



MINUTES

26th of June 2019

ORDINARY COUNCIL MEETING

Ordinary meeting
of Council held on Wednesday 26th of June 2019
at Gascoyne Junction Shire Office commencing at 8.30 am



DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Upper Gascoyne for any act, omission or statement or intimation occurring during Council Meeting. The Shire of Upper Gascoyne disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee Meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council Meeting does so at that person's or legal entity's own risk.

The Shire of Upper Gascoyne warns that anyone who has any application or request with the Shire of Upper Gascoyne must obtain and should rely on WRITTEN CONFIRMATION of the outcome of the application or request of the decision made by the Shire of Upper Gascoyne.

John McCleary, JP
CHIEF EXECUTIVE OFFICER

SHIRE OF UPPER GASCOYNE
AGENDA FOR THE ORDINARY MEETING OF COUNCIL HELD AT GASCOYNE JUNCTION SHIRE
OFFICES ON WEDNESDAY 26th of JUNE 2019 AT 8.30am

1. DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS

The President welcomed those present and declared the meeting open at 8.40am.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

2.1 Councillors

Cr D Hammarquist, JP	Councillor	Shire President
Cr J. Caunt	Councillor	Deputy Shire President
Cr A McKeough	Councillor	
Cr R.J Collins	Councillor	
Cr H. McTaggart	Councillor	
Cr B. Walker	Councillor	

Staff

Jarrod Walker	Manager of Works & Services (8.40am – 10.10 & 10.50am – 11.30am)
Peter Hutchinson	Manager of Finance & Corporate Services

Visitors

Josh Kirk	Greenfields Technical Services (10.50am – 11.30am)
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2.2 Absentees

Nil

2.3 Leave of Absence previously approved

Councillor Greg Watters (Resolution N^o: 01042019)

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

Josh Kirk – Greenfields Technical Services (10.50am – 11.30am)

Provided a detailed report on the WANDRRA Works detailing what was achieved for the past month and what was planned for the coming month)

7. ANNOUNCEMENTS BY THE PERSON PRESCIDING WITHOUT DISCUSSION

Nil

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

9. CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

9.1 Ordinary Meeting of Council held on 29th of May 2019.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Resolution No. 01062019

MOVED: CR H. MCTAGGART

SECONDED: CR J. CAUNT

That the Unconfirmed Minutes from the Ordinary Meeting of Council held on the 29th of May 2019 be confirmed as a true and correct record of proceedings.

CARRIED: 6/0

10. REPORTS OF OFFICERS

10.1 CRC Report



Printed at: 17/06/19

SHIRE OF UPPER GASCOYNE

Page No: 1

General Ledger Detail Trial Balance

(firmGL: TrialBalance)

Options: Year 18/19, From Month 01, To Month 12, 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	0.00	-4,991.44	-4,991.44
CRC INC	10841330	Transport Commission: CRC	0.00	-1,413.16	-1,413.16
CRC INC	10841340	Postal Agency Commission: CRC	0.00	-8,270.51	-8,270.51
CRC INC	10841360	Income from Events Held	0.00	-766.50	-766.50
CRC INC	10841370	Donations Received	0.00	-1,000.00	-1,000.00
CRC INC	10841380	Postal Agency Sales	0.00	-1,198.89	-1,198.89
CRC INC	10841390	Sales: Books/Maps/Souvenirs/Sundries	0.00	-1,869.00	-1,869.00
CRC INC	10841500	Grant: CRC Operating	0.00	-96,000.00	-96,000.00
CRC INC	10842600	CRC Income Misc.	0.00	-324.75	-324.75
Total	CRC INCOME		<u>0.00</u>	<u>-115,834.25</u>	<u>-115,834.25</u>
Total for division	GEN		<u>0.00</u>	<u>-115,834.25</u>	<u>-115,834.25</u>
Grand Total			<u>0.00</u>	<u>-115,834.25</u>	<u>-115,834.25</u>

CUSTOMERS ACCESSING 'GASCOYNE JUNCTION CRC SERVICES' –May 2019

SERVICE	MTHLY	YTD from July 2018	SERVICE	MTHLY	YTD from July 2018
Aus.' Government Info/Roads	331	1123	Training/Courses	0	0
Government Access Point	1	30	Hot Office Bookings	2	5
Department of Human Services (Centrelink)	10	94	Library	6	54
Department of Transport	12	59	Video Conference	1	2
Computer/Internet Access	6	20	Book Sales	5	46
Faxes	2	4	Photocopying/Printing/Scanning/Emailing	1	23
General Tourism Information	25	104	Laminating/Binding	0	0
Phonebook Purchases	1	1	CRC Merchandise Sales	63	293
Community Seminars	0	0	Community Events	1	6
Gassy Gossip yearly subscription	0	0	Gassy Gossip advertisement	1	9

