



MINUTES

22nd of May 2024

ORDINARY COUNCIL MEETING

Held at Mount Augustus Tourist Park commencing at 10.30am

DISCLAIMER

Disclaimer

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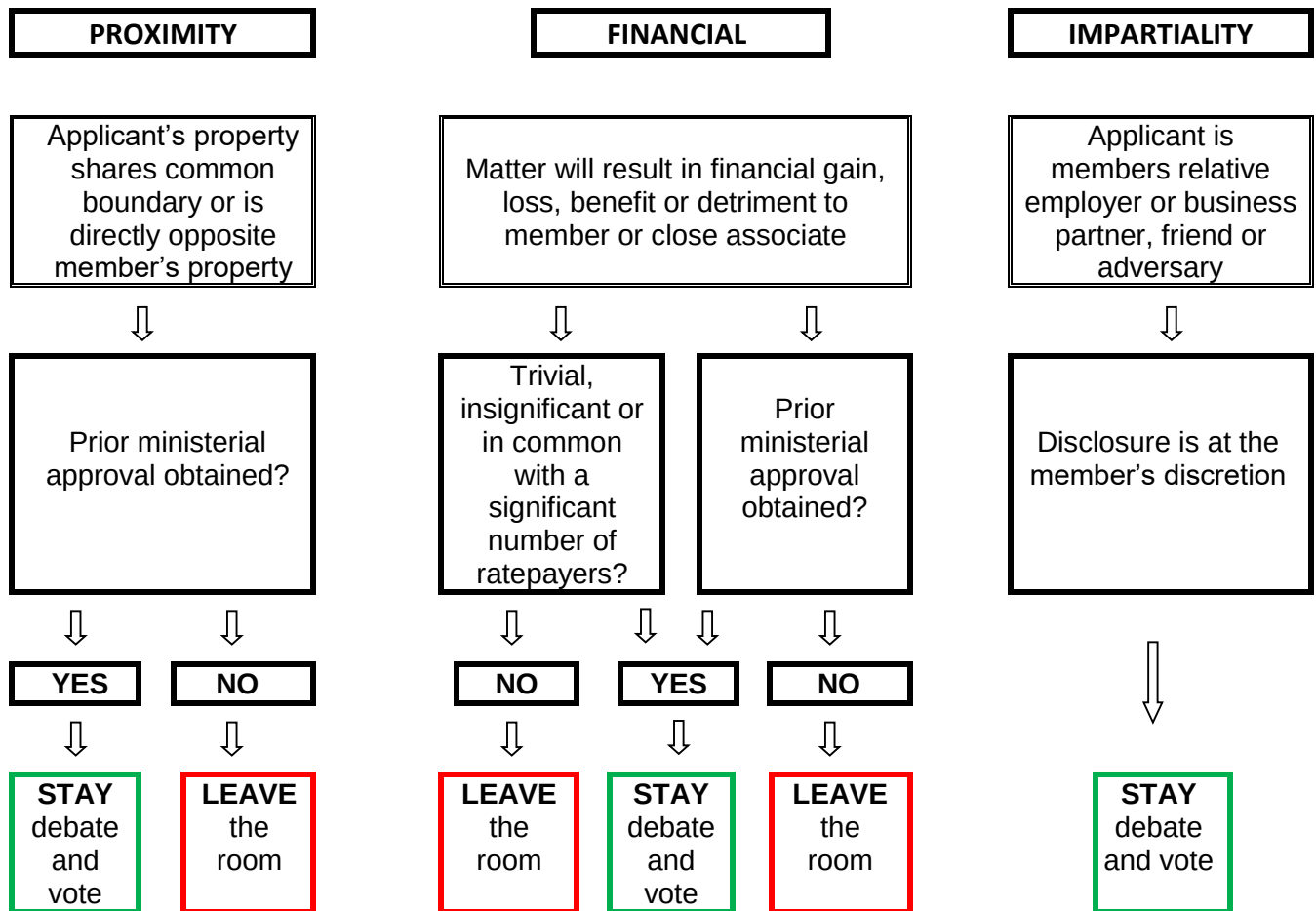
Please note this agenda contains recommendations which have not yet been adopted by Council.

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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.

