



AGENDA

21st of September 2022

ORDINARY COUNCIL MEETING

To be 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.

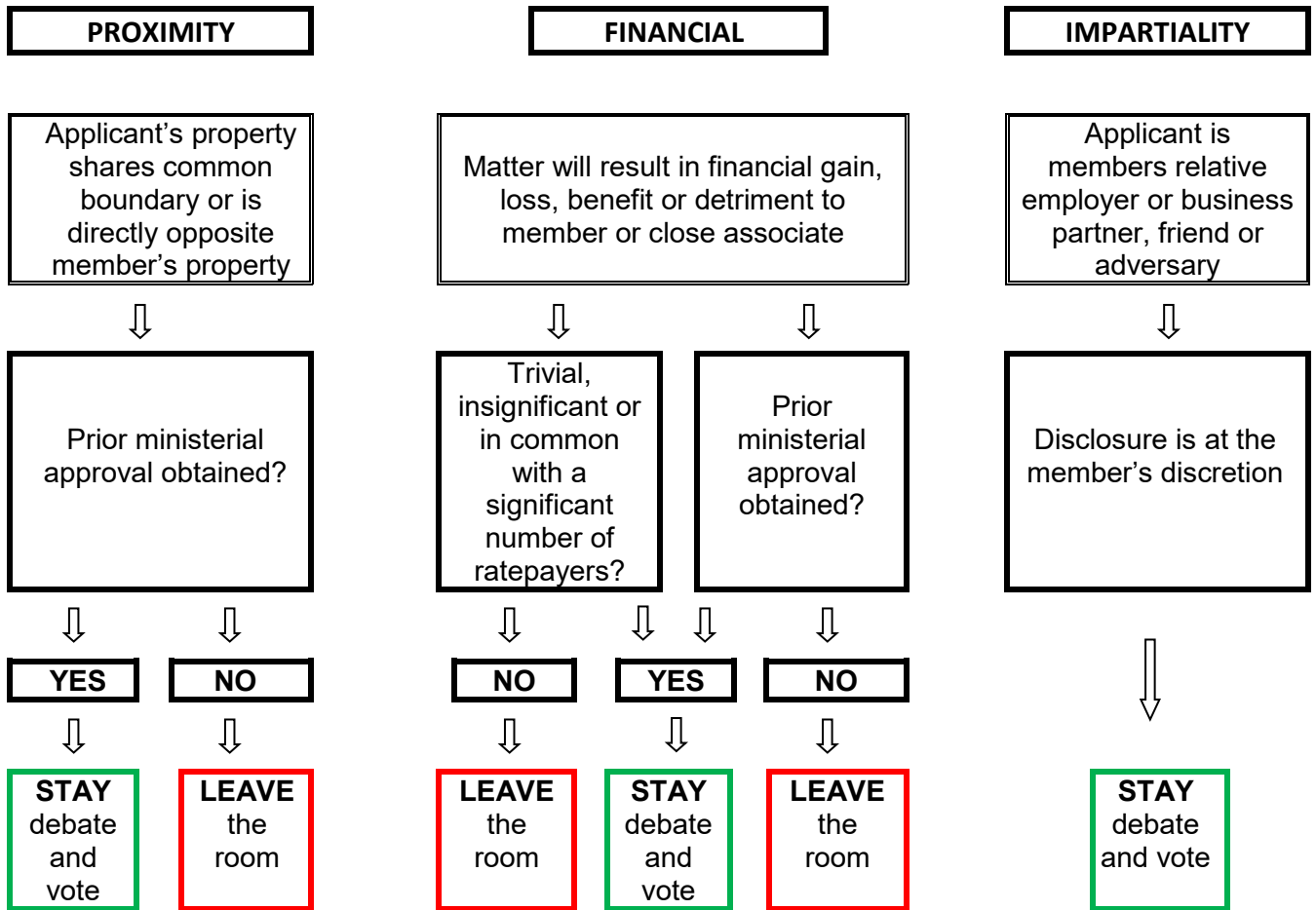
No responsibility whatsoever is implied or accepted by the Shire of Upper Gascoyne for any act, omission, statement or intimation occurring during the Council/Committee meetings or during formal/informal conversations with staff. The Shire of Upper Gascoyne disclaims any liability for any loss whatsoever and however caused arising out of reliance by any person or legal entity on any such act, omission, statement or intimation. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

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 TO BE HELD AT THE SHIRES
ADMINISTRATION BUILDING SITUATED AT GASCOYNE JUNCTION ON THE 21st OF SEPTEMBER
2022 COMMENCING AT 10.00 AM

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**SHIRE OF UPPER GASCOYNE
AGENDA FOR THE ORDINARY MEETING OF COUNCIL TO BE HELD AT THE SHIRES
ADMINISTRATION BUILDING SITUATED AT GASCOYNE JUNCTION ON THE 21ST OF SEPTEMBER
2022 COMMENCING AT 10.00 AM**

1. DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS

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

2. ATTENDANCE, APOLOGIES AND APPROVED LEAVE OF ABSENCE

2.1 Councillors

Cr J. Caunt	Vice President
Cr H. McTaggart	Councillor
Cr G. Watters	Councillor
Cr B. Walker	Councillor
Cr R. Hoseason-Smith	Councillor
Cr A. McKeough	Councillor

Staff

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

Visitors

Joshua Kirk	Greenfield Technical Services
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2.2 Absentees

Cr D. Hammarquist OAM JP	Shire President
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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

10.1 Manager of Finance and Corporate Services Report

Last week the Shire was visited by the Auditors from William Buck, who were onsite to conduct the End of Financial Year audit for 2021/22. The auditors were here for a full week, reviewing accounts, financial reports and documentation to support our organisations financial management, processes and procedures. An informal exit meeting was arranged with the auditors for the last day onsite and the overall feedback given was positive. Whilst there are still some samples to be provided to complete the review, the auditors and staff are keen to finalise the process come October 2022.

The Corporate team have been incredibly busy this first quarter of the new financial year – staff are progressing through the ‘to-do-list’ for several upcoming events including the Two Rivers Memorial Park Opening, preparing for the CRC’s 10 Year Anniversary, overseeing the delivery of a Community First Aid Course and coordinating the Integrated Planning review.

The TCDO and I are working closely with Moore Australia to roll out the Integrated Planning Review process by promoting the community engagement workshop scheduled for 25th October 2022. The workshop will be held at the Pavillion and we are encouraging everyone to attend. This is an opportunity for all members of our community to have their say in the future of our region and ensure we continue to support growth and sustainability.

In addition to all of the promotion around our IPR process and the community engagement workshop, we have also issued surveys in person, by mail and online for our Strategic Community Plan. Again we are encouraging everyone to participate in the survey as this will assist staff and Moore Australia in collecting vital data needed to feed back into our integrated plans. We ask that Council act as advocates for this process and help our team get the word out to our community about the workshop and completing the survey.

Given what lays ahead, it is all systems go leading into October and we are hopeful that everything will run smoothly as staff ramp up for what is pegged to be one of our busiest months ahead.



Complete the **community survey online**
www.uppergascoyne.wa.gov.au
or collect a paper copy from the Shire Office
survey open until **4pm Tuesday 25 October 2022**
attend the **community engagement workshop**
6pm Tuesday 25 October 2022



Community Resource Centre Update

Author – Ainsel Hardie, Tourism & Community Development Officer

August, saw another successful COVID and flu vaccine clinic at the Community Resource Centre with 12 residents attending on the day. The medical room has a start date of Wednesday October 5. A GP will be available on the first Wednesday of each month offering a bulk bill service and providing a range of services including women’s and men’s health specific checks, blood collection, medication reviews, specialist referrals, wound care and skin checks. A nurse will be visiting fortnightly from Wednesday October 12 who will be able to assist the GP with care planning and follow ups.

In August, Shire staff supported three RFDS visits with the most major a multiple fracture to a jaw from a hiking fall at Kennedy Range. It is a reminder of the multiple roles that staff play on a daily basis. The CRC is coordinating three first aid courses from Saturday 22 October through to Thursday 27 October. Staff from the Shire, the Gascoyne Junction Remote Community School, DBCA and members of the community are attending the course with total enrolments currently at around 30. St Johns Ambulance who are facilitating the course will also be hosting free sessions at the school for students on the Friday as part of community service.

The events calendar for October through to December is full, and staff are working behind the scenes to ensure the success of each and every one.

Tourism

Walking Tours have continued in Gascoyne Junction throughout August. As we near the end of this first season, the tours have been a great tool in gaining first hand data from those visiting the region and to better understand what they are looking for. Many have had to shorten stays in town due to a lack of available accommodation. Increasing our bed capacity (motel style) in Gascoyne Junction is a crucial step in ensuring we have a solid framework for tourism moving forward.

In late August, Carol Redford from Astrotourism WA visited the Shire to work on establishing a dark sky trail across the Shire. Gascoyne Junction will soon be joining the Astrotourism towns of WA, and a drive trail in conjunction with the Shire of Shark Bay and the Shire of Carnarvon is underway to encourage visitors to tour through the region. Events are planned for 2023 for both around the Solar Eclipse event and a second event later in the year. Gascoyne Junction is also a prime candidate for being recognised as an International Dark Sky Town which has the potential to attract astrotourists from across the globe to enjoy our Dark Skies. This would involve an assessment of our street lighting which I have begun talks with Horizon Power over.

The judging panel from Tidy Towns will be visiting Gascoyne Junction on Thursday September 22 to see for themselves the pride and tidiness of the Junction. The judges will be looking at the Two Rivers Memorial Park, along with the water saving measures on the Town Oval, and building upgrades at both the Shire and Junction Pub and Tourist Park.

WAITOC are visiting the Kennedy Ranges for two days in late September with a video crew to create content for Wooramulla Eco Cultural Tours who are looking to start tours across the Ranges in 2023. They will be filming, the night sky and walking tours with a focus on native medicines and foods of the area.

In October we are hosting members of the Australian Golden Outback executive for a three night visit in the Shire to continue discussions on aligning strategic planning and projects that will grow tourism both for the Shire and the Golden Outback.

Community Resource Centre – Monthly Income Report – August 2022

Page No : 1

General Ledger Detail Trial Balance

(frmGLTrialBalance)

Options : Year 22/23,From Month 02,To Month 02,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	-720.00	-720.00	-1,440.00
CRC INC	10841330	Transport Commission: CRC	-65.39	-17.44	-82.83
CRC INC	10841340	Postal Agency Commission: CRC	0.00	-654.63	-654.63
CRC INC	10841380	Postal Agency Sales	-98.91	-59.04	-157.95
CRC INC	10841390	Sales: Books/Maps/Souvenirs/Sundries	-278.80	-439.73	-718.53
CRC INC	10842600	CRC Income Misc.	-5.09	-2.00	-7.09
CRC INC	10842610	CRC Merchandise Sales	-933.34	-780.75	-1,714.09
Total	CRC INCOME		-2,101.53	-2,673.59	-4,775.12
Total for division	GEN		-2,101.53	-2,673.59	-4,775.12
Grand Total			-2,101.53	-2,673.59	-4,775.12

Community Resource Centre – Monthly Customer Service Stats – August 2022

CUSTOMER SERVICES & ENQUIRIES		2022.2023	2021.2022	YTD	Aug-22	Aug-21	AUG
		TOTAL	TOTAL	DIFF			DIFF
Admin Support	Faxes	0	3	-3	0	0	0
	Photocopying/Printing/Scanning/Emailing	5	40	-35	4	2	2
	Laminating/Binding	0	8	-8	0	0	0
	Hot Office Bookings	0	2	-2	0	1	-1
	External Training and Course	0	0	0	0	0	0
CRC	1:1 Assistance to Community Members	4	0	4	3	0	3
	Computer/Internet Access	12	50	-38	8	7	1
	Community Education Events	0	4	-4	0	0	0
	Community Social Events	0	20	-20	0	3	-3
	Community Economic Seminars	0	1	-1	0	0	0
	Department of Human Services	1	21	-20	0	0	0
	Government Access Point	6	20	-14	5	3	2
	Use of Paid WIFI Services	2	0	2	0	0	0
Use of FREE WIFI Hub	1	0	1	0	0	0	
Tourism	Road Condition Requests	297	944	-647	160	182	-22
	General Tourism Information	346	745	-399	189	164	25
	Book Sales	10	43	-33	7	14	-7
	CRC Merchandise Sales	117	364	-247	63	82	-19
	Walking Tours	52	0	52	39	0	39
Info	Phonebook Purchases	0	0	0	0	0	0
	Gassy Gossip yearly subscription	0	4	-4	0	0	0
	Gassy Gossip Advertisement	0	7	-7	0	1	-1
Health	Video Conference/Telehealth	0	4	-4	0	0	0
	RFDS Support	4	0	4	3	0	3
	Medical Clinic Visits	12	0	12	12	0	12
Agencies	Library	18	66	-48	11	6	5
	Postage Sales	27	193	-166	16	20	-4
	Postage Collection	68	0	68	74		74
	Department of Transport	5	46	-41	2	5	-3
	Horizon Power	7	105	-98	6	0	6
Total Customer Service Enquiries		994	2690	-1,696	602	490	112

Community Sponsorship, Donations & Contributions for 2022/23

Applicant Name	Reason for Request	Date of Event	Approved Amount (ex GST)	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	\$ 0.00	\$ 3,000	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	\$ 2,400	\$ 8,400	Not yet received	Evaluation Report not received as at September 2022 OMC.
Gascoyne Food Council	Smoke & Stars GFC event	17/09/2022	\$ 1,000	\$ 0.00	\$ 0.00	Due 17/10/2022	As at September 2022 OMC, contribution not yet paid.
Eastern Gascoyne Gymkhana Club	Landor Gymkhana	02/10/2022	\$ 1,000	\$ 0.00	\$ 1,000	Due 02/11/2022	Contribution paid but event not held until October 2022.
Kennedy Range Campdraft Association	Kennedy Range Campdraft	08/10/2022	\$ 10,000	\$ 0.00	\$ 0.00	Due 08/11/2022	As at September 2022 OMC, contribution not yet paid.
TOTAL CONTRIBUTION AMOUNT YEAR TO DATE (ex GST)					\$ 13,400		

10.2 Manager of Works and Services Report

The town crew have been busy preparing for this year's Tidy Town Awards visit and we are hoping to bring home the bacon again. With the completion of the tourist park in sight and some recent rain the town is looking the goods. The town oval reticulation and top dressing is complete and with the recent rain it should start to pop. The new lawn has been installed at the tourist stop and has made a big difference. The final works and defect list is nearly complete and we are looking forward to the official opening in October.

We have put the water drilling back to the 19th of September due to a delay in sourcing casing materials within Australia. Austral have managed to source casing from overseas and do not expect any more delays.

THEM Earthmoving are party way through removing the redundant islands on Viveash Way. Unfortunately they discovered that the existing base course and sub grade was not acceptable and have excavated the unsuitable material out and are bringing in good quality material. Sealing was expected to be complete by now however we received 35mm of rain at the beginning of September which has delayed the work.

THEM are also halfway through completing the flood damage and betterment works on Bundagee Wash. Yuin Contracting will install a new concrete edge wall before the new seal is laid. Works are expected to be complete before October.

Our construction crew have completed the 4.8km reconstruction of Landor Meekatharra road. Sealing is expected to take place from the 20th to 25th September. We will then prepare a further 500m to get on the front foot for next year's sealing project.

At the time of writing this report I will attend a meeting on the 15th September in Carnarvon with the Yinggarda Aboriginal Corporation to discuss the proposed Black Spot works on Ullawarra (Mt Sandiman Crest). We have secured funding from the WA State Black Spot Program to lower and widen

a crest that has been identified as a risk to driver safety. The project is located approximately 1.3km from a proposed Aboriginal Heritage site. I will meet with YAC and hope to alleviate their concerns so the project can go ahead in October/November this year.

August and September have been quite busy in regards to procuring our capital plant and equipment for the 2022-23 financial year. I am pleased to say that all of our purchases have been tendered and or ordered and are in the process of being built or delivered.

ABBL Contracting has completed installing signage on the Cobra Gifford and Edmund Gifford Creek roads including guide post installation. While onsite, they also cleaned out two grids on the Cobra Dairy Creek road and have commenced signage installation around town. They will return in late September to complete the directional signage around town to tie in with the opening of the Two Rivers Memorial Park.

Our maintenance graders have completed the C'von Mullewa Road and Pimbee Road. They will continue up Cobra Dairy Creek and across to Gifford Creek. The construction crew will water and roll section of the Landor Meekatharra and Landor Mount Augustus roads in time for the Landor Races.

10.3 Chief Executive Officers Report

As is the case in every monthly report that is presented I can categorially state that the previous month has been flat out and the coming month promises to go up another level. Given the small size of our organisation I may well need to call on your assistance to ensure we have enough feet on the ground in order to deliver.

I can joyfully report that I have finally completed the Road Use Agreement between the Shire and Hastings. This has been a most challenging and time consuming process but I believe the agreement reached provides a process for the up-grade and maintenance of our asset and also provides certainty for Hastings so that they can now go-ahead and start the necessary works required.

I have had another set-back on the being able to progress an ILUA for the land adjacent to Hatch Street. The ILUA was scheduled to be discussed on the 15th of September but this has now been put back for third time to early October, fingers crossed. Once this completed we can then progress developing a report as to what need to happen both administratively and on the ground in order to get freehold title for the various blocks.

Although I cannot report that MRWA have given us the extra \$4.5M each year for the next 2 years to continue with the sealing of the Carnarvon to Meekatharra Road, I can report that the MRWA are supportive and have made recommendation to the Minister for Transport, things are now in the hands of the Minister and we wait with baited breath.

A brief unofficial conversation with our Auditors has indicated that the Shire will receive a clean Audit with no adverse findings. This is a direct reflection on all of our staff and in particular our Corporate Services Team.

As mentioned 'tidy towns' will be in town as part of the annual judging assessment. The town is looking an absolute treat, thanks to Sean and his crew. I reckon we are a better than even chance to take this out.

The 2 Rivers Memorial Park is all-but finished with only some cement footpaths to be replaced after the opening event. Sean and Nat have installed the Tables with the bin surrounds still a month or two way. As part of the contract with GBSC we will keep a retention bank guarantee of \$130k for 12 months as contingency for any failures.

Preparations for the opening ceremony for the Park is well underway with invitations being sent to our neighbouring Shires, Mellissa Price and other Shire dignitaries. We have secured two bands /

performers with perhaps a surprise third. When we get a bit closer we will send out a full program of times and events.

The coming month or so promises to be very full and challenging with an absolute dearth of events both Shire and personal related, starting on the 16/09/2022 going right through to late October.

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)	Pending
4/2/2022	20 February 2022	Landor Meekatharra Road Seal Project	Remote Roads Upgrade Pilot 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

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	None
Author:	Sa Toomalatai – Manager of Finance & Corporate Services
Date:	31 August 2022
Matters for Consideration:	<p>To receive the List of Accounts Due & Submitted to Ordinary Council Meeting on Wednesday the 21st of September 2022 as attached – see Appendix 1.</p> <p>In addition to the List of Accounts and as part of this agenda report, Council are also requested to receive the Legal Expenses report. This report details all legal costs incurred to the end of this reporting period for both general legal and rates debt recovery expenses – refer to Appendix 1.</p>
Background:	<p>The local government under its delegated authority to the CEO to make payments from the municipal and trust funds is required to prepare a list of accounts each month showing each account paid and presented to Council at the next ordinary Council meeting. The list of accounts prepared and presented to Council must form part of the minutes of that meeting.</p>
Comments:	The list of accounts are for the month of July 2022.
Statutory Environment:	<p>Local Government (Financial Management Regulations) 1996</p> <p>13. Payments from municipal fund or trust fund by CEO, CEO’s duties as to etc.</p> <p>(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —</p> <ul style="list-style-type: none"> (a) the payee’s name; and (b) the amount of the payment; and (c) the date of the payment; and (d) Sufficient information to identify the transaction. <p>(2) A list of accounts for approval to be paid is to be prepared each month showing —</p> <ul style="list-style-type: none"> (a) for each account which requires council authorisation in that month — <ul style="list-style-type: none"> (i) the payee’s name; and (ii) the amount of the payment; and (iii) sufficient information to identify the transaction; and (b) the date of the meeting of the council to which the list is to be presented.

	(3) A list prepared under sub regulation (1) or (2) is to be — (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and (b) recorded in the minutes of that meeting.												
Policy Implications:	Nil												
Financial Implications:	2022/2023 Budget												
Strategic Implications:	Civic Leadership – To responsibly manage Council’s financial resources to ensure optimum value for money and sustainable asset management.												
Risk:													
Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)								
Not meeting Statutory Compliance	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation								
Consultation:	Nil												
Voting requirement:	Simple Majority												
Officer’s Recommendation:	<p><i>That Council endorse the payments for the period 1st of August 2022 to the 31st of August 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 31st of August 2022.</i></p> <table border="1"> <tr> <td><i>Municipal Fund Bank EFTs (14580 - 14728)</i></td> <td><i>\$1,884,655.26</i></td> </tr> <tr> <td><i>Payroll</i></td> <td><i>\$120,859.02</i></td> </tr> <tr> <td><i>BPAY/Direct Debit</i></td> <td><i>\$52,035.88</i></td> </tr> <tr> <td><i>TOTAL</i></td> <td><i>\$2,057,550.16</i></td> </tr> </table>					<i>Municipal Fund Bank EFTs (14580 - 14728)</i>	<i>\$1,884,655.26</i>	<i>Payroll</i>	<i>\$120,859.02</i>	<i>BPAY/Direct Debit</i>	<i>\$52,035.88</i>	<i>TOTAL</i>	<i>\$2,057,550.16</i>
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<i>Payroll</i>	<i>\$120,859.02</i>												
<i>BPAY/Direct Debit</i>	<i>\$52,035.88</i>												
<i>TOTAL</i>	<i>\$2,057,550.16</i>												
Council Resolution No: 03092022													
MOVED:	CR:	SECONED:	CR:										
FOR:	CR	AGAINST:	CR										
F/A:	0/0												

10.5 MONTHLY FINANCIAL STATEMENT

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	None
Author:	Sa Toomalatai – Manager of Finance & Corporate Services
Date:	9 September 2022
Matters for Consideration:	<p>The Statement of Financial Activity for the period of August 2022, include the following reports:</p> <ul style="list-style-type: none"> • Statement of Financial Activity • Significant Accounting Policies • Graphical Representation – Source Statement of Financial Activity • Net Current Funding Position • Cash and Investments • Major Variances • Budget Amendments • Receivables • Grants and Contributions • Cash Backed Reserve • Capital Disposals and Acquisitions • Trust Fund <p style="text-align: center;">see Appendix 2</p>
Background:	<p>Under the Local Government (Financial Management Regulations 1996), a monthly Statement of Financial Activity must be submitted to an Ordinary Council meeting within 2 months after the end of the month to which the statement relates. The statement of financial activity is a complex document but presents a complete overview of the financial position of the local government at the end of each month. The Statement of Financial Activity for each month must be adopted by Council and form part of the minutes.</p>
Comments:	The Statement of Financial Activity is for the month of August 2022.
Statutory Environment:	<p>Local Government Act 1995 – Section 6.4</p> <p>Local Government (Financial Management Regulations) 1996 – Sub-regulation 34.</p>
Policy Implications:	Nil
Financial Implications:	Nil
Strategic Implications:	Civic Leadership – To responsibly manage Council’s financial resources to ensure optimum value for money and sustainable asset management.
Risk:	

Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation
Consultation:		Nil			
Voting requirement:		Simple Majority			
Officer's Recommendation:		<i>That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period of August 2022.</i>			
Council Resolution No: 04092022					
MOVED:	CR:	SECONDED:	CR:		
FOR:	CR	AGAINST:	CR		
F/A: 0/0					

10.6 2022 DELEGATION REGISTER REVIEW

Applicant:	Shire of Upper Gascoyne	
Disclosure of Interest:	Nil	
Author:	John McCleary – Chief Executive Officer	
Date:	9 September 2022	
Matters for Consideration:	To review the existing delegations register as provided in Appendix 3 .	
Background:	Section 5.42 of the Local Government Act 1995 provides that a local government may delegate the exercise of some of its powers and duties to the Chief Executive Officer. Section 5.43 sets out those powers and duties which may not be delegated. Section 5.46(1) requires the CEO to keep a register of all delegations and section 5.46 (2) of the Act provides that delegations be reviewed at least once every financial year.	
Comments:	The previous Delegation Register was adopted by Council at the November 2020 meeting, therefore the delegations require review this calendar year.	
Statutory Environment:	5.42. Delegation of some powers and duties to CEO	
	(1)	A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in section 5.43 and this power of delegation. <i>*Absolute majority required.</i>
	(2)	A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
	5.46. Register of, and records relevant to, delegations to CEO and employees.	
	(1)	The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
	(2)	At least once every financial year, delegations made under this Division are to be reviewed by the delegator.
Policy Implications:	Nil.	
Financial Implications:	Nil.	
Strategic Implications:	Nil.	
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:		Absolute Majority			
Officer's Recommendation:		<i>That Council endorse the Delegation Review Register of the Shire of Upper Gascoyne as listed in the document contained in Appendix 3 of this Agenda.</i>			
Council Resolution No: 05092021					
MOVED:		SECONDED:			
FOR: CR		AGAINST: CR			
F/A: /					

10.7

CHRISTMAS SHUTDOWN PERIOD FOR 2022

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	Sa Toomalatai – Manager, Finance & Corporate Services Cherie Walker – Senior Corporate Services Officer Administration
Date:	15 September 2022
Matters for Consideration:	To determine the Christmas Shutdown Period for 2022.
Background:	<p>In previous years the Shire has observed a Christmas/New Year stand down period in which both the Shire office and the CRC are closed during this time. Typically this would commence Friday lunchtime the day after the Community Christmas party, and then we would re-open the next working day after the New Year's day public holiday.</p> <p>This year we would like Council to consider changing the Christmas shutdown period dates for the Shire and CRC to close at 12:00pm (noon) on Friday 23rd December 2022 and re-open on Monday the 9th January 2023 as per normal business hours.</p> <p>With regards to the provision of services during this time, staff have identified a few options for the weekly kerbside rubbish collection such as providing local residents an additional wheelie bin during this period whilst the service is deferred until staff return to work, or alternatively the CEO has offered to carry out the service, providing he is in town at the time. Management will continue to deliberate on our options for the bin collection service and make a decision accordingly.</p> <p>We also intend to give our community ample notice of our closure times to ensure they can be well prepared in accessing services such as DoT, Centrelink, postal, library and utilities prior to the shutdown. This includes giving notice to our suppliers and other trade services to our community.</p> <p>The Shire and CRC closure dates and times will be advertised well in advance and extensively leading up to the Christmas/New Year period. Staff will circulate a public notice with the closure information via our website, social media pages, mail drop and in the Gassy Gossip.</p>

