



MINUTES

21st of SEPTEMBER 2023

ORDINARY COUNCIL MEETING

Held at the Shires Administration Building situated at Gascoyne Junction
commencing at 10.30am

DISCLAIMER

Disclaimer

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

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

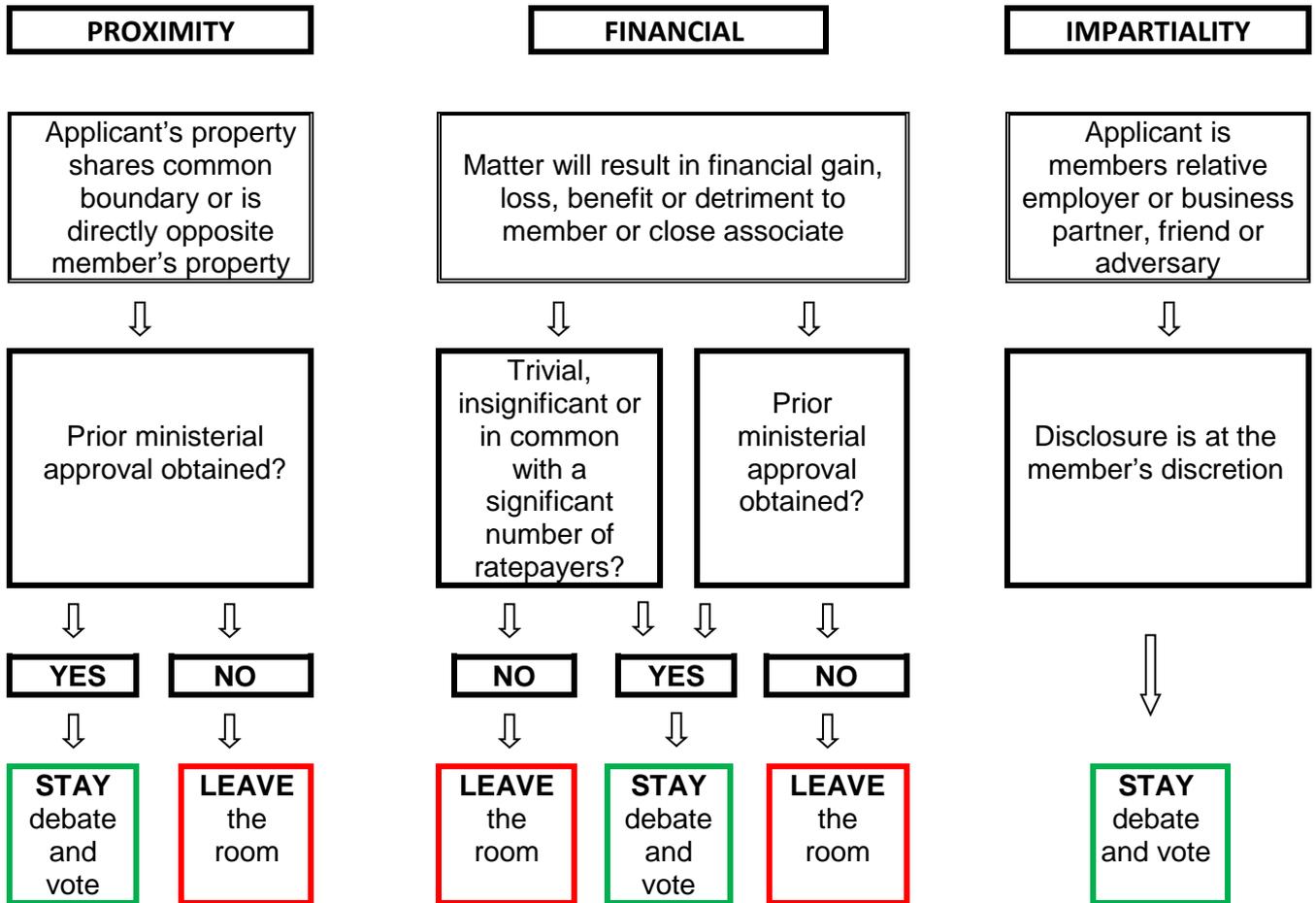
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In particular and without derogating in any way from the broader disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of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



John McCleary, JP
CHIEF EXECUTIVE OFFICER

* Declaring an Interest



Local Government Act 1995 - Extract

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

(1) A member who has an interest in any matter to be discussed at a council or committee meeting that will be attended by the member must disclose the nature of the interest:

(Penalties apply).

(2) It is a defense to a prosecution under this section if the member proves that he or she did not know:

(a) that he or she had an interest in the matter; or (b) that the matter in which he or she had an interest would be discussed at the meeting.

(3) This section does not apply to a person who is a member of a committee referred to in section 5.9(2)(f).

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

(1) In this section: 'employee' includes a person who, under a contract for services with the local government, provides advice or a report on a matter.

(2) An employee who has an interest in any matter in respect of which the employee is providing advice or a report directly to the council or a committee must disclose the nature of the interest when giving the advice or report.

