



# Minutes Ordinary Council Meeting

Thursday  
24 July 2014



OLD STATE BATTERY



## SHIRE OF SANDSTONE

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**Niel Mitchell**  
**Acting Chief Executive Officer**

24 July 2014

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**SHIRE OF SANDSTONE**  
**MINUTES OF THE ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS,**  
**SANDSTONE, ON THURSDAY 24 JULY 2014**

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**1.0 DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS**

The Presiding Member, Cr Bethel Walton, declared the meeting open at 2:00pm.

**2.0 ATTENDANCE**

**2.1 PRESENT**

B Walton	Shire President	District Ward
D Bennett	Councillor	District Ward
D McQuie	Councillor	District Ward
A Bloore	Councillor	District Ward
C Hodshon	Councillor	District Ward
D Murat	Councillor	District Ward

**STAFF**

N Mitchell	Acting Chief Executive Officer
R Moss	Works Supervisor

**2.2 APOLOGIES**

Nil

**2.3 LEAVE OF ABSENCE**

**2.4 VISITORS**

M Dohnt	Chief Executive Officer elect
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**3.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**4.0 PUBLIC QUESTION TIME / PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

Nil

**5.0 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**6.0 DECLARATIONS OF INTEREST**

Nil

**7.0 CONFIRMATION OF PREVIOUS MEETING MINUTES**

Prior to the confirmation of the minutes the Shire President reminded all present that if there was an error in the minutes it need to raised prior to the minutes being confirmed. Also if a Councillor was against a particular motion or wished for their name to be recorded they should ensure they raise this at the time of voting.

**55/14 COUNCIL RESOLUTION**

**MOVED: Cr A Bloore**

**SECONDED: Cr D McQuie**

**7.1 That the Minutes of the Ordinary Meeting of Council held on Thursday 26 June 2014, be confirmed as a true and accurate record of proceedings**

**7.2 That the minutes of the Tourism Advisory Committee meetings held on the following dates be received –**

**- 3 June 2014**

**- 17 June 2014**

**- 1 July 2014**

**- 15 July 2014**

**CARRIED**

**Voting 6/0**

**8.0 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

Nil

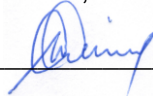
## 9.0 OFFICERS REPORTS

### 9.1 ACTING CHIEF EXECUTIVE OFFICER'S REPORT

#### 9.1.1 STORM DAMAGE TENDER

**Agenda Reference:** CEO 7/14 – 01  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 16 July 2014  
**Author:** Niel Mitchell, Acting Chief Executive Officer

**Signature of Author:** \_\_\_\_\_



#### **Summary**

To consider award of tender for schedule of hours for work on the Paynes Find, Meekatharra and Menzies roads as the result of storm damage

#### **Attachments**

Report of Greenfields Technical Services on tenders received

#### **Background**

Following the storms there was extensive damage to several roads and a claim submitted for funding to carry out remedial works

#### **Comment**

The schedule of required works was prepared by Greenfields Technical Services, as well as the tender specifications. Following the call of tenders, GTS prepared the attached report.

Drilling for water has commenced and in order to commence action as quickly as possible, the tender of THEM Earthmoving was accepted, as per GTS recommendation.

#### **Consultation**

Cr Beth Walton, Shire President  
Ian Fitzgerald, former CEO  
Nigel Goode, Greenfields Technical Services

#### **Statutory Environment**

Local Government Act 1995

#### **Policy Implications**

Nil

#### **Financial Implications**

All contract work funded by grant

#### **Strategic Implications**

Nil

## **Voting Requirements**

Simple majority

**56/14 Officer Recommendation / Council Resolution – Item No. 9.1.1**

**MOVED: Cr A Bloore**

**SECONDED: Cr D McQuie**

**That Council ratify the decision of the Acting CEO to accept the tender of THEM Earthmoving, in accordance with the recommendation of Greenfield Technical Services.**

**CARRIED**

**Voting – 6 / 0**

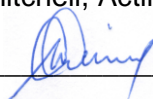
**Council adjourned at 2.03pm to review options for the possible siting of the fuel facility at the depot.**