Comments:		<p>Last calendar year (2021) was the first year Council deviated from the 'usual' closure period and trialled dates that pushed out the closing and re-opening dates by a week - similar to the ones that are proposed for 2022. Once Council resolved to apply the 'revised' closure period for 2021, staff immediately started giving public notice to ensure our locally based and broader community were well prepared for our offices being closed leading up to this time. It is important to note that the actual length of time the office is closed does not differ and after trialling this period at the end of 2021, staff did not receive any complaints or negative feedback.</p> <p>By pushing the timeframe out by a week, this allows staff to work right up to the day before Christmas Eve, giving officers the opportunity to finalise pending work before taking leave at the end of the year. Starting a week later in the New Year will also be more aligned with when most businesses are back in operation. As it seems to be standard for most companies that the Shire trades with, to open up in the second week of January of the new year.</p> <p>It must also be noted that the dates proposed for the Shire and CRC shutdown is traditionally a very quiet period where there is little demand for administrative services – as a result of this, staff seize the opportunity to take leave during this time as there is no need to compete with other staff to get in first to have the Christmas break off. All staff have an equal opportunity to enjoy the festive holidays with their families.</p> <p>As per previous years, on-call arrangements will be put in place prior to the proposed Christmas/New Year closure to ensure emergencies can be responded to. CEO and Senior staff will be available on mobile phone and emergency contact details will also be distributed where required.</p>			
Statutory Environment:		Nil			
Policy Implications:		Nil			
Financial Implications:		Nil as this has been accounted for in the budgetary process.			
Strategic Implications:		Nil			
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)
	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or	Accept Officer Recommendation

Not meeting Statutory Compliance				Compliance Requirements	
Consultation:		Nil			
Voting requirement:		Simple Majority			
Officer's Recommendation:		<p><i>That Council –</i></p> <p>1. <i>Note the observance of a Christmas/New Year shut-down for the Shire Administration Office, Works Depot and Community Resource Centre; and endorse the following dates and time for the Christmas Closure Period:</i></p> <ul style="list-style-type: none"> • <i>Close from 12:00pm (noon) Friday 23rd December 2022</i> • <i>Re-open Monday 9th January 2023 (normal business hours)</i> 			
Council Resolution No: 06092021					
MOVED:		SECONDED:			
FOR: CR		AGAINST: CR			
F/A: /					

10.8 BUDGET VARIATION REQUEST- CAPITAL PURCHASE PLANT AND EQUIPMENT

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	None
Author:	Jarrold Walker – Manager of Works and Services
Date:	13 September 2022
Matters for Consideration:	Budget variation request to reallocate funds from Plant Replacement Reserve fund to purchase a 20kva generator.
Background:	<p>The Works Manager has requested an increase in budget funds to the Capital Expenditure GL account 11280200 to purchase a new diesel single phase generator. To cover this expenditure, we seek Council's approval to reduce the transfer of funds into the Plant Replacement Reserve fund by the ex GST purchase price of the new generator.</p> <p>For Council's reference, at the time of adopting the 22/23 budget Council resolved to transfer a total of \$160,054 into the Plant Replacement Reserve fund.</p>
Comments:	<p>The existing generator on P79 Grader Accommodation trailer has failed due to overheating and needs to be replaced. This accommodation unit is occupied by our Leading Hand, Dameon Whitby, and as such needed to be replaced immediately.</p> <p>This is a non-planned capital purchase. Quotes were requested and a suitable and on-hand generator was quoted from Generator Power Australia for the amount of \$18,389 exclusive of GST (note: \$20,227.90 inclusive). This quote was deemed comparable with other quotes and the same brand previously used by the shire without any issues.</p> <p>The CEO authorised the Works Manager to purchase the generator and seek retrospective authorisation from the Council at the next meeting.</p>

<p>Statutory Environment:</p>	<p>Local Government Act 1995 – Part 6 Financial Management, Division 4 General Financial Provisions, Section 6.8</p> <p>6.8. Expenditure from municipal fund not included in annual budget</p> <p>(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —</p> <p>(b) is authorised in advance by resolution*; or</p> <p>(c) is authorised in advance by the mayor or president in an emergency.</p> <p><i>* Absolute majority required.</i></p> <p>(1a) In subsection (1) —</p> <p>additional purpose means a purpose for which no expenditure estimate is included in the local government’s annual budget.</p> <p>(2) Where expenditure has been incurred by a local government —</p> <p>(a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and</p> <p>(b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.</p>				
<p>Policy Implications:</p>	<p>Nil</p>				
<p>Financial Implications:</p>	<p>There is nil financial implications on the budget bottom line if Council approve this budget variation request, however there is a risk of recording a further overspend on the plant budget if the request is not approved.</p>				
<p>Strategic Implications:</p>	<p>Civic Leadership – To responsibly manage Council’s financial resources to ensure optimum value for money and sustainable asset management.</p>				
<p>Risk:</p>					
<p>Risk</p>	<p>Risk Likelihood (based on history and with existing controls)</p>	<p>Risk Impact / Consequence</p>	<p>Risk Rating (Prior to Treatment or Control)</p>	<p>Principal Risk</p>	<p>Risk Action Plan (Controls or Treatment proposed)</p>
<p>Not meeting Statutory Compliance</p>	<p>Rare (1)</p>	<p>Moderate (3)</p>	<p>Low (1-4)</p>	<p>Failure to meet Statutory, Regulatory or Compliance Requirements</p>	<p>Accept Officer Recommendation</p>

Consultation:	Consultation has been made at the management level regarding the budget variations.		
Voting requirement:	Absolute Majority		
Officer's Recommendation:	<p><i>That Council, in accordance with section 6.8(1)(b) of the Local Government Act, adopt the following budget variations;</i></p> <p><i>Decrease budget funds at following Reserve Fund (by the value of):</i></p> <ul style="list-style-type: none"> • <i>Transfer <u>into</u> the Plant Replacement Reserve \$18,389</i> <p><i>Increase budget funds at following GL Account (by the value of):</i></p> <ul style="list-style-type: none"> • <i>GL 11280200 Purchase Plant and Equipment \$18,389</i> 		
Council Resolution No: 07082022			
MOVED:	CR:	SECONDED:	CR:
F/A: 0/0			

10. 9

ROAD USE AGREEMENT BETWEEN THE SHIRE OF UPPER GASCOYNE AND YANGIBANA PROPRIETARY LIMITED (HASTINGS TECHNOLOGY METALS)

Applicant:	Shire of Upper Gascoyne				
Disclosure of Interest:	Nil				
Author:	John McCleary – Chief Executive Officer				
Date:	14 September 2022				
Matters for Consideration:	To accept the Road Use Agreement and the associated annexure's as tabled and authorise the CEO and the Shire President to execute as a deed.				
Background:	This is to allow Hastings and their Contractors to seek an upgraded RAV Rating for the roads (RAV 7) and to ensure the roads meet Type 3 Standard and are maintained in a satisfactory standard.				
Comments:	It is to be noted that the tabled RUA has been developed in association with the Shires of Carnarvon and Ashburton and the agreements, although separate, are virtually identical in nature.				
Statutory Environment:	Section 132(4) of the Road Traffic (Administration) Act 2008				
Policy Implications:	Nil				
Financial Implications:	Nil				
Strategic Implications:	Nil				
Risk:					
Risk	Risk Likelihood (based on history and with existing controls)		Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)		Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation

MOVED: CR:

SECONDED: CR:

That Council come out from behind closed doors.

FOR:

AGAINST: CR

F/A /

12. PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

14. ELECTED MEMBERS REPORTS

- 14.1 Cr Hammarquist OAM JP
- 14.2 Cr Caunt
- 14.3 Cr McTaggart
- 14.4 Cr Watters
- 14.5 Cr Walker
- 14.6 Cr McKeough
- 14.7 Cr Hoseason-Smith

15. STATUS OF COUNCIL MEETING RESOLUTIONS

Resolution N°	Subject	Status	Open / Close	Responsible Officer
07082021	Activities in Thoroughfares Local	Explanatory Memorandum sent to the Department of Local Government, Advertisements have been organised.	Closed	CEO

16. STATUS OF PROJECTS

As per Appendix 4

17. MEETING CLOSURE

The Shire Vice President closed the meeting at ____ pm.

APPENDIX 1

(List of Accounts Paid Report for August 2022)

Date: 12/09/2022
Time: 3:55:21PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due & Submitted to Council for payments made in
August 2022.

USER: Finance Manager
PAGE: 1

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Commonwealth Mastercard					
EFT14580	01/08/2022	Drone Deploy - Yearly subscription for processing aerial data.	1		3,804.96
INV 5759381	22/06/2022	SkyMesh - Monthly Data Service for CRC and Admin office from 22.06.2022 to 21.07.2022	1	124.95	
INV 502390336	01/07/2022	Seek Website - Advert for job vacancy for Plant Operator/All Rounder in Roadworks team	1	313.50	
INV 27062022	01/07/2022	Drone Deploy - Yearly subscription for processing aerial data.	1	1,814.77	
INV 1455599925	03/07/2022	Apple - iCloud 50gb Data Storage for Manager of Works & Services. Monthly subscription for July 2022.	1	1.49	
INV AC0048879	17/07/2022	SPOT Device - Subscription for Works Crew - SPOT3 device (0-3527139)	1	323.09	
INV 318975	20/07/2022	Modest Mounts - 1x RAM Finger Grip Phone Cradle	1	58.95	
INV 520937	20/07/2022	South West Removals - Freight cost to pick up and deliver new reception chairs from Welshpool to Toll depot in Carnarvon	1	437.61	
INV 5161713	22/07/2022	Godfey's - Pullman Commander PV900 Backpack Vacuum and accessories for use in Chambers	1	456.94	
INV 5814361	22/07/2022	SkyMesh - Additional data allowance service for both CRC and Admin Offices for period: 22.07.2022 to 21.08.2022	1	124.95	
INV 507397	24/07/2022	Poster My Wall - 2022/2023 premium subscription	1	148.71	
Afgrri Equipment					
EFT14581	05/08/2022	P101 John Deere Tractor - Supply Actuator and O-Ring Parts	1		916.43
INV 2589770	24/05/2022	Credit for Invoice 2559679 - Goods returned.	1	-457.62	
INV 2607553	20/07/2022	P101 John Deere Tractor - Supply Actuator and O-Ring Parts	1	1,374.05	
Bt Equipment Pty Ltd T/as Tutt Byant Equipment					
EFT14582	05/08/2022	P89 Roller - Supply BOMAG Travel Level Alloy Gate	1		317.33
INV 008474170	20/07/2022	P89 Roller - Supply BOMAG Travel Level Alloy Gate	1	317.33	
Child Support Agency					
EFT14583	05/08/2022	Payroll deductions	1		373.62
INV DEDUCTIO03	08/2022	Payroll deductions		373.62	
Gascoyne Off Road Racing Club					
EFT14584	05/08/2022	2022/23 Sponsorship of Community Event - Gascoyne Dash 2022 held on 30th - 31st July 2022.	1		3,300.00
INV INV-0565	22/07/2022	2022/23 Sponsorship of Community Event - Gascoyne Dash 2022 held on 30th - 31st July 2022.	1	3,300.00	
Autopro					
EFT14585	05/08/2022	Supply x56dmf battery - Depot Stock	1		366.72
INV 2060347	22/07/2022	P79 Drop Deck Trailer & P55 Low Loader - Supply KT70716 20W solar panels	1	167.64	
INV 2060663	26/07/2022	Supply x56dmf battery - Depot Stock	1	199.08	
Jarraharbar Contracting					
EFT14586	05/08/2022	2 pallets of guide posts Carnarvon to Gascoyne Junction	1		148.50
INV 116	13/07/2022	2 pallets of guide posts Carnarvon to Gascoyne Junction	1	148.50	

Date: 12/09/2022
Time: 3:55:21PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due & Submitted to Council for payments made in
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Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
The Trustee For Kempton Family Trust T/A The Junction Pub and Tourist Park					
EFT14587	05/08/2022	Morning Tea and Councillor Lunches for Council Meeting November 2021	1		431.00
INV 50520252	22/07/2022	Morning Tea and Councillor Lunches for Council Meeting November 2021	1	371.00	
INV 50520248	22/07/2022	Morning Tea Budget Meeting	1	60.00	
State Library of Western Australia					
EFT14588	05/08/2022	2022/2023 Better Beginning Books	1		5.50
INV RI032770	13/07/2022	2022/2023 Better Beginning Books	1	5.50	
Toll Ipec Pty Ltd					
EFT14589	05/08/2022	Freight to the Carnarvon Toll Depot for the period 19.07.2022 to 21.07.2022	1		80.25
INV 1042-MWB:24/07/2022		Freight to the Carnarvon Toll Depot for the period 19.07.2022 to 21.07.2022	1	80.25	
Truckline					
EFT14590	05/08/2022	P36 Prime Mover - Brake Hardware	1		1,750.74
INV 7917568	26/07/2022	P36 Prime Mover - Brake Hardware	1	1,750.74	
Tudor House (WA) Pty Ltd					
EFT14591	05/08/2022	Supply 7x Gassy Dash Banners for display along Gregory Street	1		2,702.00
INV 6361	21/07/2022	Supply 7x Gassy Dash Banners for display along Gregory Street	1	2,702.00	
Downer Edi Works Pty Ltd					
EFT14592	05/08/2022	Supply and deliver aggregate and bitumen seal for Carnarvon/Mullewa Road (Pells) bitumen upgrade - work undertaken in June 2022.	1		481,524.40
INV 6013708	03/07/2022	Supply and deliver aggregate and bitumen seal for Carnarvon/Mullewa Road (Pells) bitumen upgrade - work undertaken in June 2022.	1	481,524.40	
Greenfield Technical Services					
EFT14593	05/08/2022	AGRN 951 Flood Damage Construction Package 1, Project Management for period: 01.07.2022 to 16.07.2022	1		38,927.90
INV INV-2688	20/07/2022	AGRN 951 Flood Damage Construction Package 1, Project Management for period: 01.07.2022 to 16.07.2022	1	38,927.90	
Downer Edi Works Pty Ltd					
EFT14594	05/08/2022	AGRN 951 - Supply, deliver and seal bitumen Landor/Meekatharra Road SLK 38.714 - 38.473	1		16,832.74
INV 6013709	03/07/2022	AGRN 951 - Supply, deliver and seal bitumen Landor/Meekatharra Road SLK 38.714 - 38.473	1	16,832.74	
Gascoyne Group Pty Ltd					
EFT14595	12/08/2022	IAS Project - Water cart hire for Landor/Mount Augustus road resheeting - period: 27.06.2022 to 02.07.2022	1		15,518.25
INV 00000082	07/07/2022	IAS Project - Water cart hire for Landor/Mount Augustus road resheeting - period: 27.06.2022 to 02.07.2022	1	15,518.25	
Paul D Kearney - Carpenter & Joiner					
EFT14596	12/08/2022	Supply Labour and Materials for additional works required for Council Chambers Refurbishment	1		2,211.00
INV 90	08/06/2022	Supply Labour and Materials for additional works required for Council Chambers Refurbishment	1	2,211.00	
RSM Australia Pty Ltd					
EFT14597	19/08/2022	Accounting Services for July 2022	1		8,250.00

Date: 12/09/2022
Time: 3:55:21PM

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Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
RSM Australia Pty Ltd					
INV GERI00242	29/07/2022	Accounting Services for July 2022	1	8,250.00	
Quantum Surveys Pty Ltd					
EFT14598	19/08/2022	Survey and setout of Landor Meeka Rd bitumen upgrade	1		8,602.00
INV 00010826	12/08/2022	Survey and setout of Landor Meeka Rd bitumen upgrade	1	8,602.00	
Dust Up Projects					
EFT14599	19/08/2022	Freight from Carnarvon to Gascoyne Junction ending 31.07.2022	1		1,112.95
INV INV-2559	03/08/2022	Freight from Carnarvon to Gascoyne Junction ending 31.07.2022	1	1,112.95	
Griffin Valuation Advisory					
EFT14600	19/08/2022	Provide a professional valuation service to assess the Shire's Land and Building assets.	1		13,420.00
INV 2036	30/06/2022	Provide a professional valuation service to assess the Shire's Land and Building assets.	1	13,420.00	
ABCO PRODUCTS PTY LTD					
EFT14601	19/08/2022	Bathroom and cleaning amenities for the new Tourist Stop	1		1,357.47
INV INV817223	11/08/2022	Bathroom and cleaning amenities for the new Tourist Stop	1	1,357.47	
Australia Post					
EFT14602	19/08/2022	Freight & Postage for CRC for July 2022	1		86.14
INV 1011734997	03/08/2022	Freight & Postage for CRC for July 2022	1	86.14	
Boc Limited					
EFT14603	19/08/2022	Quarterly Continer Rental for Oxygen Medical Size C & D - 01.08.2022 to 31.10.2022	1		78.01
INV 4031738226	29/07/2022	Quarterly Continer Rental for Oxygen Medical Size C & D - 01.08.2022 to 31.10.2022	1	42.12	
INV 4031738229	29/07/2022	Monthly Container Rental for Helium Gas for CRC events - 28.06.2022 to 28.07.2022	1	35.89	
KF & PD Burkett					
EFT14604	19/08/2022	Verge Mowing - Carnarvon Mullewa Road (West) 0 to 57 SLK & Townsite 6.5kms	1		15,017.75
INV INV126	06/08/2022	Verge Mowing - Carnarvon Mullewa Road (West) 0 to 57 SLK & Townsite 6.5kms	1	15,017.75	
Canine Control A Division Of Trephleene Pty Ltd					
EFT14605	19/08/2022	Contract Ranger services - 16.07.2022	1		2,200.00
INV 4029	28/07/2022	Contract Ranger services - 16.07.2022	1	2,200.00	
Carnarvon Auto Electrics					
EFT14606	19/08/2022	P101 John Deer Tractor - Battery and Battery Lead	1		340.93
INV 39038088	10/08/2022	P101 John Deer Tractor - Battery and Battery Lead	1	340.93	
Carnarvon Growers Association Inc					
EFT14607	19/08/2022	Garden Equipment for 6 Scott Street	1		571.56
INV INV-38802808	08/08/2022	Garden Equipment for 6 Scott Street	1	571.56	
Carnarvon Medical Centre					
EFT14608	19/08/2022	Pre Employment Medical Nicholas McGrade	1		402.00

Date: 12/09/2022
Time: 3:55:21PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due & Submitted to Council for payments made in
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Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Carnarvon Medical Centre					
INV 175794KAR	12/08/2022	Pre Employment Medical Nicholas McGrade	1	402.00	
Carnarvon Auto Service Pty Ltd					
EFT14609	19/08/2022	P87 CAT Grader - Tyres and freight	1		1,945.80
INV 00003567	28/07/2022	P104 Ford Ranger (pool vehicle) - Tyre Repair	1	55.00	
INV 00003630	05/08/2022	P87 CAT Grader - Tyres and freight	1	1,890.80	
Child Support Agency					
EFT14610	19/08/2022	Payroll deductions	1		373.62
INV DEDUCTIO	17/08/2022	Payroll deductions		373.62	
Day Pastoral Company					
EFT14611	19/08/2022	Grade/reinstate Pingandy Road	1		5,775.00
INV INV-0131	29/07/2022	Grade/reinstate Pingandy Road	1	5,775.00	
Everywhere Travel					
EFT14612	19/08/2022	Perth 4WD Show Accommodation for TDCO & CSO	1		1,650.84
INV I000028629	03/08/2022	J McCleary, J Walker & J Kirk - Accommodation 5th August for meeting with Minister Dawson	1	450.84	
INV I000028719	09/08/2022	Perth 4WD Show Accommodation for TDCO & CSO	1	1,200.00	
Expand A Brand					
EFT14613	19/08/2022	Supply 20x Deck Chairs Complete with Shire Digital Print Artwork includes Freight	1		5,453.80
INV 69599	02/08/2022	Supply 20x Deck Chairs Complete with Shire Digital Print Artwork includes Freight	1	5,453.80	
Gascoyne Office Equipment					
EFT14614	19/08/2022	Photocopier Service agreement July 2022	1		860.65
INV INVC7-720	125/07/2022	Photocopier Service agreement July 2022	1	860.65	
Gascoyne Group Pty Ltd					
EFT14615	19/08/2022	Wet Hire Side Tipper - Landor Meekatharra Road - 01.08.2022 to 08.08.2022, 229 hours, plus mobilisation and accommodation	1		104,841.00
INV 00000085	12/08/2022	MC Operator Labour Hire - Landor Meekatharra Road - 01.08.2022 to 08.08.2022	1	8,613.00	
INV 00000084	12/08/2022	Water Cart Hire - Landor Meekatharra Road - 27.07.2022 to 08.08.2022 - 175 hours.	1	31,762.50	
INV 00000083	12/08/2022	Wet Hire Side Tipper - Landor Meekatharra Road - 01.08.2022 to 08.08.2022, 229 hours, plus mobilisation and accommodation	1	64,465.50	
Gascoyne Safety Assets					
EFT14616	19/08/2022	6 monthly fire extinguisher test and tag - workshop, offices and plant	1		2,723.49
INV 057	27/07/2022	6 monthly fire extinguisher test and tag - workshop, offices and plant	1	2,723.49	
Geraldton Fuel Company T/as Refuel Australia					
EFT14617	19/08/2022	Supply bulk fuel to Camp Trailers with 4000 litre diesel tank @ 2.0152	1		17,907.07
INV 02074229	28/07/2022	Monthly rental of Type 20 Self Bunded Diesel Tank - August 2022	1	619.67	
INV 31/07/2022	31/07/2022	Fuel Card Purchases for July 2022	1	1,065.04	

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Geraldton Fuel Company T/as Refuel Australia					
INV 02095380	01/08/2022	Supply bulk fuel to P50 (I Golding) Camp Trailer with 4000 litre diesel tank - 1250 litres of diesel @ 2.0152	1	2,519.00	
INV 02095382	01/08/2022	Supply bulk fuel to Camp Trailers with 4000 litre diesel tank @ 2.0152	1	13,703.36	
Geraldton Natural Limestone					
EFT14618	19/08/2022	Supply and Transport Stone Cladding to Gascoyne Junction for the Tourist Stop (Two Rivers Memorial Park)	1		20,680.00
INV 00001535	08/07/2022	Supply and Transport Stone Cladding to Gascoyne Junction for the Tourist Stop (Two Rivers Memorial Park)	1	20,680.00	
Grillex Pty Ltd					
EFT14619	19/08/2022	Supply 9x Integra-EX 2m Table Settings - Surface Mount - Western Red Cedar TimberImage. Outdoor furniture for Two Rivers Memorial Park.	1		30,874.80
INV 115342	02/08/2022	Supply 9x Integra-EX 2m Table Settings - Surface Mount - Western Red Cedar TimberImage. Outdoor furniture for Two Rivers Memorial Park.	1	30,874.80	
Kennedy Vinciullo					
EFT14620	19/08/2022	Legal fees and disbursements for services provided - 12 Hatch Street, Gascoyne Junction	1		2,143.20
INV 887	30/06/2022	Legal fees and disbursements for services provided - 12 Hatch Street, Gascoyne Junction	1	1,484.70	
INV 953	09/08/2022	Legal Fees for Rates debt collection - Mungullah Community Aboriginal Corporation	1	658.50	
Autopro					
EFT14621	19/08/2022	P87 CAT Grader - Pneumatic fittings	1		96.72
INV 2061597	10/08/2022	P87 CAT Grader - Pneumatic fittings	1	96.72	
Ivan Bilcich					
EFT14622	19/08/2022	Install crossover to Bush Fire Brigade Shed	1		5,225.00
INV 00126	11/08/2022	Install crossover to Bush Fire Brigade Shed	1	5,225.00	
Junction Race Club					
EFT14623	19/08/2022	Sponsorship of the Junction Race Club races and gymkhana event to be held 20th - 21st August 2022	1		6,600.00
INV 00000280	26/07/2022	Sponsorship of the Junction Race Club races and gymkhana event to be held 20th - 21st August 2022	1	6,600.00	
The Trustee For Kempton Family Trust T/A The Junction Pub and Tourist Park					
EFT14624	19/08/2022	Accommodation for Phil Swain (EHO) 19th & 20th May 2022	1		360.00
INV 50520246	22/07/2022	Accommodation for Phil Swain (EHO) 19th & 20th May 2022	1	360.00	
Market Force					
EFT14625	19/08/2022	Advert for Saturday West Australian 2nd July 2022 - Request for Tender RFT 01 22-23 Provision of Accounting and Financial Services.	1		566.87
INV 159848	31/07/2022	Advert for Saturday West Australian 2nd July 2022 - Request for Tender RFT 01 22-23 Provision of Accounting and Financial Services.	1	566.87	
Mt Clere Station					
EFT14626	19/08/2022	Full maintenance grading of Landor/Mount Clere Road - period: 20/06/2022 to 30/06/2022.	1		13,620.75
INV 310722	31/07/2022	Full maintenance grading of Landor/Mount Clere Road - period: 20/06/2022 to 30/06/2022.	1	13,620.75	
Nisbets Australia Pty Ltd					

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Nisbets Australia Pty Ltd					
EFT14627	19/08/2022	Tourism Precinct - Table Knives	1		367.07
INV 1421621	30/03/2022	Tourism Precinct - Table Knives	1	76.78	
INV 1424512	04/04/2022	Tourism Precinct - Box Grater	1	21.56	
INV 1501009	02/08/2022	Tourism Precinct - Table Knives	1	268.73	
Norwest Refrigeration Services					
EFT14628	19/08/2022	Pavilion Coolroom - Supply of transformer and Carel Thermostat.	1		334.66
INV 00039406	12/08/2022	Pavilion Coolroom - Supply of transformer and Carel Thermostat.	1	334.66	
Officeworks					
EFT14629	19/08/2022	Administration Office Supplies & Amenities	1		487.81
INV 602194448	05/08/2022	Administration Office Supplies & Amenities	1	487.81	
Perfect Computer Solutions Pty Ltd					
EFT14630	19/08/2022	I.T Support - 22.07.2022 to 11.08.2022	1		297.50
INV 27409	28/07/2022	July 2022 - Monthly management fee for I.T. Disaster Recovery Service	1	85.00	
INV 27431	11/08/2022	I.T Support - 22.07.2022 to 11.08.2022	1	212.50	
The Trustee For Perarda Family & Co T/A Pridham Mechanical					
EFT14631	19/08/2022	P50 Dtrans Camp REGO GU971 - Service	1		11,238.81
INV INV-0734	09/08/2022	P41 Mitsubishi Fuso-Canter - Repair rubbish cage	1	924.00	
INV INV-0735	09/08/2022	P95 Isuzu Crewman - Brake adjustment	1	198.00	
INV INV-0738	09/08/2022	P105 CAT CW34 - Wheel Maintenance	1	396.00	
INV INV-0736	09/08/2022	P84 Generator -Maintenance	1	132.00	
INV INV-0733	09/08/2022	P117 Ford Ranger GU0 - Service	1	885.50	
INV INV-0732	09/08/2022	P113 Toyota Hilux GU 31 - Service	1	907.50	
INV INV-0731	09/08/2022	P101 John Deer 8130 - Service	1	1,773.20	
INV INV-0730	09/08/2022	P50 Dtrans Camp REGO GU971 - Service	1	1,996.50	
INV INV-0729	09/08/2022	P44 Mazda BT50 REGO GU 373 - Service	1	880.66	
INV INV-0737	09/08/2022	P89 Bomag Smooth-Drum REGO GU517 - Service	1	567.60	
INV INV-0739	09/08/2022	P76 CAT 905H REGO GU144 - Service	1	1,079.10	
INV INV-0741	09/08/2022	P103 Ford Ranger REGO GU85 - Service	1	1,199.00	
INV INV-0742	09/08/2022	P103 Ford Ranger REGO GU85 - Service	1	299.75	
PR Power Pty Ltd					
EFT14632	19/08/2022	P79 Drop Deck Trailer - Parts	1		267.12

