



# MINUTES

23<sup>rd</sup> of November 2022

## ORDINARY COUNCIL MEETING

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

### DISCLAIMER

#### Disclaimer

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

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

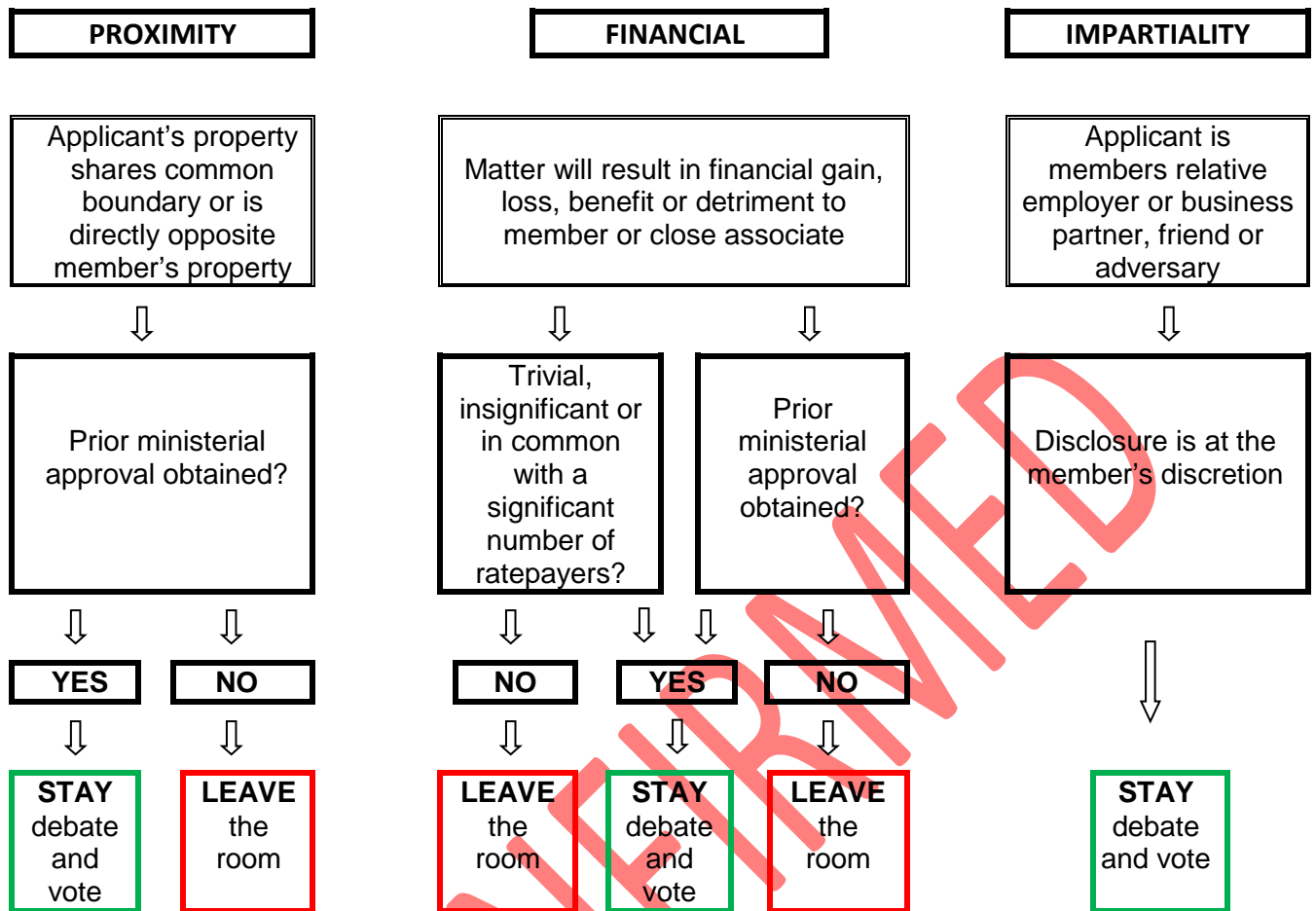
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John McCleary, JP  
CHIEF EXECUTIVE OFFICER

## \* Declaring an Interest



### Local Government Act 1995 - Extract

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

- (1) A member who has an interest in any matter to be discussed at a council or committee meeting that will be attended by the member must disclose the nature of the interest: (Penalties apply).
- (2) It is a defense to a prosecution under this section if the member proves that he or she did not know:
  - (a) that he or she had an interest in the matter; or
  - (b) that the matter in which he or she had an interest would be discussed at the meeting.
- (3) This section does not apply to a person who is a member of a committee referred to in section 5.9(2)(f).