FLU VACCINES

On Wednesday 19 June, Beth Hudson from Midwest Population Health – Gascoyne, came out to Gascoyne Junction to give Influenza vaccines which is a very important immunisation to anyone in the community who needed to have their vaccines this season especially the very young and the elderly or anyone who might have medical conditions that place them at risk for complication of influenza.

BIGGEST MORNING TEA

Biggest Morning tea raffle \$3.00 a ticket, winning prize, will be a Breville, with searing pan slow cooker drawn on the 26 June 2019. There will be a five dollar entry for morning tea, so bring along any spare change if you wish to buy a raffle ticket or two as well. There will also be bingo games and quiz games running too

10.2 Manager of Works and Services Report

General

We have enjoyed a bit more rain this month which has been a blessing for the roads and greening the district up. The town crew have concentrated on weeding, slashing, spraying and tidying up in time for the Tidy Towns judging on the 27th of June. Hopefully this year we will have some good feedback and fingers crossed a good result.

The Hatch Street kitchen and flooring upgrades are completed, Dave will concentrate on completing the remaining scheduled housing maintenance works as we rush towards the end of the financial year.

Leeson and James spent some time on the roads carrying out tree removal on all of our concrete crossings throughout the shire. They have also repaired some fencing on the north side of the river in town and various signage on the road network. We utilised the rain down time to upgrade the workshop with the addition of tool storage and repurposing of zones in the workshop. This is a work in progress and has gone a long way to making the better use of the space and encouraging a cleaner and more efficient work area.

Frank, Leeson and myself underwent a two day traffic management course to ensure we have compliant and relevant permits to carry out traffic management. We will complete the Traffic Controller training later in the year. The training was held at the Water Corp in Carnarvon and was a joint initiative with the Carnarvon Shire, Water Corp and ourselves in order to save on travel and training costs. Shark Bay and Exmouth were also asked for their involvement. This is a concept we will continue to encourage with future training.

The Council road inspection of the northern and eastern district were carried out before the last Council meeting. I am confident that the overall feeling was our roads are in pretty good shape and that the flood recovery works have been a massive boost in getting our roads back to a high standard. We will continue with our signage upgrades including creek names, directional/distance signage and uniformity throughout the shire.

The President, CEO and myself attended the RRG and country zone meeting at Mt Augustus in the 20th June. This was a great opportunity for the RRG to see firsthand the difference their funding makes to our shire.

Maintenance Graders

Thomas has completed the Ullawarra road and at the time of writing he is working his way to Cobra on the Cobra Gifford Creek road. Dameon is on the Cobra Dairy Creek road working north of Yinnetharra, he will meet up with Thomas and continue onto the Wanna road. All three graders will concentrate together until we crank up our construction program for the 2019/20 financial year.

We have offered a position to Ian Golding to replace Michael Emin. Ian has an extensive resume operating earthmoving equipment including final trim grader and mechanical trade certification. He will start in July.

Equipment

Flat tyre and punctures seem to be the go for this month. We had three grader and a loader tyre puncture this month while clearing overgrown drains along with various other light plant tyre failures. Otherwise it has been a quiet month for breakdowns with only one grader air conditioner fan motor failing.

I have started the ball rolling with scoping and pricing a new grader for the end of this year and we have been approached by two machinery auction companies that are keen to tender for the purchasing of P68 grader.

10.3 CEO Report

This month seems to have come and gone a bit quicker than other months, as with most months you look back and are surprised at the ground covered.

Obviously the biggest news of the month was the advent of rain although we did not receive a large amount, as predicted, it was a nice drop to hopefully generate some much needed growth of feed for the stock, and it appears that our roads suffered little or no damage.

I have commenced work with the Electoral Commission setting up the behind the scenes requirements for the forthcoming Council elections to be held in October 2019. We have four sitting Councillors up for re-election – Councillors Hammarquist, Caunt, Watters and Collins. If intending to nominate for a further term please check your enrolment details with the Electoral Commission, if you are not on the roll for this area please see me so we can ensure you are on the Owners / Occupiers Roll.