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PR Power Pty Ltd					
INV 36544	04/08/2022	P79 Drop Deck Trailer - Parts	1	267.12	
Redfish Technologies					
EFT14633	19/08/2022	Audio & Video Professional Consultants including Flights and Accomodation	1		3,674.00
INV INV-4064	27/07/2022	Audio & Video Professional Consultants including Flights and Accomodation	1	3,674.00	
Toll Ipec Pty Ltd					
EFT14634	19/08/2022	General Freight 04.08.2022	1		22.45
INV 1044-MWB:07/08/2022		General Freight 04.08.2022	1	22.45	
Tropics Hardware					
EFT14635	19/08/2022	300mm galvinised deck spike	1		1,150.35
INV 562193	02/05/2022	300mm galvinised deck spike	1	935.00	
INV 576744	09/08/2022	Various Shire properties maintenance items.	1	215.35	
WA LOCAL GOVERNMENT					
EFT14636	19/08/2022	2022/2023 WALGA Annual Subscriptions (Membership & Council Connect)	1		18,416.13
INV SI-000486	21/07/2022	2022/2023 WALGA Annual Subscriptions (Membership & Council Connect)	1	18,416.13	
West Australian Newspapers Ltd					
EFT14637	19/08/2022	Public Notice for 2022/23 Shire of Upper Gascoyne Differential Rates	1		3,679.60
INV 1019950920	31/07/2022	Public Notice for 2022/23 Shire of Upper Gascoyne Differential Rates	1	1,872.59	
INV 1019950920	31/07/2022	Advert for Midwest Times - Request for Tender RFT 01 22-23 Provision of Accounting and Financial Services.	1	348.73	
INV 1019950920	31/07/2022	Job Advert for Midwest Times - Plant Operator / All Rounder	1	1,458.28	
Westrac Pty Ltd					
EFT14638	19/08/2022	P36 CAT Loader - Parts	1		218.60
INV PI 7248760	27/07/2022	P36 CAT Loader - Parts	1	218.60	
Horizon Power					
EFT14639	19/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1		10,032.81
INV 21 013 9357	02/08/2022	Street Lighting for period: 01/07/2022 to 31/07/2022	1	342.12	
INV 21 014 0110	05/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1	995.88	
INV 21 014 0117	05/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1	117.62	
INV 21 014 0095	05/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1	705.87	
INV 21 014 0025	05/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1	837.23	
INV 21 014 0070	05/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1	225.32	
INV 21 014 0108	05/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1	670.69	
INV 21 014 0058	05/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1	367.64	

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Horizon Power					
INV 21 014 0080	05/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1	217.89	
INV 21 014 0114	05/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1	670.69	
INV 21 014 0055	05/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1	1,337.70	
INV 21 014 0066	05/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1	828.92	
INV 21 014 0053	05/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1	362.28	
INV 21 014 0110	05/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1	483.20	
INV 21 014 0031	05/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1	275.95	
INV 21 014 0118	05/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1	151.21	
INV 21 014 0072	05/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1	486.71	
INV 21 014 0042	05/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1	210.46	
INV 21 014 0042	05/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1	198.84	
INV 21 014 0074	05/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1	111.10	
INV 21 014 0046	05/08/2022	Power Consumption from 08.06.2022 to 04.08.2022	1	435.49	
Greenfield Technical Services					
EFT14640	19/08/2022	C3359 - Carnarvon/Mullewa Road - Pells - Provide Engineering Consultancy Services for the upgrade of Carnarvon/Mullewa Road.	1		5,930.93
INV INV-2711	31/07/2022	C3359 -Carnarvon/Mullewa Road - Pells - Provide Engineering Consultancy Services for the upgrade of Carnarvon/Mullewa Road.	1	694.93	
INV INV-2735	31/07/2022	C3359 - Carnarvon/Mullewa Road - Pells - Provide Engineering Consultancy Services for the upgrade of Carnarvon/Mullewa Road.	1	5,236.00	
Greenfield Technical Services					
EFT14641	19/08/2022	AGRN-908 Flood Damage Construction Package 2, Project Management for period: 01.07.2022 to 31.07.2022	1		877.25
INV INV-2708	31/07/2022	AGRN-908 Flood Damage Construction Package 2, Project Management for period: 01.07.2022 to 31.07.2022	1	877.25	
Them Earth Moving					
EFT14642	19/08/2022	AGRN 908 - Fuel Price Surcharge applied to invoices for works between 24/02/22 to 30/06/22	1		143,587.41
INV 00000786	30/06/2022	AGRN 908 - Fuel Price Surcharge applied to invoices for works between 24/02/22 to 30/06/22	1	143,587.41	
Greenfield Technical Services					
EFT14643	19/08/2022	AGRN-951 Flood Damage Construction Package 2, Project Management for period: 20.07.2022 to 03.08.2022	1		39,136.35
INV INV-2743	08/08/2022	AGRN-951 Flood Damage Construction Package 2, Project Management for period: 20.07.2022 to 03.08.2022	1	39,136.35	
Quadrio Earthmoving Pty Ltd					
EFT14644	19/08/2022	AGRN-951 - 8.0% fuel price variation applied to invoices for works completed between 24.02.2022 to 15.07.2022	1		146,149.87
INV 00011266	12/08/2022	AGRN-951 - 8.0% fuel price variation applied to invoices for works completed between 24.02.2022 to 15.07.2022	1	146,149.87	
Them Earth Moving					
EFT14645	19/08/2022	AGRN-951 Supply plant and operators for road flood damage repairs for period: 20.07.2022 to 02.08.2022	1		331,988.25

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Them Earth Moving					
INV 00000787	04/08/2022	AGRN-951 Supply plant and operators for road flood damage repairs for period: 20.07.2022 to 02.08.2022	1	331,988.25	
Pivotel Satellite Pty Ltd					
EFT14646	25/08/2022	Satellite Phone Charges - Usage 15.07.2022 to 14.08.2022, Service Charges 15.08.2022 to 14.09.2022	1		1,395.23
INV 3390440	15/08/2022	Satellite Phone Charges - Usage 15.07.2022 to 14.08.2022, Service Charges 15.08.2022 to 14.09.2022	1	1,378.73	
INV 3388797	15/08/2022	Satellite Phone Charges for Works Manager - Usage 15.07.2022 to 14.08.2022, Service Charges 15.08.2022 to 14.09.2022	1	16.50	
Telstra Corporation Ltd					
EFT14647	25/08/2022	Shire Telephone Services - Usage Charges 02.07.2022 to 01.08.2022, Service Charges 02.08.2022 to 01.09.2022	1		1,156.38
INV K 785 434 9	09/08/2022	Shire Telephone Services - Usage Charges 02.07.2022 to 01.08.2022, Service Charges 02.08.2022 to 01.09.2022	1	591.68	
INV 136 3333 60	20/08/2022	Shire Mobile Phones - Usage Charges 20.07.2022 to 19.08.2022, Service Charges 20.08.2022 to 19.09.2022	1	508.71	
INV 136 3333 68	20/08/2022	TCDO Mobile Phone & Data Service - Usage Charges 20.07.2022 to 19.08.2022, Service Charges 20.09.2022 to 19.10.2022	1	55.99	
Westnet					
EFT14648	25/08/2022	DNS Mail Relay Recurring for the period 31.07.2022 to 31.07.2023 (annual subscription fees)	1		90.00
INV 133255777	17/08/2022	DNS Mail Relay Recurring for the period 31.07.2022 to 31.07.2023 (annual subscription fees)	1	90.00	
Activ8me					
EFT14649	17/08/2022	Manager of Finance & Corporate Services Residential Internet Service for the period 03.08.2022 to 02.09.2022	1		69.95
INV 3793605	03/08/2022	Manager of Finance & Corporate Services Residential Internet Service for the period 03.08.2022 to 02.09.2022	1	69.95	
Activ8me					
EFT14650	19/08/2022	Manager of Works & Services Residential Internet Service for the period 05.08.2022 to 04.09.2022	1		129.95
INV 3797156	05/08/2022	Manager of Works & Services Residential Internet Service for the period 05.08.2022 to 04.09.2022	1	129.95	
Activ8me					
EFT14651	22/08/2022	CEO Residential Internet Service for the period 08.08.2022 to 07.09.2022	1		154.95
INV 3802117	08/08/2022	CEO Residential Internet Service for the period 08.08.2022 to 07.09.2022	1	154.95	
Activ8me					
EFT14652	26/08/2022	Office Administration Internet for the period 13.08.2022 to 12.09.2022	1		129.95
INV 3810600	13/08/2022	Office Administration Internet for the period 13.08.2022 to 12.09.2022	1	129.95	
Gregory James Watters					
EFT14653	26/08/2022	August 2022 - Monthly Councillor Fees for Councillor G Watters	1		1,689.64
INV COUNCIL /24/08/2022		August 2022 - Monthly Councillor Fees for Councillor G Watters	1	1,689.64	
Greenfield Technical Services					
EFT14654	26/08/2022	Provide procurement management support for Shire's RFT process for supply and install of water bore casing.	1		1,790.38
INV INV-2690	31/07/2022	Provide procurement management support for Shire's RFT process for supply and install of water bore casing.	1	1,790.38	
Leanne Alys McKeough					
EFT14655	26/08/2022	August 2022 - Monthly Councillor Fees for Councillor Alys McKeough	1		1,301.50
INV COUNCIL /24/08/2022		August 2022 - Monthly Councillor Fees for Councillor Alys McKeough	1	1,301.50	

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Ainsley Mia Hardie					
EFT14656	26/08/2022	Reimbursement of various Out of Pocket Expenses for TCDO - fuel and other miscellaneous items.	1		173.29
INV EXPENSE C	10/08/2022	Reimbursement of various Out of Pocket Expenses for TCDO - fuel and other miscellaneous items.	1	173.29	
Airport Lighting Specialists Pty Ltd					
EFT14657	26/08/2022	Aerodrome Windsock	1		319.00
INV IN24118	19/07/2022	Aerodrome Windsock	1	319.00	
Australia's Golden Outback					
EFT14658	26/08/2022	2022/23 Gold Membership Australia's Golden Outback for period 01.07.2022 to 30.06.2023	1		350.00
INV INV-00398309	08/2022	2022/23 Gold Membership Australia's Golden Outback for period 01.07.2022 to 30.06.2023	1	350.00	
BGC Cement					
EFT14659	26/08/2022	Supply 20 T of 140T general purpose cement	1		6,930.00
INV IC471623	23/08/2022	Supply 20 T of 140T general purpose cement	1	6,930.00	
Bishop Transport					
EFT14660	26/08/2022	Pickup and delivery of 20T of 140T cement from BGC to shire depot	1		4,691.17
INV B179703	15/08/2022	Pickup and delivery of 20T of 140T cement from BGC to shire depot	1	4,691.17	
Blanche Maree Walker					
EFT14661	26/08/2022	August 2022 - Monthly Councillor Fees for Councillor B Walker	1		1,103.50
INV COUNCIL /	24/08/2022	August 2022 - Monthly Councillor Fees for Councillor B Walker	1	1,103.50	
Carnarvon Auto Service Pty Ltd					
EFT14662	26/08/2022	P105 CAT Roller - Supply Tyres	1		2,996.56
INV 00003621	03/08/2022	P105 CAT Roller - Supply Tyres	1	1,186.90	
INV 00003647	08/08/2022	Supply drill bits and mushroom plugs for tyre repairs	1	637.26	
INV 00003677	11/08/2022	P111 Mack Tipper Truck - Sailun 295/80R22.5 fitting and disposal	1	1,172.40	
JW & JP Caunt					
EFT14663	26/08/2022	August 2022 - Monthly Councillor Fees for Councillor J Caunt	1		1,621.05
INV COUNCIL /	24/08/2022	August 2022 - Monthly Councillor Fees for Councillor J Caunt	1	1,621.05	
Everywhere Travel					
EFT14664	26/08/2022	Return Flights for Proud Mary and Elavina - Entertainment for Visitor Stop Opening	1		5,483.20
INV I000028861	16/08/2022	Return Flights for Proud Mary and Elavina - Entertainment for Visitor Stop Opening	1	5,483.20	
Donald Raymond Hammarquist					
EFT14665	26/08/2022	August 2022 - Monthly Councillor Fees for President D Hammarquist	1		4,240.26
INV COUNCIL /	24/08/2022	August 2022 - Monthly Councillor Fees for President D Hammarquist	1	4,240.26	
Kennedy Vinciullo					
EFT14666	26/08/2022	Legal Fees for Gascoyne Junction Tourist Park - Lease Disputes	1		4,411.00
INV 945	29/07/2022	Legal Fees for Gascoyne Junction Tourist Park - Lease Disputes	1	4,411.00	

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Autopro					
EFT14667	26/08/2022	Supply heavy duty torque multiplier for Workshop equipment	1		145.00
INV 2061928	16/08/2022	Supply heavy duty torque multiplier for Workshop equipment	1	145.00	
Jarrahar Contracting					
EFT14668	26/08/2022	Transport drop deck float from Geraldton to Landor	1		3,179.00
INV 133	15/08/2022	Transport drop deck float from Geraldton to Landor	1	3,179.00	
The Trustee For Kempton Family Trust T/A The Junction Pub and Tourist Park					
EFT14669	26/08/2022	Council Meeting Lunch - 27th July 2022	1		390.00
INV 50520253	05/08/2022	Council Meeting Lunch - 27th July 2022	1	358.00	
INV 50520254	05/08/2022	Council Meeting Refreshments	1	32.00	
LGIS BROKING					
EFT14670	26/08/2022	2022/23 Salary Continuance Insurance for period 30.06.2022 to 30.06.2023	1		10,343.06
INV 062-212585	30/06/2022	2022/23 Salary Continuance Insurance for period 30.06.2022 to 30.06.2023	1	5,605.38	
INV 062-212539	30/06/2022	2022/23 Personal Accident and Sickness Insurance (Employee Income Protection) for period 30.06.2022 to 30.06.2023	1	3,871.43	
INV 062-212627	30/06/2022	2022/23 Marine Cargo Insurance for the period 30.06.2022 to 30.06.2023	1	866.25	
LGIS					
EFT14671	26/08/2022	2022/23 Property Insurance for various Shire Properties and Assets for period 30.06.2022 to 30.06.2023 - 1st Instalment (1 of 2)	1		74,399.88
INV 100-148167	08/07/2022	2022/23 Property Insurance for various Shire Properties and Assets for period 30.06.2022 to 30.06.2023 - 1st Instalment (1 of 2)	1	74,399.88	
Hamish McTaggart					
EFT14672	26/08/2022	August 2022 - Monthly Councillor Fees for Councillor H McTaggart	1		1,123.30
INV COUNCIL /24/08/2022		August 2022 - Monthly Councillor Fees for Councillor H McTaggart	1	1,123.30	
Norwest Refrigeration Services					
EFT14673	26/08/2022	P53 Camp Trailer - Replace airconditioner	1		3,815.00
INV 00038737	07/04/2022	P53 Camp Trailer - Replace airconditioner	1	3,815.00	
Perfect Computer Solutions Pty Ltd					
EFT14674	26/08/2022	I.T. Support for period 27.07.2022 to 03.08.2022	1		595.00
INV 27416	04/08/2022	I.T. Support for period 27.07.2022 to 03.08.2022	1	595.00	
The Trustee For Perarda Family & Co T/A Pridham Mechanical					
EFT14675	26/08/2022	P110 Drop Deck Trailer - Repair Brakes and hydraulics.	1		6,693.50
INV INV-0748	22/08/2022	P110 Drop Deck Trailer - Repair Brakes and hydraulics.	1	6,693.50	
Ray Hoseason-Smith					
EFT14676	26/08/2022	August 2022 - Monthly Councillor Fees for Councillor R Hoseason-Smith	1		1,319.34
INV COUNCIL /24/08/2022		August 2022 - Monthly Councillor Fees for Councillor R Hoseason-Smith	1	1,319.34	
Sunny Sign Company Pty Ltd					

Date: 12/09/2022
Time: 3:55:21PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due & Submitted to Council for payments made in
August 2022.

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Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Sunny Sign Company Pty Ltd					
EFT14677	26/08/2022	Supply various signs for Edmund/Giffrod Creek Road	1		8,529.84
INV 483610	17/08/2022	Supply various signs for Cobra/Giffrod Creek Road	1	3,270.74	
INV 483611	17/08/2022	Supply various signs for Edmund/Giffrod Creek Road	1	3,353.90	
INV 483968	23/08/2022	Tourisim Signage	1	1,905.20	
Illion Tenderlink					
EFT14678	26/08/2022	Services provided for Public Tender - Water Supply Project	1		180.40
INV AU-502191	31/07/2022	Services provided for Public Tender - Water Supply Project	1	180.40	
Toll Ipec Pty Ltd					
EFT14679	26/08/2022	Freight costs from 09/05/2022 to 27/07/2022 (includes historical costs from August 2021)	1		691.40
INV 1043-MWB	31/07/2022	Freight costs from 09/05/2022 to 27/07/2022 (includes historical costs from August 2021)	1	347.41	
INV 1045-MWB	15/08/2022	Freight for the period 11.08.2022	1	191.66	
INV 1046-MWB	21/08/2022	Freight for the period 08.08.2022 to 17.08.2022	1	152.33	
Tudor House (WA) Pty Ltd					
EFT14680	26/08/2022	Supply PVC Banners - Shire of Upper Gascoyne design to be used for Community Events	1		1,203.00
INV 6411	05/08/2022	Supply PVC Banners - Shire of Upper Gascoyne design to be used for Community Events	1	1,203.00	
Westrac Pty Ltd					
EFT14681	26/08/2022	Works Stock - Grader Cutting Edges	1		22,212.76
INV PI 7301888	11/08/2022	Works Stock - Grader Cutting Edges	1	17,967.95	
INV SI 1637220	14/08/2022	P87 CAT 140M Grader - 500hr service	1	3,274.61	
INV SI 1638683	21/08/2022	P106 CAT Grader - Travel/accomodation for warranty works on P106 aircompressor	1	970.20	
Greenfield Technical Services					
EFT14682	26/08/2022	AGRN 951 - Flood Damage Construction Package 2, Project Management for period: 01.07.2022 to 31.07.2022	1		34,181.13
INV INV-2710	16/08/2022	AGRN 951 - Flood Damage Construction Package 1, Project Management for period: 01.07.2022 to 31.07.2022	1	15,479.75	
INV INV-2726	16/08/2022	AGRN 951 - Flood Damage Construction Package 2, Project Management for period: 01.07.2022 to 31.07.2022	1	18,701.38	
Quadrio Earthmoving Pty Ltd					
EFT14683	26/08/2022	AGRN 951 - Supply plant and operators for flood damage repairs for period: 16.07.2022 to 16.07.2022	1		18,425.00
INV 00011267	31/07/2022	AGRN 951 - Supply plant and operators for flood damage repairs for period: 16.07.2022 to 16.07.2022	1	18,425.00	
Greenfield Technical Services					
EFT14684	26/08/2022	ARGN 1021- Road flood damage inspection and preparation of EPAR estimate for March/April 2022 event - 01.07.2022 to 31.07.2022	1		8,483.73
INV INV-2716	16/08/2022	ARGN 1021- Road flood damage inspection and preparation of EPAR estimate for March/April 2022 event - 01.07.2022 to 31.07.2022	1	8,483.73	
Greenfield Technical Services					
EFT14685	26/08/2022	AGRN 974 - Flood Damage Construction, Project Management for period: 01.07.2022 to 31.07.2022	1		6,582.68

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SHIRE OF UPPER GASCOYNE
List of Accounts Due & Submitted to Council for payments made in
August 2022.

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Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Greenfield Technical Services					
INV INV-2722	16/08/2022	AGRN 974 - Flood Damage Construction, Project Management for period: 01.07.2022 to 31.07.2022	1	6,582.68	
Allied Forklifts Pty Ltd					
EFT14686	30/08/2022	Purchase of Heli Forklift CPCD35Y-W1Y 3,500KG rough terrain	1		51,920.00
INV 1312086	28/07/2022	Purchase of Heli Forklift CPCD35Y-W1Y 3,500KG rough terrain	1	51,920.00	
Port Shipping Containers					
EFT14687	30/08/2022	Purchase of - 20ft Sea Container Accommodation Unit - 50% deposit	1		26,996.20
INV PSC4043	18/08/2022	Purchase of - 20ft Sea Container Accommodation Unit - 50% deposit	1	26,996.20	
Commonwealth Mastercard					
EFT14728	31/08/2022	Department of Premier and Cabinet - State Law Publisher - Local Law advert in Government Gazette 2nd August 2022	1		2,813.35
INV 1375691689	03/08/2022	Apple - iCloud 50gb Data Storage Monthly Fee for August 2022	1	1.49	
INV 19728	04/08/2022	CRC - Small Australia Post express bag for local law documents	1	12.20	
INV 9001283684	11/08/2022	4WD Supa Centre - Supply Spot lights for Shire light vehicles P104, P85 & P83	1	453.69	
INV AC0048879	15/08/2022	SPOT Device - Subscription for Works Crew Spot Device (0-3517331)	1	358.11	
INV 5869347	22/08/2022	SkyMesh - Additional data allowance service for both CRC and Admin Offices for period: 22.08.2022 to 21.09.2022	1	124.95	
INV 1693163	0(24/08/2022	Truck Centre WA P/L - Supply Radiator Cap for P111 Mack Tipper Truck	1	35.32	
INV 1981911	24/08/2022	Bloomex Pty Ltd - Condolence flowers for Ainsley Steadman	1	96.89	
INV 171590MN	25/08/2022	Department of Premier and Cabinet - State Law Publisher - Local Law advert in Government Gazette 2nd August 2022	1	1,630.80	
INV IN42483985	26/08/2022	Petals Network - Appreciation flowers for Cheryl Bougourd Greenfields Technical Services	1	99.90	
SUPER DIRECTIONS FUND					
DD9881.1	03/08/2022	Superannuation contributions	1		295.64
INV SUPER	03/08/2022	Superannuation contributions	1	295.64	
Colonial First State					
DD9881.2	03/08/2022	Superannuation contributions	1		356.48
INV SUPER	03/08/2022	Superannuation contributions	1	356.48	
The Trustee For Aware Super					
DD9881.3	03/08/2022	Superannuation contributions	1		6,297.55
INV DEDUCTIO	03/08/2022	Payroll deductions	1	698.50	
INV DEDUCTIO	03/08/2022	Payroll deductions	1	300.00	
INV DEDUCTIO	03/08/2022	Payroll deductions	1	321.27	
INV DEDUCTIO	03/08/2022	Payroll deductions	1	153.72	
INV SUPER	03/08/2022	Superannuation contributions	1	4,824.06	

Australian Retirement Trusts

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SHIRE OF UPPER GASCOYNE
List of Accounts Due & Submitted to Council for payments made in
August 2022.