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

- (1) In this section: 'employee' includes a person who, under a contract for services with the local government, provides advice or a report on a matter.
- (2) An employee who has an interest in any matter in respect of which the employee is providing advice or a report directly to the council or a committee must disclose the nature of the interest when giving the advice or report.
- (3) An employee who discloses an interest under this section must, if required to do so by the council or committee, as the case may be, disclose the extent of the interest. (Penalties apply).

#### 5.71 - Employees to disclose interests relating to delegated functions.

- If, under Division 4, an employee has been delegated a power or duty relating to a matter and the employee has an interest in the matter, the employee must not exercise the power or discharge the duty and:
- (a) in the case of the CEO, must disclose to the mayor or president the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter; and
  - (b) in the case of any other employee, must disclose to the CEO the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter. (Penalties apply).

### 'Local Government (Administration) Regulations 1996 - Extract

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

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



**SHIRE OF UPPER GASCOYNE**  
**AGENDA FOR THE ORDINARY MEETING OF COUNCIL HELD AT THE SHIRES ADMINISTRATION**  
**BUILDING SITUATED AT GASCOYNE JUNCTION ON THE 23<sup>rd</sup> of NOVEMBER 2022 COMMENCING**  
**AT 10.00 AM**

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**SHIRE OF UPPER GASCOYNE  
AGENDA FOR THE ORDINARY MEETING OF COUNCIL HELD AT THE SHIRES  
ADMINISTRATION BUILDING SITUATED AT GASCOYNE JUNCTION ON THE 23<sup>rd</sup> OF NOVEMBER  
2022 COMMENCING AT 10.00 AM**

**1. DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS**

The President welcomed those present and declared the meeting open at 10:25am

**2. ATTENDANCE, APOLOGIES AND APPROVED LEAVE OF ABSENCE**

**2.1 Councillors**

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

**Staff**

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

**Visitors**

Hayden Andrews	Greenfield Technical Services
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**2.2 Absentees**

**2.3 Leave of Absence previously approved**

Cr D. Hammarquist  
Cr A. McKeough

**3. APPLICATION FOR LEAVE OF ABSENCE**

**MOVED: CR: B. WALKER**

**SECONDED: CR: G. WATTERS**

That Councillor H. McTaggart be granted leave of absence for the December 2022 Ordinary Meeting of Council.

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

**AGAINST:**

**F/A – 5/0**

**4. PUBLIC QUESTION TIME**

**4.1 Questions on Notice**

Nil

**4.2 Questions without Notice**

Nil

**5. DISCLOSURE OF INTEREST**

John McCleary – CEO

**6. PETITIONS/DEPUTATIONS/PRESENTATIONS**

**6.1 Greenfield Technical Services**

**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 26<sup>th</sup> of October 2022.**

**OFFICER RECOMMENDATION / COUNCIL RESOLUTION**

Council Resolution No: 01112022			
<b>MOVED:</b>	<b>CR: H. MCTAGGART</b>	<b>SECONDED:</b>	<b>CR: R. HOSEASON-SMITH</b>
<p>That the Unconfirmed Minutes from the Ordinary Meeting of Council held on the 26<sup>th</sup> of October 2022 be confirmed as a true and correct record of proceedings.</p> <p><b>FOR:</b> CR J. CAUNT CR B. WALKER CR G. WATTERS CR R. HOSEASON-SMITH CR A. MCTAGGART</p> <p><b>AGAINST: CR</b></p> <p><b>F/A: 5/0</b></p>			

## 10. REPORTS OF OFFICERS

Council Resolution No: 02112022			
<b>MOVED:</b>	<b>CR: H. MCTAGGART</b>	<b>SECONDED:</b>	<b>CR: B. WALKER</b>
That Council receive the Manager of Finance and Corporate Services, the Manager of Works & Services and the Chief Executive Officer reports as read.			
<b>FOR:</b> CR J. CAUNT CR B. WALKER CR G. WATTERS CR R. HOSEASON-SMITH CR A. MCTAGGART		<b>AGAINST:</b> CR	
<b>F/A: 5/0</b>			

### 10.1 Manager of Finance and Corporate Services Report

The Corporate team headed into November feeling absolutely spent given the mammoth effort made by staff the month before delivering on various Community events and the IPR Workshop.

The Community Engagement Workshop was well attended with up to 20 members of our community onsite to participate. As I write this report, we wait for a draft copy of our integrated plans to be presented by Moore Australia. This will be provided to Council prior to the finalisation of our IPR process for review and then subsequent adoption. We aim to have the suite of our plans adopted by the end of this calendar year.