I made one small change to the MOU between the Shire and the CRBA and this has now been signed by both parties, it is great to have the basis of our relationship documented and finalised.

I have put considerable work into fully understanding the Asset Preservation Model, although it must be said I still have a lot to learn, it is a very difficult and cumbersome document. As part of this review I have identified that our ROMANS Database is somewhat incomplete with data sets missing. I have appointed Greenfields Technical Services to do an onsite pick up of all our road assets and enter these into the RAMM database. Since Jarrod and I have been here we have reported on new works carried out to ensure that these are included in the APM however it appears that data prior to this was not accurately reported or maintained.

The reimbursement from Hastings for the money spent from the Shire's own resources to repair some of the damage to Ullawarra Road has now been received, not without further complications. Hastings have engaged NGE to carry out the remaining works on Cobra / Gifford Road and we will engage TALIS Consultants to oversee the works subject to Hastings depositing the monies into our account to cover the costs associated with TALIS prior to any works being carried out by either NGE or TALIS.

The proclamation of the recent rain event has now been granted so we can commence getting organised for additional work under the new WANDRRA paradigm. Greenfields have completed the pick-up and associated costing's which have now been costed at \$13.1M after another review on Wanna Road and the Carnarvon / Mullewa Road. Greenfields have submitted this in draft format to ensure that it meets the new requirements, as soon as this is approved we can get busy on planning when the new works will commence, this will largely be contingent on when the existing contractors finish their current works.

I organised a feedback call from the Building Better Regions Fund to get a handle on why we were unsuccessful in our last grant application. I have supplied an email to Councillors explaining what we can do better should the opportunity arise in the future. It is important to get this type of feedback so we can learn and do a better job the next time around, and hopefully have success. I view the 'Old Caravan Park' redevelopment as a key strategic driver for the Town Of Gascoyne Junction and the broader region.

I have been advised that the Grants Commission hold their next meeting on the 18th of June 2019, we should hear about our submission sometime after this date.

I have completed all the Grant Documentation for the Pavilion upgrades and we have received the monies which will be expended in the 2019 / 2020 budget cycle.

I headed to Perth on Wednesday the 12th of June, Don and I had meeting with our Solicitors on the 13th of June to finalise the sale of Lot 52 to Mr Clive Price. I managed to co-ordinate my treatment for the same day and had a CT Scan, this will provide information on how things are progressing.

I attended a WALGA Zone Meeting and Regional Road Group Meeting at Mount Augustus on Thursday the 20th of June 2019. We presented an item to have the Asset Preservation Model reviewed as some of the underlying assumptions are not reflective of what happens on the ground. It was interesting to read in the ALGA (Australian Local Government Association) meeting in Canberra that a lot of other Local Governments outside of WA are seeking to have the FAG'S grant funding methodology changed so that remote and regional L/Gvt's get a bigger slice of the pie, as a Shire we argued this at a recent WALGA Zone Meeting and put a resolution to our State Council. We advised the group that the project for 2019/20 would be sealing a section of the Carnarvon / Mullewa Road.

Horizon Power are currently in Gascoyne Junction where they are changing out electricity poles.

Grants

Submitted	Close Date	Project	Grant	Provider	Grant Amount	Project Cost	Result
12/09/2018	14/09/2018	Pavilion Up-Grade	Community Sport Infrastructure (Federal)	Federal	\$50,000	\$139,960	Successful
21/08/2018	Open	Share Path – Scott and Pimbee Roads	Regional Bicycle Network	Dept of Transport	\$18,775.90	\$37,551.80	Successful
31/08/2018	Open	Tourist Signage – Mt Augustus Turn-Off	Stronger Communities Program	Federal	\$9,600	\$19,200	Unsuccessful
12/10/2018	26/10/2018	Dalgety Brook Floodway	Commodity Freight Roads Fund	State Regional Road Group	\$1,000,000	\$14,580	Unsuccessful
14/11/2018	15/11/2018	Old Caravan Park Redevelopment	Building Better Regions Fund	Federal – Dept Industry, Innovation and Science.	\$2,498,500	\$2,583,500	Unsuccessful
14/03/2019	16/03/2018	Expression of Interest Wild Dog Control	Communities Environmental Plan	Federal – Dept of the Environment and Energy	\$20,000	\$245,000	Pending

OFFICERS RECOMMENDATION / COUNCIL RESOLUTION - 02062019

MOVED: CR H. MCTAGGART

SECONDED: CR A. MCKEOUGH

That Council receive the CRC Report, Manager of Works and Chief Executive Officers Reports.

