



AGENDA

22nd of September 2017

ORDINARY COUNCIL MEETING

Ordinary meeting

Of Council to be held on Friday the 22nd of September 2017

At the Council Chambers Gascoyne Junction, commencing at 8.30am



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 TO BE HELD IN THE COUNCIL CHAMBERS
GASCOYNE JUNCTION ON FRIDAY THE 22ND OF SEPTEMBER 2017 AT 8.30am

1. DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS

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

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

2.1 Councillors

Cr L.M McTaggart	President
Cr D Hammarquist	Deputy President
Cr H McTaggart	Councillor
Cr A. McKeough	Councillor
Cr R.J Collins	Councillor
Cr J. Caunt	Councillor
Cr G. Watters	Councillor
Cr R.J. Collins	Councillor
Cr H. McTaggart	Councillor

Staff

John McCleary	Chief Executive Officer
Peter Hutchinson	Finance Manager
Jarrod Walker	Manager Works & Services

Visitors

Nigel Goode	Greenfields Technical Services
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2.2 Absentees

2.3 Leave of Absence previously approved

Nil

3. APPLICATION FOR LEAVE OF ABSENCE

Nil

4. PUBLIC QUESTION TIME

4.1 Questions on Notice

4.2 Questions without Notice

Nil

5. DISCLOSURE OF INTEREST

Nil

6. PETITIONS/DEPUTATIONS/PRESENTATIONS

Mr Nigel Goode – Greenfields

7. ANNOUNCEMENTS BY THE PERSON PRESCIDING 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 30th of August 2017.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Resolution No. 01092017

MOVED: CR

SECONDED: CR

That the Unconfirmed Minutes from the Ordinary Meeting of Council held on the 30th of August 2017 be confirmed as a true and correct record of proceedings.

CARRIED

10. REPORTS OF OFFICERS

10.1 CRC Report



Printed at: 11/09/17

SHIRE OF UPPER GASCOYNE

Page No: 1

General Ledger Detail Trial Balance

(frmGLTrialBalance)

Options: Year 17/18, 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	-4,881.90	0.00	-4,881.90
CRC INC	10841330	Transport Commission: CRC	-105.78	-105.14	-210.92
CRC INC	10841340	Postal Agency Commission: CRC	-595.06	0.00	-595.06
CRC INC	10841360	Income from Events Held	0.00	-330.00	-330.00
CRC INC	10841380	Postal Agency Sales	-106.82	-50.80	-157.62
CRC INC	10841390	Sales: Books/Maps/Souvenirs/Sundries	-483.86	-292.07	-775.93
CRC INC	10841500	Grant: CRC Operating	0.00	-48,000.00	-48,000.00
CRC INC	10842600	CRC Income Misc.	-56.64	-141.05	-197.69
Total	CRC INCOME		<u>-6,230.06</u>	<u>-48,919.06</u>	<u>-55,149.12</u>
Total for division	GEN		<u>-6,230.06</u>	<u>-48,919.06</u>	<u>-55,149.12</u>
Grand Total			<u>-6,230.06</u>	<u>-48,919.06</u>	<u>-55,149.12</u>

CUSTOMERS ACCESSING 'GASCOYNE JUNCTION CRC SERVICES' – September 2017

SERVICE	MTHLY	YTD from July 2016	SERVICE	MTHLY	YTD from July 2016
Aust Gov Info/Roads	68	198	Training/Courses	0	0
Government Access Point	5	5	Hot Office Bookings	0	0
Department of Human Services (Centrelink)	13	18	Library	1	10
Department of Transport	5	10	Video Conference	0	0
Computer/Internet Access	1	5	Book Sales	3	30
Faxes	1	1	Photocopying/Printing/Scanning/Emailing	0	0
General Tourism Information	11	50	Laminating/Binding	0	0
Phonebook Purchases	0	0	CRC Merchandise Sales	13	85
Community Seminars	0	0	Community Events	0	0
Gassy Gossip yearly subscription	0	0	Gassy Gossip advertisement	0	0