**Council resumed the meeting at 2.44pm with everyone present who were in attendance at the adjournment.**

### **9.1.2 FUEL STATION**

**Agenda Reference:** CEO 7/14 – 02  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 16 July 2014  
**Author:** Niel Mitchell, Acting Chief Executive Officer

**Signature of Author:** \_\_\_\_\_



#### **Summary**

To endorse the actions taken by the Acting CEO and consider options for position of the facility

#### **Attachments**

Nil

#### **Background**

The current lease expires on 15 August 2014, and negotiations are in progress to extend this for a period

#### **Comment**

Due to the time pressures and risk of the community being without fuel supply, and on the Acting CEO's recommendation, the Shire President confirmed that the situation constituted an emergency as defined by the Local Government Act s.6.8 (1)(c).

Actions taken –

- a) Quote from DTE sought - \$118,650 ex GST  
Dual compartment single tank, with card machine and appropriate bowser, 24 hour availability, proposed 10,000 litre UPL, 16,000 litre diesel
- b) Quote from Westanks sought - \$138,280 ex GST  
Two tanks, 10,000 ULP and 30,000 diesel with card machine and appropriate bowser for 24 hour availability
- c) All councillors advised by email of options and my recommendation for DTE being –
  - Less expensive
  - Smaller footprint, as the current capacity of 10,000 and 16,000 appears adequate
  - Therefore greater flexibility in positioning
- d) Order placed with DTE on 2 July 2014 following councillor's responses. Estimated delivery approx. 6 weeks.
- e) Cooper Engineering Services retained to prepare specifications, design, obtain all appropriate approvals and licences and liaise with DTE
- f) Black Range Fuels (Tim & Lin Nicholls) contacted about the possibility of extending the lease week to week until the new arrangements are in place. They have offered 3



months at \$400.00 per week, and I have responded seeking 6 weeks at \$400. Negotiations are continuing.

- g) Preliminary enquiries regarding hiring a trailer tanker to dispense fuel if negotiations are unsuccessful and prior to commissioning of new facility indicates potential issues due to the calibration of any pumps not being sufficiently accurate or certified. Mr Cooper has been requested to advise.

Matters still to be arranged –

- Concrete pad for tank and hardstand for bowser and card reader
- Electrical connection
- Phone connection – possibly mobile rather than landline
- Position
- Shelter for bowser/card reader
- Signage – safety and directional

In relation to the position of the tank, it is proposed that the tank be on the depot side of the old power house, and the bowser/card reader and hardstand between the two gates facing Payne St. This position is preferred following discussion with Mr Keith May who lives opposite, as opposed to using the corner of the yard.

It will be necessary to alter the fence line so that the bowser/card reader is clearly on the depot site, and it may be necessary to bring it further into the depot yard if the hardstand also needs to be behind the boundary, and to clear the power pole.

T & L Nicholls have responded to the request to extend the current lease on a week to week basis, advising that they would consider the proposal for a 3 month period at \$400 per week. It was understood that this was a fixed period.

When asked if they would consider a fixed period to 30 September at \$400 per week, they advised that the amount would remain the same and payment in full required on or before 14 August 2014.

Given the issues of legal supply of fuel from a tanker or depot (refer (g) above), and the issues around getting one here and then return, there appears to be little alternative.

### **Consultation**

Cr Beth Walton, Shire President  
All Councillors via email  
Adrian Sheridan, DTE  
Kelvin Cooper, Cooper Engineering Services  
Keith May  
T & L Nichols, Black Range Servo

### **Statutory Environment**

Local Government Act 1995

### **Policy Implications**

Nil

### **Financial Implications**

Commitment of expenditure prior to adoption of Budget, to ensure community still has continuity of access to fuel supplies

### **Strategic Implications**

Nil

## Voting Requirements

Absolute majority

### 57/14 Officer Recommendation / Council Resolution – Item No. 9.1.2

**MOVED:** Cr C Hodshon

**SECONDED:** Cr D McQuie

**That Council:**

- a) endorse the declaration by the Shire President of emergency expenditure under the Local Government Act 1995 s.6.8 (1);
- b) endorse the actions of the Acting CEO to –
  - arrange for the supply of a dual compartment fuel tank, bowser and card reader from Direct Tank Engineering at the quoted price of \$118,650.00 ex GST;
  - arrange for Cooper Engineering Services for the design and specifications of the facility and obtaining all necessary documentation etc. for estimated \$7,000 ex GST;
- c) authorise the Acting CEO to finalise installation including concrete pads, power and phone;
- d) authorise the continuing negotiations with T & L Nicholls, or other arrangements as appropriate, to cover any gap in access to fuel supply facilities.