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Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Australian Retirement Trusts					
DD9881.4	03/08/2022	Superannuation contributions	1		693.84
INV DEDUCTIO	03/08/2022	Payroll deductions	1	169.23	
INV SUPER	03/08/2022	Superannuation contributions	1	524.61	
MLC Masterkey Super					
DD9881.5	03/08/2022	Superannuation contributions	1		853.37
INV DEDUCTIO	03/08/2022	Payroll deductions	1	208.14	
INV SUPER	03/08/2022	Superannuation contributions	1	645.23	
ANZ SMART CHOICE SUPER					
DD9881.6	03/08/2022	Superannuation contributions	1		402.09
INV DEDUCTIO	03/08/2022	Payroll deductions	1	98.07	
INV SUPER	03/08/2022	Superannuation contributions	1	304.02	
Australian Super					
DD9881.7	03/08/2022	Superannuation contributions	1		283.20
INV SUPER	03/08/2022	Superannuation contributions	1	283.20	
AMP Flexible Super					
DD9881.8	03/08/2022	Superannuation contributions	1		750.54
INV SUPER	03/08/2022	Superannuation contributions	1	750.54	
NGS Super					
DD9881.9	03/08/2022	Superannuation contributions	1		357.03
INV SUPER	03/08/2022	Superannuation contributions	1	357.03	
SUPER DIRECTIONS FUND					
DD9893.1	17/08/2022	Superannuation contributions	1		286.37
INV SUPER	17/08/2022	Superannuation contributions	1	286.37	
Colonial First State					
DD9893.2	17/08/2022	Superannuation contributions	1		314.21
INV SUPER	17/08/2022	Superannuation contributions	1	314.21	
The Trustee For Aware Super					
DD9893.3	17/08/2022	Superannuation contributions	1		5,880.33
INV DEDUCTIO	17/08/2022	Payroll deductions	1	647.63	
INV DEDUCTIO	17/08/2022	Payroll deductions	1	300.00	
INV DEDUCTIO	17/08/2022	Payroll deductions	1	277.02	
INV DEDUCTIO	17/08/2022	Payroll deductions	1	153.72	
INV SUPER	17/08/2022	Superannuation contributions	1	4,501.96	

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SHIRE OF UPPER GASCOYNE
List of Accounts Due & Submitted to Council for payments made in
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Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
The Trustee For Aware Super					
Australian Retirement Trusts					
DD9893.4	17/08/2022	Superannuation contributions	1		676.37
INV DEDUCTIO	17/08/2022	Payroll deductions	1	164.97	
INV SUPER	17/08/2022	Superannuation contributions	1	511.40	
MLC Masterkey Super					
DD9893.5	17/08/2022	Superannuation contributions	1		827.92
INV DEDUCTIO	17/08/2022	Payroll deductions	1	201.93	
INV SUPER	17/08/2022	Superannuation contributions	1	625.99	
ANZ SMART CHOICE SUPER					
DD9893.6	17/08/2022	Superannuation contributions	1		394.35
INV DEDUCTIO	17/08/2022	Payroll deductions	1	96.18	
INV SUPER	17/08/2022	Superannuation contributions	1	298.17	
Australian Super					
DD9893.7	17/08/2022	Superannuation contributions	1		276.28
INV SUPER	17/08/2022	Superannuation contributions	1	276.28	
AMP Flexible Super					
DD9893.8	17/08/2022	Superannuation contributions	1		677.91
INV SUPER	17/08/2022	Superannuation contributions	1	677.91	
NGS Super					
DD9893.9	17/08/2022	Superannuation contributions	1		350.17
INV SUPER	17/08/2022	Superannuation contributions	1	350.17	
Wa Treasury Corporation					
DD9913.1	15/08/2022	Prepayment of Principal and Interest on Loan 29	1		20,667.05
INV LOAN 29	15/08/2022	Prepayment of Principal and Interest on Loan 29	1	20,667.05	
Department of Transport (AGENT CHARGES)					
DD9915.1	19/08/2022	Motor Vehicle License fees - CRC Collections for period 19.08.2022	1		287.00
INV 19765	19/08/2022	Motor Vehicle License fees - CRC Collections for period 19.08.2022	1	287.00	
Department of Transport (AGENT CHARGES)					
DD9922.1	29/08/2022	Motor Vehicle License fees - CRC Collections for period 26.08.2022	1		173.20
INV 19797	26/08/2022	Motor Vehicle License fees - CRC Collections for period 26.08.2022	1	173.20	
SUPER DIRECTIONS FUND					
DD9928.1	31/08/2022	Superannuation contributions	1		286.37
INV SUPER	31/08/2022	Superannuation contributions	1	286.37	
Colonial First State					

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SHIRE OF UPPER GASCOYNE
List of Accounts Due & Submitted to Council for payments made in
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Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Colonial First State					
DD9928.2	31/08/2022	Superannuation contributions	1		363.83
INV SUPER	31/08/2022	Superannuation contributions	1	363.83	
HOSTPLUS					
DD9928.3	31/08/2022	Superannuation contributions	1		374.22
INV SUPER	31/08/2022	Superannuation contributions	1	374.22	
The Trustee For Aware Super					
DD9928.4	31/08/2022	Superannuation contributions	1		5,858.46
INV DEDUCTIO	31/08/2022	Payroll deductions	1	625.76	
INV DEDUCTIO	31/08/2022	Payroll deductions	1	300.00	
INV DEDUCTIO	31/08/2022	Payroll deductions	1	277.02	
INV DEDUCTIO	31/08/2022	Payroll deductions	1	153.72	
INV SUPER	31/08/2022	Superannuation contributions	1	4,501.96	
Australian Retirement Trusts					
DD9928.5	31/08/2022	Superannuation contributions	1		670.19
INV DEDUCTIO	31/08/2022	Payroll deductions	1	163.46	
INV SUPER	31/08/2022	Superannuation contributions	1	506.73	
MLC Masterkey Super					
DD9928.6	31/08/2022	Superannuation contributions	1		827.92
INV DEDUCTIO	31/08/2022	Payroll deductions	1	201.93	
INV SUPER	31/08/2022	Superannuation contributions	1	625.99	
ANZ SMART CHOICE SUPER					
DD9928.7	31/08/2022	Superannuation contributions	1		394.35
INV DEDUCTIO	31/08/2022	Payroll deductions	1	96.18	
INV SUPER	31/08/2022	Superannuation contributions	1	298.17	
Australian Super					
DD9928.8	31/08/2022	Superannuation contributions	1		266.47
INV SUPER	31/08/2022	Superannuation contributions	1	266.47	
AMP Flexible Super					
DD9928.9	31/08/2022	Superannuation contributions	1		610.12
INV SUPER	31/08/2022	Superannuation contributions	1	610.12	
CBUS					
DD9881.10	03/08/2022	Superannuation contributions	1		315.00
INV SUPER	03/08/2022	Superannuation contributions	1	315.00	

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SHIRE OF UPPER GASCOYNE
List of Accounts Due & Submitted to Council for payments made in
August 2022.

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Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
CBUS					
CBUS					
DD9893.10	17/08/2022	Superannuation contributions	1		308.94
INV SUPER	17/08/2022	Superannuation contributions	1	308.94	
NGS Super					
DD9928.10	31/08/2022	Superannuation contributions	1		350.17
INV SUPER	31/08/2022	Superannuation contributions	1	350.17	
CBUS					
DD9928.11	31/08/2022	Superannuation contributions	1		308.94
INV SUPER	31/08/2022	Superannuation contributions	1	308.94	

TOTAL INVOICES BY PAYMENT TYPE

Direct Debit / BPAY	52,035.88
EFT	1,884,655.26

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	MUNICIPAL FUND BANK	1,936,691.14
TOTAL		1,936,691.14
TOTAL CREDIT NOTES		0.00
TOTAL PAYMENTS LESS CREDIT NOTES		1,936,691.14

Date: 14/09/2022
Time 10:33 AM

SHIRE OF UPPER GASCOYNE



Shire Legal Expenses for the Period 01/08/2022 to 31/08/2022

Invoice Date	Creditor	Invoice No.	Invoice Description	Invoice Amount
			NIL Expenditure to report for Legal Expenses during the Period 01/08/2022 to 31/08/2022	0.00
			Total Running Balance for Legal Services provided from 1st July 2022 to 30th June 2023	1,484.70

Date: 14/09/2022
Time 10:33 AM

SHIRE OF UPPER GASCOYNE

Shire Rates Debt Collection Expenses for the Period 01/08/2022 to 31/08/2022

Invoice Date	Creditor	Invoice No.	Invoice Description	Invoice Amount
			NIL Expenditure to report for Rates Debt Collection during the Period 01/08/2022 to 31/08/2022	0.00
			Total Running Balance for Debt Collection Services provided from 1st July 2022 to 30th June 2023	955.50

APPENDIX 2

(Monthly Financial Report for August 2022)



Shire of Upper Gascoyne

Lot 4 Scott Street

Gascoyne Junction WA 6705

T +61 (0) 8 9943 0988

www.uppergascoyne.wa.gov.au

SHIRE OF UPPER GASCOYNE

MONTHLY FINANCIAL REPORT

For the Period Ending 31 August 2022

RSM Australia Pty Ltd

Level 1, 12 Bayly Street Geraldton WA 6530

PO Box 61 Geraldton WA 6531

T +61 (0) 8 9920 7400

F +61 (0) 8 9920 7450

www.rsm.com.au

Compilation Report

To the Council

Shire of Upper Gascoyne

Scope

We have compiled the accompanying special purpose financial statements.

The specific purpose for which the special purpose financial report has been prepared is to provide information relating to the financial performance and financial position of the Shire that satisfies the information needs of the Council and the *Local Government Act 1995* and associated regulations.

The responsibility of the Shire

The Shire is solely responsible for the information contained in the special purpose financial report and have determined that the accounting policies used are consistent and are appropriate to satisfy the requirements of the Council and the *Local Government Act 1995* and associated regulations.

Our responsibility

On the basis of information provided by the Shire, we have compiled the accompanying special purpose financial statements in accordance with the significant accounting policies adopted as set out in Note 1 to the financial statements and APES 315: Compilation of Financial Information.

Our procedures use accounting expertise to collect, classify and summarise the financial information, which the Management provided, into a financial report. Our procedures do not include any verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

To the extent permitted by law, we do not accept liability for any loss or damage which any person, other than the Shire of Upper Gascoyne, may suffer arising from negligence on our part.

This report was prepared for the benefit of the Council of the Shire of Upper Gascoyne and the purpose identified above. We do not accept responsibility to any other person for the content of the report.



Signed at GERALDTON

Date 16th September 2022

RSM Australia Pty Ltd
Chartered Accountants

THE POWER OF BEING UNDERSTOOD
AUDIT | TAX | CONSULTING

RSM Australia Pty Ltd is a member of the RSM network and trades as RSM. RSM is the trading name used by the members of the RSM network. Each member of the RSM network is an independent accounting and consulting firm which practices in its own right. The RSM network is not itself a separate legal entity in any jurisdiction.

RSM Australia Pty Ltd (ACN 106 932 071) is a Director Practice Trust (ARN 65 919 392 479) trading as RSM.

Liability limited by a scheme approved under Professional Standards Legislation.

SHIRE OF UPPER GASCOYNE
MONTHLY FINANCIAL REPORT
For the Period Ending 31 August 2022
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Statement of Capital Acquisitions and Funding

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SHIRE OF UPPER GASCOYNE
MONTHLY FINANCIAL REPORT
For the Period Ending 31 August 2022
EXECUTIVE SUMMARY

Statement of Financial Activity

Statements are presented on page 8 showing a surplus as at 31 August 2022 of \$3,367,631

Significant Revenue and Expenditure

	Collected / Completed %	Annual Budget \$	YTD Budget \$	YTD Actual \$
Significant Projects				
Out of Town Water Supply Project	0%	1,365,731	227,622	1,792
RRG - Landor Meeka Bitumen Seal	19%	995,505	163,398	188,107
Bridges Renewal Program- Concrete Crossing: Dalget	0%	611,505	-	-
Blackspot - Mt Sandiman Hill Realignment	0%	254,192	41,684	-
	6%	3,226,933	432,704	189,898
Grants, Subsidies and Contributions				
Operating Grants, Subsidies and Contributions	7%	14,018,431	2,658,676	1,021,845
Non-operating Grants, Subsidies and Contributions	14%	4,214,642	526,624	606,046
	9%	18,233,073	3,185,300	1,627,891
Rates Levied	99%	1,254,149	1,246,815	1,245,149

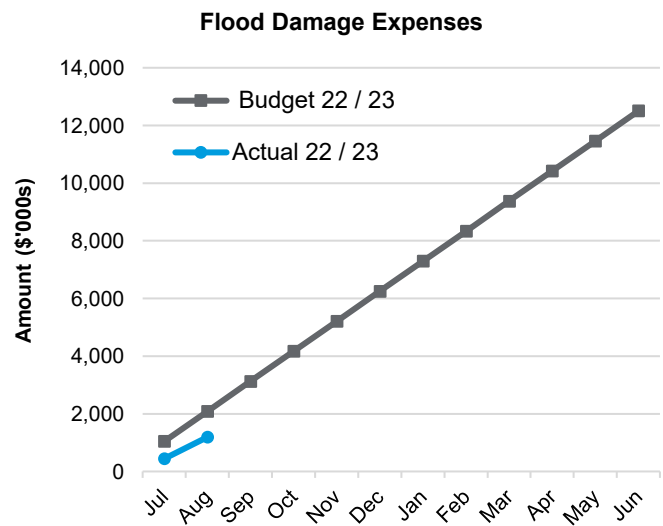
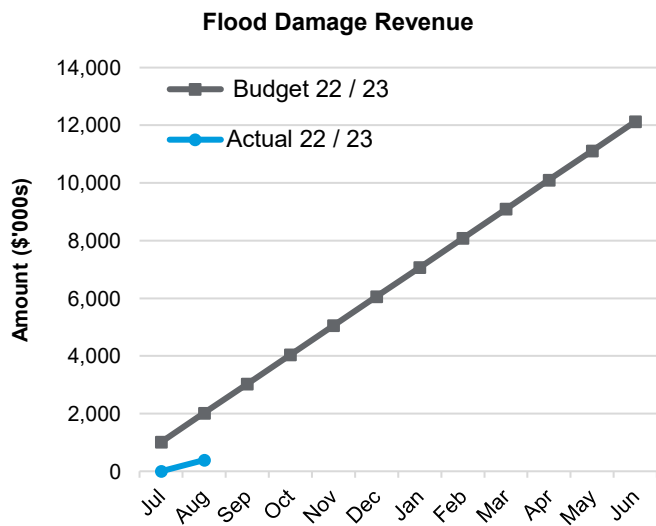
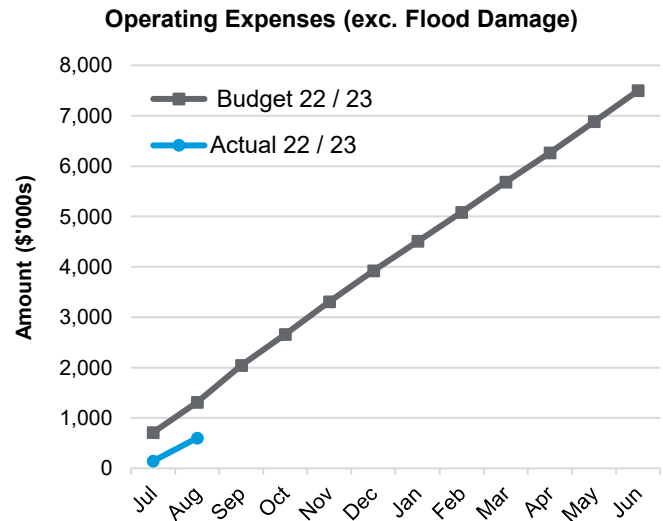
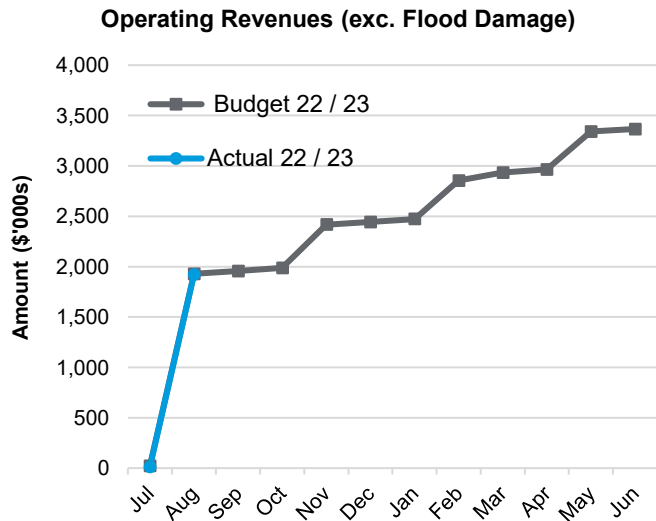
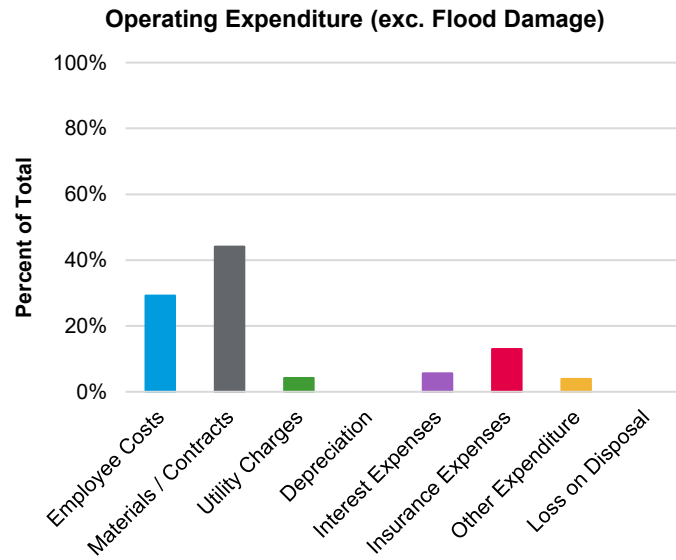
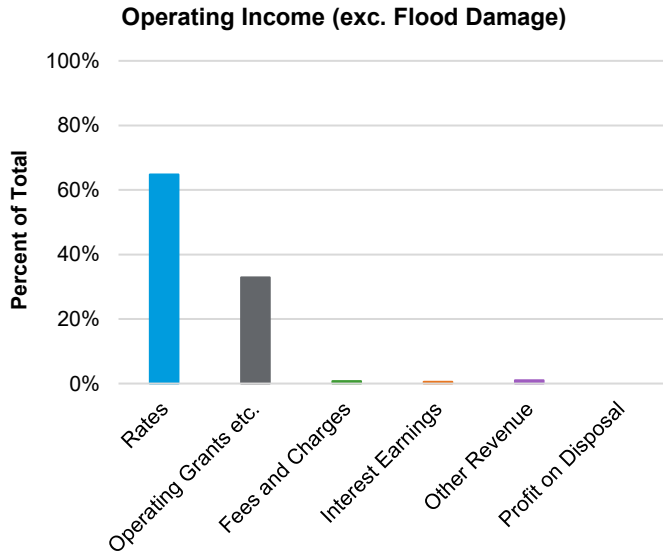
% - Compares current YTD actuals to the Annual Budget

Financial Position

Account	Difference to Prior Year %	Current Year 31 Aug 22 \$	Prior Year 31 Aug 21 \$
Adjusted Net Current Assets	124%	3,367,634	(2,718,426)
Cash and Equivalent - Unrestricted	692%	2,409,134	(347,978)
Cash and Equivalent - Restricted	114%	2,436,747	2,137,289
Receivables - Rates	219%	1,303,860	596,060
Receivables - Other	48%	320,879	673,062
Payables	65%	(2,702,692)	(4,148,371)

% - Compares current YTD actuals to prior year actuals

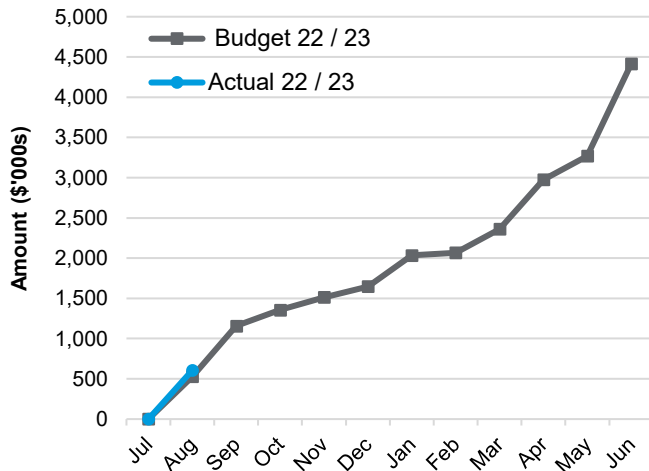
SHIRE OF UPPER GASCOYNE
MONTHLY FINANCIAL REPORT
For the Period Ending 31 August 2022
SUMMARY GRAPHS - OPERATING



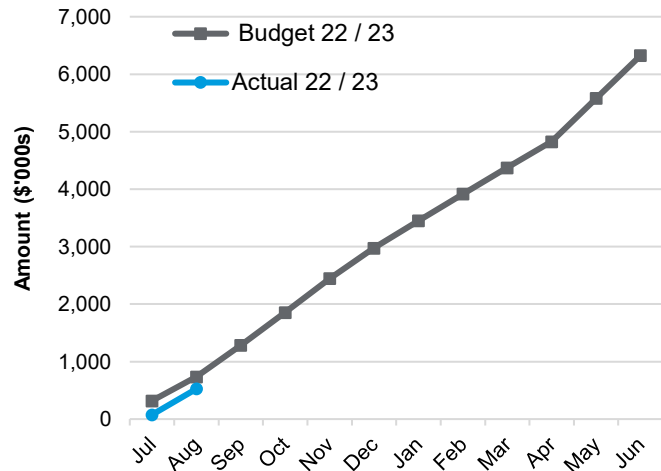
This information needs to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF UPPER GASCOYNE
MONTHLY FINANCIAL REPORT
For the Period Ending 31 August 2022
SUMMARY GRAPHS - CAPITAL

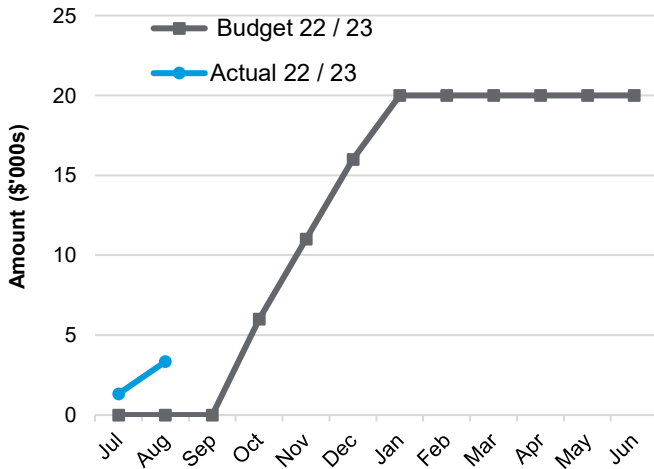
Capital Revenue



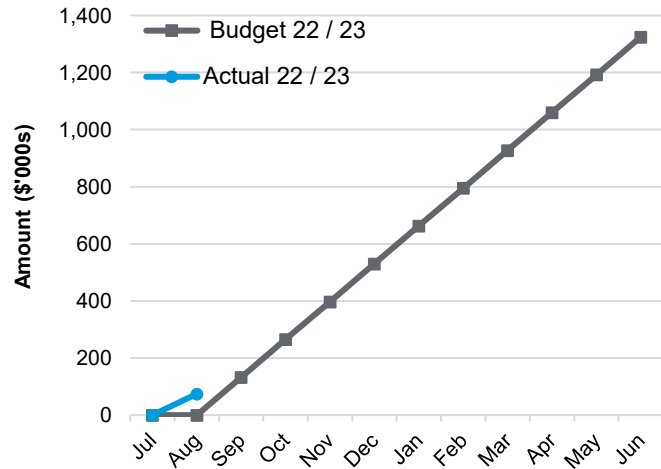
Capital Expenditure



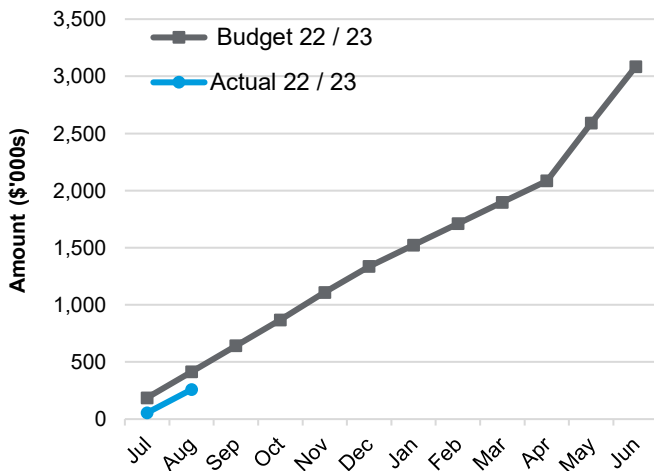
Land and Buildings



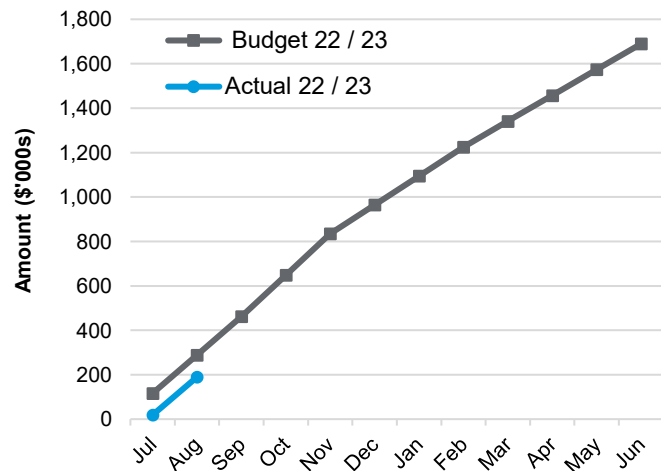
Plant and Equipment



Roads



Other Infrastructure



This information needs to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF UPPER GASCOYNE
STATEMENT OF COMPREHENSIVE INCOME
For the Period Ending 31 August 2022

NATURE OR TYPE

	Note	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var* \$	Var* %	Var
Revenue							
Rates	10	1,254,149	1,246,815	1,245,149	(1,666)	(0%)	
Grants, Subsidies and Contributions	12(a)	1,890,316	637,324	632,222	(5,102)	(1%)	
Fees and Charges		33,582	14,882	14,550	(332)	(2%)	
Interest Earnings		11,000	1,834	10,493	8,659	472%	
Other Revenue		176,062	28,246	19,492	(8,754)	(31%)	
		3,365,109	1,929,101	1,921,905			
Expenses							
Employee Costs		(1,419,407)	(213,848)	(175,576)	38,272	18%	▲
Materials and Contracts		(2,105,057)	(350,533)	(264,992)	85,541	24%	▲
Utility Charges		(168,483)	(26,130)	(25,170)	960	4%	
Depreciation on Non-current Assets		(3,233,745)	(538,958)	-	538,958	100%	▲
Interest Expenses		(185,672)	(27,980)	(33,698)	(5,718)	(20%)	
Insurance Expenses		(280,527)	(138,883)	(78,008)	60,875	44%	▲
Other Expenditure		(82,800)	(17,411)	(23,499)	(6,088)	(35%)	
		(7,475,691)	(1,313,743)	(600,943)			
Other Income and Expenses							
Grants, Subsidies and Contributions	12(b)	4,214,642	526,624	606,046	79,422	15%	▲
Profit on Disposal of Assets	8	1,154	-	-	-		
(Loss) on Disposal of Assets	8	(22,591)	-	-	-		
		4,193,205	526,624	606,046			
Flood Damage							
Reimbursements	12(c)	12,128,115	2,021,352	389,623	(1,631,729)	(81%)	▼
Materials and Contracts		(12,502,115)	(2,083,686)	(1,189,699)	893,987	43%	▲
		(374,000)	(62,334)	(800,077)			
Net Result		(291,377)	1,079,648	1,126,932			

* - Note 2 provides an explanation for the relevant variances shown above.

This statement needs to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF UPPER GASCOYNE
STATEMENT OF COMPREHENSIVE INCOME
For the Period Ending 31 August 2022

REPORTING PROGRAM

	Note	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var* \$	Var* %	Var
Revenue							
Governance		12,000	2,000	372	(1,628)	(81%)	
General Purpose Funding		2,378,823	1,526,652	1,613,584	86,932	6%	▲
Law, Order and Public Safety		29,131	8,272	12,015	3,743	45%	
Health		1,000	166	236	70	42%	
Education and Welfare		144,776	5,126	9,575	4,449	87%	
Community Amenities		5,760	5,760	4,425	(1,335)	(23%)	
Recreation and Culture		15,100	168	91	(77)	(46%)	
Transport		620,605	353,317	267,550	(85,767)	(24%)	▼
Economic Services		91,974	16,992	10,135	(6,857)	(40%)	
Other Property and Services		65,940	10,648	3,922	(6,726)	(63%)	
		3,365,109	1,929,101	1,921,905			Check
Expenses							
Governance		(673,980)	(106,607)	(70,190)	36,417	34%	▲
General Purpose Funding		(232,926)	(34,550)	(40,455)	(5,905)	(17%)	
Law, Order and Public Safety		(137,070)	(32,921)	(7,985)	24,936	76%	
Health		(28,907)	(4,744)	(369)	4,375	92%	
Education and Welfare		(581,844)	(95,642)	(45,555)	50,087	52%	▲
Housing		(272,065)	(54,641)	(44,054)	10,587	19%	
Community Amenities		(100,079)	(13,881)	(8,101)	5,780	42%	
Recreation and Culture		(379,967)	(68,142)	(53,890)	14,252	21%	
Transport		(4,308,103)	(730,342)	(270,359)	459,983	63%	▲
Economic Services		(690,110)	(120,443)	(48,405)	72,038	60%	▲
Other Property and Services		(70,640)	(51,830)	(11,579)	40,251	78%	▲
		(7,475,691)	(1,313,743)	(600,943)			Check
Other Income and Expenses							
Grants, Subsidies and Contributions	12(b)	4,214,642	526,624	606,046	79,422	15%	▲
Profit on Disposal of Assets	8	1,154	-	-	-		
(Loss) on Disposal of Assets	8	(22,591)	-	-	-		
		4,193,205	526,624	606,046			
Flood Damage - Transport							
Reimbursements	12(c)	12,128,115	2,021,352	389,623	(1,631,729)	81%	▲
Materials and Contracts		(12,502,115)	(2,083,686)	(1,189,699)	893,987	43%	▲
		(374,000)	(62,334)	(800,077)			
Net Result							
		(291,377)	1,079,648	1,126,932			Check

* - Note 2 provides an explanation for the relevant variances shown above.