(3) An employee who discloses an interest under this section must, if required to do so by the council or committee, as the case may be, disclose the extent of the interest. (Penalties apply).

5.71 - Employees to disclose interests relating to delegated functions.

If, under Division 4, an employee has been delegated a power or duty relating to a matter and the employee has an interest in the matter, the employee must not exercise the power or discharge the duty and:

(a) in the case of the CEO, must disclose to the mayor or president the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter; and (b) in the case of any other employee, must disclose to the CEO the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter. (Penalties apply).

'Local Government (Administration) Regulations 1996 – Extract

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

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



SHIRE OF UPPER GASCOYNE
AGENDA FOR THE ORDINARY MEETING OF COUNCIL HELD AT THE SHIRES ADMINISTRATION
BUILDING SITUATED AT GASCOYNE JUNCTION ON THE 21st OF SEPTEMBER 2023
COMMENCING AT 10.30 AM

Table of Contents

<u>1.</u>	DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS	4
<u>2.</u>	APOLOGIES AND APPROVED LEAVE OF ABSENCE.....	4
<u>3.</u>	APPLICATION FOR LEAVE OF ABSENCE.....	4
<u>4.</u>	PUBLIC QUESTION TIME	4
<u>5.</u>	DISCLOSURE OF INTEREST.....	5
<u>6.</u>	PETITIONS/DEPUTATIONS/PRESENTATIONS	5
<u>7.</u>	ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION.....	5
<u>8.</u>	MATTERS FOR WHICH THE MEETING MAY GO BEHIND CLOSED DOORS	5
<u>9.</u>	CONFIRMATION OF MINUTES FROM PREVIOUS MEETING	5
<u>10.</u>	REPORTS OF OFFICERS	5
	10.1 MANAGER OF FINANCE AND CORPORATE SERVICES REPORT	6
	10.2 MANAGER OF WORKS REPORT	8
	10.3 CEO REPORT	9
	10.4 ACCOUNTS AND STATEMENT OF ACCOUNTS	12
	10.5 MONTHLY FINANCIAL STATEMENT	14
	10.6 TENDER FOR NEW STAFF HOUSE	16
	10.7 RFQ 05 23-24 SUPPLY, SPRAY AND COVER BITUMEN SEALING INCLUDING SEAL DESIGN AND AGGREGATE SUPPLY.....	19
	10.8 ASSESSMENT NUMBER A1022 - RATES WAIVER.....	21
<u>11.</u>	MATTERS BEHIND CLOSED DOORS.....	22
<u>12.</u>	MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	22
<u>13.</u>	URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION	22
<u>14.</u>	ELECTED MEMBERS REPORT	23
<u>15.</u>	STATUS OF COUNCIL RESOLUTIONS	23
<u>16.</u>	MEETING CLOSURE.....	23



**SHIRE OF UPPER GASCOYNE
AGENDA FOR THE ORDINARY MEETING OF COUNCIL HELD AT THE SHIRES
ADMINISTRATION BUILDING SITUATED AT GASCOYNE JUNCTION ON THE 21ST OF SEPTEMBER
2023 COMMENCING AT 10.30 AM**

1. DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS

The Deputy President welcomed those present and declared the meeting open at 10.30am

2. ATTENDANCE, APOLOGIES AND APPROVED LEAVE OF ABSENCE

2.1 Councillors

Cr J. Caunt	Deputy Shire President
Cr A. McKeough	Councillor
Cr H. McTaggart	Councillor
Cr B. Walker	Councillor
Cr G. Watters	Councillor

Staff

John McCleary JP	Chief Executive Officer
Jarrod Walker	Manager of Works and Services
Andrea Pears	Manager of Finance and Administration
Cynthia Wright	Corporate Services Officer - Finance

Visitors

Nil

2.2 Absentees

2.3 Leave of Absence previously approved

Councillor R. Hoseason-Smith

3. APPLICATION FOR LEAVE OF ABSENCE

Nil

4. PUBLIC QUESTION TIME

4.1 Questions on Notice

Nil

4.2 Questions without Notice

Nil

5. DISCLOSURE OF INTEREST

Nil

6. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

7. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Nil

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

Nil

9. CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

9.1 Ordinary Meeting of Council held on 23rd of August 2023.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Council Resolution No: 01092023			
MOVED:	CR: B. WALKER	SECONDED:	CR: H. MCTAGGART
That the Unconfirmed Minutes from the Ordinary Meeting of Council held on the 23 rd of August 2023 be confirmed as a true and correct record of proceedings.			
FOR: CR	J. CAUNT	AGAINST: CR	
CR	B. WALKER		
CR	H. MCTAGGART		
CR	G. WATTERS		
CR	A. MCKEOUGH		
F/A: 5/0			

10. REPORTS OF OFFICERS

Council Resolution No: 02092023			
MOVED:	CR: G. WATTERS	SECONDED:	CR: A. MCKEOUGH
That Council receive the Manager of Finance and Corporate Services, Manager of Works and the Chief Executive Officer reports as read.			
FOR: CR	J. CAUNT	AGAINST: CR	
CR	B. WALKER		
CR	H. MCTAGGART		
CR	G. WATTERS		
CR	A. MCKEOUGH		
F/A: 5/0			

Community Resource Centre Update

The month of August saw 452 visitors join us at the Information Centre to find out about our area. A further 111 phone calls were answered for updated road conditions and information. We have instigated a new data collection method this month in this space that is working well and compliments the market data we are also collecting through the two tourist parks and the visitor information centre.