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**SHIRE OF UPPER GASCOYNE
AGENDA FOR THE ORDINARY MEETING OF COUNCIL HELD AT THE MOUNT AUGUSTUS
TOURIST PARK ON THE 22nd of MAY 2024 COMMENCING AT 10.30AM**

1. DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS

The Shire President welcomed those present and declared the meeting open at 10:42am

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 (Via Zoom)
Cr R. Hoseason-Smith	Councillor
Cr P. Windie	Councillor
Cr A. McKeough	Councillor
Cr W. Baston	Councillor (Via Zoom)

Staff

John McCleary JP	Chief Executive Officer
Andrea Pears	Manager of Finance and Corporate Services (Via Zoom)
Cherie Walker	Senior Corporate Services Officer

Visitors

Joshua Kirk	Greenfield Technical Services
Therese Morris	DBCA – District Manager

2.2 Absentees

Jarrod Walker	Manager of Works and Services
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2.3 Leave of Absence previously approved

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

- Greenfield Technical Services
- DBCA

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 27th of March 2024.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Council Resolution No: 01052024			
MOVED:	CR: H MCTAGGART	SECONDED:	CR: A MCKEOUGH
That the Unconfirmed Minutes from the Ordinary Meeting of Council held on the 24th of April 2024 be confirmed as a true and correct record of proceedings, subject to include in 10.6 resolution; <i>1. Instruct the CEO to write to all rate payers advising of the proposed amended rating methodology for the 2025/2026 Financial year and invite submissions to be received no later than end of July 2024;</i> <i>2. Instruct the CEO to prepare a Council agenda item advising the outcome of the submissions received through the consultation period and seek Council's endorsement of the rating methodology for the 2025/ 2026 Financial year.</i> FOR: CR J CAUNT CR H MCTAGGART CR A MCKEOUGH CR R HOSEASON-SMITH CR P WINDIE CR B WALKER (VIA ZOOM) CR W BASTON (VIA ZOOM) F/A: 7/0 AGAINST: CR			

10. REPORTS OF OFFICERS

Council Resolution No: 02052024			
MOVED:	CR: R HOSEASON-SMITH	SECONDED:	CR: H MCTAGGART
That Council receive the Manager of Finance and Corporate Services and the Chief Executive Officer reports as read. FOR: CR J CAUNT CR H MCTAGGART CR A MCKEOUGH CR R HOSEASON-SMITH CR P WINDIE CR B WALKER (VIA ZOOM) CR W BASTON (VIA ZOOM) AGAINST: CR F/A: 7/0			

10.1 Manager of Finance and Corporate Services Report

It has been an extremely busy month as, not only have we been hands on with Tidy Towns lead up and hosting the event, we still have had to keep the office operating. Thanks to the teams efforts they have met this challenge though some are feeling somewhat jaded as it has been a massive effort.

Tidy Towns Awards was a wonderful success resulting in the fruition of many months of planning by our Tourism and Community Development Officer Ainsley and the hands on team effort provided by staff, councillors and volunteers. It is fair to say that without their support the event would not have been the success it was and all should be fully commended for their efforts.

During May the team will be focusing on finalising the interim audit, reviewing insurance schedules and policies for 2024/2025, providing feedback commentary on the Regulation 17 and Financial Services Management Review which is due to be presented to council in the near future.

So all in all, even though we are back to the norm, our small team still packs a punch and keeps the cogs oiled and working efficiently and efficiently.



Community Resource Centre Update

Author – Ainsley Hardie, Tourism & Community Development Officer

April always seems short especially when you add in the public holidays of ANZAC Day and Easter. At the CRC we have crammed in a lot to these four weeks with events, reorganising and preparing. Easter saw the start of visitor season and we have been welcoming international, interstate and

intrastate visitors to the centre and region. Fly nets have been the accessory desired most. Welcome rain fell at the start of the month but it was pleasing to see less phone calls about road conditions due to being more aware of the online road report. This rain saw the postponement of planned pastoralist sundowner events and our youth group activities. With preparations underway for Tidy Towns the relaunch of walking tours this season has been delayed.

ANZAC Day saw 74 people attend the service which again started with a march down Gregory Street with the 10th Western Australian Lighthorse Organisation and the Carnarvon Horseman's Club. Thank you to Shire President Cr Caunt and Cr Walker for contributing to the service.

Brooke has been making herself at home in the CRC and has moved around some furniture making the space feel light and bright. We have more plans to better use this community and working space moving forward. Our library system will become fully automated in May moving away from the previous spreadsheet version. This has been quite the process but we are happy to launch this program.

May 15 will see the start of monthly physiotherapy clinics in Gascoyne Junction in conjunction with the monthly nursing visit. Thanks to funding through WACHS this will also be a free service for residents of the Upper Gascoyne. Our GP Clinics continue to be well patronised. A flu vaccine clinic was held with the May clinic with over 20 community members immunised. Shire staff have still assisted with five RFDS call outs during April for community members.

The Upper Gascoyne Tourism Capability Program is underway with DTM visiting the Upper Gascoyne in early April for onsite visits. Over the five days we were able to visit all participating stations. This mentoring will continue until the end of September.

Gascoyne Junction has again been recognised as a finalist in the 7News Perth Tourism Towns Awards. With a portion of the final result contributed to by public vote we will struggle to take out this title, however the industry benchmarks that need to be responded to and the standard required to become a finalists is a testament to the work that the Shire is undertaking, and the service provided by our tourism stakeholders. Being a finalist is an accolade in itself. Winners will be announced at the Tourism WA conference being held in Mandurah in June.