CARRIED: 6/0

The meeting adjourned at 10.10am for morning tea.

The meeting reconvened at 10.50am

10.4 ACCOUNTS & STATEMENTS OF ACCOUNTS

APPLICANT: Shire of Upper Gascoyne

DISCLOSURE OF INTEREST: None

AUTHOR: Peter Hutchinson – Finance Manager

DATE: 10 June 2019

Matters for Consideration:

To receive the List of Accounts Due & Submitted to Ordinary Council Meeting on Wednesday the 26th of June 2019 as attached – see [Appendix 1](#)

Comments:

The list of accounts is for the month of May 2019

Background:

The local government under its delegated authority to the CEO to make payments from the municipal and trust funds is required to prepare a list of accounts each month showing each account paid and presented to Council at the next ordinary Council meeting. The list of accounts prepared and presented to Council must form part of the minutes of that meeting.

Statutory Environment:

Local Government (Financial Management Regulations) 1996

13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee's name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
 - (a) for each account which requires council authorisation in that month —
 - (i) the payee's name; and
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction; and
 - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under sub regulation (1) or (2) is to be —
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

Policy Implications:									
Nil									
Financial Implications:									
2018/19 Budget									
Strategic Implications:									
Civic Leadership – To responsibly manage Council’s financial resources to ensure optimum value for money and sustainable asset management.									
Consultation:									
Nil									
Officer’s Recommendation:	Voting requirement: Simple Majority								
<p><i>That Council endorse the payments for the period 1st of May 2019 through to the 31st of May 2019 as listed, which have been made in accordance with delegated authority per LGA 1995 S5.42.</i></p> <table> <tr> <td>Municipal Fund Bank EFTs (10533 - 10704)</td> <td>\$2,052,614.15</td> </tr> <tr> <td>Payroll</td> <td>\$148,141.37</td> </tr> <tr> <td>BPAY/Direct Debit</td> <td>\$22,610.35</td> </tr> <tr> <td>Total</td> <td>\$2,223,365.87</td> </tr> </table>		Municipal Fund Bank EFTs (10533 - 10704)	\$2,052,614.15	Payroll	\$148,141.37	BPAY/Direct Debit	\$22,610.35	Total	\$2,223,365.87
Municipal Fund Bank EFTs (10533 - 10704)	\$2,052,614.15								
Payroll	\$148,141.37								
BPAY/Direct Debit	\$22,610.35								
Total	\$2,223,365.87								
Council Decision:03062019									
MOVED: CR B.WALKER	SECONDED: CR H. MCTAGGART								
<p>That Council endorse the payments for the period 1st of May 2019 through to the 31st of May 2019 as listed, which have been made in accordance with delegated authority per LGA 1995 S5.42.</p> <table> <tr> <td>Municipal Fund Bank EFTs (10533 - 10704)</td> <td>\$2,052,614.15</td> </tr> <tr> <td>Payroll</td> <td>\$148,141.37</td> </tr> <tr> <td>BPAY/Direct Debit</td> <td>\$22,610.35</td> </tr> <tr> <td>Total</td> <td>\$2,223,365.87</td> </tr> </table> <p>CARRIED: 6/0</p>		Municipal Fund Bank EFTs (10533 - 10704)	\$2,052,614.15	Payroll	\$148,141.37	BPAY/Direct Debit	\$22,610.35	Total	\$2,223,365.87
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Payroll	\$148,141.37								
BPAY/Direct Debit	\$22,610.35								
Total	\$2,223,365.87								

10.5 MONTHLY FINANCIAL STATEMENT	
APPLICANT:	Shire of Upper Gascoyne
DISCLOSURE OF INTEREST:	None
AUTHOR:	Peter Hutchinson – Finance Manager
DATE:	10 June 2019
Matters for consideration:	
The Statement of Financial Activity for the period ended 31 st of May 2019, include the following reports:	

- Statement of Financial Activity
- Significant Accounting Policies
- Graphical Representation – Source Statement of Financial Activity
- Net Current Funding Position
- Cash and Investments
- Major Variances
- Budget Amendments
- Receivables
- Grants and Contributions
- Cash Backed Reserve
- Capital Disposals and Acquisitions
- Trust Fund

see [Appendix 2](#)

Comments:

The Statement of Financial Activity is for the month of May 2019.