**CARRIED BY ABSOLUTE MAJORITY**

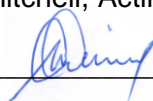
**Voting – 5 / 1**

NOTE – Agreed in discussion that the position of the bowser and card reader should be on the east side of the depot, between the existing gates, as the least obstructive option. Fence to be relocated as necessary to incorporate the bowser and card reader onto depot land together with vehicle hardstand, protective barrier to be installed around the power pole and the tank located in a compliant position. Gates to be reinstalled so as to permit vehicles to drive through the depot workshop if necessary.

### 9.1.3 DOGS LOCAL LAW – Partial Revocation by Governor

**Agenda Reference:** CEO 7/14 – 03  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 13 July 2014  
**Author:** Niel Mitchell, Acting Chief Executive Officer

**Signature of Author:** \_\_\_\_\_



#### Summary

To determine areas prohibited to dogs absolutely and do exercise areas.

#### Attachments

Nil

#### Background

In May 2014, a Governor's Order was published in the Government Gazette that dog exercise areas and prohibited areas published in all local laws throughout the State, would cease to be effective on 31 July 2014, and the descriptions would therefore be invalid.

The Order requires that each local government set the exercise and prohibited areas by an absolute majority decision of Council. Being an absolute majority means that it is a decision that cannot be delegated.

The Order was made as a consequence of changes to the Dog Act 1976 in November 2013. Councils were advised in a DLGC circular on 22 May 2014, leaving little time for consideration of the matter.

#### Comment

The resolution must give 28 days local public notice of the prohibited places and exercise areas.

The Sandstone Dogs Local Law was published in the Government Gazette on 23 March 2004, and has not been amended since. The Local Laws are based on those of Shire of Moora and were adopted by reference.

The Dogs Local Law stipulates as prohibited areas –

##### **Clause 5.1.Places where dogs are prohibited absolutely**

Delete subclause (1) and substitute.

.(1) Dogs are prohibited absolutely from entering or being in any of the following places.

- (a) a public building, unless permitted by a sign;
- (b) a theatre or picture gardens; and

(c) all premises or vehicles classified as food premises or food vehicles under the *Health (Food Hygiene) Regulations 1993...*

This prohibition does need some minor revision due to changes of legislation and circumstances, and possible extension to its application.

The Local Law also stipulates –

**Clause 5.2.Places which are dog exercise areas**

In Clause 5.2(1) delete paragraphs (a), (b) and (c) and substitute.

(a) Reserve 11714 Sandstone...

No provision is currently made for rural leashing areas.

Council may wish to amend or add to these areas. Changes can be made at any time, subject to 28 days local public notice.

The local public notice is advice of the resolved areas, and is not dependent on any submissions.

Penalties must remain within the local law, and cannot be set by a decision of Council.

## **Consultation**

Nil

## **Statutory Environment**

Dog Act 1976 s.32 –

(2B) A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a place where dogs are prohibited

—

(a) at all times; or

(b) at specified times. (3A) A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a dog exercise area.

(3B) A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, specify a public place that is under the care, control or management of the local government to be a rural leashing area.

(3C) At least 28 days before specifying a place to be —

(a) a place where dogs are prohibited at all times or at a time specified under subsection (2B); or

(b) a dog exercise area under subsection (3A); or

(c) a rural leashing area under subsection (3B), a local government must give local public notice as defined in the Local Government Act 1995 section 1.7 of its intention to so specify.