The National Tidy Towns Awards are done and dusted, and what an incredible effort by my colleagues at the Shire, but also our extended community. To the volunteers from our community groups that assisted with busy bees and at events, to the team at the Junction Pub for taking on additional guests and catering, Carey Downs Catering, Councillors for walking tours, the McTaggarts for a station visit, this event really took a village or our Shire community. The success of this event is a testament to why we were awarded the National Title to start with. The feedback from guests has been so positive and the program that we offered is to be used as a guideline for future National Tidy Town Awards. Well done to all.



CUSTOMER SERVICES & ENQUIRIES		2023.2024 TOTAL	2022.2023 TOTAL	YTD DIFF	Apr-24	Apr-23	APR DIFF
Admin Support	Faxes	1	0	1	0	0	0
	Photocopying/Printing/Scanning/Emailing	19	25	-6	3	0	3
	Laminating/Binding	0	1	-1	0	0	0
	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	39	30	9	4	3	1
	Computer/Internet Access	35	34	1	0	0	0
	Community Education Events	1	2	-1	0	0	0
	Community Social Events	19	16	3	1	4	-3
	Community Economic Seminars	2	1	1	1	0	1
	Department of Human Services	13	16	-3	2	0	2
	Government Access Point	42	37	5	2	2	0
	Use of Paid WIFI Services	3	3	0	0	0	0
	Use of FREE WIFI Hub	37	27	10	0	0	0
Tourism	Road Condition Requests	475	830	-355	29	46	-17
	General Tourism Information	1289	1036	253	108	95	13
	Book Sales	17	29	-12	3	3	0
	CRC Merchandise Sales	231	308	-77	27	23	4
	Walking Tours	68	70	-2	1	5	-4
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	1	-1
	RFDS Support	29	11	18	5	1	4
	Medical Clinic Visits	85	82	3	7	6	1
Agencies	Library	97	93	4	8	7	1
	Postage Sales	100	94	6	7	8	-1
	Postage Collection	68	68	0	63	40	23
	Department of Transport	43	34	9	4	2	2
	Horizon Power	87	68	19	11	4	7
Total Customer Service Enquiries		2811	2924	-113	286	250	36

Printed at: 10/05/24

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SHIRE OF UPPER GASCOYNE

General Ledger Detail Trial Balance

(frmGLTrialBalance)

Options : Year 23/24,From Month 10,To Month 10,By Responsible Officer (CRC INCOME CRC INCOME ACCOUNTS - MONTHLY REPORTING)

RespOf	Account	Description	Opening Bal	Movement	Balance
Division	GEN				
CRC INC	10841310	Commission Centrelink : CRC	-6,537.49	-741.60	-7,279.09
CRC INC	10841330	Transport Commission: CRC	-1,207.82	-78.78	-1,286.60
CRC INC	10841340	Postal Agency Commission: CRC	-6,021.17	-666.67	-6,687.84
CRC INC	10841350	CRC Room Hire Income	-109.10	0.00	-109.10
CRC INC	10841360	Income from Events Held	-20,113.70	-806.30	-20,920.00
CRC INC	10841380	Postal Agency Sales	-773.35	-46.72	-820.07
CRC INC	10841390	Sales: Books/Maps/Souvenirs/Sundries	-698.34	-231.53	-929.87
CRC INC	10841500	Grant: CRC Operating	-48,000.00	0.00	-48,000.00
CRC INC	10842590	Community Fund Monies Held in Trust Transferred to CRC	-462.26	0.00	-462.26
CRC INC	10842600	CRC Income Misc.	-8,408.90	5,201.73	-3,207.17
CRC INC	10842610	CRC Merchandise Sales	-4,751.30	-650.29	-5,401.59
Total	CRC INCOME		-97,083.43	1,979.84	-95,103.59
Total for division GEN			-97,083.43	1,979.84	-95,103.59
Grand Total			-97,083.43	1,979.84	-95,103.59

10.2 Manager of Works and Services Report

Thank you to all of the staff, community members and Councillors that helped make the Tidy Towns Awards such a great success. A special shout out to Ainsley, Cherie and Billie for the massive effort they put in during the week leading up to the event, during the event and afterwards. I think it's fair to say that we pulled off a great event, gone above and beyond and are all glad it is over.

Much of the town crew's efforts during May were focussed on preparing for the Tidy Towns awards. Sean has been busy working on the town water project including a trip to Denham to see firsthand how the RO plant operates and get an understanding of the true operational involvement required.

Repair work has begun on the newly acquired house on Hatch Street to bring it up to standard and add to the staff housing portfolio. The new 3x2 house also on Hatch Street is receiving new paths, driveway and verandas over the next few weeks also. We are currently working on procuring a contractor to complete the landscaping and garden works for both.