We have prepared our Digital Marketing and TV Campaign for the 2023/2024 year and will be targeting potential markets via Facebook, on You Tube Advertisements, Catch Up TV Channels and also segments on Caravan and Camping WA to tie in with our trade show presence. A small print run of an additional 2000 Wander Outback brochures has been ordered to finish the season and work is underway on an updated version with new images and content as our product evolves.

We have received funding to match our own spend on the Astrotourism Signage meaning that we will also be able to deliver on a second set of signs this financial year at Mount Augustus thanks to the Gascoyne Development Commission. We have also been successful in our EV Charging Station grant to be located on the site of the old toilet block. This will be a wonderful addition to our sustainable community and an asset for our tourism marketing and product development. Talks continue with Tourism WA on developing a business case around Hot Springs in Gascoyne Junction.

The State Tidy Town Judges will be in Gascoyne Junction on Sunday September 17 to spend a morning looking at our 2023 State Entries. Many of these are community driven initiatives complimenting those projects spearheaded by the Shire. With a date for the National Tidy Towns Awards being confirmed as May 3 to 5 2024, work is underway to get infrastructure in place. A program of events and entertainment is also formulating. The team at the National Keep Australia Beautiful office are very excited by what we have planned. The events calendar for the rest of 2023 and into 2024 is looking exciting with some familiar and innovative events in place. Work is well underway for the Community Christmas Party to be held on December 14.

I attended the first meeting of a working group of Economic and Community Development Officers across the Gascoyne, the Chambers of Commerce and GDC to discuss hosting a Gascoyne Grows Economic Development Forum in Carnarvon in late May next year to distinguish Gascoyne as a standalone region away from the Midwest and to encourage industry and investment in the region. I will be sending out an expression of interest across the Upper Gascoyne in coming weeks. Hydrogen, Green Energy, Sustainable Agriculture and Mining are just a few industries that have been tabled and to look at our point of difference and how to grow and diversify the local and regional economy.

Both our August and September GP Clinics were booked out and an informal nursing clinic saw 6 patients with less than 24 hours' notice in August. Our first formal clinic will be held on September 20. With a permanent nurse visiting each clinic systems are being developed and great communication which is seeing an improvement in customer satisfaction.

We have seen on site visits from Services Australia and Department of Transport, and Department of Transport have been for a second visit for our annual audit which went well. For Adult Learners Week a Beginners Canva workshop was held on September 7 which was attended well and additional classes will be scheduled.

It was lovely to welcome the Bain Family to Gascoyne Junction on September 1 to officially dedicate and welcome VH-DMT to Gascoyne Junction. The family are delighted with the final result and look forward to seeing cattle below. They have suggested that one cow should have a tail up in the air as

it tries to get away. A real action shot. The family have left behind further memorabilia for us to display once we have some more secure storage in the museum which is a project underway. The students from the Gascoyne Junction Remote Community School are to be commended for their national anthem performance.

Printed at: 06/09/23 SHIRE OF UPPER GASCOYNE
Page No : 1
General Ledger Detail Trial Balance (frmGLTrialBalance)
Options : Year 23/24,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	-741.60	-741.60	-1,483.20
CRC INC	10841330	Transport Commission: CRC	-35.62	-95.96	-131.58
CRC INC	10841340	Postal Agency Commission: CRC	-687.81	-666.67	-1,354.48
CRC INC	10841350	CRC Room Hire Income	-54.55	-54.55	-109.10
CRC INC	10841380	Postal Agency Sales	-84.34	-165.59	-249.93
CRC INC	10841390	Sales: Books/Maps/Souvenirs/Sundries	-204.09	-224.67	-428.76
CRC INC	10842600	CRC Income Misc.	-0.59	-34.42	-35.01
CRC INC	10842610	CRC Merchandise Sales	-1,859.78	-1,236.40	-3,096.18
Total	CRC INCOME		-3,668.38	-3,219.86	-6,888.24
Total for division	GEN		-3,668.38	-3,219.86	-6,888.24
Grand Total			-3,668.38	-3,219.86	-6,888.24