Last month I advised Council that we were hoping to finalise the 2021/22 Audit in November, this is still our goal as I received confirmation from William Buck that our Exit Meeting with the OAG is still tracking on schedule for the day of the November OMC. We anticipate the Annual Financial Statements (AFS) to be signed off by the OAG after the Exit Meeting is conducted, ready to be presented with the Annual Report to Council at the December OMC.

At last month's Council meeting I had mentioned in my report that we were getting ready for the official opening of our Two Rivers Memorial Park, which was held on the 29<sup>th</sup> October. The lead up to the event and then the subsequent delivery on the day (and well into the night) was a massive task for staff to execute, and I am beyond proud of the huge effort that was made on their part to roll it out! To all the staff involved in ensuring this community event went off without a hitch, I say THANK YOU!!

The overall feedback received from those who attended was positive and of great appreciation – everyone enjoyed the night, the venue received rave reviews and the efforts made by staff on the delivery of such a large scale event did not go unnoticed! I would like to give my team a special shout out to recognise all the amazing work they did in making sure this event was a great success!!



### Community Resource Centre Update

Author – Ainsley Hardie, Tourism & Community Development Officer

October was the month of events at the CRC. First event for the month was Fun Run for Mental Health Week on October 13, where locals completed either a 2km or 5km fun run around the Junction followed by a sausage sizzle. As part of this grant we also received new flooring for the gym. We are now seeking grants and discussing opportunities to upgrade the gym equipment to create a community space to come together and work on both physical and mental fitness.



The Community Resource Centre celebrated its 10<sup>th</sup> Birthday looking after the Gascoyne Junction community on October 19. A community lunch was held at the CRC and of course a cake to celebrate were in order.

October 25<sup>th</sup> & 26<sup>th</sup> saw the first of three First Aid Courses held for the community in Gascoyne Junction. 12 participants undertook training over two days at the Pavilion. The other two courses were postponed until December.

The opening of the Two Rivers Memorial Park on Saturday October 29 was a highlight for staff after months of planning and preparation, and it was wonderful to watch everyone enjoy the new public space. We reached out for community feedback on the event. The Two Rivers Memorial Park facility was applauded and attendees are looking to more events being held here. Lighting was an area that respondents believed could be enhanced at the facility but overall a great night was held. Staff have also undertaken a review of the event and have made notes for future events.

Billie, Cherie and Sa also hosted a Halloween Movie afternoon on Sunday October 30 for the local community. The event was well attended in the CRC. A Design a Bike Helmet Competition was held leading up to the event with the winners announced and receiving a bike and helmet donated by Real Futures under a program in conjunction with Roadwise Carnarvon.



It was wonderful to hear of our nominations for the Tidy Towns Awards. The General Appearance category was for the town in general but a real focus on our new oasis at the Two Rivers Memorial Park. The Environment and Sustainability Award reflects the water conservation efforts both in putting forward the bore proposal, but also the new reticulation for the oval and Two Rivers Memorial Park.

The Community Spirit reflects the efforts of the Junction Netball Team and the way that the team created a sense of community not only amongst the players, but in their cheer and support crowd back in the Junction each week. The Young Leaders award acknowledges the role of Dustin and Bridie Walker and Barney and Hazel McTaggart and the way they participate in the community.

School leadership, hosting the community Remembrance Day celebrations, participating in sports, writing for the Gassy Gossip and showing entrepreneurial skills was also taken into account.

The Containers for Change Award recognises the efforts of the Gascoyne Junction Remote Community School in bringing recycling to the forefront of minds and making a difference. The number of categories also see us also in consideration for the overall State Winner. I look forward to representing the Upper Gascoyne along with John McCleary and Cr Caunt in late November at the awards luncheon in Perth.

### **GP Clinic**

Our second GP Clinic occurred on Wednesday November 2 and was again well attended. Like anything new there are few small things to keep working on to deliver the best service possible to the Upper Gascoyne but we are working together with WACHS to achieve this. The next clinic will be held on Wednesday December 7. Both online and radio interviews were held with ABC Pilbara sharing the return of a GP Clinic to Gascoyne Junction in early November. I received feedback from someone in Kalgoorlie who had heard the interview on radio there.

### **Tourism**

Billie and I attended the Perth 4WD Show representing the Shire of Upper Gascoyne promoting our Wander Outback campaign from Friday November 4 to Sunday November 6. Over the three days we spoke to around 850 people and shared 1000 of our Wander Outback brochures. We also had a 10 minute window on stage each afternoon to share our Wander Outback video, to invite them on a wander outback and answer questions.

The recurring questions were of course, driving on our roads, why is Mt Augustus closed and where can we leave our dogs when visiting the National Parks. A number of visitors to the stand had previously visited the region and wanted to share their memories which was well received by our next visitors who were planning at trip in 2023. They loved having us on hand to answer questions.