Our Quiz Night was held on Saturday 2nd September at the Pavilion. Unfortunately numbers were down with approximately 30 attending. I believe the Junction Races held the previous weekend, saw a lot of people that would have normally come out from Carnarvon not want to drive the distance two weekends in a row. The organising was however rushed and we need to rethink this for next year. Alys briefly spoke of the passing of Judy McGregor whom always looked so forward to this event each year. I would like to thank Ellen Fletcher, Quiz Master for the night and Genevieve Robinson, Scorer for the evening. The people who did attend really enjoyed the night and are looking forward to next year's event.

Pictures in the Park is scheduled for this evening showing Smurfs the lost village movie. The night will kick off with a sausage sizzle followed by popcorn to munch on while watching the movie.

Kim has been organising the Melbourne Cup luncheon and calling on local businesses to support us in way of donations as prizes for the event. When the committee meet on 13th October, they will finalise the details for the day.



Submitted	Close Date	Project	Grant	Provider	Grant Amount	Project Cost	Result
4/8/2017	Open	Marquee for Events	Bankwest Easy Grants	Bankwest	\$1,000	\$1,000	Pending
18/8/2017	Open	Fascine and Space Museum	Children's Week Activity	Meerilinga Children Foundation	\$1,000	\$1,000	Pending

10.2 Manager of Works and Services

General:

The two new transportable houses arrive on the 19th September, services are expected to be connected on the 21-23rd September. Once the houses are in place we will start on the landscaping, fencing and driveways.

Gascoyne Plumbing Solutions will install new leach drains at the pavilion at the end of this month, this will enable us to accommodate large functions such as the music festival without issue in the future.

Lance Root will begin on the 4th October as our new town maintenance officer. Lance is a qualified carpenter and is an experienced plant operator. He will also be responsible for supervising the dogging contractors, emergency town services, parks and gardens and community resources.

Most of the shire staff will be attending a Remote First Aid course on the 20th September, this course is aimed at people living and working in isolated and rural locations or working on their own.

Construction Crew:

Ullawarra RD C3327. The crew have completed the Ullawarra road re-sheeting. An extra 3.5km of sheeting was done due to large blown out sections outside of the original scope. The project was completed within budget even with the additional works. A total of 9.5km of re-sheeting, 3.3km of reforming and reshaping and 1km PolyCom was completed.

Hatch Street C3329. Our next project will be reinstating Hatch Street including reforming, new bitumen seal and kerbing. Work is expected to start on 1st October.

Thomas has been maintenance grading Pimbee, Carey Downs and Winderie roads. While in this area we will carry out some patching work on various sections SLK 20-40km south of town.

Cobra Dairy Creek C3325. Our clearing permit application is still under assessment with Department of Environmental Regulation. I have been informed it may take up to further 30-60 days before we have a decision. If this is the case then we anticipate to begin working on the Woodlands road once we complete Hatch Street.

At the time of writing this report I am planning to inspect the Landor Mount Augustus road to scope three projects for Indigenous Access funding. RRG have informed us there is some more funding available to successful applicants for this road. As we are not confident in securing the Blackspot funding to realign a dangerous corner on this road, I will submit an application for the additional funding for the same corner.

Maintenance Graders.

Warren and Dameon have completed a full grade of the Landor Meekatharra Road and patch graded back to Mount Augustus. They will then complete a full grade of Woodlands and Mt Clere before moving on to Pingandy Rd.

Equipment.

Breakdowns:

P68 grader- replace air conditioner compressor.