This statement needs to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF UPPER GASCOYNE
RATE SETTING STATEMENT
For the Period Ending 31 August 2022

		Annual Budget	YTD Budget (a)	YTD Actual (b)	Var* (b) - (a) \$	Var* (b) - (a) / (a) %	Var
	Note	\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)	3	2,789,186	2,789,186	2,785,747			
Revenue from Operating Activities							
Grants, Subsidies and Contributions		14,018,431	2,658,676	1,021,845	(1,636,831)	(62%)	▼
Fees and Charges		33,582	14,882	14,550	(332)	(2%)	
Interest Earnings		11,000	1,834	10,493	8,659	472%	
Other Revenue		176,062	28,246	19,492	(8,754)	(31%)	
Profit on Disposal of Assets		1,154	-	-	-		
		14,240,229	2,703,638	1,066,379			
Expenditure from Operating Activities							
Employee Costs		(1,419,407)	(213,848)	(175,576)	38,272	18%	▲
Materials and Contracts		(14,607,172)	(2,434,219)	(1,454,691)	979,528	40%	▲
Utility Charges		(168,483)	(26,130)	(25,170)	960	4%	
Depreciation on Non-current Assets		(3,233,745)	(538,958)	-	538,958	100%	▲
Interest Expenses		(185,672)	(27,980)	(33,698)	(5,718)	(20%)	
Insurance Expenses		(280,527)	(138,883)	(78,008)	60,875	44%	▲
Other Expenditure		(82,800)	(17,411)	(23,499)	(6,088)	(35%)	
(Loss) on Disposal of Assets		(22,591)	-	-	-		
		(20,000,397)	(3,397,429)	(1,790,642)			
Excluded Non-cash Operating Activities							
Depreciation and Amortisation		3,233,745	538,958	-			
(Profit) / Loss on Asset Disposal		21,437	-	-			
Movement in Employee Provision Reserve		93,202	-	-			
Net Amount from Operating Activities		(2,411,784)	(154,833)	(724,263)			
Investing Activities							
Grants, Subsidies and Contributions	12(b)	4,214,642	526,624	606,046	79,422	15%	▲
Proceeds from Disposal of Assets	8	200,000	-	-	-		
Land and Buildings	9(a)	(160,530)	(2,306)	(3,340)	(1,034)	(45%)	
Plant and Equipment	9(b)	(1,325,000)	-	(74,196)	(74,196)		▲
Furniture and Equipment	9(c)	(90,000)	(30,000)	-	30,000	100%	▲
Infrastructure Assets - Roads	9(d)	(3,084,202)	(414,118)	(258,847)	155,271	37%	▲
Infrastructure Assets - Other	9(e)	(1,823,653)	(309,604)	(189,421)	120,183	39%	▲
Net Amount from Investing Activities		(2,068,743)	(229,404)	80,241			
Financing Activities							
Repayment of Debentures	11	(126,841)	(17,555)	(17,555)	-	0%	
Principal payments of finance lease payments		(6,791)	-	(1,690)			
Transfer from Reserves	7	967,728	-	-	-		
Transfer to Reserves	7	(396,904)	-	-	-		
Net Amount from Financing Activities		437,192	(17,555)	(19,245)			
Surplus / (Deficit) before Rates		(1,254,149)	2,387,394	2,122,482			
Total Amount raised from Rates		1,254,149	1,246,815	1,245,149	(1,666)	0%	
Closing Surplus / (Deficit)	3	-	3,634,209	3,367,631			

* - Note 2 provides an explanation for the relevant variances shown above.

This statement needs to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF UPPER GASCOYNE
 STATEMENT OF CAPITAL ACQUISITIONS AND FUNDING
 For the Period Ending 31 August 2022
CAPITAL ACQUISITIONS AND FUNDING

	Note	Annual Budget \$	YTD Actual Total \$	Var \$
Asset Group				
Land and Buildings	9(a)	160,530	3,340	(157,190)
Plant and Equipment	9(b)	1,325,000	74,196	(1,250,804)
Furniture and Equipment	9(c)	90,000	-	(90,000)
Infrastructure Assets - Roads	9(d)	3,084,202	258,847	(2,825,355)
Infrastructure Assets - Other	9(e)	1,823,653	189,421	(1,634,232)
Total Capital Expenditure		<u>6,483,385</u>	<u>525,805</u>	(5,957,580)
Capital Acquisitions Funded by:				
Capital Grants and Contributions		4,214,642	# 525,805	(3,688,837)
Borrowings		-	-	-
Other (Disposals and C/Fwd)		200,000	-	(200,000)
Council Contribution - Reserves		850,000	-	(850,000)
Council Contribution - Operations		1,218,743	(0)	(1,218,743)
Total Capital Acquisitions Funding		<u>6,483,385</u>	<u>525,805</u>	

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 August 2022

1. SIGNIFICANT ACCOUNTING POLICIES

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996 Regulation 34*.

The material variance adopted by the Shire of Upper Gascoyne for the 2022/23 year is \$25,000 or 10%, whichever is greater. Items considered to be of material variance are disclosed in Note 2.

The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation. The preparation also requires management to make judgements, estimates and assumptions which effect the application of policies and the reported amounts in the statements and notes. These estimated figures are based on historical experience or other factors believed to be reasonable under the circumstances. Therefore, the actual results may differ from these reported amounts.

Actual and Budget comparatives are presented in year to date format unless otherwise stated.

Preparation

Prepared by: Kate Peacock
Reviewed by: Travis Bate
Date prepared: 16 Sep 22

(a) Basis of Preparation

The following financial statements are special purpose financial statements that have been prepared in accordance with the Australian Accounting Standards, Authoritative Interpretations, the *Local Government Act 1995*, and regulations, within the context in which they relate to local governments and not-for-profit entities.

With the exception of the rate setting information, the following report has been prepared on an accrual basis with balances measured at historical cost unless subject to fair value adjustments. Items subject to fair value adjustments include certain non-current assets, financial assets, and financial liabilities. Items such as assets, liabilities, equity, income and expenses have been recognised in accordance with the definitions and recognition criteria set out in the Framework for the Preparation and Presentation of Financial Statements.

These financial statements comply with, and supersede, the Australian Accounting Standards with the *Local Government (Financial Management) Regulations 1996* where applicable. Further information is provided in Note 1(i).

The functional and presentation currency of the report is Australian dollars.

(b) The Local Government Reporting Entity

The Australian Accounting Standards define local government as a reporting entity which can be a single entity or a group comprising a parent and all its subsidiaries. All funds controlled by the Shire in order to provide its services have formed part of the following report. Transactions and balances related to these controlled funds, such as transfers to and from reserves, were eliminated during the preparation of the report.

Funds held in Trust, which are controlled but not owned by the Shire, do not form part of the financial statements. Further information on the Shire funds in Trust are provided in Note 5.

(c) Rounding of Amounts

The Shire is an entity to which the *Local Government (Financial Management) Regulations 1996* applies and, accordingly amounts in the financial report have been rounded to the dollar except for amounts shown as a rate in the dollar. Where total assets exceed \$10,000,000 in the prior audited annual financial report, the amounts may be rounded to the nearest \$1,000.

(d) Goods and Services Tax (GST)

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST where applicable.

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 August 2022

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(e) Cash and Cash Equivalents

Cash and cash equivalents normally include cash on hand, bonds and deposits, overdrafts, excess rates, unspent grant funds, on call deposits, and term deposits with maturities equal to or less than three months. Cash and cash equivalents are typically characterised as highly liquid investments with little risk of experiencing material changes in value. Further information is provided in Note 1(f).

(f) Financial Instruments

Other financial assets at amortised cost

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cash flows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at fair value through profit and loss

The Shire classifies the following financial assets at fair value through profit and loss:

- debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- equity investments which the Shire has not elected to recognise fair value gains and losses through other comprehensive income.

Financial liabilities

Financial liabilities are recognised at fair value when the Shire becomes a party to the contractual provisions to the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Loans and Receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They arise principally through the provision of goods and services to customers but also incorporate other types of contractual monetary assets.

After initial recognition these are measured at amortised cost using the effective interest method, less provision for impairment. Any change in their value is recognised in the statement of comprehensive income.

In some circumstances, the Shire renegotiates repayment terms with customers which may lead to changes in the timing of the payments, the Shire does not necessarily consider the balance to be impaired, however assessment is made on a case-by-case basis.

Impairment of Financial Assets

At the end of the annual reporting period the Shire assesses whether there is any objective evidence that a financial asset or group of financial assets is impaired.

If there is objective evidence that an impairment loss on financial assets carried at amortised cost has been incurred, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of the estimated future cash flows discounted at the financial assets original effective interest rate.

Impairment of loans and receivables are reduced through the use of an allowance account, all other impairment losses on financial assets at amortised cost are taken directly to the asset. Subsequent recoveries of amounts previously written off are credited against other expenses in the statement of comprehensive income.

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 August 2022

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(g) Inventories

General

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs related to completion and its sale.

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed. Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point. Land held for sale is classified as current except where it is held as non-current based on Shire's intentions to release for sale.

(h) Fixed Assets

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Initial recognition and measurement between mandatory revaluation dates

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework.

Revaluation

The fair value of Land, Buildings, Infrastructure and Investment Properties is determined at least every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on vested land acquired by the Shire.

At the end of each period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with *Local Government (Financial Management) Regulation 17A (2)* which requires Land, Buildings, Infrastructure, Investment Properties and Vested Improvements to be shown at fair value.

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 August 2022

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Fixed Assets (Continued)

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Land under roads

As a result of amendments to the *Local Government (Financial Management) Regulations 1996*, effective from 1 July 2019, vested land, including land under roads, are treated as right-of-use assets measured at zero cost. Therefore, the previous inconsistency with AASB 1051 in respect of non-recognition of land under roads acquired on or after 1 July 2008 has been removed, even though measurement at zero cost means that land under roads is still not included in the statement of financial position.

Vested improvements from 1 July 2019

The measurement of vested improvements at fair value in accordance with *Local Government (Financial Management) Regulation 17A(2)(iv)* is a departure from AASB 16 which would have required the Shire to measure the vested improvements as part of the related right-of-use assets at zero cost.

(i) Depreciation of Non-current Assets

Fixed assets, excluding freehold land, are depreciated on a straight-line basis over the asset's useful life to Shire, commencing when the asset is ready for use. The estimated useful lives used for each class of depreciable asset are shown below in years:

Asset	Years
Buildings	20 to 50 years
Furniture and equipment	1 to 20 years
Plant and equipment	1 to 25 years
Other infrastructure	5 to 50 years
Sealed roads and streets	
formation	not depreciated
pavement	39 years
seal	20 years
Gravel Roads	
formation	not depreciated
pavement	28 years
Formed subgrade	not depreciated
Unformed subgrade	not depreciated
Killili Bridge	100 years
Footpaths - slab	40 years
Drainage	30 - 108 years

At the end of each annual reporting period, the depreciation method, useful life and residual value of each asset is reviewed. Any revisions are accounted for prospectively as a change in estimate.

Land Under Local Government Control

Regulation 16 in the *Local Government (Financial Management) Regulations 1996* prohibit certain assets to be included in the financial report of a local government and require other assets to be included. The regulation therefore supersedes the reporting requirements of AASB 1051 *Land Under Roads (p.15)* and AASB 116 *Property, Plant and Equipment (p.7)*.

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 August 2022

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Trade and Other Payables

Trade and other payables are unpaid current liabilities owed for goods and services provided to the Shire prior to the end of the financial year. The amounts are unsecured and are normally paid within 30 days of recognition.

(k) Employee Benefits

Provision is made for the Shire's liability for employee benefits arising from services rendered by employees to the end of the annual reporting period. Employee benefits that are expected to be wholly settled within one year are measured at the amounts expected to be paid when the liability is settled.

Employee benefits expected to be settled more than one year after the end of the reporting period have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may satisfy vesting requirements. Cash flows are discounted using market yields on 10 year Australia Government Bonds. Changes in the measurement of the liability are recognised in the statement of comprehensive income.

(l) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. Subsequent measurement is at amortised cost using the effective interest method. The annual government guarantee fee is expensed in the year incurred.

Borrowings are classified as current liabilities unless the Shire has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs that are directly attributable to the acquisition, construction or production of a qualifying asset are capitalised as part of the cost of that asset. All other borrowing costs are recognised as an expense in the period in which they are incurred.

(m) Provisions

Provisions are recognised when: The Shire has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(n) Contract Liabilities

Contract liabilities represent the Shire's obligation to transfer goods or services to a customer for which the Shire has received consideration from the customer.

With respect to transfers for recognisable non-financial assets, contract liabilities represent performance obligations which are not yet satisfied.

Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

(o) Current and Non-current Classification

The report classifies current and non-current balances as defined by the *Local Government (Financial Management) Regulations 1996*, *AASB 101 Presentation of Financial Statements*, or by another applicable regulation or interpretation.

(p) Nature or Type Classifications

Rates

All rates levied under the *Local Government Act 1995*. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

Operating Grants, Subsidies and Contributions

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 August 2022

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications (Continued)

Non-operating Grants, Subsidies and Contributions

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees.

Service Charges

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. Regulation 54 of the *Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest Earnings

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Other Revenue / Income

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

Employee Costs

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc.

Utilities (Gas, Electricity, Water, etc.)

Insurance

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

Loss on Asset Disposal

Loss on the disposal of fixed assets.

Depreciation on Non-current Assets

Depreciation expense raised on all classes of assets.

Interest Expenses

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

Other Expenditure

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 August 2022

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Program Classifications (Function / Activity)

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

GOVERNANCE

Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and rate payers on matters which do not concern specific council services.

GENERAL PURPOSE FUNDING

Rates, general purpose government grants and interest revenue. Costs incurred in obtaining general purpose funding (rates and general purpose grants), including costs of property valuations and rates assessments and collections.

LAW, ORDER AND PUBLIC SAFETY

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

HEALTH

Control the quality of food and water. Environmental Health Officer twice per year.

Provide a range of appropriate services via the Community Resource Centre.

HOUSING

Provide housing for staff.

COMMUNITY AMENITIES

Rubbish collection services, operation of rubbish disposal sites, litter control, protection of the environment and administration of town planning schemes, cemetery and public conveniences.

RECREATION AND CULTURE

Maintenance of public use buildings and areas including various sporting facilities. Provision and maintenance of parks, gardens.

TRANSPORT

Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting, etc.

ECONOMIC SERVICES

Tourism and area promotion. Building Control.

OTHER PROPERTY AND SERVICES

Private works operation, plant repair and operation costs and engineering operation costs.

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 August 2022

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(r) Revenue Recognition Policy

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns / Refunds / Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Timing of revenue recognition
Rates	General Rates.	Over time	Payment dates adopted by Council during the year.	None.	Adopted by council annually.	When taxable event occurs.	Not applicable.	When rates notice is issued.
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services.	Over time	Fixed terms transfer of funds based on agreed milestones and reporting.	Contract obligation if project not complete.	Set by mutual agreement with the customer.	Based on the progress of works to match performance obligations.	Returns limited to repayment of transaction price of terms breached.	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared.
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government.	Over time	Fixed terms transfer of funds based on agreed milestones and reporting.	Contract obligation if project not complete.	Set by mutual agreement with the customer.	Based on the progress of works to match performance obligations.	Returns limited to repayment of transaction price of terms breached.	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared.
Grants with no contract commitments	General appropriations and contributions with no reciprocal commitment	No obligations	Not applicable.	Not applicable.	Cash received.	On receipt of funds.	Not applicable.	When assets are controlled.
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue.	None.	Set by State legislation or limited by legislation to the cost of provision.	Based on timing of issue of the associated rights.	No refunds.	On payment and issue of the licence, registration or approval.
Other inspections.	Regulatory Food, Health and Safety.	Single point in time.	Full payment prior to inspection.	None.	Set by State legislation or limited by legislation to the cost of provision.	Applied fully on timing of inspection	Not applicable.	Revenue recognised after inspection event occurs.
Waste management collections.	Kerbside collection service.	Over time.	Payment on an annual basis in advance.	None.	Adopted by council annually.	Apportioned equally across the collection period.	Not applicable.	Output method based on regular weekly and fortnightly period as proportionate to collection service
Waste management entry fees.	Waste treatment, recycling and disposal service at disposal sites.	Single point in time.	Payment in advance at gate or on normal trading terms if credit provided .	None.	Adopted by council annually.	Based on timing of entry to facility.	Not applicable.	On entry to facility .
Property hire and entry.	Use of halls and facilities.	Single point in time.	In full in advance.	Refund if event cancelled within 7 days.	Adopted by council annually.	Based on timing of entry to facility.	Returns limited to repayment of transaction price.	On entry or at conclusion of hire.
Fees and charges for other goods and services.	Cemetery services, library fees, reinstatements and private works	Single point in time.	Payment in full in advance.	None.	Adopted by council annually.	Applied fully based on timing of provision .	Not applicable.	Output method based on provision of service or completion of works.

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 August 2022

2. EXPLANATION OF MATERIAL VARIANCES

(a) Operating Revenues / Sources

	31 Aug 22		Budget to Actual YTD %	Budget to Actual YTD \$	Components of Variance \$	Explanation
	YTD Actual \$	YTD Budget \$				
					Favourable / (Unfavourable)	
Rates	1,245,149	1,246,815	(0%)	(1,666)	(1,666) (0)	Received less than anticipated income at this period end date for Interim Rating. Minor differences.
Operating Grants, Subsidies and Contributions	632,222	637,324	(1%)	(5,102)	80,773 2,808 (166) (80,774) 1 (6,078) (1,666) -	Allocation for both the General Purpose and Roads Financial Assistance Grant first quarter have been receipted into the GP account - this is incorrect and will be rectified by General Journal. Received first instalment of BFB Operating Grant from DFES earlier than anticipated. No income received at this period end date - budget profiling issue only. As noted above, the Roads portion of the F.A.G. first quarter payment has been receipted into the General Purpose account. Will be rectified by General Journal. Budget Rounding Allocation issue only. Fuel rebate less than budgeted for at this period end date. No income received at this period end date - budget profiling issue only. Minor differences.
Fees and Charges	14,550	14,882	(2%)	(332)	(166) 935 70 (1,335) (84) 91 325 (167) -	Received less than anticipated income year to date for DFES funded Fire Control expenses and ESL. Received more than anticipated for ESL billed as part of rate billing process for 22/23. Income for Health Inspections tracking slightly over budget at this period end date. Received less than anticipated income in rubbish fees at this period end date. Pending invoice Pavilion hire income tracking under budget at this period end date. Oval hire income tracking over budget at this period end date. Building Licence income tracking over budget at this period end date. Sales of Gas Bottles tracking under budget at this period end date. Minor differences.
Interest Earnings	10,493	1,834	472%	8,659	(36) 9,195 (500) -	Penalty Interest on Overdue Rates less than anticipated at this period end date. Received more than anticipated for Interest on Investments at this period end date. Received less than anticipated for Interest on Reserves at this period end date. Minor differences.

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 August 2022

2. EXPLANATION OF MATERIAL VARIANCES

(a) Operating Revenues / Sources (Cont)

	31 Aug 22		Budget to	Budget to	Components	Explanation
	YTD Actual	YTD Budget	Actual YTD	Actual YTD	of Variance	
	\$	\$	%	\$	\$	
				Favourable / (Unfavourable)		
Other Revenue	19,492	28,246	(31%)	(8,754)	(834)	Debt Collection Costs recovered from Rates Debtors tracking under budget at this period end date.
					(628)	Sundry Income tracking under budget at this period end date.
					(834)	Insurance Reimbursements tracking under budget at this period end date.
					-	
					(51)	DoT Commission tracking under budget at this period end date.
					(833)	Australia Post Commission tracking under budget at this period end date.
					(166)	Income received from events tracking under budget at this period end date.
					(8)	Australia Post Sales tracking under budget at this period end date.
					219	CRC Sales for Books, Maps and Souvenirs tracking over budget at this period end date.
					4,800	Donations received for annual Community Christmas Function tracking over budget at this period end date.
					(59)	CRC Miscellaneous Income tracking under budget at this period end date.
					714	CRC Merchandise Sales tracking over budget at this period end date.
					(84)	Other Sundry Income tracking under budget at this period end date.
					(1,416)	Hastings Reimbursements for RUA tracking under budget at this period end date.
					(640)	Miscellaneous Reimbursements for Plant Op Costs tracking under budget at this period end date.
					(1,000)	Fuel Sales tracking under budget at this period end date.
					(500)	Telstra Phone Card Sales tracking under budget at this period end date.
					(757)	Prepaid Power Voucher Sales tracking under budget at this period end date.
					620	Lease Income for DBCA Office tracking over budget at this period end date.
					1	Rental Income for Tourist Precinct Lease tracking slightly over budget at this period end date.
					(214)	Insurance Reimbursement for Tourist Precinct Lease tracking under budget at this period end date.
					(2,832)	Water Charges Reimbursement for Tourist Precinct Lease tracking under budget at this period end date.
					(666)	Other outgoing expenses reimbursed for TP Lease tracking under budget at this period end date.
					(8)	Other Income reimbursements for Works tracking under budget at this period end date.
					(3,578)	Private Works Income tracking under budget at this period end date.
					-	Minor differences.
Non Operating Grants, Subsidies and Contribution	606,046	526,624	15%	79,422	79,422	Above year to date tourism grant, offset by below budget state initiatives grant - timing only.
Profit on Disposal of Assets	-	-	0%	-	-	Minor differences - NIL
Flood Damage Reimbursements	389,623	2,021,352	(81%)	(1,631,729)	(323,332)	Flood Damage Claim 974 - tracking under budget at this period end date
					(1,698,020)	Flood Damage Claim 1021 - tracking under budget at this period end date
					389,623	Flood Damage Claim 974 - tracking over budget at this period end date
					-	Minor differences.
Total Revenues	2,917,574	4,477,077	(35%)	(1,559,503)		

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 August 2022

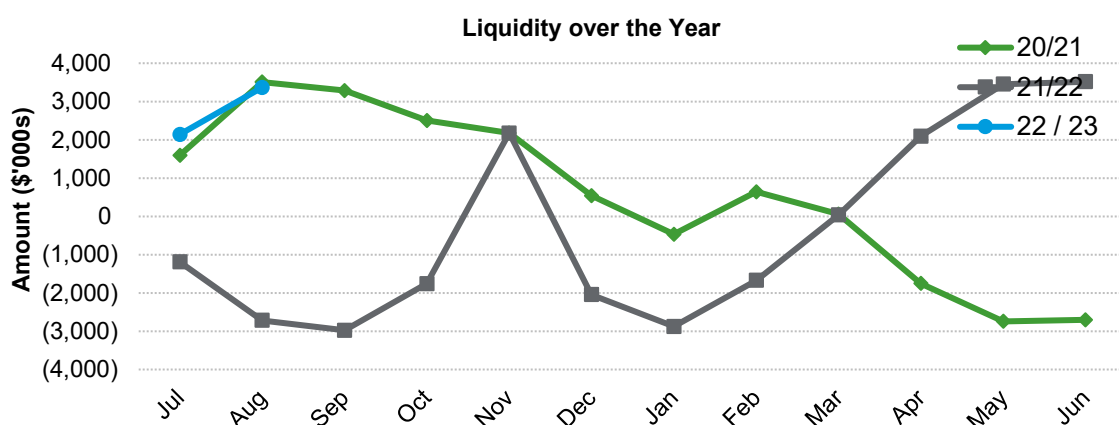
2. EXPLANATION OF MATERIAL VARIANCES (Continued)
(b) (Expenses) / (Applications)

	31 Aug 22 YTD Actual \$	YTD Budget \$	Budget to Actual YTD %	Budget to Actual YTD \$	Components of Variance \$	Explanation
					Favourable / (Unfavourable)	
Employee Costs	(175,576)	(213,848)	18%	38,272	44,815 (379)	Employee Costs across programs tracking under budget at this period end date. Superannuation Costs across programs tracking slightly over budget at this period end date.
					(6,552)	Overheads across programs tracking under budget at this period end date.
					388	Various Minor differences.
Materials and Contracts	(264,992)	(350,533)	24%	85,541	85,541	Materials and Contract Services expenses over various projects and jobs are tracking under budget at this period end date. Timing variance only.
					0	Minor differences.
Utility Charges	(25,170)	(26,130)	4%	960	960	Utility Costs across various programs tracking under budget at this period end date
					(0)	Minor differences.
Depreciation on Non-current Assets	-	(538,958)	100%	538,958	538,958	Monthly Depreciation process not calculated and applied at this period end date - Depreciation will be applied for 22/23 once EOFY Audit for 21/22 is completed. Pending sign off.
					-	Minor differences.
Interest Expenses	(33,698)	(27,980)	(20%)	(5,718)	(5,585)	Interest on WANDRRA Overdraft Account tracking overbudget at this period end date.
					2,980	Interest on Loan 29 not yet applied at this period end date - budget profiling issue only.
					(3,113)	Interest on Loan 30 applied at this period end date - budget profiling issue only.
					-	Minor differences.
Insurance Expenses	(78,008)	(138,883)	44%	60,875	60,875	Insurance tracking under budget at this period end date due to some premiums being split into two instalments this financial year, when historically they have been paid in one instalment.
					(0)	Budget profiling issue only.
					(0)	Minor differences.
Other Expenditure	(23,499)	(17,411)	(35%)	(6,088)	756	Bank Charges tracking under budget at this period end date.
					(117)	Payments to DFES for ESL collections under Option B tracking slightly over budget at this
					12,341	Accrual journal for 21/22 CESM expenditure reversed in 22/23 pending receipt of invoice from
					(16,800)	Community Events budget for CRC tracking over budget at this period end date. Budget
					834	Community Donations, Sponsorship & Contributions tracking under budget at this period end
					84	Training budget for TCDO tracking under budget at this period end date.
					100	Building Licence costs tracking under budget at this period end date.
					48	Motor Vehicle Op Costs for admin plant tracking under budget at this period end date.
					(3,334)	Minor differences.
Flood Damage Materials and Contracts	(1,189,699)	(2,083,686)	43%	893,987	893,987	Flood Damage Expenses for Claim 951, 974 and 1021 tracking under budget at this period end date. Budget Profiling issue only.
					(0)	Various Minor differences.
Total Expenses	(1,790,642)	(3,397,429)	47%	1,606,787		