We then had another group of people who had the area on their bucket list, and were glad to discover more learn that it is more accessible than they think. The final group had no previous knowledge of the area and were keen to know more.

Our displays were well received not only by patrons to the event but also from other exhibitors.



In late October I was advised that I had successfully been nominated to the board of Australia's Golden Outback as the Gascoyne Murchison representative and attended my first meeting in Esperance on November 7 and 8. At this meeting it was announced that Gascoyne Junction will be hosting the August board meeting in 2023, a fantastic opportunity to showcase our region and natural attractions. We have already reserved all rooms in Gascoyne Junction for the event and are working with local operators to showcase both of our National Parks during the Board's stay.



In October I spent 2.5 days with the Chairman of the Board and the CEO of Australia's Golden Outback discussing tourism in our Shire, showcasing Kennedy Range and the Loop Track, Mount Augustus and Pingandy Road and also the developments in Gascoyne Junction itself.

On October 30 and 31, I hosted Russell from the Storytowns Podcast, to record audio for our Gascoyne Junction story that will be ready in early 2023. This project was co funded by Midwest Gascoyne RDA and will create a trail of podcast across 14 towns across the Gascoyne and Midwest including Murchison and Meekatharra.

The Midwest Gascoyne Regional Development Australia Board also visited Gascoyne Junction on November 10 as part of a week-long visit through the region. The board members met in the Chambers and I was asked to present to them the same presentation I had delivered in July at the AGO Board Meeting. We discussed tourism development and also what is important to the Upper Gascoyne as a community in regional Australia, discussing infrastructure projects, the importance of housing, water, telecommunications and road networks. The board enjoyed a tour of town with a focus on the Waterhole.

By the time of the meeting, I will have hosted the TV Show Caravan and Camping across the Shire for four days to film a series of TV stories to go to air in February and March 2023, with a focus on Gascoyne Junction, the Kennedy Loop Track and both Mount Augustus and Kennedy Range National Park. This also includes the production of TV Commercials to be ready to go to air in the 2<sup>nd</sup> and 3<sup>rd</sup> quarters of 2023 and a social media campaign. These campaigns will be backed by a Gascoyne Murchison focused marketing campaign by the AGO in February and March and a presence at the Perth Caravan and Camping Show in late March.

### **Community Resource Centre – Monthly Income Report – October 2022**

Printed at: 15/11/22

SHIRE OF UPPER GASCOYNE

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#### **General Ledger Detail Trial Balance**

(frmGLTrialBalance)

Options : Year 22/23,From Month 04,To Month 04,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	-2,160.00	-720.00	-2,880.00
	CRC INC\ 10841330	Transport Commission: CRC	-120.99	-80.26	-201.25
	CRC INC\ 10841340	Postal Agency Commission: CRC	-1,332.44	-661.90	-1,994.34
	CRC INC\ 10841380	Postal Agency Sales	-247.91	-23.59	-271.50
	CRC INC\ 10841390	Sales: Books/Maps/Souvenirs/Sundries	-905.39	-87.23	-992.62
	CRC INC\ 10841500	Grant: CRC Operating	0.00	-710.00	-710.00
	CRC INC\ 10842600	CRC Income Misc.	-7.09	0.00	-7.09
	CRC INC\ 10842610	CRC Merchandise Sales	-2,673.63	-222.71	-2,896.34
Total	CRC INCOME		<u>-7,447.45</u>	<u>-2,505.69</u>	<u>-9,953.14</u>
Total for division	GEN		<u>-7,447.45</u>	<u>-2,505.69</u>	<u>-9,953.14</u>
Grand Total			<u>-7,447.45</u>	<u>-2,505.69</u>	<u>-9,953.14</u>

