



AGENDA

19th of September 2018

ORDINARY COUNCIL MEETING

Ordinary meeting
Of Council to be held on Wednesday 19th of September 2018
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 AT COUNCIL CHAMBERS,
GASCOYNE JUNCTION ON WEDNESDAY 19th of September 2018 AT 8.30am

1. DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS

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

Staff

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

Visitors

Josh Kirk	Greenfields Technical Services
Nigel Goode	Greenfields Technical Services
Vanesa Crispe	Greenfields Technical Services

2.2 Absentees

Nil

2.3 Leave of Absence previously approved

Nil

3. APPLICATION FOR LEAVE OF ABSENCE

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

Greenfield Technical Services – Nigel Goode, Vanesa Crispe & Josh Kirk

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 29th of August 2018.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Resolution No. 01092018

MOVED: CR

SECONDED: CR

That the Unconfirmed Minutes from the Ordinary Meeting of Council a held on the 29th of August 2018 be confirmed as a true and correct record of proceedings.

CARRIED:

10. REPORTS OF OFFICERS

10.1 CRC REPORT



Printed at: 11/09/18

SHIRE OF UPPER GASCOYNE

Page No: 1

General Ledger Detail Trial Balance

(frmGLTrialBalance)

Options: Year 18/19, From Month 01, To Month 03, 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	-183.08	-183.08
CRC INC	10841340	Postal Agency Commission: CRC	0.00	-1,872.19	-1,872.19
CRC INC	10841380	Postal Agency Sales	0.00	-178.41	-178.41
CRC INC	10841390	Sales: Books/Maps/Souvenirs/Sundries	0.00	-980.15	-980.15
CRC INC	10842600	CRC Income Misc.	0.00	-199.19	-199.19
Total	CRC INCOME		0.00	-8,404.46	-8,404.46
Total for division	GEN		0.00	-8,404.46	-8,404.46
Grand Total			0.00	-8,404.46	-8,404.46

CUSTOMERS ACCESSING 'GASCOYNE JUNCTION CRC SERVICES' –September 2018

SERVICE	MTHLY	YTD from July 2018	SERVICE	MTHLY	YTD from July 2018
Aust Gov Info/Roads	149	520	Training/Courses	0	0
Government Access Point	1	7	Hot Office Bookings	1	2
Department of Human Services (Centrelink)	5	15	Library	4	22
Department of Transport	8	9	Video Conference	0	0
Computer/Internet Access	3	7	Book Sales	16	30
Faxes	1	1	Photocopying/Printing/Scanning/Emailing	1	17
General Tourism Information	9	40	Laminating/Binding	0	0
Phonebook Purchases	0	0	CRC Merchandise Sales	46	140
Community Seminars	0	0	Community Events	1	3
Gassy Gossip yearly subscription	0	0	Gassy Gossip advertisement	1	6



Gascoyne Junction Community Resource Centre

Your local connection

WHITE BALLOON DAY

The White Balloon was adopted by Bravehearts as symbolic of the issue of child sexual assault following a public demonstration in Belgium in 1996. 300,000 people gathered with white balloons in solidarity for the parents of children who were the victims of a previously convicted and released paedophile. Bravehearts continued the tradition the following year and has done so every year since.

Now after 22 years, the white balloon represents a symbol of hope for survivors of child sexual assault and encourages them to break the silence by speaking out. In turn, the humble white balloon works to protect today's children against sexual assault.

White Balloon Day is Australia's largest campaign dedicated to preventing child sexual assault.

White Balloon Day unites communities annually to break the silence on child sexual assault, and make a commitment to protecting Aussie kids.

On Tuesday 4th September the Community Resource Centre staff invited Gascoyne Junction Remote school students and parents over for a sausage sizzle BBQ lunch with white balloons, popcorn and juice. This was to raise awareness of child protection within our community.



ASTROGAZER

Huge thanks to the Gascoyne Junction locals, Ken & Diane Kempton, Robyn Perry and the Shire Team, Teachers and students at the Remote School and the visitors to our Star Night.