CUSTOMER SERVICES & ENQUIRIES		2023.2024	2022.2023	YTD	Aug-23	Aug-22	AUG DIFF
		TOTAL	TOTAL	DIFF			
Admin Support	Faxes	0	0	0	0	0	0
	Photocopying/Printing/Scanning/Emailing	4	25	-21	3	4	-1
	Laminating/Binding	0	1	-1	0	0	0
	Hot Office Bookings	2	1	1	0	0	0
	External Training and Course	0	0	0	0	0	0
CRC	1:1 Assistance to Community Members	8	30	-22	5	3	2
	Computer/Internet Access	15	34	-19	11	8	3
	Community Education Events	0	2	-2	0	0	0
	Community Social Events	0	16	-16	0	0	0
	Community Economic Seminars	0	1	-1	0	0	0
	Department of Human Services	2	16	-14	0	0	0
	Government Access Point	13	37	-24	12	5	7
	Use of Paid WIFI Services	2	3	-1	2	0	2
	Use of FREE WIFI Hub	11	27	-16	4	0	4
Tourism	Road Condition Requests	294	830	-536	111	160	-49
	General Tourism Information	712	1036	-324	452	189	263
	Book Sales	11	29	-18	5	7	-2
	CRC Merchandise Sales	129	308	-179	64	63	1
	Walking Tours	60	70	-10	41	39	2
Info	Phonebook Purchases	0	0	0	0	0	0
	Gassy Gossip yearly subscription	0	0	0	0	0	0
	Gassy Gossip Advertisement	0	0	0	0	0	0
Health	Video Conference/Telehealth	1	8	-7	1	0	1
	RFDS Support	3	11	-8	2	3	-1
	Medical Clinic Visits	20	82	-62	14	12	2
Agencies	Library	20	93	-73	8	11	-3
	Postage Sales	34	94	-60	20	16	4
	Postage Collection	68	68	0	83	74	9
	Department of Transport	9	34	-25	3	2	1
	Horizon Power	9	68	-59	1	6	-5
Total Customer Service Enquiries		1427	2924	-1,497	842	602	240

10.2

Manager of Works and Services Report

I was fortunate enough to enjoy a much needed two week break at the end of August. Thank you to Sean Walker for keeping things on track in my absence.

The town site has been buzzing with trades and activity. We have demolished the damaged house on 6 Scott Street freeing up valuable land stocks and also removed the redundant public toilets in front of the depot. Renovations on Lot 39 Gregory are almost complete with only the flooring to be installed. The new fence has been installed on Lot 40 allowing for our sub division in readiness for the new staff house later this financial year. Repairs to four ensuites in the tourist park shearing quarter units are currently under way as well as various smaller insurance works associated with the storm in February.

ABBL Contracting have done a fantastic job shifting the shad structures from the corner of Carnarvon-Mullewa road and Killili Road, this will encourage more usage of the Tourist Stop. This also provides shade and seating at the oval for events held down there, the school students, and the general public. We have also completed repairs to the oval gazebo near the pavilion.

The concrete floodway upgrade at Dalgety Brook is progressing nicely. The team from Yuin have finished pouring the running surface and installation of culverts. There has been a delay in the manufacture of the headwalls however they will continue to install rock protection. We anticipate Yuin to complete works mid October, we will then return to complete the cement stabilising of approaches and commission the crossing.



The works crew have been flat out grading our road network. Ian has been grading from Mt Augustus to the Meekatharra boundary along with a contractor grader from MTF. Thomas has been working between Cobra and Yinnetharra. Dameon and Poddy have been repairing blowouts and maintenance between Glenburgh and Dairy Creek.

We have made a start on our RRG project on Cobra Dairy Creek Road. We will sheet various sections north of the Chalba Creeks and reform approximately 4km in front of the Yinnetharra homestead.

We have taken ownership of our new CAT 966GC loader. Westrac made delivery at the Junction Races and a presentation held in honour of our late President Don Hammarquist. The loader has been named "The Donfather" in respect of Don.



10.3 Chief Executive Officers Report

Every monthly report starts with the same theme "been a very busy month" well August / September has not disappointed and in keeping with every other month I can report it's been very busy.

Firstly I would like to welcome our new Manager of Finance and Corporate Services, Andrea Pears, to our organisation. We are all looking forward to working with Andrea and I believe that with her experience she will be a very welcome addition to our organisation. I would like to recognise the great work Cherie has done as the Acting MFC Services, thanks Cherie.

Jarrod has been away on much deserved holiday. At the time of writing I believe that Blanche and Jarrod are heading to Thredbo to enjoy the last remnants of snow. Sean and Cherie are also taking well deserved holidays for three weeks and they are jetting off to Asia.

On personal note I will need to go to Perth for a couple of days to get some medical tests to make sure I am tracking according to plan. The tests revealed that I may have a blockage in an artery so they now want me to go back down and have an Angiogram. This will probably be early October.

Councillors Caunt, McKeogh and staff attended the VH-DMT Dedication with various family members of Laurie Bain. It was quite an emotional tribute with a few yarns thrown in. The group made its way

back to the Junction Pub for a light lunch and refreshments, which was once again very enjoyable. It was interesting that some of the attendees had not been to Gascoyne Junction since the late 80's and they were blown away with how the town now presented itself.

The Gascoyne Races have been run and won. The JRC Committee should be very proud of the event that they host. I estimate that there would have been at least 1,000 people in attendance. The new bar / merchandise and Jockey's Building have come up a treat and look marvellous. Fashions of the fields went off very well, I noticed that males also entered, so I may dust off the glad rags and enter next year.