P36 CAT truck- blown hydraulic hose at PTO

P95- replace Hiab pump motor

Maintenance:

P36- repair driver's door handle, replace hydraulic tank, replace cab filters

P56 side tipper- repair cracks in door, repair hydraulic leak

P76 loader- 5000hr service

P37 grader- 9000hr service

P96 bobcat- replace a/con compressor

P75 tractor- replace headlights and beacon

Service all mobile pump and genset motors

10.3 CEO's Report

Straight off the bat; it is with no small level of sadness that this will our Shire Presidents (Locky McTaggart) last Council meeting. Locky has served this community for 39 years as a Councillor, Vice President and Shire President. In this time he has seen 9 CEO's out the door. Just on time served his service is remarkable and testament to his commitment to his community. From a personal point of view, I have never worked for a better boss, he has an ability to make complex matters very simple and readily digestible by all. All of my staff, as one put it, are devastated as Locky has brought a rare commodity of common sense, practicality, humour and experience to the table and we have all learnt from him. It is always a mark of success if you can leave a place in a better state than when you arrived and this is certainly the case for Locky. Thanks Locky for your support, wisdom and willingness to back me in.

The OIC in charge of the Police at Burringurrah, Mark Marshall, has decided to transfer back to Perth. Mark has now left the area, his replacement as the OIC will be Sheryl Jackamarra. Sheryl will commence duties at Burringurrah in the next month. I would like to welcome Sheryl to our Shire and look forward to working with her, I would also like to thank Mark Marshall for his contribution.

Significant work has gone into developing and presenting the remaining Integrated Strategic documents as part of the Shires statutory responsibilities. This is the first full review of these documents, we have changed the format to make them much more readable and usable. Previously we met the benchmark requirements for each of the elements, but in most cases the presentation and usability of the documents was questionable.

The Shire, from an overall perspective, received a decent amount of rain with most getting between 10 – 20mm. As a Shire we had to close some roads for a day or two, unfortunately we still have those that choose to ignore these closures. It appears that they did not do too much damage; however, it highlights our vulnerability to this type of damage.

We have been busy with the election process; preparing election rolls; taking nominations for Councillor vacancies and generally assisting where appropriate. This is a statutory driven process and there is no room for mistakes or not following due process.

Given we adopted the budget at the August meeting we have had a couple of shocks already on both the expenditure and revenue side of the equation. Both of these were unforeseeable; however, with a very tight rein on our expenditure side of things we should be able accommodate the changes. This will be a very dynamic process and I will be going through budget v actual on a fortnightly basis.

Greenfields have been busy looking at the access to water for the WANDRRA works. At this stage they have identified that across the two packages 12 bores will be required at an estimated cost of \$240,000, we have made an allowance of \$100,000 for this year, but will need to find the remainder by way of savings across the budget. The good thing is these bores will be long term assets for the benefit of the Shire.

By the time of this Council meeting the new houses will be situ and works will have commenced installing septic tanks, leach drains and connecting the power. We will then undertake to erect fencing and start on landscaping the properties.

The new shade sail structure for the playground equipment situated at the Pavilion has now been completed, we are waiting for it to be transported and then we can erect it. This structure will be a lot stronger than the current set-up and will add visual appeal to this area.

Status of Grants

Submitted	Close Date	Project	Grant	Provider	Grant Amount	Project Cost	Result
18/04/2017	02/10/2017	War Memorial	Community Spaces - Outdoors	Lotterywest	\$25,000	\$50,000	Successful
18/04/2017	Open	War Memorial	Community Commemorative Grant	Department of Veterans Affairs	\$4,000	\$50,000	Successful
15/05/2017	15/05/2017	Bridge/ Culvert for Ullawarra Road	Bridge renewal programme	Department of infrastructure and regional development	\$5,000,000	\$10,688,744	Pending
14/08/2017	17/08/2017	Widen a section of the Landor Mt Augustus road, inclusive of Realigning a crest & curve to improve sight distance	Blackspot	Main Roads	\$112,000	\$165,000	Pending
09/08/2017	22/09/2017	Mount Augustus / Woodlands Road	Commodity Route / Supplementary Fund	Main Roads	\$250,000	\$382,960	Pending
11/08/2017	31/08/2017	Re-surface Tennis Court	CSRFF	Dept of Sport & Rec	\$13,689.50	\$27,379.00	Pending
16/09/2017	Open	Shade over the Arts and Craft Buildings	Community Spaces - Buildings & Fit Out	Lotterywest	\$20,000	\$30,000	Pending