## Community Resource Centre – Monthly Customer Service Stats – October 2022

CUSTOMER SERVICES & ENQUIRIES		2022.2023 TOTAL	2021.2022 TOTAL	YTD DIFF	Oct-22	Oct-21	OCT DIFF
Admin Support	Faxes	0	3	-3	0	1	-1
	Photocopying/Printing/Scanning/Emailing	9	40	-31	3	2	1
	Laminating/Binding	0	8	-8	0	0	0
	Hot Office Bookings	0	2	-2	0	0	0
	External Training and Course	0	0	0	0	0	0
CRC	1:1 Assistance to Community Members	8	0	8	2	0	2
	Computer/Internet Access	15	50	-35	2	6	-4
	Community Education Events	1	4	-3	1	1	0
	Community Social Events	5	20	-15	5	8	-3
	Community Economic Seminars	1	1	0	1	0	1
	Department of Human Services	3	21	-18	0	3	-3
	Government Access Point	12	20	-8	4	1	3
	Use of Paid WIFI Services	2	0	2	0	0	0
	Use of FREE WIFI Hub	7	0	7	6	0	6
Tourism	Road Condition Requests	428	944	-516	48	62	-14
	General Tourism Information	527	745	-218	72	67	5
	Book Sales	14	43	-29	2	5	-3
	CRC Merchandise Sales	185	364	-179	24	22	2
	Walking Tours	61	0	61	0	0	0
Info	Phonebook Purchases	0	0	0	0	0	0
	Gassy Gossip yearly subscription	0	4	-4	0	0	0
	Gassy Gossip Advertisement	0	7	-7	0	2	-2
Health	Video Conference/Telehealth	4	4	0	2	2	0
	RFDS Support	7	0	7	3	0	3
	Medical Clinic Visits	18	0	18	6	0	6
Agencies	Library	32	66	-34	7	5	2
	Postage Sales	45	193	-148	8	23	-15
	Postage Collection	68	0	68	49	0	49
	Department of Transport	9	46	-37	1	3	-2
	Horizon Power	17	105	-88	5	6	-1
<b>Total Customer Service Enquiries</b>		<b>1478</b>	<b>2690</b>	<b>-1,212</b>	<b>251</b>	<b>219</b>	<b>32</b>

## Community Sponsorship, Donations & Contributions for 2022/23

Applicant Name	Reason for Request	Date of Event	Approved Amount (ex GST)	Actual In-Kind Contribution	Total Contribution Amount to Date	Acquittal Completed	Notes
Winning Gymkhana Club	Winning Gymkhana	08/07/2022	\$ 1,000	\$ 0.00	\$ 1,000	12/07/2022	Event held and Evaluation Report received in July 2022.
Gascoyne Offroad Racing Club	Kickstarters Gascoyne Dash	30/07/2022	\$ 3,000	\$ 1,219.28	\$ 4,219.28	31/08/2022	Event held and Evaluation Report received in August 2022.
Junction Race Club - Races & Gymkhana	Junction Races & Gymkhana	20/08/2022	\$ 6,000 cash + \$ 2,400 in-kind	\$ 3,091.79	\$ 9,091.79	27/09/2022	Event held in August and Evaluation Report received in September 2022.
Gascoyne Food Council	Smoke & Stars GFC event	17/09/2022	\$ 1,000	\$ 0.00	\$ 1,000	Due 17/10/2022	Contribution Paid, Event held in September. Eval Report not yet received as at October 2022 OMC.
Eastern Gascoyne Gymkhana Club	Landor Gymkhana	02/10/2022	\$ 1,000	\$ 0.00	\$ 1,000	Due 02/11/2022	Event held and Evaluation Report received in November 2022.
Kennedy Range Campdraft Association	Kennedy Range Campdraft	01/10/2022 to 02/10/2022	\$ 10,000	\$ 0.00	\$ 10,000	04/10/2022	Event held and Evaluation Report received in October 2022.
<b>TOTAL CONTRIBUTION AMOUNT YEAR TO DATE (ex GST)</b>					<b>\$ 26,311.07</b>		

## 10.2 Manager of Works and Services Report

The past month has been an extremely busy one for management and admin staff. We held the Community Strategic Planning workshops, Council Integrated Plans, Workforce Integrated Plans, Long Term Financial Plan, Council Meeting and Two Rivers Memorial Park opening all in the one week on top of an already busy work schedule.

Well done to the admin and town staff on a very successful and entertaining opening concert for the Two Rivers Memorial Park. A special mention must go to Sa, Cherie, Billie, Cynthia and Ainsley who all worked the entire day and night to make sure the community enjoyed themselves.

Austral Drilling have returned to work and are executing a last ditched attempt to bypass the broken drill head that is stuck at 666m below ground. The team have cemented the bottom 20m and hope to successfully deflect off to the side and continue drilling further.

Refurbishment of the Works manager and Town Maintenance Officer's offices has begun. All of the asbestos has been removed and a dividing wall constructed. The contractor is also installing a new storage room in the CRC and emergency access door to the medical room.

The new side tipper and service truck have arrived. These two items were ordered in the 2021-22 financial but due to availability and materials shortages there was a 13month lead time. The 2T excavator has also arrived and the new grader has an ETA of early January. The new mobile operator accommodation unit should arrive in December.





Ian and Thomas have completed grading the Cobra Dairy Creek and top end section of the Ullawarra including Ashburton's section. They are currently working from Cobra to Landor and we anticipate to have this completed before Christmas. The section between Cobra and Landor has suffered significant damage due to a combination of additional mining and tourist activity, dry conditions, cattle movements and the traffic associated with the Landor Races having to detour back through this route due to road closures to the south and east. I have engaged NGE to do some maintenance grading on the Ullawarra road from Gascoyne Junction to Minnie Creek. Hastings have agreed to grade from Yangibana to our Boundary on Lyndon Minnie Reek road.