I attended a Community Picnic hosted by the Shire of Murchison to celebrate the completed sealing of the Carnarvon-Mullewa Road between the Murchison Settlement and our Southern Shire Boundary, on Friday 8 September 2023. This sealing project has been a collaborative effort by all sectors of government over some 20 years, with 35.42 km constructed and sealed to a two-way standard in the last 2 years. It was great to see some familiar faces such as Simon Broad, Mem Beard and Bundy.

I called into the Dalgety Brook floodway project to have a firsthand look at the progression of the project. It certainly is impressive and will alleviate the issues surrounding this crossing, Yuin Contracting are doing an amazing job.

On the 17th – 19th of September 2023 Councillors McKeough, Caunt and myself attend the AGM of WALGA and other sessions.

As you may be aware we will definitely have an election as we have 6 nominations for four Councillor Positions. It would be remiss of me not to thank the Councillors who are up for election and have renominated for their contributions over the last election cycle. Thank-you for your support and guidance!

The Shire have received five quotes have been received for the Town Planning Strategy Review. I am working these through with the Department of Planning Lands & Heritage and should be in position to appoint in the near future. In the same vein we received two quotes for the provision of the Regulation 17 and the Financial Management Review. Andrea is working through the submission and we will be in position to appoint in the next week.

As previously advised we appointed MTF to undertake the earth works associated with the Landor Meekatharra sealing project. I am advised that they have already mobilised on site and by the time the Council Meeting commences they will be working.

STATUS OF GRANTS FOR 2023

Submitted	Close Date	Project	Grant	Provider	Grant Amount	Project Cost	Result
4/2/2022	20/02/2022	Dalgety Brook Floodway	Bridges Renewable Program	Dept of Infrastructure, Transport, Regional Development and Communications	\$1,800,000	\$1,800,000	Approved
13/12/2021	N/A	Carnarvon / Mullewa Road Sealing Project	Ad hoc	Main Roads – State initiatives on Local Roads	Requested between 3.9 and 4.5 million	Ongoing	Approved
28/01/2023	N/A	Hatch Street Footpaths	WA Bicycle Network Grant	Dept of Transport	\$22,000	\$44,000	Successful
01/02/2023	N/A	Up-date current Local Planning Strategy	Ad Hoc	Dept of Planning, Lands & Heritage	\$15,000	\$135,000	Successful
13/02/2023	13/03/2023	Gascoyne Junction Community Gym	Horizon Power Community Grant	Horizon Power	\$10000	\$12000	Successful
06/04/2023	06/09/2024.	Residential Land Development	Infrastructure Development Fund – Unlocking Regional Worker Accommodation Opportunities	Department of Planning, Lands and Heritage.	\$523,463.60 inc.I GST	\$743,463.60 inc.I GST	Pending
23/12/2022	09//01/2023	Water Treatment Plant – Reverse Osmosis	Development of Future Drought Fund Extension and Adoption of Drought Resilience Farming Practices Grants Program application	Department of Agriculture, Water and the Environment	\$400,000.00 inc.I GST	\$600,000.00 inc.I GST	Unsuccessful
18/04/2023	18/04/2023	Technology Equipment Upgrades	CRC Technology Grant	DPIRD	\$5167.00	\$5667.00	Successful
21/04/2023	21/04/2023	Save our Country Kids	Road Safety Commission SOCK Week	Narembeen CRC	\$1200	\$1200	Successful
17/04/2023	17/04/2023	Gascoyne Junction Rocks	National Science Week	WACC	\$4000	\$4500	Successful
15/08/2023		EV Charging Grant			\$11,817	\$22,753	Successful

10.4 ACCOUNTS & STATEMENTS OF ACCOUNTS	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	Andrea Pears
Date:	14 September 2023
Matters for Consideration:	<p>To receive the List of Accounts Due & Submitted to Ordinary Council Meeting on Thursday the 21st of September 2023 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:	<p>The list of accounts are for the month of August 2023.</p>
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:	2023/2024 Budget												
Strategic Implications:	SCP – Objective 4 – Our Leadership – 4.2 An efficient and effective organisation. Strategy 4.2.2 Maintain accountability and financial responsibility through effective planning. Strategy 4.2.3 Comply with statutory and legislative requirements.												
Risk:													
Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)								
Not meeting Statutory Compliance	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation								
Consultation:	Nil												
Voting requirement:	Simple Majority												
Officer's Recommendation:	<p><i>That Council endorse the payments for the period 1st of August 2023 to the 31st of August 2023 as listed, which have been made in accordance with delegated authority per LGA 1995 s5.42 and receive the Legal Expenses Report detailing all legal costs incurred to the 31th of August 2023.</i></p> <table border="1"> <tr> <td><i>Municipal Fund Bank EFTs (15857-15963)</i></td> <td><i>\$1,716,972.46</i></td> </tr> <tr> <td><i>Payroll</i></td> <td><i>\$158,456.67</i></td> </tr> <tr> <td><i>BPAY/Direct Debit</i></td> <td><i>\$48,813.82</i></td> </tr> <tr> <td><i>TOTAL</i></td> <td><i>\$1,924,242.95</i></td> </tr> </table>					<i>Municipal Fund Bank EFTs (15857-15963)</i>	<i>\$1,716,972.46</i>	<i>Payroll</i>	<i>\$158,456.67</i>	<i>BPAY/Direct Debit</i>	<i>\$48,813.82</i>	<i>TOTAL</i>	<i>\$1,924,242.95</i>
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<i>TOTAL</i>	<i>\$1,924,242.95</i>												
Council Resolution No: 03092023													
MOVED:	CR: B. WALKER	SECONED:	CR: A. MCKEOUGH										
That Council endorse the payments for the period 1 st of August 2023 to the 31 st of August 2023 as listed, which have been made in accordance with delegated authority per LGA 1995 s5.42													