OFFICER RECOMMENDATION / COUNCIL RESOLUTION - 02092017

MOVED: CR

SECONDED: CR

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

CARRIED:

10.4 ACCOUNTS & STATEMENTS OF ACCOUNTS

APPLICANT: Shire of Upper Gascoyne

DISCLOSURE OF INTEREST: None

AUTHOR: Peter Hutchinson – Manager Financial Services

DATE: 5 September 2017

Matters for Consideration:

To receive the List of Accounts Due & Submitted to Ordinary Council Meeting on Friday the 22nd of September 2017 as attached – see [Appendix 1](#)

Comments:

The list of accounts is for the month of August 2017

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:											
2016/17 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 August 2017 to the 31st of August 2017 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 (8046 - 8082)</td> <td>\$1,058,250.73</td> </tr> <tr> <td>Credit Card Payments</td> <td>4,846.60</td> </tr> <tr> <td>Payroll</td> <td>\$93,499.06</td> </tr> <tr> <td>BPAY/Direct Debit</td> <td>\$16,280.96</td> </tr> <tr> <td>Total</td> <td>\$1,172,877.35</td> </tr> </table>		Municipal Fund Bank EFTs (8046 - 8082)	\$1,058,250.73	Credit Card Payments	4,846.60	Payroll	\$93,499.06	BPAY/Direct Debit	\$16,280.96	Total	\$1,172,877.35
Municipal Fund Bank EFTs (8046 - 8082)	\$1,058,250.73										
Credit Card Payments	4,846.60										
Payroll	\$93,499.06										
BPAY/Direct Debit	\$16,280.96										
Total	\$1,172,877.35										
Council Decision: 03092017											
MOVED: CR	SECONDED:										
CARRIED:											

10.5 FINANCIAL STATEMENT	
APPLICANT:	Shire of Upper Gascoyne
DISCLOSURE OF INTEREST:	None
AUTHOR:	Peter Hutchinson – Manager of Financial Services
DATE:	5 September 2017
Matters for consideration:	
<p>The Statement of Financial Activity for the period ended 31st of August 2017, 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

see [Appendix 2](#)

Comments:

The Statement of Financial Activity is for the month of August 2017.

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

That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ended the 31st of August 2017.

Council Decision: 04092017

MOVED: CR

SECONDED: CR

CARRIED:

**10.6 PROVISION OF WET HIRE PLANT, EQUIPMENT AND PERSONNEL CONTRACTS
– JW & JP CAUNT / JUNCTION CONTRACTING SERVICES**

APPLICANT:	Shire of Upper Gascoyne
DISCLOSURE OF INTEREST:	Cr J. Caunt
AUTHOR:	John McCleary – Chief Executive Officer
DATE:	11 September 2017
Matters for Consideration:	
To consider contract extensions for the provision of Wet Hire Plant, Equipment and Personnel.	
Background:	
<p>On or around the 2nd of October 2014 the Shire of Upper Gascoyne entered into contractual arrangements with JW & JP Caunt and Junction Contracting Services for the provision of Wet Hire Plant, Equipment and Personnel.</p> <p>JW & JP Caunt was awarded the contract to supply Bulldozing Services and Junction Contracting Services was awarded the contract to supply a grader and water carts.</p> <p>Both of these contracts were for a period of two years and they expired on the 2nd of October 2016. Both of these contracts have a provision where they can be extended for a further two one year periods at the sole discretion of the principal.</p> <p>At the ordinary meeting of Council held on the 26th of October 2016 Council extended the existing contract by one year, in accordance with the contract, taking the contract out to the 2nd of October 2017.</p> <p>The contract does provide the Council with the further option to extend the original contract by a further one year period to the 2nd of October 2018.</p>	
Comments:	
<p>I have received written requests from both JW & JP Caunt and Junction Contracting Services seeking Council's approval to extend their contracts by a further two one year periods; which would effectively see the contracts expire on the 2nd of October 2018, please refer to Appendix 3.</p> <p>In the time I have been here both contractors have carried out the terms of their existing contracts without any apparent issues.</p> <p>Given the current environment, WANDRRA works, staff do not have the capacity to take on further work to run a tender process, the fact that the contracts allow for an extension and there have been no contractual issues, its recommended that Council support the requests of JW & JP Caunt and Junction Contracting Services and provide the option to the contractors to extend their contracts by a further one year which effectively extinguishes the contract.</p>	
Statutory Environment:	
Existing Contract	
Policy Implications:	
Nil	