Parts of the shire office will be out of action this week as we remove the remaining asbestos and divide the CEO office in two. This will provide a new office for the works admin role.

We are working closely with Hastings to address the damaged sections of road on Ullawarra Road. We are hoping Hastings will provide the necessary funds to complete the repairs as we believe the damage is a direct result of them accessing Yangibana with heavy vehicles and not taking appropriate action back in August to repair the issue then. I will also be working with Delta on a similar issue on a small section of Cobra Dairy Creek road.

Our maintenance graders have been making the most of the wetter weather on Ullawarra and Landor Mount Augustus road. Ray Hoseason has jumped in Thomas' grader while he is off work to assist us. He will join Ian on Landor Mount Augustus road heading south after completing Lyndon Minnie Creek roads and patch grading across to the mount.

The works crew have completed our final RRG project on Cobra Mount Augustus. This included resheeting several worn sections and replacing the Mt Augustus/Cobra boundary grid. The crew will now move onto reheating work on the Landor Mt Augustus road which round out all of our projects for 2023/24 financial year.



Sadly, Ian Golding has tendered his resignation and taken employment in his home town Geraldton. Ian indicated his intentions to resign last year but to his credit has stayed on while both Thomas Fletcher and I have been out of action. This shows his dedication to the shire and region. Ian has been an extremely loyal, professional and versatile employee of the Upper Gascoyne Shire. He will be sorely missed and I wish him and Christine all of the best in the future.

10.3 Chief Executive Officers Report

This has been quite a short month in respect to getting work on the ground as we have been extremely busy with the Australian Tidy Towns Awards. The planning that went into this event has been immense with a multitude of moving parts taking hundreds of man hours to ensure all of the pieces came together over the four days. I am pleased to advise that this event has now become the bench mark for all other hosting Towns with the Tidy Towns executive blown away with our efforts. All of our staff, volunteers, contractors and community members are to be congratulated on their hard work that made this event such a seamless and welcoming experience.

We now have on my desk the Financial Management Review and Regulation 17 draft reviews. We need to analysis this report and make comments as to various issues raised. We should be in position to present this Council at the June OMC.

I have been away from the office from the 14th of May until the 20th of May 2024 attending to various family commitments. Thanks go out to Jarrod and Andrea for keeping the Ship floating.

I have reviewed the State Budget and overall there is not much in it for Local Government. We will see an increase in RRG funding due to the State receiving more revenue from Car Registrations and not an increase in the percentage. The Emergency Services Levy that the Shire collect on behalf of Government will increase 5% without any material expenditure in the Emergency Services area. Both Water and Power will increase approximately 2.5%. At the time of writing this report I am still waiting

for the Federal Budget to be released. I am not expecting any major announcements. It will be interesting to see if R2R program gets an increase given that the LRCI program has been axed.

I can report that the results from my recent PET scan were once again all clear. The Oncologist advises if the next PET scan scheduled for November is clear I will be discharged, effectively meaning that I am cured. Once again I thank Council and Staff for their continued support.

Unfortunately I have to advise that Ian Golding has resigned after four years of service. Ian has been a great asset to the Shire and we wish him well in his future endeavors. We will go to the market and see if we can find a replacement, but given the current climate this will be difficult.

I have sent out a letter to all our Pastoral Property owners advising them of Council's intent to change the rating methodology seeking their comments.

Sean went to Shark Bay and met up with guys from Water Corp to find out more about the water treatment plants. It is recommended that we stay with a Reverse Osmosis Plant rather than the other alternative as the RO plants are easier to maintain and not so specialized.

10.4 ACCOUNTS & STATEMENTS OF ACCOUNTS	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	Andrea Pears
Date:	8 May 2024
Matters for Consideration:	To receive the List of Accounts Due & Submitted to Ordinary Council Meeting on Wednesday the 22nd of May 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 April 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:		Nil			
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	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation

Consultation:	Nil												
Voting requirement:	Simple Majority												
Officer's Recommendation:	<i>That Council endorse the payments for the period 1st of April 2024 to the 30th of April 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 30th of April 2024.</i> <table><tr><td>Municipal Fund Bank EFTs</td><td>\$ 555,113.18</td></tr><tr><td>Cheque</td><td>\$ 0.00</td></tr><tr><td>Payroll</td><td>\$ 88,686.23</td></tr><tr><td>BPAY/Direct Debit</td><td>\$ 20,914.51</td></tr><tr><td>TOTAL</td><td>\$ 664,713.92</td></tr></table>			Municipal Fund Bank EFTs	\$ 555,113.18	Cheque	\$ 0.00	Payroll	\$ 88,686.23	BPAY/Direct Debit	\$ 20,914.51	TOTAL	\$ 664,713.92
Municipal Fund Bank EFTs	\$ 555,113.18												
Cheque	\$ 0.00												
Payroll	\$ 88,686.23												
BPAY/Direct Debit	\$ 20,914.51												
TOTAL	\$ 664,713.92												
Council Resolution No: 03052024													
MOVED:	CR: W BASTON	SECONED:	CR: R HOSEASON-SMITH										
That Council endorse the payments for the period 1st of April 2024 to the 30th of April 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 30th of April 2024. <table><tr><td>Municipal Fund Bank EFTs</td><td>\$ 555,113.18</td></tr><tr><td>Cheque</td><td>\$ 0.00</td></tr><tr><td>Payroll</td><td>\$ 88,686.23</td></tr><tr><td>BPAY/Direct Debit</td><td>\$ 20,914.51</td></tr><tr><td>TOTAL</td><td>\$ 664,713.92</td></tr></table>				Municipal Fund Bank EFTs	\$ 555,113.18	Cheque	\$ 0.00	Payroll	\$ 88,686.23	BPAY/Direct Debit	\$ 20,914.51	TOTAL	\$ 664,713.92
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TOTAL	\$ 664,713.92												
FOR: CR J CAUNT CR H MCTAGGART CR A MCKEOUGH CR R HOSEASON-SMITH CR P WINDIE CR B WALKER (VIA ZOOM) CR W BASTON (VIA ZOOM)		AGAINST: CR											
F/A: 7/0													

10.5 MONTHLY FINANCIAL STATEMENT	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	None
Author:	Andrea Pears
Date:	8 May 2024
Matters for Consideration:	The Statement of Financial Activity for the period of April 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 April 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	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:		That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period of April 2024.			
Council Resolution No: 04052024					
MOVED:	CR: A MCKEOUGH		SECONDED:	CR: P WINDIE	
That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period of April 2024. FOR: CR J CAUNT					

10.6 REMEDIAL WORKS ULLAWARRA ROAD

APPLICANT:	Shire of Upper Gascoyne
DISCLOSURE OF INTEREST:	Nil
AUTHOR:	Jarrold Walker – Works Manager
DATE:	10 May 2024
Matters for Consideration:	
That Council authorise the CEO to utilise WALGA's Preferred Supplier Program and seek one quote for the immediate procurement of THEM to perform remedial works on the Ullawarra road.	
Background:	
During August 2023, sections of the Ullawarra road suffered minor damage during a haulage campaign by Hastings Tech Metals. Hastings had agreed at the time to maintain the entire length of Ullawarra Road while they were utilizing it to access their mine with heavy vehicles. Greenfields conducted monthly road condition reports from August to November 2023, these reports were provided to the shire and Hastings. The monthly reports indicated that the sections in question were worsening over time. Multiple requests were made to Hastings to rectify the issues from August through to April 2024. Advice on how to repair the sections with maximum efficiency was also offered. This advice and requests were not acted upon. As a result these sections of road have deteriorated to such a state that remedial works are required immediately to ensure the safety of all road users and prevent closure of the road. The CEO and Works Manager have contacted Hastings and requested that they take responsibility for the cost of remedial works. Hastings have confirmed verbally that they are prepared to work with the Shire to ensure the road is repaired at their cost. The Works Manager inspected the road again on April 2024 and identified the worst affected areas. After advising Hastings it was agreed to source a quote from THEM Earthmoving to remediate the repairs.	
Comments:	
As we are coming into peak tourist season and potentially close to reaching a Road Use Agreement with Hastings, it is imperative that the repairs are conducted as soon as possible to reduce the liability risk to the shire. The estimated repair costs is well in excess of \$250,000. As per our purchasing policy this would require us to conduct a public tender process or use the WALGA preferred supplier undertaking. Conducting a public tender is extremely time consuming and may take up to 8 weeks to complete the procurement process. Utilising the WALGA preferred supplier portal we could potentially engage a contractor within a 10 days. THEM are currently finishing off flood damage works within the shire and are working within close proximity to Ullawarra road, this would therefore minimise mobilisation costs and present cost savings. Hastings currently have an existing road use agreement.	

Amount of consideration (excluding GST)	Minimum requirement by authorising officer (subject to conditions below) prior to purchase
Up to \$9,999	No quotes required, purchasing officer to be satisfied that the price is fair and reasonable.
\$10,000 - \$19,999	Seek one quotation – either written or verbal.
\$20,000 - \$49,999	Seek two quotations, one written.
\$50,000 - \$149,999	Seek three quotations, two written.
\$150,000 - \$249,999	Seek three written quotations or use WALGA's E' Quote Portal.
\$250,000 and over	Conduct a public tender process or use the WALGA preferred supplier undertaking.