### **Policy Implications**

Nil

### **Financial Implications**

Nil

### **Strategic Implications**

Nil

### **Voting Requirements**

Absolute majority (part 1)

#### **58/14 Officer Recommendation / Council Resolution – Item No. 9.1.3**

**MOVED: Cr A Bloore**

**SECONDED: Cr D Murat**

**1) That in accordance with the Governors Order published on 20 May 2014, Council specify the following prohibited absolutely and dog exercise areas**

**a) Areas where dogs are prohibited absolutely –**

- Sandstone Cemetery**
- land which has been set aside as a children’s playground**
- a public area being used for sporting or other activities, during the times of such use;**
- a public building unless permitted by a sign; and**
- all premises from which a food business is conducted or food is being transported, prepared or served;**

**b) Dog Exercise areas**

- Sandstone townsite – Reserve 11714**

**2. That 28 days local public notice be given of the resolved prohibited and exercise areas.**

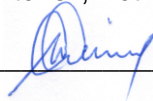
**CARRIED BY ABSOLUTE MAJORITY**

**Voting – 6 / 0**

#### 9.1.4 CARAVAN PARK – Long Term Stay

**Agenda Reference:** CEO 7/14 – 04  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 16 July 2014  
**Author:** Niel Mitchell, Acting Chief Executive Officer

**Signature of Author:** \_\_\_\_\_



#### **Summary**

To consider conditions under which long term residence will be permitted at the caravan park.

#### **Attachments**

Nil

#### **Background**

Several residents have been in the park for some time, now without difficulty, but there have been situations in the past where some issues have arisen.

A recent approach has been made to the Caravan Park Manager and Acting CEO, requesting approval for up to two years.

#### **Comment**

Following discussion with the Manager it was considered that some guidelines would be appropriate, and it is suggested that Council adopt a policy concerning the matter, and that the conditions should include –

1. Written application – to state reason and anticipated duration
2. Conditions –
  - a) Site at Manager's discretion
  - b) Site must be kept clean and tidy, and within the bounds of the site
  - c) Review at least 6 monthly and subject to written extension by CEO
  - d) Rental discount not available
  - e) All other park rules to be complied with
  - f) Vacate site within 3 days if required
  - g) Any clean-up will be recovered from the visitor
  - h) Other conditions considered by the CEO to be appropriate or necessary
3. Approval is subject to applicant's written acceptance, signified by return of a signed copy of letter from Shire outlining conditions

#### **Consultation**

Mrs Caroline Cramp, Caravan Park Manager

## **Statutory Environment**

Local Government Act 1995

## **Policy Implications**

Nil

## **Financial Implications**

Nil

## **Strategic Implications**

Nil

## **Voting Requirements**

Simple majority

### **Officer Recommendation – Item No. 9.1.4**

**That Council adopt as policy –**

**Caravan Park – Long Term Stay**

**The conditions for caravan park visitors who wish a long term stay are –**

- 1. Written application – to state reason and anticipated duration**
- 2. Conditions –**
  - a) Site as directed at Caravan Park Manager’s discretion**
  - b) the site must be kept clean and tidy, and all property, vehicles etc. kept within the bounds of the site**
  - c) Review at least 6 monthly and subject to written extension by CEO**
  - d) Rental discount not available**
  - e) All other caravan park rules to be complied with**
  - f) Vacate the site within 3 days if required**
  - g) Any clean-up of the site will be recovered from the visitor**
  - h) Other conditions the CEO may deem appropriate or necessary**
- 3. Approval is subject to applicant’s written acceptance, signified by return of a signed copy of letter from Shire outlining conditions**

**59/14 Council Resolution – Item No. 9.1.4**

**MOVED: Cr D McQuire**

**SECONDED: Cr A Bloore**

**That Council adopt as policy –**

**Caravan Park – Long Term Stay**

**The conditions for caravan park visitors who wish a long term stay are –**

- 1. Written application – to state reason and anticipated duration**
- 2. Conditions –**
  - a) Site as directed at Caravan Park Manager’s discretion**
  - b) the site must be kept clean and tidy, and all property, vehicles etc. kept within the bounds of the site**
  - c) Review at least 6 monthly and subject to written extension by CEO**
  - d) Rental discount not available**
  - e) All other caravan park rules to be complied with**
  - f) Vacate the site within 3 days if required**
  - g) Any clean-up of the site will be recovered from the visitor**
  - h) Other conditions the CEO may deem appropriate or necessary**
  - i) no permanent structures to be erected**
  - j) maximum of two vehicles permitted at each site**
- 3. Approval is subject to applicant’s written acceptance, signified by return of a signed copy of letter from Shire outlining conditions**