Financial Implications:	
Future Budgets	
Strategic Implications:	
Nil	
Consultation:	
Nil	
Officer's Recommendation:	Voting requirement: Simple Majority
<p><i>That Council:</i></p> <ol style="list-style-type: none"> 1. Exercise clause 2.18 of the contract to offer JW & JP Caunt a further one year option; and 2. Exercise clause 2.18 of the contract to offer Rymerle Pty Ltd, trading as Junction Contracting Services a further one year option. 	
Council Decision: 05092017	
MOVED:	SECONDED:
CARRIED:	

10.7 CHRISTMAS HOLIDAY PERIOD	
APPLICANT:	Shire of Upper Gascoyne
DISCLOSURE OF INTEREST:	Nil
AUTHOR:	Amanda Leighton – Finance/Admin Clerk
DATE:	14 September 2017
Matters for Consideration:	
To determine the business operating hours of the works and administration staff over the Christmas Holiday Period.	
Background:	
In accordance with precedence, Administration is seeking approval from Council to take collective holidays over the Christmas / New Year Holiday period.	
Comments:	
<p>Outside Staff – excluding the Town Maintenance Crew</p> <p>Traditionally all the outside staff takes a five week break over December and January. It is proposed that this tradition continues and that the following dates apply:</p> <p>Last Day of Work Wednesday the 20th of December 2017</p>	

Recommence Work Monday the 5th of February 2018

Office Staff & Town Maintenance Staff

Last Day of Work Friday 22nd of December 2017
Recommence Work Monday the 8th of January 2018

The rubbish collection service will move to Wednesday the 27th of December 2017 as Monday the 25th and Tuesday the 26th are both Public Holidays.

During the period 22nd of December 2017 to the 8th of January 2018 there will be no one in attendance; however, we will make sure that the CEO, MWS and one other person are contactable by telephone in the case of an emergency.

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Nil

Consultation:

Staff

Officer's Recommendation:

Voting requirement: Simple Majority

That Council endorse the following Christmas holiday break:

Outside Staff

Last Day of Work Thursday the 21st of December 2017
Recommence Work Monday the 5th of February 2018

Office Staff & Town Maintenance Staff

Last Day of Work Friday 22nd of December 2017
Recommence Work Monday the 8th of January 2018

Council Decision: 06092017

MOVED:

SECONDED:

CARRIED:

10.8 SHIRE OF UPPER GASCOYNE CORPORATE BUSINESS PLAN

APPLICANT: Shire of Upper Gascoyne

DISCLOSURE OF INTEREST: Nil

AUTHOR: John McCleary – Chief Executive Officer

DATE: 13 June 2017

Matters for Consideration:

Corporate Business Plan – Version2 ([see Appendix 4](#))

Background:

Nil

Comments:

Following Council's adoption of the Strategic Community Plan at the June Meeting, The Corporate business Plan version 2 has been developed.

The Corporate Business Plan details the programs and services Council will undertake over the next four years to achieve the objectives of the Strategic Community Plan. The Corporate Business Plan is a fixed term document providing direction and a road map for the council to achieve strategies identified in the Strategic Community Plan. It is an internal business planning document identifying key priorities for four years.