Statutory Environment:

Local Government Act 1995
Local Government (Functions & General) Regulations 1996

Policy Implications:

Nil

Financial Implications:

Nil- Hastings to provide funding to Shire of Upper Gascoyne prior purchase order provided to contractor.

Strategic Implications:

Nil

Consultation:

Nil

Officer's Recommendation:

Voting requirement: Simple Majority

That once funding is secured from Hastings, Council authorise the CEO to conduct an Equote through the WALGA Preferred Supplier portal and appoint THEM Earthmoving to carry out remedial works on Ullawarra road up to the value of **\$400,000**.

Council Resolution No: 05052024

MOVED:	CR H MCTAGGART	SECONDED:	CR R HOSEASON-SMITH
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That once funding is secured from Hastings, Council authorise the CEO to conduct an Equote through the WALGA Preferred Supplier portal and appoint THEM Earthmoving to carry out remedial works on Ullawarra road up to the value of **\$400,000.**

FOR: CR J CAUNT

AGAINST: CR

CR H MCTAGGART

CR A MCKEOUGH

CR R HOSEASON-SMITH

CR P WINDIE

CR B WALKER (VIA ZOOM)

CR W BASTON (VIA ZOOM)

F/A: 7/0

10.7 DISABILITY ACCESS AND INCLUSION PLAN	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	John McCleary – CEO
Date:	13 May 2024
Matters for Consideration:	To endorse our reviewed Disability Access and Inclusion Plan (DAIP) – Appendix 3 .
Background:	Under the Western Australian Disability Services Act 1993, Local Governments are required to develop and implement a Disability Access and Inclusion Plan, addressing seven key outcome areas relating to equal access and inclusion strategies. Other legislation underpinning access and inclusion includes the Western Australia Equal Opportunity Act (1984) and the Commonwealth Disability Discrimination Act (1992), both of which make discrimination on the basis of a person's disability unlawful. The Shire's current Disability Access and Inclusion Plan 2015/2020 requires updating and this proposed plan is set to commence from May 2024 to April 2029. The Shire's Tourism and Community Development Officer commenced community consultation in October & November 2021, seeking feedback from community members and Shire Administration staff. Consultation process highlighted the Shire's achievements and provided an opportunity for community to provide suggestions towards accessing our information, facilities and services. Total of 9 comments from Shire staff and 2 community responses were received during the consultation phase with majority relating to Outcome 2 'People with disability have the same opportunities as other people to access the building and other facilities of a public authority'. Please refer to Appendix Two for summary of community's feedback. It is the responsibility of all Shire employees, existing and new and elected members to implement and create an accessible and inclusive community for all abilities, ages and backgrounds.

Comments:		The community's feedback received during the consultation period have been documented and reflected in the new plan to improve access and inclusion within Upper Gascoyne. The Shire takes a holistic approach to increasing access and inclusion throughout the organisation and the community, therefore the process to renew the Shire's Disability Access and Inclusion Plan particularly focused on: • Access: refers to the physical access and the ability to approach and enter buildings, facilities, use of public places and information. • Inclusion: refers to social inclusion and feeling welcomed to participate in the community and being treated equally and with dignity. The plan will be achieved by coordinating, developing and implementing strategies that benefit the community as a whole and accommodating our season's tourist influx. The Shire's Disability Access and Inclusion Plan 2024-2029 will continue to fulfil the requirements of the Western Australian Disability Services Act 1993 and legislated to address seven key outcome areas. The plan will be available in alternative formats upon request, including large and standard print, in electronic format, in hard copy format and on the Shire's website. The new plan has identified Shire Administration staff responsibilities towards each outcome strategy and highlights the importance of access and inclusion considerations throughout our organisation. The Disability Services Act 1993 requires the Shire to report on the implementation of our access and inclusion plan annually. The mandatory information will be collated from staff members' to recognise their involvement to increasing access and inclusion in our community. An internal and external evaluation will occur as part of the plan's five-yearly review. It is recommended that Council endorses the new Access and Inclusion Plan 2024-2029, and outcome strategies.			
Statutory Environment:		The Disability Services Act 1993			
Policy Implications:		Nil			
Financial Implications:		Nil			
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	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,	Accept Officer Recommendation

Not meeting Statutory Compliance				Regulatory or Compliance Requirements	
Consultation:		Shire of Upper Gascoyne Disability and Inclusion Plan (DAIP) 2024-2029 Community Consultation Report – Appendix 4 .			
Voting requirement:		Simple Majority			
Officer’s Recommendation:		<i>That Council endorses the Shire of Upper Gascoyne Access and Inclusion Plan 2024 - 2029 and approves the Shire Administration to lodge the plan to the Disability Services Commission.</i>			
Council Resolution No: 06052024					
MOVED:	CR H MCTAGGART		SECONDED:	CR B WALKER	
That Council endorses the Shire of Upper Gascoyne Access and Inclusion Plan 2024 - 2029 and approves the Shire Administration to lodge the plan to the Disability Services Commission. FOR: CR J CAUNT CR H MCTAGGART CR A MCKEOUGH CR R HOSEASON-SMITH CR P WINDIE CR B WALKER (VIA ZOOM) CR W BASTON (VIA ZOOM) AGAINST: CR F/A: 7/0					