**CARRIED**

**Voting – 6 / 0**

**Reason for Variation**

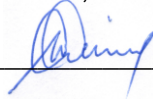
To add points 2 (i) and (j)



## 9.1.5 ROAD TRAIN ROUTE – SANDSTONE TOWNSITE

**Agenda Reference:** CEO 7/14 – 05  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 17 July 2014  
**Author:** Niel Mitchell, Acting Chief Executive Officer

**Signature of Author:** \_\_\_\_\_



### Summary

To consider a road train route in Sandstone townsite

### Attachments

Map of proposed route, current network in the townsite, current network in the Shire

### Background

Main Roads Geraldton have advised –

As per the attached, Ian Fitzgerald had a conversation with our Mid West Regional office to have some roads assessed in the town of Sandstone.

For us to be able to carry out and complete the assessment, a written approval is required from the road owner - Shire of Sandstone stating the RAV network and roads required. The email attached does not state this.

### Comment

Currently there is no legal access for road trains in Sandstone townsite, and the origin and purposes of the request to Main Roads is uncertain. It is presumed that it is to permit road trains access to fuel.

In discussion with MRWA, it was advised that –

- the proposal is for Network 4 which would permit combinations up to 27.5 metres in length, being a prime mover with two trailers or rigid with trailer
- triple trailer combinations remain excluded
- the direction of travel permitted would be from the Sandstone-Wiluna Road eastwards to Hack, left into Hack to Rowe, east along Rowe to Payne, right into Payne to Oroya, then westwards along Oroya to re-join the Sandstone-Wiluna Road
- one way travel along Hack, Rowe and Payne only
- a left turn from Payne St into Oroya St to travel east towards Leinster is not acceptable for road trains

It is also noted that the Sandstone-Wiluna Road from the Meekatharra turn off is assess as Network 5, with conditional 6. Having travelled the road recently, I would not have considered the route acceptable to any road trains, due to the width, horizontal and vertical alignments in some sections.

### Consultation

Cr Beth Walton, Shire President

Jane MacLennan, Main Roads WA, Heavy Vehicle Operations

## **Statutory Environment**

Local Government Act 1995

## **Policy Implications**

Nil

## **Financial Implications**

Nil

## **Strategic Implications**

Nil

## **Voting Requirements**

Simple majority

### **60/14 Officer Recommendation / Council Resolution – Item No. 9.1.5**

**MOVED: Cr C Hodshon**

**SECONDED: Cr D McQuie**

**That Council approve the proposed route for Network 4, being –**

- from Sandstone-Wiluna Road, east along Oroya St**
- left into Hack St**
- right into Rowe St**
- right into Payne St**
- right into Oroya St**
- west to re-join the Sandstone-Wiluna Road.**

**CARRIED**

**Voting – 6 / 0**

### **61/14 Council Resolution – Item No. 9.1.5**

**MOVED: Cr D McQuie**

**SECONDED: Cr A Bloore**

**That Council request Main Roads WA to assess and approve the following additional streets in Sandstone townsite for Network 4, being –**

- Griffith Street – south of Oroya St to the Shire yard, both directions**
- Griffith Street – north of Oroya St to Rowe St, northerly only**
- Rowe Street – from Griffith St to Hack St, easterly only**
- Oroya Street – from Payne St to Mt Magnet-Leinster Road, both directions.**

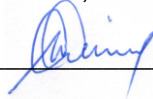
**CARRIED**

**Voting – 6 / 0**

## 9.1.6 SANDSTONE REMOTE SCHOOL

**Agenda Reference:** CEO 7/14 – 06  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 6 July 2014  
**Author:** Niel Mitchell, Acting Chief Executive Officer

**Signature of Author:** \_\_\_\_\_



### Summary

The Sandstone Remote School closed at the end of 2013, and is currently in the process of relocating some building assets and furniture and equipment.

### Attachments

Nil

### Background

It is understood that Council has had some informal discussions regarding the future of the building and the site, with a view towards using the buildings as a camp school.