Background:

Under the Local Government (Financial Management Regulations 1996), a monthly Statement of Financial Activity must be submitted to an Ordinary Council meeting within 2 months after the end of the month to which the statement relates. The statement of financial activity is a complex document but presents a complete overview of the financial position of the local government at the end of each month. The Statement of Financial Activity for each month must be adopted by Council and form part of the minutes.

Statutory Environment:

Local Government Act 1995 – Section 6.4
Local Government (Financial Management Regulations) 1996 – Sub-regulation 34.

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Civic Leadership – To responsibly manage Council's financial resources to ensure optimum value for money and sustainable asset management.

Consultation:

Nil

Officer's Recommendation:	Voting requirement: Simple Majority
<i>That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ended the 31st of May 2019.</i>	
Council Decision: 04062019	
MOVED: CR A. MCKEOUGH	SECONDED: CR R.J. COLLINS
That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ended the 31 st of May 2019.	
CARRIED: 6/0	

10.6 RATE WRITE OFF'S	
APPLICANT:	Shire of Upper Gascoyne
DISCLOSURE OF INTEREST:	Nil
AUTHOR:	Peter Hutchinson
DATE:	15 June 2019
Matters for Consideration:	
Write of small rates balances of \$35 or less.	
Background:	
<p>From time to time rate payers are late in paying their rates which can result in small amounts of interest being applied to the rate assessment. Given the relatively insignificant amounts of interest it is often not worth the time and effort to collect and will often lead to unnecessary animosity from rate payers.</p> <p>As part of the end of financial year processes it is recommended that small balances of rates arrears under \$35 be written off.</p> <p>For Emergency Services Levy (ESL) balances of more than \$2 the relevant minister needs to approve the write off.</p>	
Comments:	
<p>This is general housekeeping and does not have a material impact on the financial statements or budgeted rates revenue.</p> <p>With the ESL balances of more than \$2 I will assess the likelihood of recovery on individual assessments and make an application to the relevant minister at a later date.</p>	
Statutory Environment:	
Local Government Act 1995	
Fire and Emergency Services Act 1998	

Fire and Emergency Services Regulations 1998

Policy Implications:

Nil

Financial Implications:

A small write off for assessments with balances under \$35 will result in a reduction of rate revenue of less than \$100.

Strategic Implications:

Nil

Consultation:

Nil

Officer's Recommendation:

Voting requirement: Simple Majority

That council:

- 1. Write off rates balances of \$35 or less on outstanding assessments;*
- 2. Write off Emergency Services Levy and penalty interest balances of less than \$2 on outstanding assessments.*

Council Decision 05062019

MOVED: CR H. MCTAGGART

SECONDED: CR R.J. COLLINS

That council:

- Write off rates balances of \$35 or less on outstanding assessments;
- Write off Emergency Services Levy and penalty interest balances of less than \$2 on outstanding assessments.

CARRIED: 6/0

10.7 USE OF THE SHIRE SEAL

APPLICANT:

Shire of Upper Gascoyne

DISCLOSURE OF INTEREST:

Nil

AUTHOR:

John McCleary - CEO

DATE:

19 June 2019

Matters for Consideration:

The use of the Shire Seal

14. ELECTED MEMBERS REPORTS

14.1 Councillor Hammarquist

Regional Road Group Meeting in Mt Augustus
WALGA Zone Meeting in Mt Augustus

14.2 Councillor J. Caunt

Nil

14.3 Councillor R.J. Collins

Nil

14.4 Councillor B. Walker

Nil

14.5 Councillor H. McTaggart

Carried out rescue of Sid Adamson – issues with no SAT Phone and GPS Co-ordinates

14.6 Councillor A. McKeough

Nil

15. STATUS OF COUNCIL RESOLUTIONS

Resolution N°	Subject	Status	Open / Close	Responsible Officer
05052019	Policy Manual Review	Have made most of the changes and once completed will up load on our web page	Close	CEO
06052019	Change of Council Meeting Date	Have advertised as required.	Close	SCSO
07052019	Dozer Contract	Have written to the JW & JP Caunt	Close	CEO
09052019	WANDRRA Tender	Have advised successful & unsuccessful tenderers.	Close	CEO
11052019	Application for Differential Rates	Sent to the L/Gvt Minister seeking approval.	Close	MFCS
10042019	Formation of a Tourism Working Group	This is still being worked on, I need to establish the terms of reference prior to advertising for members.	Open	CEO

16. MEETING CLOSURE

The President thanked those present for attending the meeting and declared the meeting closed at 12.45pm.