Lovely People, Nice Place Thanks for your time.

Len North



Messier 8 - The Lagoon Nebula

10.2 WORKS REPORT

The Junction Races went off without a hitch and may have possibly been the largest crowd in the events history. The Shire once again assisted in kind with the use of the fire truck, rubbish truck and grading of the track. The Landor Races are at the end of September and we will assist the club in any way we can and anticipate another amazing event. The Shire is proud to be a part of two very strong and historic events in our area.

October will see the completion of our current bulldozer, watercart and grader hire contracts. We are currently having tenders prepared for the new contracts. We will not be requesting tenders for grader hire as we do not anticipate a substantial need for a contract grader and will utilise various contractors on 'as required basis'. Separate tenders for watercart and bulldozer hire will go out this week.

Hastings have entered into a gravel use agreement with the Shire for the use of gravel from an existing pit near Fletchers Crossing on the Edmund Gifford Creek Road. Hastings have agreed to pay for the gravel at a set rate and will rehabilitate the pit on completion.

Housing:

Dave and Nat have been busy with ongoing maintenance on the staff housing and public utilities including house paving, fencing, landscaping and general maintenance on staff housing, upgrading public toilet lighting and facilities and organising for the kid's movie night.

Biosecurity:

The Shire held a Wild Dog Management and Operational Plan meeting in which all key stakeholders were invited. The meeting discussed current budget, operational plans and methods, the CRBA and pastoralists obligations to biosecurity and wild dog eradication. Justin Steadman and Tim Higham from the CRBA committee attended the meeting. The session was very informative and a great platform to express ideas and concerns. Unfortunately there was a poor representation from pastoralists from our shire and we encourage all stakeholders to attend future meetings.

Dave is in the process of sorting through and ensuring we are up to date with our property permits, licenses and approvals and is making some headway on this issue. Organising the next aerial baiting drive is well underway with fuel, meat supply and programming coming together.

LEMC

Nat and Dave have continued with run ups and checks of all of our emergency management plant and systems to ensure they are all operational. Dave is continuing to work on training and developing our Volunteer Bushfire Brigade.

Maintenance Graders:

As you are aware Warren Kempton finishes up with the Shire on the 12th September, we wish Warren all the best in his future endeavours. In the meantime Ray Smith from dairy Creek will fill in until the position is filled.

Thomas Fletcher is away for a swing this month and Terry McKie will fill the void in his place.

The graders are currently working from Landor Station and will complete the Dalgety Landor road before moving onto the Landor Meekatharra and Landor Mt Augustus roads in time for the Landor Races. They will complete the tributary roads including Mt Clere, Erong and Walburg Roads if required.

Construction Crew:

Mt Augustus-Woodlands Rd- we are currently halfway through the re-sheeting and widening works on this project. Due to the nature of the gravel content and existing material pulled in from the batters we experienced difficulties in obtaining a consistent moisture and mixing rate when working the material. The existing material was proving to be hydrophobic and resulted in an inconsistent running surface with a short life expectancy. After trying a couple other methods of mixing unsuccessfully, we trialled the use of Polycom with good results. The crew from Betta Roads, the agent for Polycom, spent two days testing and trialling dosage rates with the crew and are confident that this will produce a quality result. We expect to use approximately \$40, 0000 worth of Polycom but believe this will give us a durable road with a longer life expectancy. The use of Polycom has also sped the productivity rate up and therefore should not impact budget restraints.



Figure 1: Polycom capillary test



Figure 2: After 90mins the untreated sample fell apart, the Polycom sample was still within tolerance 24hrs later

Once the Woodlands project is complete we will then focus on the Pimbee Road project and bitumen reseals. We are engaging Greenfields to do a full pickup and prepare the scope of works required for our reseals of Carnarvon Mullewa, town streets and the Tourist park road network. Some of the tourist park sealed sections have completely failed and may need reconstruction before sealing again. Depending on

the timing and availability of bitumen seal providers we may do this work before or during the Pimbee works.