10.8 REMEDIAL WORKS COBRA DAIRY CREEK ROAD

APPLICANT:	Shire of Upper Gascoyne
DISCLOSURE OF INTEREST:	Nil
AUTHOR:	Jarrold Walker – Works Manager
DATE:	10 May 2024
Matters for Consideration:	
That Council authorise the CEO to waive purchasing policy and seek one quote for the immediate procurement of THEM to perform remedial works on the Cobra Dairy Creek road.	
Background:	
Sections of the Cobra Dairy Creek road between Yinnetharra and the Delta Lithium site has suffered damage due to the increased heavy vehicle volumes accessing the Delta site. An	

onsite inspection was conducted by the Works Manager and Delta representatives on 16th May 2024. Delta have acknowledge they have contributed to some of the damage and agreed to assist in funding the repairs. Repairs have been estimated at \$80,000 to \$100,000.

Comments:

Delta have agreed to fund a minimum of 50% of the total cost to reinstate the road to its original condition as:

- we cannot categorically prove that all of the damage was associated with Delta heavy vehicle movements
- there has not been a road condition report or monitoring regime in place
- we do not have a road use agreement in place with Delta Lithium

The estimated repair cost is up to \$100,000. Unfortunately our road crew is too busy completing RRG works to conduct repairs immediately. As per our purchasing policy we will be required to seek two separate written quotes.

In order to minimise the cost, I recommend we act immediately while there is moisture in the road surface and water in the Gascoyne River to draw from. THEM earthmoving have the required equipment close by and Delta have offered to provide meals and accommodation for the road crew. This offer for accommodation is limited to the 26th May 2024.

Seeking a second quote from another supplier will not only mean we miss the above mentioned benefits but will increase the total cost due to additional mobilisation costs.

Shire of Upper Gascoyne Purchasing Policy guideline.

Amount of consideration (excluding GST)	Minimum requirement by authorising officer (subject to conditions below) prior to purchase
Up to \$9,999	No quotes required, purchasing officer to be satisfied that the price is fair and reasonable.
\$10,000 - \$19,999	Seek one quotation – either written or verbal.
\$20,000 - \$49,999	Seek two quotations, one written.
\$50,000 - \$149,999	Seek three quotations, two written.
\$150,000 - \$249,999	Seek three written quotations or use WALGA's E' Quote Portal.
\$250,000 and over	Conduct a public tender process or use the WALGA preferred supplier undertaking.

Statutory Environment:

Local Government Act 1995

Local Government (Functions & General) Regulations 1996

Policy Implications:

Nil

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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 RATES SUBMISSION RECEIVED FOR 2024/2025 DIFFERENTIAL RATES	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	John McCleary – Chief Executive Officer
Date:	22 May 2024
Matters for Consideration:	As part of discussions held at the April Ordinary Meeting of Council (OMC), Council reviewed expenditure requirements and considered efficiency measures during budget deliberations for the 24/25 financial year, and agreed that the differential rates as approved by Council at the April 2024 OMC and advertised in May 2024 are required to meet the budget deficiency.
Background:	In preparation for the implementation of the 2024/2025 budget, a proposal to apply differential rates for the next financial year was put forward to Council, the following resolution was passed at the April OMC held on the 24th April 2024 – <i>That Council</i> 1. <i>As part of budget deliberations officers and Council will determine the budget deficiency by:</i> a. <i>Review all revenue and expenditure and then adopt the draft 24/25 Budget detailing the rate setting statement required as part of the ministerial approval process for Application for Differential Rates. Appendix 5</i> b. <i>Consider the Corporate Business Plan 2022-2032 taking into consideration the Shire's Strategic Community Plan 2023-2038, Long Term Financial Plan, Workforce Plan and Asset Management Plan.</i> c. <i>Consider the continuance of the following efficiency measures:</i> i. <i>Continuation of a 10/4 roster for the Road crews to reduce mobilisation costs.</i>

- ii. Continuation of camping out on jobs for Road crews when more than 50km from town to reduce time spent traveling to jobs and increase the time spent working on the roads.
- iii. A continued focus by officers in leveraging council resources to attract grant funding.
- iv. Continue to maintain a small Administrative staff in order to keep costs down.
- v. Monitor productivity across the organisation.
- vi. Continue to look for new ways to do things where we get an increase in productivity, cost per unit savings or more efficiency.