Statutory Environment:

Local Government Act 1995

Section 5.56. Planning for the future

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

19DA. Corporate business plans, requirements for (Act s. 5.56)

- (1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A **corporate business plan** for a district is to cover the period specified in the plan, which is to be at least 4 financial years.
- (3) A corporate business plan for a district is to —
 - (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and
 - (b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and
 - (c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.
- (4) A local government is to review the current corporate business plan for its district every year.

(5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.

(6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.

(7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

[Regulation 19DA inserted in Gazette 26 Aug 2011 p. 3484-5.]

Policy Implications:

The Corporate Business Plan is aligned with Council's Policy.

Financial Implications:

The aspirations of the Community as expressed in the Strategic Community Plan informs the Corporate Business Plan which, in turn, informs the Long Term Financial Plan and the setting of Annual Budgets.

Strategic Implications:

Strategies to achieve the Community's Economic, Environmental, Social and Civic Leadership desired outcomes are documented in the Strategic Community Plan.

Consultation:

Following development and adoption by Council of the Strategic Community Plan, Sue Voloczi, Contract Accountant, worked with the CEO to develop a Corporate Business Plan to guide the implementation of the strategic Community Plan.

Officer's Recommendation:

Voting requirement: Absolute majority required.

That Council adopt the Corporate Business plan as detailed in Appendix 4.

Council Decision: 07092017

MOVED:

SECONDED:

CARRIED:

10.9 LONG TERM FINANCIAL PLAN

APPLICANT: Shire of Upper Gascoyne

DISCLOSURE OF INTEREST: Nil

AUTHOR: John McCleary – Chief Executive Officer

DATE: 13 September 2017

Matters for Consideration:

Long Term Financial Plan – Version 2 –refer to [Appendix 5](#)

Background:

Nil

Comments:

Following Council's adoption of the Strategic Community Plan at the June Meeting, the Long Term Financial Plan version 2 has been developed.

The Long Term Financial Plan details what the Council proposes to do over the next ten years as a means of ensuring the Shire's financial sustainability. It is aligned to other core planning documents by which Council is accountable to the community including the Strategic Community Plan and the Shire's Corporate Business Plan. Information contained in other strategic plans including the Asset Management Strategy and Workforce Plan have informed the LTFP which will be the basis for preparation of the Shire's Annual Budgets.

Statutory Environment

Local Government Act 1995

Section 5.56. Planning for the future

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

19DA. Corporate business plans, requirements for (Act s. 5.56)

(1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.

The Corporate Business Plan is supported by the **Long Term Financial Plan**. The Long Term Financial Plan (LTFP) is a ten year rolling plan that informs the Corporate Business Plan to activate Strategic Community Plan priorities. From these planning processes, Annual Budgets that are aligned with strategic objectives can be developed.

The LTFP indicates a local government's long term financial sustainability, allows early identification of financial issues and their longer term impacts, shows the linkages between specific plans and strategies, and enhances the transparency and accountability of the Council to the community.

Policy Implications:	
The Corporate Business Plan, and underlying Long Term Financial Plan are aligned with Council's Policy.	
Financial Implications:	
The aspirations of the Community as expressed in the Strategic Community Plan informs the Corporate Business Plan which, in turn, informs the Long Term Financial Plan and the setting of Annual Budgets.	
Strategic Implications:	
Strategies to achieve the Community's Economic, Environmental, Social and Civic Leadership desired outcomes are documented in the Strategic Community Plan.	
Consultation:	
Following development and adoption by Council of the Strategic Community Plan, Sue Voloczi, Contract Accountant, worked with the CEO to develop a Long Term Financial Plan to support the Corporate Business Plan. This guides the implementation of the Strategic Community Plan.	
Officer's Recommendation:	Voting requirement: Absolute majority required.
That Council adopt the Long Term Financial Plan as detailed in Appendix 5	
Council Decision: 08092017	
MOVED:	SECONDED:
CARRIED:	