Greenfields are also working on developing a design and methodology for the installation of a low level crossing at the Dalgety Brook on the Dalgety Downs Landor Road as our submission for the Commodities Supplementary Route Fund for 2019/20 financial year. We have installed traffic counters in the area and asked pastoralists for data regarding road use related to primary production to help bolster our application. We expect on completion of the submission to have a shovel ready project that we can draw on at any time in the event we are not successful on this occasion.

Plant and Equipment:

Breakdowns:

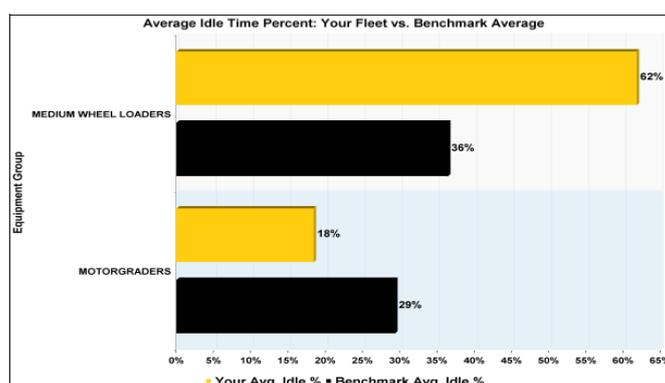
P36 Prime mover- air exhaust valve block failed.

P99 throttle cable replaced.

We have lodged a warranty claim on the new grader regarding a handrail/mirror bracket cracking, spare tyre mount retainer bolt snapping and engine oil use. The handrail and spare tyre mount will be covered and we are recording oil use data to identify if there is an issue that will be covered by warranty.

As mentioned last meeting we are in the process of procuring a new mobile camp and replacing two camp generators.

The below graphs relate to our CAT machinery use for the month of August 2018. The graphs compare our fleet's average run time and idle times versus the benchmark of all other similar CAT equipment in Western Australia. The first graph indicates that our equipment do a lot more hours than the benchmark per month while the second graph shows that our graders are below the benchmark for idle times also. We are above idle times for the loader as we self-load rather than have a dedicated loader operator. In August we used 9,121 litres of diesel with a total of 622hrs of operation.



10.3 CEO REPORT

This month's report will be relatively small given that our last meeting was held on the 29th of August 2018.

Perhaps the biggest news is that the Shire have just been advised that we have been successful in securing a further \$2,828,684 under the Heavy Vehicle Safety and Production Program to carry out upgrades on Ullawarra Road, the Shire will need to raise a further \$2,828,684 from external sources as our contribution toward a total project cost of \$5,657,369.00. This is a bipartisan program and will be honoured by both sides of the political spectrum. We need to be very circumspect with the grant agreement as there is devil in the detail when it comes to payment reimbursements and key milestones, advice received indicates that payment can take up to 3-4 months from the date achieving the milestone and submitting a reimbursement claim form. Given our commitments to the WANDRRA works we will not be in position to carry an additional contractor until at least two of the current contractors complete their works otherwise our cash flow position will be in jeopardy.

I attended the Mount Augustus Long Table Dinner on the 8th of September 2018. There were about 200 guests in attendance, making this largest event held by Mount Augustus Tourist Park. The meals and entertainment were fantastic, I had the opportunity to take Peter Hutchinson with me; Councillors Walker and McKeough were also in attendance.



Dinner at Mount Augustus Tourist Park

During this trip I took the opportunity to inspect Pingandy Road and call in at the Yangibana Rare Earths Project. Pingandy Road is looking very good with the storm damaged sections being repaired. Yangibana is progressing with the pad for the permanent dongers being completed and work commencing on their access roads. There is an existing 'fly camp' that has been set-up, this accommodates about 50 people.



Yangibana Accommodation Site



Yangibana 'Fly Camp'

The Landor Races are to be held on the 28th of September through to the 1st of October 2018. This is another iconic event for our Shire. Unfortunately this year I will be absent as I have to head to Perth to get some x-rays to make sure if they got all the Melanoma, the doctor is confident but just wants to double check – make sure you wear a HAT – SLIP – SLOP – SLAP.