The resheeting works on Carnarvon/Mullewa road between Congo and Daurie Creek is well progressed. To date we have completed approximately 3kms and hope to have 5.5kms done before Christmas. We will complete a further 5km next year.

### **10.3 Chief Executive Officers Report**

The tail end for the month of October and November have been quite busy and in some cases quite memorable.

On the 25<sup>th</sup> of October we had the community engagement workshop in the Pavilion for our Integrated Planning Framework. This was well attended by various members of the Community.

On the 26 of October we had our October Ordinary Meeting of Council and Councillor engagement with the Integrated Planning Framework.

On the 27<sup>th</sup> of October the staff had the opportunity to contribute towards the Integrated Planning Framework where we worked on the Workforce Plan and Long Term Financial Plan.

On the 29<sup>th</sup> we had the opening of the 2 Rivers Memorial Park. This was very well attended and overall it was a great way to show case our Shire. This was a credit to Sa and her team as they did an

outstanding job of organising and running the event. Jim and Alys did a fantastic job in presenting on behalf of the Shire and our broader community.

I would like to reiterate that the Integrated Planning Framework will be adopted within the designated/statutory timeframe despite the difficulties presented by COVID 19 and getting consultants on-site to assist with the work. Our previous update undertaken by RSM was also on time acknowledging that there is no statutory requirement for this to occur but rather “best practice”.

All Councillors have been provided with a copy of the current projects that have been identified over the journey by both Councillors and electors. Some of these have been fully developed into “Shovel Ready” project and others have not. It is my intention to workshop these in the New Year and determine which ones should be further developed and which ones just remain an idea.

All Councillors have been provided with a Councillor Works-Request Form which is to be filled out and submitted if either you or one of our electors requests any work to be undertaken. No requests for works will be considered or actioned unless this form is completed and submitted, it is critical that we keep a record of such requests so that I determine where they are at.

I have spent a lot of time compiling the 21/22 Annual Report. This is now in the final stages of being completed. I have changed the format quite extensively and ensured all the relevant statutory information is included.

Advice received from Hastings Technologies is that the Mr Andrew Reid (Chief Operating Officer) has resigned from his position after Mr Alwyn Vorster was appointed as the Interim Chief Executive Officer. This is unfortunate as we will need to build a new relationship and this does take time.

Works on the bore is continuing, as I write this report. I won't go into any detail in this report as by the time we hold the Council Meeting things will / may have changed substantially.

Works in the Admin Building and the CRC have commenced with two new offices being constructed and a store room in the CRC along with making an entry from the veranda where we can get a stretcher in and out.

UNCOMPLETED

## STATUS OF GRANTS FOR 2022

Submitted	Close Date	Project	Grant	Provider	Grant Amount	Project Cost	Result
4/2/2022	20/02/2022	Dalgety Brook Floodway	Bridges Renewable Program HVSP	Dept of Infrastructure, Transport, Regional Development and Communications	\$1,800,000	\$1,800,000	Successful
4/2/2022	10/2/2022	Landor Meekatharra Road Seal Project	Building Better Regions Fund	Dept of Infrastructure, Transport, Regional Development and Communications	\$4,734,371	\$5,216,078 (481,707 Shire Funds)	Discontinued
4/2/2022	20 February 2022	Landor Meekatharra Road Seal Project	Remote Roads Upgrade Program	Dept of Infrastructure, Transport, Regional Development and Communications	\$4,400,000	\$5,500,000 (\$1,100,000 Shire Funds over 3 years)	Unsuccessful
13/12/2021	N/A	Carnarvon / Mullewa Road Sealing Project	Ad hoc	Main Roads – State initiatives on Local Roads	Requested between 4.5 million	Ongoing	Pending

### 10.4 ACCOUNTS & STATEMENTS OF ACCOUNTS

<b>Applicant:</b>	Shire of Upper Gascoyne
<b>Disclosure of Interest:</b>	None
<b>Author:</b>	Sa Toomalatai – Manager of Finance & Corporate Services
<b>Date:</b>	18 November 2022
<b>Matters for Consideration:</b>	<p>To receive the List of Accounts Due &amp; Submitted to Ordinary Council Meeting on Wednesday the 23<sup>rd</sup> of November 2022 as attached – see <a href="#">Appendix 1</a>.</p> <p>In addition to the List of Accounts and as part of this agenda report, Council are also requested to receive the Legal Expenses report. This report details all legal costs incurred to the end of this reporting period for both general legal and rates debt recovery expenses – refer to <a href="#">Appendix 1</a>.</p>
<b>Background:</b>	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.
<b>Comments:</b>	The list of accounts are for the month of October 2022.
<b>Statutory Environment:</b>	Local Government (Financial Management Regulations) 1996