10.10 ASSET MANAGEMENT PLANNING DOCUMENTATION	
APPLICANT:	Shire of Upper Gascoyne
DISCLOSURE OF INTEREST:	Nil
AUTHOR:	John McCleary – Chief Executive Officer
DATE:	13 September 2017
Matters for Consideration:	
Asset Management Planning Documentation - Version 2 as detailed in Appendix 6	
Background:	
Nil	

Comments:

The Shire has conducted a full review of its Integrated Planning. This included the Asset Management Documentation.

Asset Management Documentation comprises three elements:

- Asset Management Policy
- Asset Management Strategy
- Asset Management Plans for each distinct Asset Group.

These asset groups are set out in the Asset Hierarchy on page 4 of the Asset Management Strategy.

Statutory Environment

Local Government Act 1995

Section 5.56. Planning for the future

- (3) A local government is to plan for the future of the district.
- (4) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Asset Management Planning documentation is an essential element of the Integrated Planning process.

Policy Implications:

The Asset Management Documentation includes a revised Asset Management Policy.

Financial Implications:

The Asset Management strategy identifies the Asset Renewal Gap. This demonstrates that whilst the Shire fully understands the need to renew its assets (particularly roads infrastructure), it also recognises that the amount required to achieve this is less than the amount of money available for that purpose. The effective removal of Royalties for Regions as a source of funding in the recent WA Government budget will make it more difficult to bridge that gap. Further, whilst the Long Term Financial Plan assumes that Roads to Recovery funding will continue after the current round that finishes in 2018/19, this is not guaranteed.

Careful monitoring of expenditure of the Shire's scarce resources is critical to achieve the best result and to maximise the level of service the Shire can provide, particularly in relation to its extensive road network.

Strategic Implications:

Careful monitoring of allocation of the Shire's scarce resources is critical to maximise the level of service the Shire can provide, particularly in relation to its extensive road network.

Consultation:

The Asset Management Strategy was prepared by Sue Voloczi, Contract Accountant in conjunction with Shire staff, following consultation with Lindsay Wright, Senior Consultant, Assetivity (appointed by the Department of Local Government and Communities to assist the Shire with developing Asset Management methodology).

Officer's Recommendation:

Voting requirement: Absolute majority required.

That Council adopt following Asset Management Documentation

- Asset Management Policy,
- Asset Management Strategy, and
- Asset Management Plans

**Council
Decision:090092017**

MOVED:

SECONDED:

CARRIED:

11. MATTERS BEHIND CLOSED DOORS

Nil

12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

14. ELECTED MEMBERS REPORTS

14.1 Councillor L. McTaggart (President)

14.2 Councillor Hammarquist (Vice President)

14.3 Councillor McKeough

14.4 Councillor H. McTaggart

14.5 Councillor G. Watters

14.6 Councillor J. Gaunt

14.7 Councillor R.J. Collins

15. STATUS OF COUNCIL RESOLUTIONS

Resolution N°	Subject	Status	Open / Close	Responsible Officer
06032016	RAV Road Application	Signage has been installed as required by Main Roads – will arrange for this to be inspected	Open	CEO / MWS

		and then we should receive notification.		
06062016	Road Dedication – Mardathuna Road	Correspondence received from the Dept of Land. Progressing as per email. This has now been sent to the Native Title Unit and then, if no issues, then to Landgate.	Open	CEO
06082017	Budget	Submitted to the DLGC	Closed	CEO
07082017	Rate write off	System up-dated	Closed	MFS
08082017	Policy Manual – Tender Panel	Inserted into our policy manual	Closed	MAS
09082017	Donation - GJRCS	Donation made and letter sent to the school	Closed	CEO
	Council Meeting Date	Advertised in the MW Times and local notice board.	Closed	CEO

16. MEETING CLOSURE

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