### Comment

The idea is attractive and has a lot of merit, although I am not aware of any investigation that would indicate the possible level of use. The possibilities are worth developing, and as the building is unlikely to attract any attention other than the Shire, it is expected that an approach from the Shire to have the land and infrastructure vested in the Shire would receive favourable treatment.

In a letter dated 19 March 2014, the Department refers to relocation of the library and toilet facilities, but makes no mention of furniture and equipment.

As the Department would be transferring on a significant security and maintenance responsibility, it is suggested that the Shire approach the Department for vesting of the site in whole, and that the remaining furniture and equipment needed for fitout of the buildings as a camp school be gifted to the Shire.

If this is not acceptable to the Department, it is suggested that the President and CEO be authorised to submit tenders or negotiate for the purchase of suitable assets.

### Consultation

Cr Beth Walton, Shire President  
Mal Parr and Phillip Newnham, Dept of Education

### Statutory Environment

Local Government Act 1995

### Policy Implications

Nil

### Financial Implications

Expenses to purchase relevant furniture and equipment remaining

## **Strategic Implications**

Development of the site for a camp school facility

## **Voting Requirements**

Simple majority

### **62/14 Officer Recommendation – Item No. 9.1.6**

**MOVED: Cr C Hodshon**

**SECONDED: Cr D McQuie**

**That Council –**

- a) request the Department of Education to transfer vesting of the Sandstone Remote School, Reserve 11427, to the Shire of Sandstone;**
- b) request the Dept of Education to transfer ownership of remaining furniture and equipment to the Shire of Sandstone in order to fitout the School as a camp school, in recognition that the Dept is also transferring a significant obligation and maintenance responsibility to the Shire;**
- c) should the Department not agree to the transfer of furniture and equipment to the Shire, that the President and CEO be authorised to tender and/or negotiate the purchase of suitable items.**

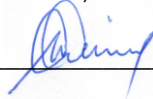
**CARRIED**

**Voting – 6 / 0**

## 9.1.7 TOURISM ADVISORY COMMITTEE – MATTERS FOR DECISIONS

**Agenda Reference:** CEO 7/14 – 07  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 17 July 2014  
**Author:** Niel Mitchell, Acting Chief Executive Officer

**Signature of Author:** \_\_\_\_\_



### Summary

To consider matters recommended to Council be the Tourism Advisory Committee over June and July 2014

### Attachments

Refer Minutes of Meetings

### Background

As a Council constituted Committee, it does not have the capacity to implement actions on its own authority.

### Comment

The various matters are detailed in the Minutes of the Committee.

The proposal for a Regional Tourism Project is dealt with as a separate Agenda item.

### Consultation

Sandstone Tourism Advisory Committee

### Statutory Environment

Local Government Act 1995

### Policy Implications

Nil

### Financial Implications

Operational as provided in Budget

### Strategic Implications

Nil

### Voting Requirements

Simple majority

**63/14 Officer Recommendation / Council Resolution – Item No. 9.1.7**

**MOVED: Cr D McQuie**

**SECONDED: Cr D Murat**

That Council approve the following recommendations of the Tourism Advisory Committee –

- a) (3 June 2014) – That an approach be made to Main Roads WA outlining the proposal to install promotional signage on roads including the Goldfields Highway and Great Northern Highway as a means of attracting visitors to Sandstone and seeking advice as to procedures that need to be followed to allow this to occur;
- b) (15 July 2014) – That the Committee recommend to Council that –
1. the boulders preventing access to the underneath of London Bridge by vehicles be replaced
  2. danger signs warning the fragility of the bridge be placed
  3. a parking bay be installed on the southern side of the road at the Old Brewery
  4. “No Camping” signs be placed at both London Bridge and the Old Brewery
  5. the appointment of a Shire staff member as Ranger to enforce camping, littering laws etc be considered
  6. the Shire investigate the cost and availability of a grid cover for the mine shaft close to the proposed Old Brewery parking bay;
- c) (15 July 2014) – That the concept of a tall trailable Christmas Tree be pursued;
- d) (15 July 2014) – That the Committee recommend to Council that street Christmas decorations be considered for 2014.