		<p><b>13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.</b></p> <p>(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —</p> <p>(a) the payee's name; and</p> <p>(b) the amount of the payment; and</p> <p>(c) the date of the payment; and</p> <p>(d) Sufficient information to identify the transaction.</p> <p>(2) A list of accounts for approval to be paid is to be prepared each month showing —</p> <p>(a) for each account which requires council authorisation in that month —</p> <p>(i) the payee's name; and</p> <p>(ii) the amount of the payment; and</p> <p>(iii) sufficient information to identify the transaction; and</p> <p>(b) the date of the meeting of the council to which the list is to be presented.</p> <p>(3) A list prepared under sub regulation (1) or (2) is to be —</p> <p>(a) presented to the council at the next ordinary meeting of the council after the list is prepared; and</p> <p>(b) recorded in the minutes of that meeting.</p>			
<b>Policy Implications:</b>		Nil			
<b>Financial Implications:</b>		2022/2023 Budget			
<b>Strategic Implications:</b>		Civic Leadership – To responsibly manage Council's financial resources to ensure optimum value for money and sustainable asset management.			
<b>Risk:</b>					
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

<b>Consultation:</b>	Nil								
<b>Voting requirement:</b>	Simple Majority								
<b>Officer's Recommendation:</b>	<p><i>That Council endorse the payments for the period 1<sup>st</sup> of October 2022 to the 31<sup>st</sup> of October 2022 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 31<sup>st</sup> October 2022.</i></p> <table border="1"> <tr> <td>Municipal Fund Bank EFTs (14813 - 14927)</td> <td>\$2,165,880.94</td> </tr> <tr> <td>Payroll</td> <td>\$ 124,457.47</td> </tr> <tr> <td>BPAY/Direct Debit</td> <td>\$ 20,626.25</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>\$2,310,964.66</b></td> </tr> </table>	Municipal Fund Bank EFTs (14813 - 14927)	\$2,165,880.94	Payroll	\$ 124,457.47	BPAY/Direct Debit	\$ 20,626.25	<b>TOTAL</b>	<b>\$2,310,964.66</b>
Municipal Fund Bank EFTs (14813 - 14927)	\$2,165,880.94								
Payroll	\$ 124,457.47								
BPAY/Direct Debit	\$ 20,626.25								
<b>TOTAL</b>	<b>\$2,310,964.66</b>								

**Council Resolution No: 03112022**

<b>MOVED:</b>	<b>CR: H. MCTAGGART</b>	<b>SECONED:</b>	<b>CR: R. HOSEASON-SMITH</b>
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*That Council endorse the payments for the period 1<sup>st</sup> of October 2022 to the 31<sup>st</sup> of October 2022 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 31<sup>st</sup> October 2022.*

Municipal Fund Bank EFTs (14813 - 14927)	\$2,165,880.94
Payroll	\$ 124,457.47
BPAY/Direct Debit	\$ 20,626.25
<b>TOTAL</b>	<b>\$2,310,964.66</b>

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

**AGAINST:** CR

**F/A: 5/0**



## 10.5 MONTHLY FINANCIAL STATEMENT

<b>Applicant:</b>	Shire of Upper Gascoyne
<b>Disclosure of Interest:</b>	None
<b>Author:</b>	Sa Toomalatai – Manager of Finance & Corporate Services
<b>Date:</b>	16 November 2022
<b>Matters for Consideration:</b>	<p>The Statement of Financial Activity for the period of October 2022, include the following reports:</p> <ul style="list-style-type: none"> <li>• Statement of Financial Activity</li> <li>• Significant Accounting Policies</li> <li>• Graphical Representation – Source Statement of Financial Activity</li> <li>• Net Current Funding Position</li> <li>• Cash and Investments</li> <li>• Major Variances</li> <li>• Budget Amendments</li> <li>• Receivables</li> <li>• Grants and Contributions</li> <li>• Cash Backed Reserve</li> <li>• Capital Disposals and Acquisitions</li> <li>• Trust Fund</li> </ul> <p>see <a href="#">Appendix 2</a></p>
<b>Background:</b>	<p>Under the Local Government (Financial Management Regulations 1996), a monthly Statement of Financial Activity must be submitted to an Ordinary Council meeting within 2 months after the end of the month to which the statement relates. The statement of financial activity is a complex document but presents a complete overview of the financial position of the local government at the end of each month. The Statement of Financial Activity for each month must be adopted by Council and form part of the minutes.</p>
<b>Comments:</b>	The Statement of Financial Activity is for the month of October 2022.
<b>Statutory Environment:</b>	<p>Local Government Act 1995 – Section 6.4</p> <p>Local Government (Financial Management Regulations) 1996 – Sub-regulation 34.</p>
<b>Policy Implications:</b>	Nil
<b>Financial Implications:</b>	Nil
<b>Strategic Implications:</b>	Civic Leadership – To responsibly manage Council’s financial resources to ensure optimum value for money and sustainable asset management.
<b>Risk:</b>	