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 August 2022

3. NET CURRENT FUNDING POSITION

	Note	Current Month 31 Aug 22 \$	Prior Year Closing 30 Jun 22 \$	This Time Last Year 31 Aug 21 \$
Current Assets				
Cash Unrestricted	4	5,277,214	7,216,747	2,703,433
Cash Restricted	4	2,436,747	2,436,574	2,137,289
Receivables - Rates	6(a)	1,303,860	51,923	596,060
Receivables - Other	6(b)	320,879	521,054	673,062
Interest / ATO Receivable		96,249	66	267,593
Provision for Doubtful Debts		(119,882)	(119,882)	(116,443)
Accrued Income		-	-	671,033
Contract Assets		1,715,110	1,715,110	-
Inventories		135,451	135,451	103,485
Total Current Assets		11,165,628	11,957,042	7,035,512
Current Liabilities				
Sundry Creditors		(484,518)	(1,056,995)	(2,034,018)
Revenue Received in Advance	6(a)	(1,089,268)	(1,089,268)	(213)
Obligations / ARWC		-	-	(2,320,770)
Deposits and Bonds		(50,642)	(50,642)	(100,642)
GST Payable		-	-	(78,518)
PAYG Withholding Tax		(32,641)	-	(28,266)
Loan Liability		(109,287)	(126,842)	(105,970)
Accrued Expenses		-	(850,892)	-
Accrued Salaries and Wages		-	(33,704)	-
Accrued Time in Lieu		(1,635)	(3,635)	(2,667)
Overdraft	4	(2,868,080)	(2,814,946)	(3,051,411)
Lease Liability		(5,003)	(6,693)	-
Contract Liabilities		(730,849)	(730,849)	-
Total Payables		(5,371,924)	(6,764,468)	(7,722,475)
Provisions		(198,848)	(198,848)	(207,948)
Total Current Liabilities		(5,570,773)	(6,963,317)	(7,930,423)
Less: Cash Reserves	7	(2,436,485)	(2,436,487)	(2,036,647)
Less: Land Held for Resale		(2,500)	(2,500)	(2,500)
Less: Deposit on Disposal of Asset		-	-	-
Add: Loan Principal (Current)		109,287	126,842	105,970
Add: Employee Leave Reserve	7	97,474	97,474	109,662
Add: Current Portion of Lease Liability		5,003	6,693	-
Net Funding Position		3,367,634	2,785,747	(2,718,426)



SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 August 2022

4. CASH AND FINANCIAL ASSETS

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$		%	
Cash and Cash Equivalents							
Cash on Hand	900			900	N/A	0.00	N/A
Municipal Fund	1,105,713			1,105,713	CBA	0.00	N/A
Online Saver	4,170,601			4,170,601	CBA	0.10	N/A
SUG Reserve Account		2,436,747		2,436,747	CBA	0.10	N/A
WANDRRA Account	(2,868,080)			(2,868,080)	CBA	0.10	N/A
Total Cash and Financial Assets	2,409,134	2,436,747	-	4,845,881			

Comments / Notes

No Financial Assets held at reporting date

5. TRUST FUND

Funds held at balance date over which the Shire has no control, and which are not included in the statements, are as follows:

Description	Opening Balance 01 Jul 22	Amount Received	Amount Paid	Closing Balance 31 Aug 22
	\$	\$	\$	\$
	-	-	-	-
Total Funds in Trust	-	-	-	-

Comments / Notes

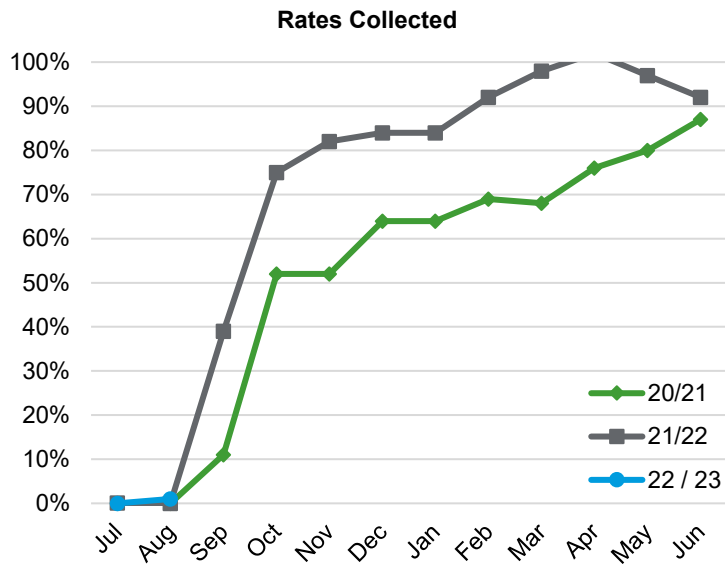
No Funds held in Trust at Reporting Date

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 August 2022

6. RECEIVABLES

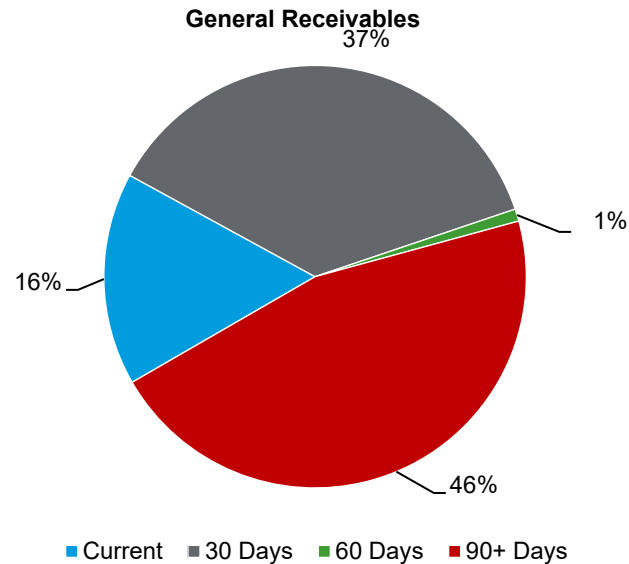
(a) Rates Receivable	31 Aug 22
	\$
Rates Receivables	1,303,860
Rates Received in Advance	-
Total Rates Receivable Outstanding	<u>1,303,860</u>

Closing Balances - Prior Year	51,923
Rates Levied this year	1,245,149
Service charges levied this year	13,632
Closing Balances - Current Month	<u>(1,303,860)</u>
Total Rates Collected to Date	<u>6,844</u>
<i>Percentage Collected</i>	<i>1%</i>



Comments / Notes

(b) General Receivables	31 Aug 22
	\$
Current	52,301
30 Days	118,249
60 Days	3,014
90+ Days	147,314
Total General Receivables Outstanding	<u>320,879</u>



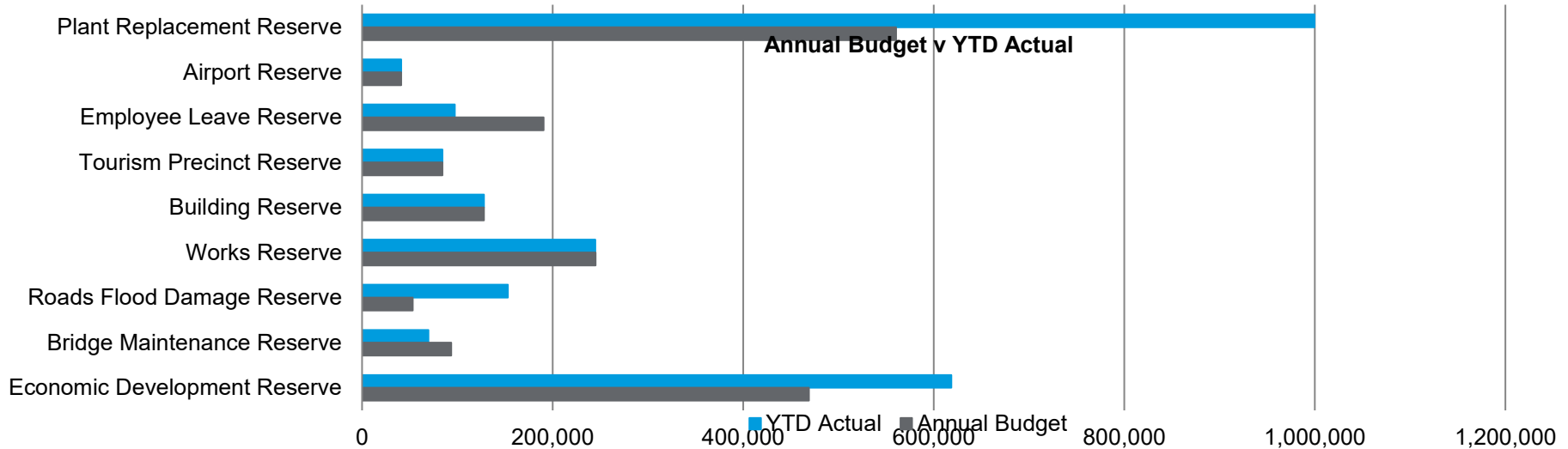
Comments / Notes

Amounts shown above include GST (where applicable)

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 August 2022

7. CASH BACKED RESERVES

Reserve Name	Annual Budget				YTD Actual				
	Balance 01 Jul 22 \$	Transfers from \$	Interest Received \$	Transfer to \$	Balance 30 Jun 23 \$	Transfers from \$	Interest Received \$	Transfer to \$	Balance 31 Aug 22 \$
Plant Replacement Reserve	999,553	(600,000)	820	160,054	560,427	-	-	-	999,553
Airport Reserve	41,068	-	34	-	41,102	-	-	-	41,068
Employee Leave Reserve	97,474	(17,728)	80	110,850	190,676	-	-	-	97,474
Tourism Precinct Reserve	84,314	-	69	-	84,383	-	-	-	84,314
Building Reserve	127,886	-	105	-	127,991	-	-	-	127,886
Works Reserve	244,946	-	201	-	245,147	-	-	-	244,946
Roads Flood Damage Reserve	153,002	(100,000)	126	-	53,128	-	-	-	153,002
Bridge Maintenance Reserve	69,679	-	57	24,000	93,736	-	-	-	69,679
Economic Development Reserve	618,563	(250,000)	508	100,000	469,071	-	-	-	618,563
Total Cash Backed Reserves	2,436,485	(967,728)	2,000	394,904	1,865,661	-	-	-	2,436,485



SHIRE OF UPPER GASCOYNE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ending 31 August 2022

8. DISPOSAL OF ASSETS

Annual Budget

	WDV \$	Proceeds \$	Profit \$	(Loss) \$
Transport				
Plant and Equipment				
Grader P87	180,688	170,000		(10,688)
Ute P83	10,000	5,000		(5,000)
Pool car P104	26,903	20,000		(6,903)
Forklift P77	3,846	5,000	1,154	-
Total Disposal of Assets	221,437	200,000	1,154	(22,591)
Total Profit or (Loss)				(21,437)

YTD Actual

	WDV \$	Proceeds \$	Profit \$	(Loss) \$
Transport				
Plant and Equipment				
	-	-	-	-
Total Disposal of Assets	-	-	-	-
Total Profit or (Loss)				-

SHIRE OF UPPER GASCOYNE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ending 31 August 2022

9. CAPITAL ACQUISITIONS

(a) Land and Buildings

	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$
Governance				
Office Refurbishment	20,000	-	3,340	(3,340)
CRC, Education and Welfare				
CRC Building Improvements	25,000	-	-	-
Housing				
Internal Refurbishment of L99 Gregory Street	11,530	2,306	-	2,306
New Shed at L17/18 Gregory Street	50,000	-	-	-
Septic System Upgrade at L40 Gregory Stree	12,000	-	-	-
Septic System Upgrade at L21 Gregory Stree	12,000	-	-	-
Housing Improvements	30,000	-	-	-
Total Land and Buildings	160,530	2,306	3,340	(1,034)

(b) Plant and Equipment

	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$
Transport				
New Grader	550,000	-	-	-
Works Caravan	75,000	-	26,996	(26,996)
Side Tipper	100,000	-	-	-
Forklift	40,000	-	47,200	(47,200)
Ute (Thomas)	70,000	-	-	-
Service Truck	180,000	-	-	-
Small Excavator	85,000	-	-	-
New Pool Car	55,000	-	-	-
New Tractor fpr P&G	135,000	-	-	-
Message Board	35,000	-	-	-
Total Plant and Equipment	1,325,000	-	74,196	(26,996)

(c) Furniture and Equipment

	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$
Governance				
Furniture and Equipment	90,000	30,000	-	30,000
Total Furniture and Equipment	90,000	30,000	-	30,000

SHIRE OF UPPER GASCOYNE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ending 31 August 2022

9. CAPITAL ACQUISITIONS (Continued)

(c) Infrastructure - Roads

	Annual Budget	YTD Budget	YTD Actual	YTD Variance
	\$	\$	\$	\$
Transport				
Carnarvon/Mullewa Road - Pells	200,000	40,000	9,393	30,607
Signage 22 / 23	120,000	19,954	27,215	(7,261)
Grids 22 / 23	115,000	19,158	-	19,158
Grids 21/22	-	-	6,364	(6,364)
Signage 21/22	-	-	3,297	(3,297)
LRCI Phase Three Project - Bitumen Viveash	80,000	13,334	-	13,334
RRG - Landor Meeka Bitumen Seal	995,505	163,398	188,107	(24,709)
Blackspot - Mt Sandiman Hill Realignment	254,192	41,684	-	41,684
RRG - Carnarvon/Mullewa Resheeting	588,000	96,590	-	96,590
Bundagee	120,000	20,000	-	20,000
Bridges Renewal Program- Concrete Crossin	611,505	-	-	-
Indigenous Access Roads Project	-	-	18,303	(18,303)
Landor/Meekatharra (R2R)	-	-	6,169	(6,169)
Total Infrastructure - Roads	3,084,202	414,118	258,847	179,743

(d) Other Infrastructure

	Annual Budget	YTD Budget	YTD Actual	YTD Variance
	\$	\$	\$	\$
Recreation and Culture				
In Town Water Supply	27,550	4,592	-	4,592
Out of Town Water Supply Project	1,365,731	227,622	1,792	225,830
Oval Refurbishment	88,976	17,795	-	17,795
Pavilion Infrastructure Upgrades	70,000	-	-	-
Law, Order and Public Safety				
New Water Tank	15,085	3,017	-	3,017
Transport				
Solar Street Lighting for Hatch Street	30,000	-	-	-
Economic Services				
Tourist Stop	226,311	56,578	187,629	(131,051)
Total Infrastructure - Other	1,823,653	309,604	189,421	120,183
Total Capital Expenditure	6,483,385	756,028	525,805	301,896

SHIRE OF UPPER GASCOYNE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ending 31 August 2022

10. RATING INFORMATION

	Rateable Value \$	Valuation \$	Number of Properties #	Annual Budget Revenue \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	YTD Actual Revenue \$
General Rates								
GRV Town	120,705	0.105000	13	12,674	12,674	-	-	12,674
UV Rural	1,628,871	0.070000	25	114,021	114,021	-	-	114,021
UV Mining	3,454,711	0.298000	165	1,029,504	1,029,504	-	-	1,029,504
Total General Rates				1,156,199	1,156,199	-	-	1,156,199
Minimum Rates								
GRV Town	27,247	500	12	6,000	6,000	-	-	6,000
UV Rural	33,915	900	13	11,700	11,700	-	-	11,700
UV Mining	111,928	950	75	71,250	71,250	-	-	71,250
Total Minimum Rates				88,950	88,950	-	-	88,950
Total General and Minimum Rates				1,245,149	1,245,149	-	-	1,245,149
Other Rate Revenue								
Rates Write-off				(5,000)				-
Interim and Back Rates				11,000				-
Facilities Fees (Ex Gratia)				3,000				-
Total Rate Revenue				1,254,149				1,245,149

SHIRE OF UPPER GASCOYNE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ending 31 August 2022

11. INFORMATION ON BORROWINGS

(a) Debenture Repayments

	01 Jul 22 \$	New Loans \$	Principal Repayments		Principal Outstanding		Interest Repayments	
			YTD Actual \$	Annual Budget \$	YTD Actual \$	Annual Budget \$	YTD Actual \$	Annual Budget \$
Housing								
Loan 29 Staff Housing	208,200	-	(17,555)	(35,371)	190,645	172,829	(3,113)	(5,963)
Loan 30 Staff Housing	385,571	-	-	(43,538)	385,571	342,033	-	(4,074)
Economic Services								
Loan 28 Tourism Precinct	401,851	-	-	(47,932)	401,851	353,919	-	(25,635)
Total Repayments	995,622	-	(17,555)	(126,841)	978,067	868,781	(3,113)	(35,672)

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 August 2022

12. GRANTS, SUBSIDIES AND CONTRIBUTIONS

(a) Operating Grants, Subsidies and Contributions

Program / Details	Grant Provider	Annual Budget \$	YTD Budget \$	YTD Actual \$
General Purpose Funding				
General Commission Grants	Government of WA	1,108,674	277,169	357,942
Law, Order and Public Safety				
Grant (DFES) Operating	DFES	16,000	-	2,808
Education and Welfare				
CRC Operating Grant	Dep. of Regional Dev.	99,000	-	-
CRC Misc Small Operating		5,000	-	-
Other Community Grants		1,000	166	-
Transport				
FAGS Roads	Government of WA	323,093	80,774	-
MRWA Direct Grant	MRWA	267,549	267,549	267,550
Economic Services				
Contributions for Projects		10,000	1,666	-
Other Property and Services				
Diesel Fuel Rebate	ATO	60,000	10,000	3,922
Total Operating Grants, Subsidies and Contributions		1,890,316	637,324	632,222

(b) Non-operating Grants, Subsidies and Contributions

Program / Details	Grant Provider	Annual Budget \$	YTD Budget \$	YTD Actual \$
Governance				
LCRI Capital Grant Funds - Administration		37,148	-	-
Law, Order & Public Safety				
DFES Fire Control Grant		15,085	-	-
Recreation and Culture				
LRCI Capital Grant Fund - Other Recreation & Sports Projects		1,147,265	-	-
Transport				
HVSPP Funding		611,505	-	-
Roads to Recovery		588,000	-	-
Regional Road Group Funding		663,670	265,468	265,476
LCRI Grant Funds - Sealing Landor/Meekatharra		90,000	-	-
Blackspot Program Grant Funds (FEDs and State)		169,461	67,784	67,784
State Initiative Program (Road Projects)		193,372	193,372	-
Economic Services				
Capital Grant Tourism Infrastructure Projects		699,136	-	272,786
Total Non-Operating Grants, Subsidies and Contributions		4,214,642	526,624	606,046
Total Grants, Subsidies and Contributions		6,104,958	1,163,948	1,238,268

(c) Flood Damage Reimbursements

Program / Details	Grant Provider	Annual Budget \$	YTD Budget \$	YTD Actual \$
Transport				
Grant (DRFAWA) AGRN 951		-	-	389,623
Grant (DRFAWA) AGRN 974		1,939,992	323,332	-
Grant (DRFAWA) AGRN 1021		10,188,123	1,698,020	-
Total Flood Damage Reimbursements		12,128,115	2,021,352	389,623

SHIRE OF UPPER GASCOYNE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ending 31 August 2022

9 BUDGET AMENDMENTS

GL	Description	Council Resolution	Non Cash Adjustment \$	Increase in Cash \$	Decrease in Cash \$	Running Balance \$
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APPENDIX 3

(2022 Delegation Register Review)



DELEGATED AUTHORITY REGISTER 2022

DOCUMENT NUMBER:		Y0005	
NAME	DATE REVIEWED	REVIEW:	Annually
		CHANGES/COMMENTS	
Council	24/06/2015	Reviewed & adopted	
Council	29/06/2016	Reviewed & adopted	
Council	28/06/2017	Reviewed & adopted	
Council	27/06/2018	Reviewed & adopted	
Council	19/12/2019	Reviewed & adopted	
Council	10/11/2020	Reviewed & adopted	
Council	20/10/2021	Reviewed & adopted	
Council	21/09/2022	Reviewed & adopted	

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REGISTER OF DELEGATIONS

The *Local Government Act 1995* (the Act) was introduced on 1 July 1996 and made significant changes to the way local government conducts its business. Its general aim was to enable local governments to provide good, open and accountable government to its people.

It is important to note that not all delegations in this Register are delegations made under the *Local Government Act 1995*. Although the *Local Government Act 1995* allows delegation only to the CEO other Acts allow delegations to be made direct to other employees, for example, the *Health Act 1911* and the *Dog Act 1976*. In some instances, other Acts do not give authority for the person delegated the power to sub-delegate that power. In those instances, if the delegation is made to the CEO, the CEO therefore cannot sub-delegate. This Register attempts to ensure delegations are made to the employee whose task it is to enforce the Act concerned.

One of the changes was the degree of delegated authority available to be passed onto the Chief Executive Officer or a committee in order to manage the day-to-day operations of the Shire.

The Act allows for a local government to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act. All delegations made by the Council must be by an absolute majority decision.

The following are decisions that cannot be delegated to the Chief Executive Officer:

- Any power or duty that requires a decision of an absolute majority or 75% majority of the local government,
- Accepting a tender that exceeds an amount set by the local government,
- Appointing an auditor,
- Acquiring or disposing of property valued at an amount higher than that determined by the local government,
- Any of the local government's powers under section 5.98, 5.99 and 5.100 of the Act,
- Borrowing money on behalf of the local government,
- Hearing or determining an objection of a kind referred to in section 9.5,
- Any power or duty that requires the approval of the Minister or the Governor, or
- Such other duties or powers that may be prescribed by the Act.

The Act allows for the Chief Executive Officer to delegate any of his/her powers to another employee – this must be done in writing. The Act allows for the Chief Executive Officer to place conditions on any delegations if he/she desires.

A register of delegations (being this document) relevant to the Chief Executive Officer and other employees is to be kept and reviewed at least once every financial year.

If a person is exercising a power or duty that he/she has been delegated, the Act requires him/her to keep necessary records of the exercise of the power or discharge of the duty. The written record is to contain:

- How the person exercised the power or discharged the duty;
- When the person exercised the power or discharged the duty; and
- The person or classes of person, other than council or committee members or employees of the local government, directly affected by the exercise of the power or discharge of the duty.

The aim of this register of delegations is to assist with improving the time taken to make decisions within the constraints allowed by the relevant legislation. This is consistent with the Shire's commitment to a strong customer service focus.

Transfer of Authority Due to Absence

Where an Officer not named has been appointed by Council or by an Officer authorised to make the appointment to act in a position to which the named Officer is appointed, the authority shall transfer to the Officer acting as appointed, for the duration of Council authorisation.

Acting Through Another Person

Local Government Act 1995 – Section 5.45(2)

Nothing in this Division (Division 4 – Local Government Employees) is to be read as preventing –

- (a) a local government from performing any of its functions by acting through a person other than the CEO; or*
- (b) a CEO from performing any of his or her functions by acting through another person.*

The key difference between a delegation and “acting through” is that a delegate exercises the delegated decision making function in their own right. The principal issue is that where a person has no discretion in carrying out a function, then that function may be undertaken through the “acting through” concept. Alternatively, where the decision allows for discretion on the part of the decision maker, then that function needs to be delegated for another person to have that authority.

The functions of a local government are spelt out in Section 3.1, “General Function” and Division 2 and Division 3 of Part 3 of the *Local Government Act 1995*.

1. Appointment of Acting CEO

Function to be performed	The Chief Executive Officer to appoint an Acting Chief Executive Officer.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation	That CEO appoint an Acting Chief Executive Officer
Conditions	Subject to: <ul style="list-style-type: none"> • Appointments being no longer than 30 working days; • Council Members to be advised. • The CEO must be satisfied that the person appointed as Acting CEO is suitably qualified for the position (refer to section 5.36(2)(a) of the <i>Local Government Act</i>).
Statutory reference	<i>Local Government Act 1995</i> ; section 5.36 and section 5.41
Council Policy Link	Council Policy Manual

The functions of the CEO are set out in Section 5.41 of the *Local Government Act 1995*. The CEO can act through another person by giving instructions to that person to undertake one or more of those functions.

2. Payments from the Municipal Fund and Trust Fund

Function to be performed	Where a local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal fund or the trust fund, each payment from the municipal fund or the trust fund is to be noted on a list compiled for each month which is to be presented to the next ordinary meeting of Council.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to make payments from the municipal fund, credit card or the trust fund, pursuant to the <i>Local Government (Financial Management) Regulations 1996</i> , Regulation 12(1)(a)(b) .
Conditions	Subject to the requirements of the <i>Local Government (Financial Management) Regulations 1996</i> , Regulation 13 .
Statutory reference	<i>Local Government (Financial Management) Regulations 1996</i> , Regulation 12(1)(a)(b) .
Council Policy Link	Council Policy Manual

3. Appointment of Contractors & Consultants

Function to be performed:	The Chief Executive Officer to appoint Consultants and Contractors to enable the proper administration of the Shire's business and operations.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to appoint consultants and contractors, including but not limited to architects, auctioneers, engineers, planners, quantity surveyors, solicitors, surveyors, valuers, selling and leasing agents, to enable the proper administration of the Shire's business and operations.
Conditions:	Subject to: <ul style="list-style-type: none"> • funding being available in the Budget; • The value of the contract shall not exceed \$250,000. • Quotations to be obtained, in accordance with Council Purchasing Policy.
Statutory reference:	<i>Local Government Act 1995, Sections 3.1, 3.18, 5.41(d) and 6.8.</i>

4. Obtaining Legal Advice

Function to be performed:	A local government may at times require legal advice or assistance.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to obtain legal advice and assistance to enable the proper administration of the Shire's business and operations and to provide advice to the Council, as required.
Conditions:	Subject to Council Policy
Statutory reference:	<i>Local Government Act 1995, Section 5.41(a), (b) and (d).</i>
Council Policy Link	Council Policy Manual

5. Preparation of the Annual Report

Function to be performed:	A local government is to prepare an annual report for each financial year.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to prepare an annual report for each financial year.
Conditions:	The Annual Report is to be submitted to the Council for adoption.
Statutory reference:	<i>Local Government Act 1995, Section 5.53.</i>

6. Making Payments to Employees in Addition to Contract or Award

Function to be performed:	A local government can approve of payments to employees in addition to their contract or Award.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to approve of making payment to employees in addition to their contract or Award.
Conditions:	Subject to: <ol style="list-style-type: none"> 1. Council Policy 2. Budget allocation.
Statutory reference:	<i>Local Government Act 1995, Sections 5.42 and 5.50.</i>
Council Policy Link	

7. Amending the Rate Record

Function to be performed:	A local government is required, from time to time, to amend a rate record for the current financial year to ensure that the information contained in the record is current and correct and that the record is in accordance with this Act.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer

Sub-delegation to:	Finance Manager / Rates Officer
Delegation:	The Chief Executive Officer is delegated the power to determine whether to amend the rate record for the preceding five years, pursuant to the <i>Local Government Act 1995</i> , Section 6.39 .
Conditions:	Nil
Statutory reference:	<i>Local Government Act 1995</i> , Section 6.39(2) .