I had the pleasure of talking with our former Shire President and Freeman of the Shire, Lachlan McTaggart; Locky and Jane just got back from an extended holiday in Africa, Locky reckoned it was absolutely fantastic, a trip of a lifetime. I was glad he made it home safe and sound as this part of the world can be challenging.

Mr Clive Price has signed the Licence to store a house on Lot 53 Hatch Street, he advises that he will relocate the house from the old Caravan Park Site to the Hatch Street Lot within the next two weeks. Once this is done we can then get ready to put the footings in for the War Memorial and then get the War Memorial in situ.

On Thursday the 13th of September 2018 Jarrod Walker, Josh Kirk and myself ventured out to Glenburgh Station and undertook a pre-start induction for the Robbro crew. We also got the opportunity to look at some of the more challenging sections of the Glenburgh / Landor Road and offer some solutions, whilst in the area we went into Landor Station and met with the owner of the Station, Mr Ritchie Brennan, just to make sure that he was happy with the proposed works.

I have put a call into the WACHS to see if we can get them to re-visit the provision of medical services to Gascoyne Junction, I am waiting on further information to determine what course of action I need to take.

At the time of writing I have not yet attended but will be attending the Carnarvon School of Air 50 Year Celebrations at Wooramel Station on Friday the 14th of September 2018. It promises to be another well patronised event and supports an organisation that provides a very valuable service to Children within our region.

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
09/08/2017	22/09/2017	Mount Augustus / Woodlands Road	Commodity Route / Supplementary Fund	Main Roads	\$250,000	\$382,960	Successful
16/09/2017	Open	Shade over the Arts and Craft Buildings	Community Spaces - Buildings & Fit Out	Lotterywest	\$20,000	\$30,000	Successful
	Closed	Mesquite Program	Mesquite	NRM	\$50,000	\$50,000	Successful
20/02/2018	Open	War Memorial	Seating and Surrounds	DVA	\$13,500	\$15,500	Successful
14/09/2018	Open	Pavilion Up-Grade	Community Sport Infrastructure (Federal)	Federal	\$50,000	\$139,960	Pending
21/08/2018	Open	Share Path - Scott and Pimbee Roads	Regional Bicycle Network	Dept of Transport	\$18,775.90	\$37,551.80	Pending
31/08/2018	Open	Tourist Signage - Mt Augustus Turn-Off	Stronger Communities Program	Federal	\$9,600	\$19,200	Pending

OFFICERS RECOMMENDATION / COUNCIL RESOLUTION - 02092018

MOVED: CR

SECONDED: CR

That Council receive the CRC Report, Manager of Works 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: 11 September 2018

Matters for Consideration:

To receive the List of Accounts Due & Submitted to Ordinary Council Meeting on Wednesday the 19th of September 2018 as attached – see [Appendix 1](#)

Comments:

The list of accounts is for the month of August 2018

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

That Council endorse the payments for the period 1st of August 2018 through to the 31st of August 2018 as listed, which have been made in accordance with delegated authority per LGA 1995 S5.42.

Municipal Fund Bank EFTs (9503-9612)	\$1,373,929.14
Credit Card Payments	\$8,540.95
Payroll	\$105,725.41
BPAY/Direct Debit	\$18,080.60
Total	\$ 1,506,276.10

Council Decision:03092018

MOVED: SECONDED:

CARRIED:

10.5 FINANCIAL STATEMENT

APPLICANT:	Shire of Upper Gascoyne
DISCLOSURE OF INTEREST:	None
AUTHOR:	Peter Hutchinson – Manager of Financial Services
DATE:	11 September 2018

Matters for consideration:

The Statement of Financial Activity for the period ended 31st of August 2018, 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 August 2018.

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 2018.