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
<b>Consultation:</b>		Nil			
<b>Voting requirement:</b>		Simple Majority			
<b>Officer's Recommendation:</b>		<i>That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period of October 2022.</i>			
<b>Council Resolution No: 04112022</b>					
<b>MOVED:</b>	<b>CR: G. WATTERS</b>	<b>SECONDED:</b>	<b>CR: R. HOSEASON-SMITH</b>		
<p><i>That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period of October 2022.</i></p> <p><b>FOR:</b> CR J. CAUNT CR B. WALKER CR G. WATTERS CR R. HOSEASON-SMITH CR A. MCTAGGART</p> <p><b>AGAINST:</b> CR</p> <p><b>F/A: 5/0</b></p>					

## 10.6

## CEO REMUNERATION REVIEW

<b>Applicant:</b>	Shire of Upper Gascoyne				
<b>Disclosure of Interest:</b>	John McCleary – CEO – John is the author of this report.				
<b>Author:</b>	John McCleary – Chief Executive Officer				
<b>Date:</b>	2 November 2022				
<b>Matters for Consideration:</b>	To determine the CEO's remuneration for the 22/23 year of contract service.				
<b>Background:</b>	<p>At the Ordinary Meeting of Council held on the 26<sup>th</sup> of October 2022 Council and the CEO undertook the annual Performance Review according to clause 4.1 of the current employment contract. The CEO was rated at exceeding / meeting expectations.</p> <p>Clause 7(1) of the Employment Contract stipulates that the Remuneration Package must be reviewed annually.</p>				
<b>Comments:</b>	The author is not seeking for an increase in the remuneration package as adopted at the Ordinary Meeting of Council held on the 20 <sup>th</sup> of October 2021.				
<b>Statutory Environment:</b>	<p>Local Government Act 1995 - 5.38.</p> <p>Annual review of employees' performance</p> <p>(1) A local government must review the performance of the CEO if the CEO is employed for a term of more than 1 year.</p> <p>(3) A review under subsection (1) must be conducted at least once in relation to each year of the person's employment.</p> <p>Employment Contract – Clause 7.</p>				
<b>Policy Implications:</b>	Nil				
<b>Financial Implications:</b>	Nil				
<b>Strategic Implications:</b>	Nil				
<b>Risk:</b>					
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	Accept Officer Recommendation

				Compliance Requirements	
<b>Consultation:</b>		Nil			
<b>Voting requirement:</b>		Nil			
<b>Officer's Recommendation:</b>		<i>That Council maintains the Chief Executive Officers Total Reward Package for the period as determined at the Ordinary Meeting of Council held on the 21<sup>st</sup> of October 2021.</i>			
<b>Council Resolution No: 05112022</b>					
<b>MOVED:</b>	<b>CR H. MCTAGGART</b>	<b>SECONDED:</b>	<b>CR G. WATTERS</b>		
<p><i>That Council maintains the Chief Executive Officers Total Reward Package for the period as determined at the Ordinary Meeting of Council held on the 21<sup>st</sup> of October 2021.</i></p> <p><b>FOR:</b> CR J. CAUNT  CR B. WALKER  CR G. WATTERS  CR R. HOSEASON-SMITH  CR A. MCTAGGART</p> <p><b>F/A: 5/0</b></p> <p><b>AGAINST: CR</b></p>					

UNCONFIRMED

**11. MATTERS BEHIND CLOSED DOORS**

Nil

**12. PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

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

Nil

**14. ELECTED MEMBERS REPORTS**

- 14.1 Cr Caunt – Attended Two Rivers Memorial opening and Pink Stumps.
- 14.2 Cr McTaggart - Attended Two Rivers Memorial opening.
- 14.3 Cr Watters – Apologised for missing Two Rivers Memorial opening as they were busy mustering.
- 14.4 Cr Walker – Organised and Hosted Pink Stumps raised \$3,490 and attended Two Rivers Memorial opening.
- 14.5 Cr Hoseason-Smith - Attended Pink Stumps, Two Rivers Memorial opening and also attended CRBA meeting which Ray became a committee member.

**15. STATUS OF COUNCIL MEETING RESOLUTIONS**

Resolution N°	Subject	Status	Open / Close	Responsible Officer

**16. STATUS OF PROJECTS**

As per [Appendix 3](#)

**17. MEETING CLOSURE**

The Deputy Shire President closed the meeting at 11:33 am.