8. Agreement as to Payment of Rates and Service Charges

Function to be performed:	A local government may accept payment of a rate or service charge due and payable by a person in accordance with an agreement made with the person.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Finance Manager
Delegation:	The Chief Executive Officer is delegated the power to make an agreement with a person for payment of rates and service charges, pursuant to the <i>Local Government Act 1995</i> , Section 6.49 .
Conditions:	Subject to: <ul style="list-style-type: none"> the arrangements agreed to being on the basis that the total debt outstanding will be extinguished by 30 June next following. Council Policy The full details of the determination to be recorded in the appropriate rate record.
Statutory reference:	<i>Local Government Act 1995</i> , Section 6.49 .
Council Policy Link	Council Policy Manual

9. Rates or Service Charges Recoverable in Court

Function to be performed:	If a rate or service charge remains unpaid after it becomes due and payable, the local government may recover it, as well as the costs of proceedings, if any, for that recovery, in a court of competent jurisdiction.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to

	determine that court action will be taken, pursuant to the <i>Local Government Act 1995</i> , Section 6.56(1) .
Conditions:	Council Policy 2.8
Statutory reference:	<i>Local Government Act 1995</i> , Section 6.56(1) .
Council Policy Link	Council Policy Manual

10. Require Lessee to Pay Rent in Satisfaction of Rates or Service Charge

Function to be performed:	If payment of a rate or service charge imposed in respect of any land is due and payable, notice may be given to the lessee of the land requiring the lessee to pay to the local government any rent as it falls due in satisfaction of the rate or service charge.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to determine that notice be given to the lessee requiring payment of the rates or service charges, pursuant to the <i>Local Government Act 1995</i> , Sections 6.60(2) and (3) .
Conditions:	Council Policy
Statutory reference:	<i>Local Government Act 1995</i> , Section 6.60(2) .
Council Policy Link	Council policy Manual

11. Recover Amount of Rates or Service Charge from Lessee as Debt

Function to be performed:	A local government may recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with the notice.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to recover the amount of rate or service charge as a debt from the lessee if rent is not paid, pursuant to the <i>Local Government Act 1995</i> , Section 6.60(4) .
Conditions:	Council Policy
Statutory	<i>Local Government Act 1995</i> , Section 6.60(4) .

reference:	
Council Policy Link	Council policy Manual

12. Recovery of Debts (other than Rates or Service Charges)

Function to be performed:	If a debt (other than a rate or service charge) remains unpaid after it becomes due and payable, the local government may recover it, as well as the costs of proceedings, if any, for that recovery, in a court of competent jurisdiction.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to take action to recover any outstanding debts pursuant to the <i>Local Government Act 1995</i> , Section 6.10 .
Conditions:	Council Policy
Statutory reference:	<i>Local Government Act 1995</i> , Section 6.10 ; and <i>Local Government (Financial Management) Regulations 1996</i> , Regulation 5(a) .
Council Policy Link	Council policy Manual

13. Signing of Requisitions and Purchase Orders

Function to be performed:	A local government can sign Requisitions and Purchase Orders.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Various staff members as recorded in the Sub-Delegations Register
Delegation:	The Chief Executive Officer is delegated the power to sign Requisitions and Purchase Orders.
Conditions:	Limit as per Signing Authority determined by the CEO. In accordance with Council "Purchasing" Policy
Statutory reference:	<i>Local Government Act 1995</i> , Section 3.1 ; and <i>Local Government (Financial Management) Regulations 1996</i> , Regulation 5 .
Council Policy Link	Council Policy Manual

14. Issue of Petty Cash Advances

Function to be performed:	A local government can issue Petty Cash Advances.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Manager of Finance & Administration
Delegation:	The Chief Executive Officer is delegated the authority to issue Petty Cash Advances.
Conditions:	The acquittal of petty cash advances expended is to be supported by sufficient receipts/ information/documentation to prove the expenditure.
Statutory reference:	<i>Local Government Act 1995, Section 3.1</i> ; and <i>Local Government (Financial Management) Regulations 1996, Regulations 5 and 11.</i>

15. Submission of Grants and Subsidy Applications

Function to be performed:	A local government can submit grant and subsidy applications.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	<ul style="list-style-type: none"> • Council's grant officer – at the request of the CEO • Council's Engineers – at the request of the CEO • Council's Accountants – at the request of the CEO • Staff as directed by the CEO
Delegation:	The Chief Executive Officer is delegated the authority to submit grant and subsidy applications.
Conditions:	That sufficient financial resources have been budgeted when the grant requires a co-contribution or there is provision in a reserve account or the grant is such that making application fits in the Strategic Community Plan.
Statutory reference:	<i>Local Government Act 1995, Section 3.1</i> ; and <i>Local Government (Financial Management) Regulations 1996, Regulation 5.</i>

16. Negotiating Terms and Conditions for Leases and Properties

Function to be performed:	A local government can negotiate Terms and Conditions for Leases and Properties.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the authority to negotiate Terms, Conditions and Assignment of Rent for Leases and Properties.
Conditions:	Finalised Terms and Conditions to be Approved by the Council as soon as practicable.
Statutory reference:	<i>Local Government Act 1995</i> , Section 3.1 .

17. Representing Local Government in Court

Function to be performed:	A local government shall, in writing, appoint persons to represent the local government in court.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to appoint a persons to represent the local government in court proceedings either generally or in a particular case.
Conditions:	The authorisation is to be recorded on the person's personnel file.
Statutory reference:	<i>Local Government Act 1995</i> , Section 9.29 (2) .

18. Dog Act 1976

Function to be performed	A local government may delegate to its Chief Executive Officer any power or duty of the local government under another provision of the <i>Dog Act 1976</i>
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	That the Chief Executive Officer be delegated any power or duty under the <i>Dog Act 1976</i>
Conditions:	1. The authority to appoint a person under Section 29(1) , shall

	<p>only be approved by the Chief Executive Officer.</p> <p>2. The authority to declare a dog to be dangerous, pursuant to <i>Dog Act 1976 Section 33E</i>, shall only be approved by the Chief Executive Officer.</p> <p>3. The authority to sign any Warrant to seize, detain and deal with any dog pursuant to <i>Dog Act 1976 Section 29 (5a)</i>, in accordance with Sections 33G or 39, shall only be approved by the Chief Executive Officer.</p> <p>4. Withdrawal of an infringement can only be approved by the Chief Executive Officer.</p>
Statutory reference:	<i>Dog Act 1976, Section 10AA</i>

19. Liquor Control Act 1988 – Issue of Certificates Under Section 39

Function to be performed:	An application made to the licensing authority for the grant or removal of a licence, or for a change in the use or condition of any premises shall be accompanied by a certificate from the local government for the district in which the premises to which the application relates are situated, or are to be situated, unless the licensing authority otherwise determines.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to issue a certificate on behalf of the Shire of Upper Gascoyne, pursuant to the <i>Liquor Control Act 1988, Section 39</i> .
Conditions:	Nil
Statutory reference:	<i>Liquor Control Act 1988, Section 39</i> .

20. Liquor Control Act 1988 – Issue of Certificates Under Section 40

Function to be performed:	An application made to the licensing authority for the grant or removal of a licence, or for a change in the use or condition of any premises shall be accompanied by a certificate from the authority responsible for planning matters in the district in which the premises to which the application relates are situated, or are to be situated, unless the licensing authority otherwise determines.
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Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to issue a certificate on behalf of the City, pursuant to the <i>Liquor Control Act 1988</i> , Section 40 .
Conditions:	Nil
Statutory reference:	<i>Liquor Control Act 1988</i> , Section 40 .

21. Bush Fires Act 1954 – Powers and Duties

Function to be performed:	A local government is empowered with all powers, duties and functions under the <i>Bush Fires Act 1954</i> .
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to perform all powers, duties and functions of the <i>Bush Fires Act 1954</i> .
Conditions:	Excludes powers and duties that are prescribed in the Act with the requirement for a resolution by the local government.
Statutory reference:	<i>Bush Fires Act 1954</i> , Section 48 .

22. Bush Fires Act 1954 – Firebreaks Around Properties

Function to be performed:	A local government can take measures for preventing a bush fire, including requesting firebreaks around properties.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Shire Appointed Contract Ranger
Delegation:	The Chief Executive Officer is delegated the power to take measures for preventing a bush fire, including requesting firebreaks around properties.
Conditions:	Nil
Statutory reference:	<i>Bush Fires Act 1954</i> , Section 33 .

23. Bushfires Act 1954 – Prohibited Burning Times

Function to be performed:	A local government can determine to vary Prohibited Burning Times, in accordance with the <i>Bush Fires Act 1954</i> , Sections 17(7) and (8) , regarding: <ul style="list-style-type: none"> • shortening, extending, suspending or reimposing a period of prohibited burning times; or • imposing a further period of prohibited burning times.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to: <ul style="list-style-type: none"> • shorten, extend, suspend or reimpose a period of prohibited burning times; or • impose a further period of prohibited burning times.
Conditions:	Nil
Statutory reference:	<i>Bush Fires Act 1954</i> , Section 17(10) .

24. Bush Fires Act 1954 – Prosecutions and Infringement Notices

Function to be performed:	A local government can consider allegations of offences alleged to have been committed against this Act in the district of the local government and, if the delegate thinks fit, to institute and carry on proceedings in the name of the local government against any person alleged to have committed any of those offences in the district.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to institute and carry out legal proceedings for alleged offences against the <i>Bush Fires Act 1954</i> , including the power to issue an Infringement Notice.
Conditions:	Chief Executive Officer to sign any Prosecution Notices. Note: s59A(3) and Bush Fires (Infringements) Regulations 1958, Reg.4(a) provide that only the Shire President or the Chief Executive Officer may withdraw an infringement notice.
Statutory reference:	<i>Bush Fires Act 1954</i> , Section 59(3) Prosecution of Offences and Section 59A(2) Alternative Procedure – Infringement Notices.

25. Food Act 2008 – Appointment of Authorised Persons

Function to be performed:	A local government may, in writing, appoint persons or classes of person to be authorised for the purposes of performing particular functions in regard to the enforcement of laws.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to appoint persons or classes of person to be authorised for the purposes of performing particular functions in regard to the enforcement of the <i>Food Act 2008</i> .
Conditions:	Nil
Statutory reference:	<i>Local Government Act 1995, Section 9.10(1).</i> <i>Food Act 2008, Section 122, s.126 (2).</i>

26. Food Act 2008 – Appointment of Persons to Withdraw Infringement Notices

Function to be performed:	A local government may, in writing, appoint persons or classes of person to be authorised for the purposes of performing particular functions in regard to the enforcement of laws.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the authority to withdraw an Infringement or grant an extension of time for payment pursuant to section 126 (6), (7) & (13) of the Act.
Conditions:	Nil
Statutory reference:	<i>Local Government Act 1995, Section 9.10(1).</i> <i>Food Act 2008, S.126 (6), (7) & (13).</i>

27. Food Act 2008 – Registration of Food Businesses

Function to be performed:	A local government may, in writing, appoint persons or classes of person to be authorised for the purposes of performing particular functions in regard to the enforcement of laws.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Environmental Health Officer
Delegation:	The Chief Executive Officer is delegated the power to sign and issue any registration approvals to operate a Food Business under the <i>Food Act 2008, s.110</i> .
Conditions:	Nil

Statutory reference:	<i>Local Government Act 1995, Section 9.10(1).</i>
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28. Health Act 1911 – Appointment of Deputy, Discharge of Powers and Duties

Function to be performed:	A local government may appoint and authorise any person to be its deputy under the <i>Health Act 1911</i> to exercise and discharge all or any of the powers and functions of the local government for such time and subject to such conditions and limitations (if any) as the local government shall see fit. Such appointment shall not affect the exercise or discharge by the local government itself of any power or function.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Environmental Health Officer
Delegation:	The Chief Executive Officer is delegated the power to be its <i>Health Act 1911</i> deputy to exercise and discharge all or any of the powers and functions of the local government for such time and subject to such conditions and limitations (if any) as the local government shall see fit. Such appointment shall not affect the exercise or discharge by the local government itself of any power or function.
Conditions:	The Chief Executive Officer, shall: (i) approve of all legal action and sign Prosecution Notices; and (ii) sign all Notices.
Statutory reference:	<i>Health Act 1911, Section 26.</i>

29. Approval of Building Permits

Function to be performed:	Approve Building Permits
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Contract EHO / Building Surveyor
Delegation:	The CEO is delegated the authority to grant or refuse the issue of a building Permits in the prescribed form pursuant to <i>Building Act 2011, Section 20, 22 & 127.</i>
Conditions:	Nil
Statutory reference:	<i>Building Act 2011, Sections 20, 22 and 127.</i> Division 2 of Part 2. Divisions 1, 2 and 4 of Part 4.

30. Grant of Occupancy Permit, Building Approval Certificate, with or without conditions & extension of period of duration of Occupancy Permit or Building Approval Certificate.

Function to be performed:	Authority to issue occupancy permits, certificates of construction appliance, grant permits, issue building orders and notices and perform associated functions of a permit authority pursuant to the <i>Building Act 2011</i> .
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Contract EHO / Building Surveyor
Delegation:	The officers are delegated the power to issue Certificates of Occupancy, Building Approval certificates and extensions of period of duration of Occupancy Permit or Building Approval Certificate in the prescribed form upon completion of buildings, pursuant to the <i>Building Act 2011</i> , Sections 58, 59, 62, 65 and 127 .
Conditions:	Nil
Statutory reference:	<i>Building Act 2011</i> , Sections 58, 59, 62, 65 and 127 .

31. Approve a Demolition Permit Other Than for Buildings Classified by the National Trust and Council's Heritage Register

Function to be performed:	To grant or refuse to approve applications for a Demolition Permit.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Contract EHO / Building Surveyor
Delegation:	The CEO is delegated authority to grant or refuse a Demolition Permit other than for buildings classified by the National Trust and Council's Heritage Register, pursuant to the <i>Building Act 2011</i> , Sections 21, 22 & 127 .
Conditions:	Nil
Statutory reference:	<i>Building Act 2011</i> , Sections 21, 22 and 127 .

32. Issue Building Orders

Function to be performed:	A Permit Authority may make an Order (a Building Order) in respect of one or more of the following - (a) particular building work; (b) particular demolition work; (c) a particular building or incidental structure, whether completed before or after commencement day.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to issue Building Orders for works in contravention of the Act, pursuant to the <i>Building Act 2011</i> , Sections 110, 111 and 112 .
Conditions:	1. Chief Executive Officer to sign the Building Order. 2. Subject to Sub-Section 112(2)(b) being conditional as follows; <i>“The Order to demolish, dismantle or remove a building or incidental structure that has been, or is being, built or occupied in suspected contravention of a provision of the Building Act 2011, SHALL only be issued where the building is assessed to be in a state that is dangerous and which cannot be easily rectified”.</i>
Statutory reference:	<i>Building Act 2011</i> , Sections 110, 111 and 112 .

33. Revoke Building Orders

Function to be performed:	A Permit Authority may, by notice in writing, revoke a Building Order at any time and must serve each person to whom to order is directed with a copy of the notice.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to revoke Building Orders for works in contravention of the Act, pursuant to the <i>Building Act 2011</i> , Section 117 .
Conditions:	Chief Executive Officer to sign the notice to revoke a Building Order.
Statutory reference:	<i>Building Act 2011</i> , Section 117 .

34. Issue Licence to Deposit Material on Street

Function to be performed:	No person shall deposit stones, bricks, lime, rubbish, timber, iron, or other materials on a street, way, or other public place, nor make an excavation on land abutting or adjoining a street, way, or other public place, unless authorised to do so by an Act or unless he has first obtained from the local government in whose district the street, way, public place, or land is situated a licence in writing for that purpose, nor unless, in the case of an excavation he has securely fenced off the place where it is to be made from the street, way, or other public place, nor unless he complies with the conditions, if any, of the licence.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Environmental Health Officer Contract Building Surveyor
Delegation:	The Chief Executive Officer is delegated the power to issue licenses for the deposit of materials on a street , way or other public place and to make an excavation on land abutting or adjoining a street, way, or other public place, pursuant to the <i>Local Government (Miscellaneous Provisions) Act 1960, Section 377</i> .
Conditions:	Nil
Statutory reference:	<i>Building Regulations 2012, Regulation 64.</i>

35. Appoint Authorised Persons (Swimming Pool Inspectors)

Function to be performed:	A local government may appoint an Authorised Person to carry out inspections of pools. An “ authorised person ” means a person with appropriate experience or qualifications authorised by the local government for the purposes of this section.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	EHO / BS
Delegation:	The Chief Executive Officer is delegated the power to appoint authorised persons for the purpose of inspecting private swimming pools and enforcing the provisions of the Act, pursuant to the <i>Building Regulations 2012</i>, Regulation 53(1).
Conditions:	The authorisations to be in writing and recorded on the appropriate file and the person’s personal file.
Statutory reference:	<i>Building Regulations 2012, Regulation 53(1).</i>

36. Disturbing Local Government Land or Anything On It

Function to be performed:	A person who, without lawful authority interferes with the soil of, or anything on, land that is local government property; or takes anything from land that is local government property, commits an offence.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Works and Services Manager
Delegation:	The Chief Executive Officer is delegated the power to interfere with soil or take anything from local government land, pursuant to the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 5(1) and Schedule 3.1, Division 2, Item 2 and <i>Local Government Act 1995</i> , Section 3.25(1)(b) .
Conditions:	Nil
Statutory reference:	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 5(1) .

37. Obstructing A Public Thoroughfare

Function to be performed:	A person who, without lawful authority, places on a public thoroughfare anything that obstructs it commits an offence if the person fails to remove the obstruction when requested by the local government to do so, or if anything falls from land, or from anything on land, onto a public thoroughfare and obstructs it, a person who is the owner or occupier of the land commits an offence if the person fails to remove the obstruction when requested by the local government to do so.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Works and Services Manager
Delegation:	The Chief Executive Officer is delegated the power to obstruct a public thoroughfare, pursuant to the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 6 (1) and Schedule 3.1, Division 2, Item 2 and <i>Local Government Act 1995</i> , Section 3.25(1)(b) .
Conditions:	Nil
Statutory reference:	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 6(1) .

38. Encroaching A Public Thoroughfare

Function to be performed:	A person who is the owner or occupier of land and, without lawful authority erects on the land a structure that encroaches upon a public thoroughfare; or permits a tree or other plant growing on the land to encroach upon a public thoroughfare, commits an offence if the person fails to remove the structure or plant, to the extent that it is encroaching, when requested by the local government to do so.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Works and Services Manager
Delegation:	The Chief Executive Officer is delegated the power to erect a structure or permit a tree that encroaches a public thoroughfare, pursuant to the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 7(1) and Schedule 3.1, Division 2, Item 2 and <i>Local Government Act 1995</i> , Section 3.25(1)(b) .
Conditions:	Nil
Statutory reference:	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 7(1) .

39. Offences Relating to the Repair of Gates and Fences

Function to be performed:	<p>A person who is the owner or occupier of land commits an offence if any fence or gate that separates the land from a public thoroughfare is not kept in good repair.</p> <p>A person may apply to the local government for permission to have across a public thoroughfare under the control or management of the local government a gate or other device that enables motor traffic to pass across the public thoroughfare and prevents livestock from straying.</p>
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to provide a gate or other device across a public thoroughfare or serve a Notice to request the owner or occupier to repair a gate or fence, pursuant to the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 8(1) and Schedule 3.1, Division 2, Item 2 and <i>Local Government Act 1995</i> , Section 3.25(1)(b) .
Conditions:	Nil
Statutory reference:	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 8(1) .

40. Dangerous Excavation in or Near Public Thoroughfare

Function to be performed:	If there is, in a public thoroughfare or land adjoining a public thoroughfare, an excavation that the local government considers to be dangerous it may fill in or fence the excavation, or request the owner or occupier to fill or securely fence the excavation.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to deem an excavation to be dangerous and to fill in or fence the excavation, or serve a Notice to request the owner or occupier to fill or securely fence the excavation, pursuant to the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>, Regulation 11(1) and Schedule 3.1, Division 2, Item 2 and <i>Local Government Act 1995</i>, Section 3.25(1)(b).
Conditions:	Nil
Statutory reference:	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 11(1).

41. Crossing from Public Thoroughfare to Private Land or Private Thoroughfare Without Approval

Function to be performed:	Upon application the local government may approve the construction of a crossing giving access from a public thoroughfare to the land, or a private thoroughfare serving the land.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to approve the construction of a crossing giving access from a public thoroughfare to the land, or a private thoroughfare serving the land, pursuant to the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 12(1).
Conditions:	Approvals are subject to the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 14(2).
Statutory reference:	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 12(1).

42. Requirement to Construct and Repair a Crossover

Function to be performed:	A local government may give a person who is the owner or occupier of private land a notice in writing requiring the person to construct or repair a crossing from a public thoroughfare. If the person fails to comply with the notice, the local government may construct or repair the crossing and recover 50% of the cost.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to give a person who is the owner or occupier of private land a notice in writing requiring the person to construct or repair a crossing if the person does not comply, pursuant to the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulations 13(1) and (2) .
Conditions:	Nil
Statutory reference:	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 13(1) and (2) .

43. Private Works On, Over Or Under Public Places

Function to be performed:	A local government may grant permission to a person to construct anything on, over or under a public thoroughfare or other public place that is local government property.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to grant permission to a person to construct anything on, over or under a public thoroughfare or other public place that is local government property, pursuant to the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 17 and <i>Local Government Act 1995</i> , Section 3.25(1)(b) .
Conditions:	Approvals are subject to the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 14(2) .
Statutory reference:	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 17(2) .

44. Offences Relating to Watercourses, Drains, Tunnels and Bridges

Function to be performed:	A local government may grant permission to a person to, alter, obstruct, or interfere with, any watercourse, drain, tunnel, or bridge that is local government property.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to grant permission to a person to alter, obstruct, or interfere with, any watercourse, drain, tunnel, or bridge that is local government property, pursuant to the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 18 and <i>Local Government Act 1995</i> , Section 3.25(1)(b) .
Conditions:	Approvals are subject to the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 14(2) .
Statutory reference:	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 18(1) .

45. Offences Relating to the Protection of Thoroughfares from Water Damage

Function to be performed:	A local government may grant permission to a person to alter, obstruct, or interfere with the natural flow of surface water across any thoroughfare or other land in such a way as is likely to damage any thoroughfare that is local government property.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to grant permission to a person to alter, obstruct, or interfere with the natural flow of surface water across any thoroughfare or other land in such a way as is likely to damage any thoroughfare that is local government property, pursuant to the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 19 and <i>Local Government Act 1995</i> , Section 3.25(1)(b).
Conditions:	Approvals are subject to the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 14(2) .
Statutory reference:	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 19(1) .

46. Actions Against Persons in Relation to Wind Erosion and Sand Drifts

Function to be performed:	A local government may give a notice under this regulation to a person who is the owner or occupier of land, if the local government considers that clearing the land of vegetation may cause the land having a common boundary with land that comprises local government property to be adversely affected by wind erosion or sand drift.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to serve a Notice on a person to prevent wind erosion or sand from escaping a property onto other private land or land that is local government property, pursuant to the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 21 and <i>Local Government Act 1995</i> , Section 3.25(1)(b) .
Conditions:	Nil
Statutory reference:	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> , Regulation 21(1) .

47. Unauthorised Works in a Street – Serving of Notices

Function to be performed:	A local government may serve notices on persons/ proprietors of premises who have conducted works in a street without Council's permission.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Works and Services Supervisor
Delegation:	The Chief Executive Officer is delegated the power to serve notices on persons/ proprietors of premises who have conducted works in a street without Council's permission.
Conditions:	Chief Executive Officer to sign any Notices.
Statutory reference:	<i>Local Government Act 1995</i> , Section 3.1 .

48. Works in the Street

Function to be performed:	A local government may grant approval and impose conditions for works to be undertaken in the street by other authorities, private organisations or individuals, including the approval of applications to protect verges.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to grant approval and impose conditions for works to be undertaken in the street by other authorities, private organisations or individuals, including the approval of applications to protect verges.
Conditions:	<ul style="list-style-type: none"> (i) That the proposed works are legal and do not adversely affect the safety, functionality and aesthetics of the street or adjoining properties to an unacceptable degree. (ii) The owners and occupiers of adjoining properties should be consulted as appropriate prior to approval being determined. (iii) If there are objections to the proposal, it be referred to the Council for determination.
Statutory reference:	<i>Local Government Act 1995, Section 3.1.</i>

49. Reinstatements of Roads and Footpaths

Function to be performed:	A local government may grant and impose conditions for persons or agencies undertaking works in the street and to apportion responsibility for the cost of road and footpath reinstatements resulting from works undertaken by other persons' or agencies' undertakings.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to grant and impose conditions for persons or agencies undertaking works in the street and to apportion responsibility for the cost of road and footpath reinstatements resulting from works undertaken by other persons' or agencies' undertakings.
Conditions:	Subject to the lodgement of a bond for work performance and the payment of the cost of any re-instatement works.
Statutory reference:	<i>Local Government Act 1995, Section 3.1.</i>

50. Approval of Works Orders to Public Utility Service Authorities

Function to be performed:	A local government may approve the issuing of works orders to public utility service authorities for service modifications or upgrading associated with approved projects.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to approve the issuing of works orders to public utility service authorities for service modifications or upgrading associated with approved projects.
Conditions:	That the works are associated with projects that have obtained the approval of the Council as necessary and are within the approved budget allocation.
Statutory reference:	<i>Local Government Act 1995</i> , Section 3.1 .

51. Approval of Design Projects

Function to be performed:	A local government may approve detailed design plans for projects or components of projects that have been approved by the Council to concept plan level.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Contract Building Surveyor Environmental Health Officer
Delegation:	The Chief Executive Officer is delegated the power to approve detailed design plans for projects or components of projects that have been approved by the Council to concept plan level.
Conditions:	That the detailed designs are consistent with the concept plans approved by the Council.
Statutory reference:	<i>Local Government Act 1995</i> , Section 3.1 .

