hoseason-Smith – Nil
14.6 Cr P Windie – Nil
14.7 Cr A McKeough – Attended Astro Tourism Training

15. OUTSTANDING COUNCIL MEETING RESOLUTIONS

Resolution Nº	Subject	Status	Open / Close	Responsible Officer
			Close	

16. STATUS OF SHIRE PROJECTS

As per ***Appendix 7***

17. MEETING CLOSURE

The Shire President closed the meeting at 11.49am.

To be confirmed at the Ordinary Meeting on the 24th July 2024.

Signed………………………………………………………………………………………………

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