10.5 MONTHLY FINANCIAL STATEMENT	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	None
Author:	Andrea Pears
Date:	14 September 2023
Matters for Consideration:	<p>The Statement of Financial Activity for the period of July and August 2023, includes the following reports:</p> <ul style="list-style-type: none"> • Statement of Financial Activity • Significant Accounting Policies • Graphical Representation – Source Statement of Financial Activity • Net Current Funding Position • Cash and Investments • Major Variances • Budget Amendments • Receivables • Grants and Contributions • Cash Backed Reserve • Capital Disposals and Acquisitions • Trust Fund <p style="text-align: center;">see Appendix 2 and Appendix 3</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 July 2023
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:	<p>SCP – Objective 4 – Our Leadership – 4.2 An efficient and effective organisation.</p> <p>Strategy 4.2.2 Maintain accountability and financial responsibility through effective planning.</p> <p>Strategy 4.2.3 Comply with statutory and legislative requirements.</p>
Risk:	

10.6

TENDER FOR NEW STAFF HOUSE – HATCH STREET

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	John McCleary – Chief Executive Officer
Date:	14 September 2023
Matters for Consideration:	To accept or reject the tender for the construction of a new 3 x 2 modular Staff House. Please refer to Appendix 4 .
Background:	<p>At the Ordinary Meeting of Council held on the xx of August 2023 Council resolution number xxx resolved the following:</p> <p><i>That Council:</i></p> <ol style="list-style-type: none"> 1. <i>Reject the tender (RFT: 02-2023-24) for the supply and installation of one(1) Three Bed, Two Bath Dwelling;</i> 2. <i>Authorise the CEO to seek further quotations for the supply and installation of one(1) Three bed, Two Bath Dwelling.</i>
Comments:	<p>Various companies were contacted to see why they didn't tender and would they reconsider. In general the responses indicated that they were all too busy with the mining sector and other residential builds, in addition, that they indicated that they did not have capacity due to availability of materials and qualified labour.</p> <p>Given we already have a conforming tender we reviewed the proposed costings and contacted Modular to see if we could amend these cost to ensure the project stayed within our budget parameters.</p> <p>As part of this cost minimising exercise it was found that the GST component of Housing is not an expense that we can claim back, as such, we must also take into account GST Inc as the true cost.</p> <p>We removed the fencing, landscaping, Skip Bin Toilet, and some aspects of the earthworks. These changes has now brought the project back into budget.</p> <p>The initial tender amount was \$659,447.80 (Incl. GST) whereas with the changes this has been reduced this to \$542,333 (ex. GST) which is well under the budgeted amount of \$630,000.</p>

<p>Statutory Environment:</p>	<p>Local Government (Functions and General) Regulations 1996 Reg 11</p> <p>(2)Tenders do not have to be publicly invited according to the requirements of this Division if —</p> <p style="padding-left: 40px;">I within the last 6 months —</p> <p style="padding-left: 80px;">(i) the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications or satisfied the value for money assessment; or</p> <p><u>Reg 20. Variation of requirements before entry into contract</u></p> <p>(1) If, after it has invited tenders for the supply of goods or services and chosen a successful tenderer but before it has entered into a contract for the supply of the goods or services required, the local government wishes to make a minor variation in the goods or services required, it may, without again inviting tenders, enter into a contract with the chosen tenderer for the supply of the varied requirement subject to such variations in the tender as may be agreed with the tenderer.</p> <p>(2) If —</p> <p style="padding-left: 40px;">(a) the chosen tenderer is unable or unwilling to enter into a contract to supply the varied requirement; or</p> <p style="padding-left: 40px;">(b) the local government and the chosen tenderer cannot agree on any other variation to be included in the contract as a result of the varied requirement,</p> <p>that tenderer ceases to be the chosen tenderer and the local government may, instead of again inviting tenders, choose the tenderer, if any, whose tender the local government considered it would be the next most advantageous to it to accept.</p>
<p>Policy Implications:</p>	<p>Purchasing Policy</p>
<p>Financial Implications:</p>	<p>23/24 Budget – The Shire have borrowed \$600,000 from the WA Treasury for the purpose of constructing a new modular Staff House and this money has been received and is sitting in our municipal account waiting to expended for its intended purpose. In addition the Shire have allocated a further \$30,000 bringing the total amount to \$630,000.</p>