52. Serving of Notices Requiring Certain Things to be Done by Owner or Occupier of Land

Function to be performed:	A local government may give a person a notice in writing relating to the land requiring the person to do anything specified in Schedule 3.1, Division 1 or for the purpose of remedying or mitigating the effects of any offence prescribed in Schedule 3.1, Division 2.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	<p>The Chief Executive Officer is delegated the power to issue a notice in writing relating to the land requiring the person to do anything specified in Schedule 3.1, Division 1 or for the purpose of remedying or mitigating the effects of any offence prescribed in Schedule 3.1, Division 2 including the following:</p> <ol style="list-style-type: none"> 1. prevent water from dripping or running from a building; 2. placing a number on a property to indicate an address; 3. repair a public thoroughfare; 4. ensure that land that adjoins a public thoroughfare is suitably enclosed; 5. ensure unsightly land is enclosed; 5A. ensure overgrown vegetation, rubbish or disused material is removed from land; 5B. ensure that graffiti is obliterated; 6. take measures to prevent movement of sand, rocks etc.; 7. ensure that land adjoining a public thoroughfare is not overgrown; 8. removing a tree or part that is obstructing a thoroughfare; 9. ensuring that a tree that endangers any person is made safe (dangerous tree); 10. taking specified measures to prevent damage to the public or property from cyclonic activity; 11. remove bees that are a danger or nuisance; 12. ensure that unsightly dilapidated or dangerous fence is modified or repaired; 13. take measures to prevent artificial light or other light being omitted or reflected to remove a nuisance; 14. make safe anything that is obstructing a private thoroughfare.
Conditions:	The Chief Executive Officer may form an opinion that the things to be performed is necessary to protect and/or enhance the health, safety or amenity of the persons in the district or to remove a nuisance.
Statutory reference:	<i>Local Government Act 1995</i> , Section 3.25 .

53. Additional Powers When Giving a Notice Under S.3.25 of the Act

Function to be performed:	If a person who is given a notice under Section 3.25 of the Act fails to comply with it, the local government may do anything that it considers necessary to achieve, so far as is practicable, the purpose for which the notice was given, including recovering the cost of anything it does as a debt due from the person who failed to comply with the notice.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to do anything that they consider necessary to achieve, so far as is practicable, the purpose for which the notice was given, including recovering the cost of anything it does as a debt due from the person who failed to comply with the notice.
Conditions:	The Chief Executive Officer may form an opinion that the things to be performed is necessary to protect and/or enhance the health, safety or amenity of the persons in the district or to remove a nuisance.
Statutory reference:	<i>Local Government Act 1995</i> , Section 3.26 .

54. Performing Particular Things on Land which is not Local Government Property

Function to be performed:	A local government may perform its general functions of the things prescribed in Schedule 3.2 of the Act on land, even though the land is not local government property and the local government does not have consent to do it.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Works and Services Supervisor
Delegation:	The Chief Executive Officer is delegated the power to carry out things prescribed in Schedule 3.2 even though the land is not local government property and the local government does not have consent to do it, as follows: <ol style="list-style-type: none"> 1. Carry out works for the drainage of land. 2. Do earthworks or other works on land for preventing or reducing flooding. 3. Take from land any native growing or dead timber, earth, stone, sand or gravel that, in its opinion, the local government requires for making or repairing a thoroughfare, bridge, culvert, fence or gate.

	<ol style="list-style-type: none"> 4. Deposit and leave on land adjoining a thoroughfare any timber, earth, stone, sand, gravel, and other material that persons engage in making or repairing a thoroughfare, bridge, culvert, fence, or gate do not, in the local government's opinion, require. 5. Make a temporary thoroughfare through land for use by the public as a detour while work is being done on a public thoroughfare. 6. Place on land signs to indicate the names of public thoroughfares. 7. Make safe a tree that presents serious and immediate danger, without having to give the owner the notice otherwise required by regulations. 8. Obliterate graffiti that is visible from a public place and that has been applied without the consent of the owner or occupier.
Conditions:	The Chief Executive Officer may form an opinion that the things to be performed is essential to protect and/or enhance the health, safety or amenity of the persons in the district or to remove a nuisance.
Statutory reference:	<i>Local Government Act 1995, Section 3.27.</i>

55. Power of Entry

Function to be performed:	The power of entry is conferred on a local government which is performing any function under the <i>Local Government Act 1995</i> .
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated authority to authorise persons with the powers of entry, when performing any function of the local government.
Conditions:	Record in the appropriate file
Statutory reference:	<i>Local Government Act 1995, Section 3.28.</i>

56. General Procedure for Entering Property

Function to be performed:	A person authorised by the local government may lawfully enter land or premises or thing without the consent of the owner or occupier, unless the owner or occupier objects to the entry.
Delegated by:	The Shire of Upper Gascoyne Council

Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated authority to authorise a local government person to lawfully enter land or premises or thing without the consent of the owner or occupier, unless the owner or occupier objects to the entry.
Conditions:	Record in the appropriate file
Statutory reference:	<i>Local Government Act 1995, Section 3.31(2).</i>

57. Power to Remove and Impound Goods

Function to be performed:	An employee authorised by a local government may remove and impound any goods that are involved in a contravention that can lead to impounding and may use reasonable force to exercise the power.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated authority to authorise an employee of the local government to remove and impound any goods that are involved in a contravention that can lead to impounding and may use reasonable force to exercise the power.
Conditions:	Nil
Statutory reference:	<i>Local Government Act 1995, Section 3.39.</i>

58. Impounded – Non-Perishable Goods

Function to be performed:	Where any non-perishable goods have been removed and impounded, the local government is required to either: (a) institute a prosecution against the alleged defender; or (b) give the alleged offender notice that the goods may be collected from, specifying such hours.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to: (a) institute a prosecution against the alleged offender; or (b) give the alleged offender notice that the goods may be collected from, specifying such hours.
Conditions:	The Chief Executive Officer shall approve of all prosecutions and

	sign all Prosecution Notices.
Statutory reference:	<i>Local Government Act 1995</i> , Section 3.39 .

59. Declaring a Vehicle to be an Abandoned Vehicle Wreck

Function to be performed:	If after seven days from the removal of a vehicle deemed to be an abandoned wreck the owner of the vehicle has not been identified or after seven days from the giving of a notice the owner has not collected the vehicle the local government may declare that the vehicle is an abandoned vehicle wreck.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Manager of Works and Services
Delegation:	The Chief Executive Officer is delegated authority to declare that a vehicle is an abandoned vehicle wreck under the <i>Local Government Act 1995</i> , Section 3.40A(4) .
Conditions:	Nil
Statutory reference:	<i>Local Government Act 1995</i> , Section 3.40A(4) .

60. Disposing of Confiscated Goods

Function to be performed:	A local government may sell or otherwise dispose of any goods that have been ordered to be confiscated under <i>Local Government Act 1995</i> , Section 3.47 .
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to sell or otherwise dispose of any goods that have been ordered to be confiscated subject to the <i>Local Government Act 1995</i> , Section 3.47(1,2 & 2a) .
Conditions:	The sale or disposal of goods or vehicles is to be recorded in appropriate record.
Statutory reference:	<i>Local Government Act 1995</i> , Section 3.47(1, 2 & 2a) .

61. Disposing of Uncollected Vehicles

Function to be performed:	A local government may sell or otherwise dispose of any vehicle that has not been collected within two months of a notice having been given under Section 3.40(3) or seven days of declaration being made that a vehicle is an abandoned vehicle wreck.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to sell or otherwise dispose of any vehicle not collected pursuant to the <i>Local Government Act 1995</i> , Section 3.47(2) .
Conditions:	Details of the sale or disposal of uncollected vehicles is to be recorded in the appropriate record.
Statutory reference:	<i>Local Government Act 1995</i> , Section 3.47(2) .

62. Disposing of Uncollected Impounded Goods

Function to be performed:	A local government may sell or otherwise dispose of impounded goods that have not been collected within the period specified in Section 3.47(2b) of the date a notice is given under the <i>Local Government Act 1995</i> , Sections 3.42(1)(b) or 3.44 .
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to sell or otherwise dispose of any uncollected impounded goods pursuant to the <i>Local Government Act 1995</i> , Section 3.47(2a) .
Conditions:	Details of the sale or disposal of uncollected impounded goods is to be recorded in the appropriate record.
Statutory reference:	<i>Local Government Act 1995</i> , Section 3.47(2a) .

63. Disposal of Sick or Injured Impounded Animals

Function to be performed:	If an impounded animal is ill or injured to such an extent that treating it is not practicable, the local government may humanely destroy the animal and dispose of the carcass.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Works and Services Manager

Delegation:	The Chief Executive Officer is delegated the power to determine that a sick or injured impounded animal be destroyed pursuant to the <i>Local Government Act 1995</i> , Section 3.47A(1) .
Conditions:	The details of sick or injured animals disposed of are to be recorded in the appropriate record.
Statutory reference:	<i>Local Government Act 1995</i> , Section 3.47(1) .

64. Recovery of Impounding Expenses

Function to be performed:	If goods are removed and impounded under Section 3.39 and the offender is convicted, the local government may, if the goods are not sold, recover any expenses incurred in removing and impounded the goods and disposing of them.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to determine that court action be taken to recover impounding expenses pursuant to the <i>Local Government Act 1995</i> , Section 3.48 .
Conditions:	The Chief Executive Officer shall approve of all legal action and sign all legal documents. The actions taken to recover impounding expenses are to be recorded in the appropriate record to meet legislative requirements.
Statutory reference:	<i>Local Government Act 1995</i> , Section 3.48 .

65. Closing Certain Thoroughfares to Vehicles (Not Exceeding 4 Weeks)

Function to be performed:	A local government may close a thoroughfare to vehicles wholly or partially, for a period not exceeding four weeks.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Manager of Works and Services
Delegation:	The Chief Executive Officer is delegated the power to close a thoroughfare, wholly or partially, pursuant to the <i>Local Government Act 1995</i> , Section 3.50 & 3.50(A)
Conditions:	Nil
Statutory reference:	<i>Local Government Act 1995</i> , Section 3.50 & 3.50(A) .

66. Closing Certain Thoroughfares to Vehicles (Exceeding 4 Weeks)

Function to be performed:	A local government may, after providing public notice of its intentions and reasons, inviting submissions and then considering submissions, order a thoroughfare to be wholly or partially closed to vehicles for a period exceeding four weeks.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Manager of Works and Services
Delegation:	The Chief Executive Officer is delegated the power to close a thoroughfare, wholly or partially, pursuant to the <i>Local Government Act 1995</i> , Sections 3.50 .
Conditions:	Nil
Statutory reference:	<i>Local Government Act 1995</i> , Sections 3.50(1a) and 3.50(4) .

67. Closing Certain Thoroughfares to Vehicles (Revocation)

Function to be performed:	An order to close a thoroughfare may be revoked by the local government.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to revoke an order to close a thoroughfare, pursuant to the <i>Local Government Act 1995</i> , Section 3.50(6) .
Conditions:	Details of the revocation of an order to close thoroughfares must be recorded in the appropriate register
Statutory reference:	<i>Local Government Act 1995</i> , Section 3.50(6) .

68. Partial Closure of Thoroughfare for Repairs and Maintenance

Function to be performed:	A local government may partially and temporarily close a thoroughfare, without giving local public notice, if the closure is for the purpose of carrying out repairs or maintenance and is unlikely to have a significant adverse effect on users of the thoroughfare.
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Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Manager of Works and Services
Delegation:	The Chief Executive Officer is delegated the power to partially and temporarily close a thoroughfare, pursuant to the <i>Local Government Act 1995</i> , Section 3.50A .
Conditions:	<ul style="list-style-type: none"> • The road closure being limited to a minimum period as is practicable. • Access being maintained to properties. • Compliance with the Local Government Act 1995. <p>Details of the closure to be recorded on the appropriate record.</p>
Statutory reference:	<i>Local Government Act 1995</i> , Section 3.50A .

69. Power to Invest

Function to be performed:	Subject to the regulations, money held in the municipal fund or the trust fund of a local government that is not, for the time being, required by the local government for any other purpose may be invested in accordance with the <i>Trustees Act 1962</i> , Part III.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to invest money and establish investment internal control procedures, pursuant to the <i>Local Government Act 1995</i> , Section 6.14 and <i>Local Government (Financial Management) Regulations 1996</i> , Regulation 19.
Conditions:	Subject to Council Policy
Statutory reference:	<i>Local Government Act 1995</i> , Section 6.14(1) ; and <i>Local Government (Financial Management) Regulations 1996</i> , Regulation 19 .
Council Policy Link	<i>Council Policy Manual 2.1 Investment Policy</i>

70. Extension of Time for Objection to the Rate Record

Function to be performed:	A local government may, on application by a person proposed to make an objection to the rate record, extend the time for making the objection for such period as it thinks fit.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer

Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to grant an extension to the time to make an objection, pursuant to the <i>Local Government Act 1995</i> , Section 6.76(4) .
Conditions:	An extension will only be granted for a maximum period of 30 days. The full details of the determination to be recorded in the appropriate rate record.
Statutory reference:	<i>Local Government Act 1995</i> , Section 6.76(4) .

71. Consider Objection to the Rate Record

Function to be performed:	A local government is to promptly consider any objection to the rate record and may either disallow it or allow it, wholly or in part.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to consider any objection to the rate record and may either disallow it or allow it, wholly or in part, pursuant to the <i>Local Government Act 1995</i> , Section 6.76(5) .
Conditions:	The full details of the determination to be recorded in the appropriate rate record.
Statutory reference:	<i>Local Government Act 1995</i> , Section 6.76(5) .

72. Disposal of Surplus Plant, Equipment or Material

Function to be performed:	A local government can dispose of surplus plant, equipment or material
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to dispose of plant, equipment or material.
Conditions:	Refer to Council Policy 2.11
Statutory reference:	<i>Local Government Act 1995</i> , Section 3.58(2,3.)
Council Policy Link	Council Policy Manual

73. Determining That Tenders Do Not Have to be Invited for the Supply of Goods and Services Function

Function to be performed:	A local government does not have to publicly invite tenders before it enters into a contract for the supply of goods or services even though the consideration under the contract is, or is expected to be, worth more than \$250,000 if it has good reason to believe that, because of the unique nature of the goods or services required or for any other reasons, it is unlikely that there is more than one potential supplier.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to determine that the Shire has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier and not publicly invite tenders before the Shire enters into a contract for the supply of goods or services even though the consideration under the contract is, or is expected to be, worth more than \$250,000 .
Conditions:	The determination is to be supported by a detailed report. The determination is to be recorded in the appropriate record.
Statutory reference:	<i>Local Government Act 1995, Section 3.57(1)</i> ; and <i>Local Government (Functions and General) Regulations 1996, Regulation 11(2)(f)</i> .

74. Tenders to be Invited for Certain Contracts

Function to be performed:	A local government is to publicly invite tenders before it enters into a contract for the supply of goods or services if the consideration under the contract is, or is expected to be, worth more than \$250,000 . Tenders do not have to be publicly invited according to the requirements, if the supply of the goods or services is to be obtained through the Council Purchasing Service of WALGA
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to publicly invite tenders before the Shire enters into a contract for the supply of goods or services if the consideration under the contract is, or is expected to be, worth more than \$250,000 , pursuant to the <i>Local Government (Functions and General)</i>

	<p><i>Regulations 1996, Regulation 11(1) and Local Government Act 1995, Section 3.57(1).</i></p> <p>The CEO is not required to publically invite tenders if meeting the requirements of section 11(2) of the Local Government (Functions and General) Regs 1996.</p>
Conditions:	<p>Tenders can only be invited for those goods and services identified in the Annual Budget, Plan for the Future or separately approved by the Council.</p> <p><i>Acceptance of the most advantageous tender is subject to the Regulations.</i></p> <p>The invitation to tender is to be entered into the Tender Register in the prescribed manner.</p>
Statutory reference:	<p><i>Local Government Act 1995, Section 3.57(1); and Local Government (Functions and General) Regulations 1996, Regulation 11(1)(2) & 14.</i></p>

75. Minor Variation in Tender for the Supply of Goods or Services

Function to be performed:	A local government may, with the approval of the tenderer, make a minor variation in a contract for goods or services before it enters the contract with the successful tenderer.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power, with the approval of the tenderer, to make a minor variation in the contract for goods or services before the Shire enters the contract with the successful tenderer, pursuant to the <i>Local Government (Functions and General) Regulations 1996, Regulation 20(1,2 & 3).</i>
Conditions:	That the variation is minor having regard to the total goods or services that tenderers were invited to supply.
Statutory reference:	<i>Local Government (Functions and General) Regulations 1996, Regulation 20(1, 2 & 3).</i>

76. Seeking Expressions of Interest

Function to be performed:	If a local government thinks that there is good reason to make a preliminary selection from amongst prospective tenderers, it may seek expressions of interest with respect to the supply of the goods or services before entering the tender process.
Delegated by:	The Shire of Upper Gascoyne Council

Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated the power to seek expressions of interest with respect to the supply of the goods or services before entering the tender process, pursuant to the <i>Local Government (Functions and General) Regulations 1996, Regulation 21(1)</i> .
Conditions:	Details of the express of interest sought must be recorded in the appropriate record and in the Tender Register as required by the <i>Local Government (Functions and General) Regulations 1996, Regulation 17</i> .
Statutory reference:	<i>Local Government (Functions and General) Regulations 1996, Regulation 21(1)</i> .

77. Minor Amendments to Policies and Delegations

Function to be performed:	Minor amendments to existing policies and delegations
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	That the Chief Executive Officer be delegated authority to make administrative amendments to Delegations and Policies, due to any changes in name or title of an officer or committee, re-numbering, reformatting or similar administrative requirement.
Conditions:	Providing any such amendment does not constitute a major change of duties or responsibilities of an officer or committee affected.
Statutory reference:	Local Government act 1995 - 5.42

78. Complaints Officer

Function to be performed:	To investigate complaints against the Council.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	Appoints the CEO as the complaints officer for the Shire of Upper Gascoyne for the purposes of compliance with the <i>Local Government Act 1995 s. 5.120</i>
Conditions:	Nil

Statutory reference:	<i>Local Government Act 1995 s. 5.120</i>
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79. Appointment of Authorised Officers

Function to be performed:	To appoint persons or classes of persons to be authorised for the purpose of fulfilling prescribed functions of the <i>Local Government Act 1995</i> .
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	That the CEO be delegated the authority to appoint persons as authorised officers.
Conditions:	Nil
Statutory reference:	<i>Local Government Act 1995 s3.24 Authorising persons under this subdivision (Subdivision 2 – Certain provisions about land)s9.10 Appointment of authorised persons</i>

80. Cat Act 2011 – Appointment of Authorised Officers

Function to be performed:	To appoint officer(s) to administer the <i>Cat Act 2011</i> .
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated authority to appoint Authorised Persons as required for the purposes of administering the requirements of the <i>Cat Act 2011</i> .
Conditions:	Nil
Statutory reference:	<i>Cat Act 2011 (s44 and s48)</i>

81. Road Traffic (Events on Roads) Regulations

Function to be performed:	Temporarily close roads in order to hold events.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil

Delegation:	The Chief Executive Officer is delegated authority to determine applications for the temporary closure of roads for the purpose of conducting events in accordance with the <i>Road Traffic (Events on Roads) Regulations 1991</i> .
Conditions:	The Chief Executive Officer shall have regard to Section 3.50 of the <i>Local Government Act 1995</i> .
Statutory reference:	<i>Road Traffic (Events on Roads) Regulations 1991</i>

82. Local Government Elections & Other Polls

Function to be performed:	Fix a date for an extra – ordinary election
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	Council delegates its power to the Chief Executive Officer under Section 4.9(1)(b) of the Local Government Act to fix the day on which a poll is held for an extraordinary election if the Shire President has not already done so.
Conditions:	Compliance with the <i>Local Government (Elections) Regulations 1997</i> .
Statutory reference:	<i>Local Government Act 1995 Part 4.9</i>

83. Insurance

Function to be performed:	Ensure that the Shire is adequately covered by insurance
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	The Chief Executive Officer is delegated authority to enter into appropriate contracts of insurance on behalf of the Shire.
Conditions:	Nil
Statutory reference:	Local Government Act 1995 – S6.7(2)

84. Authority to instigate legal proceedings

Function to be performed	The Chief Executive Officer to instigate legal proceedings
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation	<p>That CEO instigate legal proceedings under the following acts including the Acts Subsidiary Legislation:</p> <ul style="list-style-type: none"> • <i>Local Government 1995</i> • <i>Building Act 2011</i> • <i>Planning & Development Act 2005</i> • <i>Cat Act 2011</i> • <i>Dog Act 1976</i> • <i>Health Act 1911</i> • <i>Bush Fires Act 1954</i> • <i>Food Act – 2008</i> • <i>Local Government (Miscellaneous Provisions) Act 1960</i>
Conditions	Nil
Statutory reference	<i>Local Government Act 1995</i> ; section 5.42

85. Town Planning Schemes 1 & 2 Planning Determinations

Function to be performed	The Chief Executive Officer to determine matters pertaining to planning where they conform to Council Policy, the Town Planning Scheme and or Planning Codes.
Delegated by:	The Shire of Upper Gascoyne Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Environmental Health / Building Officer
Delegation	<ol style="list-style-type: none"> 1) Determination of development and subdivision applications and the issue of formal Council notices in accordance with the Town Planning Scheme and Council Policies, as outlined below; 2) Determination of planning applications for uses listed as 'P' within the Town Planning Scheme provided the application conforms with all Scheme requirements and standards and

any adopted policy of Council;

- 3) Determination of planning applications involving the discretionary powers of the Residential Design Codes providing the consultation process outlined within the Codes is adhered to and no objections were received from surrounding landowners;
- 4) Refusal of planning applications where the proposed use is not permitted by the Town Planning Scheme or does not comply with the non-discretionary powers of the Residential Design Codes or a mandatory statutory requirement of the Schemes or adopted Council Policy;
- 5) Providing responses to subdivision applications referred from the WAPC where the application generally complies with the provisions of the relevant Town Planning Scheme and adopted Council Policy or an endorsed Subdivision Guide Plan;
- 6) Providing responses to subdivision applications referred from the WAPC where the application requires Council to apply discretion under the Town Planning Scheme provided no objections were received during the advertising period and compliance with the objectives stated within the Town Planning Scheme;
- 7) Determination of applications for home occupations, home businesses and home offices subject to compliance with Council's adopted policy with respect to such applications. Any proposed home occupation, which received objections during the public consultation, will be referred to Council for determination;
- 8) Endorse submitted Deposited Plans for final clearance of subdivisions provided all conditions any adopted policy of Council have been satisfactorily complied with;
- 9) Issuing of planning consents and vary setbacks where minor adjustments to building setbacks are in accordance with Council Policy, Town Planning Schemes and Residential Design Codes;
- 10) Applications for planning consent for extensions/alterations to nonconforming uses in accordance with Town Planning Scheme;
- 11) Granting of planning approval with or without conditions under TPS 1 and 2 to development on a local reserve under the Scheme for the purpose for which it is reserved;
- 12) Granting of planning approval with or without conditions under TPS 1 and 2 for land zoned Restricted, Additional or


	Special Use for the purpose specified; 13) Determination of clearance of planning conditions imposed by planning approvals.
Conditions	Nil
Statutory reference	<i>Local Government Act 1995</i> ; section 5.42

86. Execution of Documents

Function to be performed:	To sign documents on behalf of the Local Government.
Delegated by:	The Shire of Upper Gascoyne Shire Council
Delegated to:	Chief Executive Officer
Sub-delegation to:	Nil
Delegation:	To generally sign documents on behalf of the Local Government.
Conditions:	Nil
Statutory reference:	Local Government Act 1995, section 9.49A

APPENDIX 4

(Shire Projects Schedule)

SHIRE OF UPPER GASCOYNE				Not Yet Started	MONTHLY DESK TOP PROGRESS UPDATE	
2022/23 ANNUAL BUDGET - PROJECTS				In Progress		
PROGRESS REPORT				Completed		
				On-Hold		
PROJECT	PERSON RESPONSIBLE	BUDGET 2022/23	ACTUAL YEAR TO DATE	STATUS		
COMPLETED PROJECTS						
PROJECTS NOT STARTED						
Admin Office Refurbishment	Sean	\$ 20,000.00		Not Yet Started	Waiting on quote Dividing wall in works/maintenance office	
New Shed Gregory Street Lot 17 Gregory Street	Sean	\$ 50,000.00		Not Yet Started	Waiting on quotes	
Septic System Upgrades - L40 & L21 Gregory Street	Sean	\$ 24,000.00		Not Yet Started	Po issued awaiting timeframe	
Pavilion Storage Shed and Retaining Wall	Sean	\$ 70,000.00		Not Yet Started	Scope sent out, awaiting quotes	
Electrical Upgrade and 2 x Patio installs	Sean	\$ 30,000.00		Not Yet Started	TBC Project	
Solar Street Light - Hatch Street	Sean	\$ 30,000.00		Not Yet Started	Pole mounted lights on concrete pads Quotes requested	
Black Spot Mt Sandiman	Jarrold	\$ 254,000.00		Not Yet Started	Waiting on outcome of YMAC meeting 15/09/2022	
Group Housing Concept Plan	John	\$ 10,000.00		Not Yet Started		
Landor/Meeka Seal	Jarrold	\$ 995,000.00		Not Yet Started		
Dalgety Brook Floodway	Jarrold	\$ 611,000.00		Not Yet Started		
R2R Carnarvon Mullewa resheet	Jarrold	\$ 588,000.00		Not Yet Started		
Records Management	Sa/Cynthia	\$ 50,000.00		Not Yet Started	Cynthia making enquiries for gap analysis on site visit	
Solar Cameras	Jarrold	\$ 65,000.00		Not Yet Started		
River Gauge	Sean	\$ 15,000.00		Not Yet Started	Satellite operated rain/river gauge. Quotes requested	
PROJECTS IN PROGRESS						
Amalgamation of Depot and Admin Lots	John McCleary			In Progress	Crossland and Hardy P/L engaged to provide services to amalgamate lots. Carry over project from 20/21. Emailed Phil Swain	
Oval retic upgrades	Sean Walker	\$ 88,976.00		In Progress	Dependant on tourist park contractors	
New Tourist Stop at the old caravan park site	John McCleary	\$ 226,311.00		In Progress	Works in progress. Carry over project from 21/22.	
Chambers Refurbishment -	Sean/Cherie	\$ 90,000.00		In Progress	Framing has been completed waiting to be sent back last of painting to be in Oct/Nov	
Repairs to Lot 39 Gregory Street - Painting	Sean Walker	\$ 11,530.00		In Progress	Painting to occur October/November 2022.	
Out of Town Water Supply Project (700m Bore)	Sean Walker	\$ 1,365,731.00		In Progress	Drilling commences September completed by October 2022	
Infrastructure Revaluations	Jarrold/Sean/Sa	\$ 20,000.00		In Progress	Sa to seek quotes from consultants and schedule revaluation in 2023	
Fire Water Tank	Sean Walker	\$ 15,000.00		In Progress	Waiting on Bore Completion , Carry over budget	
Intergrated Planning Review	John McCleary/ Sa Toomalatai	\$ 40,000.00		In Progress	Has commenced in September 2022 and community engagement planed for 25th October 2022.	
CRC Building Improvements	Sean	\$ 25,000.00		In Progress	New external door for stretcher, new store room. Quoted - Door \$5,610 (PO issued), Store room \$16,940 (Po issued). Total - \$22,550	
New Land Development	John McCleary			In Progress	Waiting on response from Ynggarda Aboriginal Corporation & Martin Baston	
PROJECTS ON HOLD/DEFERRED/DISCONTINUED						
River Pump for new Town water supply	Jarrold Walker & Sean Walker			On-Hold	On HOLD. Pending outcome of Alternative town Water Supply.	