2. Adopt the proposed rate model and seek Ministerial approval to impose the following differential rates and minimums for 2024/2025:

Rate Category	Minimum Rates \$	Rate in \$ (cents)
GRV – GENERAL	525	11.0880
GRV-Transient Workforce Accommodation	2,200	25.0000
UV – RURAL	1,600	9.0000
UV – MINING	2,200	33.0000

3. Publicly advertise the Shire of Upper Gascoyne's intention to impose differential rates, pursuant to section 6.36(1) of the Local Government Act 1995 and invites public submission for a period of twenty one days; and
4. Adopt the Objects and Reasons for the 2024/2025 differential rates relating to GRV General, UV Rural and UV Mining as outlined in the attached [Appendix 6](#).
5. Consider any submissions in respect of imposition of differential rates as part of the 2024/2025 Budget deliberations.

FOR: CR: J. CAUNT
 CR: R. HOSEASON-SMITH
 CR: P. WINDIE
 CR: A. MCKEOUGH
 CR: H. MCTAGGART
 CR: W BASTON
 CR: B. WALKER

AGAINST: NIL

F/A: 7/0 (ABSOLUTE MAJORITY)

The proposed rates and minimums were advertised in the Midwest Times, on the Shire's website, Shire's Facebook site, locally in the Community Newsletter (Gassy Gossip) and placed in the public

	notice boards at the CRC and Shire Administration building as of Wednesday 1 st of May 2024 with submissions closing on Tuesday 21 st of May 2024.					
Comments:	During the advertised period for submissions which close at 4:30pm on Tuesday 21st of May 2024, no submission were received. Staff will continue to identify budget savings where possible as we work further into finalising the 24/25 budget.					
Statutory Environment:	Local Government Act 1995 s6.33 – Differential General Rates. Local Government Act 1995 s6.35 – Minimum Payment. Local Government Act 1995 s6.36 – Local government to give notice of certain rates Local Government (Financial Management) Regulations 1996 – Part 5, Regulation 52A Characteristics prescribed for differential general rate (as per LGA s.6.33)					
Policy Implications:	Nil					
Financial Implications:	In 2024/25 the Shire of Upper Gascoyne is budgeting to raise \$2,027,759 in rates revenue which is an increase on the prior year. This is primarily driven by an increase in the Minimums for both UV Pastoral and Mining and the UV Mining category, although it must be noted that an overall increase has been applied across all rating categories.					
Strategic Implications:	Shire of Upper Gascoyne Plan for the Future 2022 to 2032 Shire of Upper Gascoyne Strategic Resource Plan 2023 to 2038					
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	Accept Officer Recommendation

					Requirement s	
Consultation:		As mentioned earlier in the report, the proposed Differential Rates and Minimum Payments for 2024/2025 were advertised in the Midwest Times on Wednesday 1 st of May 2024. Notices were also placed in the local Community Newsletter (Gassy Gossip), the public notice board at the front of the Shire administration building, the CRC which also operates as a library, the Shire Web Site and the Shire Facebook social media site.				
Voting requirement:		Simple Majority				
Officer’s Recommendation:		<i>That Council: Instruct the CEO to proceed with seeking Ministerial approval for the advertised differential rates and minimum payments for the Unimproved Value (U.V) categories under Section 6.33 of the Local Government Act 1995.</i>				
Council Resolution No: 08052022						
MOVED:	CR H MCTAGGART			SECONDED:	CR B WALKER	
That Council: Instruct the CEO to proceed with seeking Ministerial approval for the advertised differential rates and minimum payments for the Unimproved Value (U.V) categories under Section 6.33 of the Local Government Act 1995. FOR: CR J CAUNT CR H MCTAGGART CR A MCKEOUGH CR R HOSEASON-SMITH CR P WINDIE CR B WALKER (VIA ZOOM) CR W BASTON (VIA ZOOM) F/A: 7/0 AGAINST: CR						

14. ELECTED MEMBERS REPORTS

- 14.1 Cr J Caunt – Attended ANZAC Day and Aus Tidy Towns
- 14.2 Cr H McTaggart – Aus Tidy Towns
- 14.3 Cr B Walker – Attended ANZAC Day and Aus Tidy Towns
- 14.4 Cr W Baston – Nil
- 14.5 Cr R Hoseason-Smith – Aus Tidy Towns
- 14.6 Cr P Windie – Aus Tidy Towns
- 14.7 Cr A McKeough – Aus Tidy Towns

15. OUTSTANDING COUNCIL MEETING RESOLUTIONS

Resolution N°	Subject	Status	Open / Close	Responsible Officer
			Close	Consultant

16. STATUS OF SHIRE PROJECTS

As per [Appendix 7](#)

17. MEETING CLOSURE

The Shire President closed the meeting at 12.00pm.

To be confirmed at the Ordinary Meeting on the 26th June 2024. Signed..... Presiding member at the meeting at which time the minutes were confirmed.
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