Council Decision: 04092018

MOVED:

SECONDED:

CARRIED:

10.6 2018/19 BUDGET REVIEW / AMENDMENT

APPLICANT:

Shire of Upper Gascoyne

DISCLOSURE OF INTEREST:

Nil

AUTHOR:

Peter Hutchinson – Finance Manager

DATE:

11 September 2018

Matters for Consideration:

Budget amendments to Regional Road Group (RRG) grant income and project expenditure.

Background:

The Local Government Act 1995 requires that the budget is adopted by 31 August of each year unless an extension is granted prior. At the time the budget was finalised and presented to council Main Roads WA had still not finalised their Regional Road Group (RRG) allocations.

In the adopted budget the RRG direct grant is \$117,000 and has since been confirmed at \$202,191 which the project budget for the Pimbee Road project grant which was budgeted at \$440,262 has been reduced to \$369,762.

Refer to [Appendix 3](#) for a copy of the RRG finance report held at the time the budget was prepared and the now finalised allocations.

Comments:

At the time the budget is set management can only make decisions on the best available information. Legislative requirements require councils adopt budgets by 31 August each year unless granted a prior extension. Unfortunately this year Main Roads had not finalised their fund allocation until after this time and so the budget was prepared on draft information.

Whilst the net RRG funding has increased by \$38,191 due to proportionate nature of RRG project funding the net impact on the budget is \$14,691 as demonstrated in the table below.

Projects	RRG Contribution 2/3	Shire Contribution 1/3	Total RRG/Shire
Pimbee Rd – Jul 18	293,508	146,754	440,262
Pimbee Rd – Sep 18	246,508	123,254	369,762
Difference	<u>(47,000)</u>	<u>(23,500)</u>	<u>(70,500)</u>
Direct Grant – Jul 18	117,000	0	117,000
Direct Grant – Sep 18	202,191	0	202,191
Difference	<u>85,191</u>	<u>0</u>	<u>85,191</u>
Net Result	<u>38,191</u>	<u>(23,500)</u>	<u>14,691</u>

Statutory Environment:

Local Government Act 1995 section 6.2 and Financial Management Regulations 33A

Policy Implications:

Nil

Financial Implications:

The net increase on the budget will be +\$14,691.

Strategic Implications:

Nil

Consultation:

Andrea Pitcher – Main Roads WA (Carnarvon)

Officer's Recommendation:	Voting requirement: Absolute Majority
<p>That council make the following amendments to the 2018/19 annual budget;</p> <ul style="list-style-type: none"> • Increase the budget allocation for the Main Roads Regional Road Group direct grant from \$117,000 to \$202,191. • Decrease the budget for the Pimbee Road Regional Road Group project from \$440,262 down to \$369,762. 	
Council Decision 05092018	
MOVED:	SECONDED:
CARRIED:	

11. ELECTED MEMBERS REPORTS

11.1 Councillor Hammarquist

11.2 Councillor G. Watters

11.3 Councillor J. Caunt

11.4 Councillor R.J. Collins

11.5 Councillor B. Walker

11.6 Councillor H. McTaggart

11.7 Councillor A. McKeough

12. STATUS OF COUNCIL RESOLUTIONS

Resolution N°	Subject	Status	Open / Close	Responsible Officer
09062018	Junction Caravan Park and Tourist Park	Mr Clark has agreed to the outgoings being taken from the bond, as such, I have instructed the solicitors to prepare the assignment of lease on the terms that we have previously agreed to, given that there is a change in the lease we	Open	CEO

		will need to advertise as required by section 5.38.		
07072018	Sale of Residential Land	Mr Price has signed the License to store and will store his house on Lot 53 Hatch Street.	Close	CEO
07082018	Annual Budget	Submitted to the DLGSC	Close	MFS
08082018	Financial Management Report	Recommendations being implemented.	Close	CEO / MFS
11082018	Outstanding Rates – Dalara	Letter sent to the director covering off on the item.	Close	CEO
18082018	Kapoo Holdings- Deed of Settlement	Waiting on Kapoo to sign a copy of the document	Open	CEO
20082018	Licence to Occupy	Executed	Close	CEO

13. MEETING CLOSURE

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