Strategic Implications:		Shire of Upper Gascoyne Integrated Strategic Plans 2022-2032 Key Objective 2 Economic Our Prosperity Strategy 2.2.3 – Develop industrial, residential and commercial land development and seek investment opportunities. Corporate Business Plan – 2.2.3.3 <i>Increase and upgrade Shire residential stock.</i>			
Risk:					
Risk	Risk Likelihood (based on history and with existing controls)		Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)		Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation
Consultation:		Council Staff			
Voting requirement:		Simple Majority			
Officer's Recommendation:		<i>That Council accept the amended tender (RFT: 02-2023-24) as presented by Modular WA for the supply and installation of one(1) Three Bed, Two Bath Dwelling for the cost of \$542,333 (ex GST).</i>			
Council Resolution No: 05092023					
MOVED:	CR A. MCKEOUGH	SECONDED:	CR B. WALKER		
That Council accept the amended tender (RFT: 02-2023-24) as presented by Modular WA for the supply and installation of one(1) Three Bed, Two Bath Dwelling for the cost of \$542,333 (ex GST).					
FOR:	CR J. CAUNT	AGAINST:	CR		
	CR B. WALKER				
	CR H. MCTAGGART				
	CR G. WATTERS				
	CR A. MCKEOUGH				
F/A: 5/0					

10. 7

RFQ 05 23-24 SUPPLY, SPRAY AND COVER BITUMENT SEALING INCLUDING SEAL DESIGN AND AGGREGATE SUPPLY

Applicant:	Shire of Upper Gascoyne															
Disclosure of Interest:	Nil															
Author:	John McCleary – Chief Executive Officer															
Date:	14 September 2023															
Matters for Consideration:	To authorise the CEO to accept a quote for the sealing of the Landor Meekatharra Road. Please refer to <i>Appendix 5</i> for a full assessment of the project.															
Background:	The Shire engaged Greenfield Technical Services (Greenfield) to assist with the quotation process. The Request for Quote (RFQ) document RFQ 05 23-24: 2023/24 Supply, Spray and Cover Bitumen Sealing including Seal Design and Aggregate Supply was prepared by Greenfield and posted by the Shire on the WALGA eQuotes website in August 2023.															
Comments:	The RFQ closed on Thursday 31 August 2023. Following the closure of the eQuote process, the Shire opened the electronic eQuotes portal. One submission was received as follows: <ul style="list-style-type: none"> • Downer Infrastructure (Downer) 															
Statutory Environment:	Local Government (Functions and General) Regulations 1996 Reg 11. When Tenders have to be publically invited (2) Tenders do not have to be publicly invited according to the requirements of this Division if — (b) the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program;															
Policy Implications:	<p>2.5 Purchasing Policy</p> <table border="1"> <thead> <tr> <th>Amount of consideration (excluding GST)</th> <th>Minimum requirement by authorising officer (subject to conditions below) prior to purchase</th> </tr> </thead> <tbody> <tr> <td>Up to \$9,999</td> <td>No quotes required, purchasing officer to be satisfied that the price is fair and reasonable.</td> </tr> <tr> <td>\$10,000 - \$19,999</td> <td>Seek one quotation – either written or verbal.</td> </tr> <tr> <td>\$20,000 - \$99,999</td> <td>Seek two quotations, one written.</td> </tr> <tr> <td>\$100,000 - \$149,999</td> <td>Seek three quotations, two written.</td> </tr> <tr> <td>\$150,000 - \$249,999</td> <td>Seek three written quotations or use WALGA’s E’ Quote Portal.</td> </tr> <tr> <td>\$250,000 and over</td> <td>Conduct a public tender process or use the WALGA preferred supplier undertaking.</td> </tr> </tbody> </table>		Amount of consideration (excluding GST)	Minimum requirement by authorising officer (subject to conditions below) prior to purchase	Up to \$9,999	No quotes required, purchasing officer to be satisfied that the price is fair and reasonable.	\$10,000 - \$19,999	Seek one quotation – either written or verbal.	\$20,000 - \$99,999	Seek two quotations, one written.	\$100,000 - \$149,999	Seek three quotations, two written.	\$150,000 - \$249,999	Seek three written quotations or use WALGA’s E’ Quote Portal.	\$250,000 and over	Conduct a public tender process or use the WALGA preferred supplier undertaking.
Amount of consideration (excluding GST)	Minimum requirement by authorising officer (subject to conditions below) prior to purchase															
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\$150,000 - \$249,999	Seek three written quotations or use WALGA’s E’ Quote Portal.															
\$250,000 and over	Conduct a public tender process or use the WALGA preferred supplier undertaking.															

Financial Implications:		Fits within the current budget allocation of \$4.5 million for these works.			
Strategic Implications:		Object 4 – Governance Strategy 4.2.3 – Comply with statutory and legislative requirements.			
Risk:					
Risk	Risk Likelihood (based on history and with existing controls)		Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)		Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation
Consultation:		Greenfield Technical Services			
Voting requirement:		Simple Majority			
Officer's Recommendation:		<p><i>That Council, based on the evaluation and considerations within this report, and assuming that the Shire has sufficient budget for the works, it is recommended that the Shire of Upper Gascoyne award a contract for RFQ 05 23-24: 2023/24 Supply, Spray, Spread & Cover Bitumen Sealing including seal design and aggregate supply to:</i></p> <ul style="list-style-type: none"> • Downer <p><i>The work above should be allocated to Downer based on purchase orders as follows:</i></p> <ul style="list-style-type: none"> • Landor Meekatharra Rd Upgrade: \$1,250,000 for Slk 9 – 21 plus the additional estimated 2km of work from Slk 21 – 23 • Carnarvon Mullewa Rd reseals: \$169,482.60 <p><i>If budget permits, then the following additional purchase orders can be raised:</i></p> <ul style="list-style-type: none"> • Carnarvon Mullewa Rd floodway repairs: \$73,159.53 • Killill Rd pavement repairs: \$61,117.19 			
Council Resolution No: 06092023					
MOVED:	CR H. MCTAGGART	SECONDED:	CR G. WATTERS		
<p>That Council, based on the evaluation and considerations within this report, and assuming that the Shire has sufficient budget for the works, it is recommended that the Shire of Upper Gascoyne award a contract for RFQ 05 23-24: 2023/24 Supply, Spray, Spread & Cover Bitumen Sealing including seal design and aggregate supply to:</p> <ul style="list-style-type: none"> • Downer <p>The work above should be allocated to Downer based on purchase orders as follows:</p>					

- Landor Meekatharra Rd Upgrade: \$1,250,000 for Slk 9 – 21 plus the additional estimated 2km of work from Slk 21 – 23

- Carnarvon Mullewa Rd reseals: \$169,482.60

If budget permits, then the following additional purchase orders can be raised:

- Carnarvon Mullewa Rd floodway repairs: \$73,159.53

- Killill Rd pavement repairs: \$61,117.19

FOR:	CR	J. CAUNT	AGAINST:	CR
	CR	B. WALKER		
	CR	H. MCTAGGART		
	CR	G. WATTERS		
	CR	A. MCKEOUGH		

F/A: 5/0

10.8

ASSESSMENT NUMBER A1022 – RATES WAIVER

Applicant:	Shire of Upper Gascoyne				
Disclosure of Interest:	Nil				
Author:	John McCleary – Chief Executive Officer				
Date:	15 September 2023				
Matters for Consideration:	To decide whether to waive rates for Ms Angela Duca				
Background:	The Shire store 9 kilometres of 110mm water pipe in Ms Duca's shed located on Pimbee Road. The Shire do not pay any rent for the use of the shed but we have agreed to waive the rates for this property whilst we are storing the water pipe.				
Comments:	Given we are now rating for the 23 / 24 financial year the Shire need to formalise this agreement with Council required to resolve via resolution for this to occur as required by the Local Government Act 1995.				
Statutory Environment:	Local Government Act 1995 6.12 Power to defer, grant discounts, waive or write off debts (1) Subject to subsection (2) and any other written law, a local government may — (c) write off any amount of money, which is owed to the local government. * Absolute majority required				
Policy Implications:	Nil				
Financial Implications:	Reduction in 2023/24 Budget income.				
Strategic Implications:	Object 4 – Governance Strategy 4.2.3 – Comply with statutory and legislative requirements.				
Risk:					
Risk	Risk Likelihood (based on history and with existing controls)		Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
	Rare (1)		Low (1-4)	Failure to meet Statutory, Regulatory or	Accept Officer Recommendation

14.3 Cr McTaggart – Nil to Report

14.4 Cr Hoseason-Smith – Nil to Report

14.5 Cr McKeough - This month I attended the WH-DMT Dedication – it was great to meet the Bain family.

Attended our second meeting for the Upcoming Tidy Towns Awards coming to Gascoyne Junction next year.

Although the Junction Craft Group had to cancel the last tutored weekend due to lack of numbers, we took the opportunity to have a busy bee in the craft room – Thank you to Christine Kearney for her assistance. The group will meet again in October.

Attended the Junction Races – well done to the committee on another great weekend in the Shire of Upper Gascoyne.

By the time of the Council meeting, I will have attended the WALGA Local Government Convention and attended the AGM to vote on behalf of the Shire on sector issues.

I would also like to wish all the candidates for the Upcoming Local Government Elections all the best.

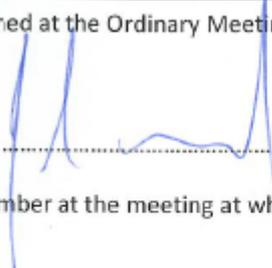
14.6 Cr Watters – Nil to Report

15. OUTSTANDING COUNCIL MEETING RESOLUTIONS

Resolution N°	Subject	Status	Open / Close	Responsible Officer

16. MEETING CLOSURE

The Shire President closed the meeting at 10.58am.

To be confirmed at the Ordinary Meeting on the 25 th October 2023.
Signed..... 
Presiding member at the meeting at which time the minutes were confirmed.