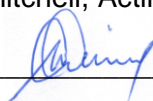
**CARRIED**

**Voting – 6 / 0**

## 9.1.8 CORPORATE BUSINESS PLAN 2014-2018

**Agenda Reference:** CEO 7/14 – 08  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 17 July 2014  
**Author:** Niel Mitchell, Acting Chief Executive Officer

**Signature of Author:** \_\_\_\_\_



### Summary

### Attachments

Draft Corporate Business Plan 2014-2018

### Background

The Local Government (Administration) Regulations require annual review and adoption of the Corporate Business Plan.

### Comment

The CBP adopted by Council in June 2013, has been reviewed and is considered to remain largely current and appropriate. Minimal changes are required to recognise delay in some projects and activities and the amended duration of the Plan.

No additional objectives or matters have been identified for inclusion.

Public notice of the review, any modifications or adoption is not required.

### Consultation

Nil

### Statutory Environment

Local Government Act 1995 –

- s.5.56 – Planning for the future

Administration Regulations –

- r.19DA – A corporate business plan is to cover 4 years
  - to be reviewed each year
  - may or may not be modified in the review
  - review to be adopted by absolute majority

### Policy Implications

Nil

### Financial Implications

Nil

### Strategic Implications

Corporate Business Plan reviewed as per Regulations

### Voting Requirements

Absolute majority

**64/14 Officer Recommendation / Council Resolution – Item No. 9.1.8**

**MOVED: Cr A Bloore**

**SECONDED: Cr D Murat**

**That Council adopt the Corporate Business Plan 2014-2018 as attached.**

**CARRIED BY ABSOLUTE MAJORITY**

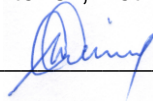
**Voting – 6 / 0**



### 9.1.9 ROAD WORKS and PLANT REPLACEMENT PROGRAMS 2014-2015

**Agenda Reference:** CEO 7/14 – 06  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 17 July 2014  
**Author:** Niel Mitchell, Acting Chief Executive Officer

**Signature of Author:** \_\_\_\_\_



#### **Summary**

To confirm the road construction and plant replacement programs for 2014-15

#### **Attachments**

Nil

#### **Background**

To formalise the road construction program previously discussed as the projects are not specified in the Budget documents.

#### **Comment**

As the Budget presents summary figures for each of the programs, it is suggested that a resolution specifying the works and plant be made.

##### a) Work Program

Council would have approved the MRWA Project grants, as application has to be made through the Regional Road Group well in advance.

Roads to Recovery have confirmed funding for the RTR Program has been extended to 2019, and application for 2014-15 has to be submitted by 31 August 2014. Details of the program can be extended for multiple years.

Separate advice has been received that 2015-16 year, a separate one-off double payment is to be made to the States. It is presumed that this will be distributed according to current formulas, but confirmation is yet to come.

Budget provision for the RTR grant is \$250,000, however, although the legislation has not yet passed (hopefully in the very near future) and the amount is therefore unconfirmed, the RTR administration has advised that similar allocations to the previous 5 years is expected. This would amount to approx. \$317,500 per year for Sandstone.

The Budget is based on the program previously presented.

b) Plant Replacement Program

Council reviewed the draft program in May 2014, and resolved that it be further considered at the Budget meeting.

The Budget is based on the program previously presented.

**Consultation**

June 2014 Council meeting

**Statutory Environment**

Local Government Act 1995

**Policy Implications**

Nil

**Financial Implications**

Road construction budget

**Strategic Implications**

Roadworks for 2014-15

**Voting Requirements**

Simple majority

**Officer Recommendation – Item No. 9.1.9**

**That Council approve –**

- the Road Works Program for 2014-15 as attached
- the Plant Replacement Program for 2014-15 as attached

**65/14 Council Resolution – Item No. 9.1.9**

**MOVED: Cr D McQuie**

**SECONDED: Cr A Bloore**

**That Council approve –**

- the Road Works Program for 2014-15 as attached, amending total estimate for the Regional Roads project on the Sandstone-Menzies Road from \$368,300 to \$375,000 in accordance with the grant approved by the Regional Roads Group
- the Plant Replacement Program for 2014-15 as attached

**CARRIED**

**Voting – 6 / 0**

**Reason for Variation**

To adjust total project budget cost to agree with that approved by the Regional Roads Group

**66/14 Council Resolution – Item No. 9.1.9**

**MOVED: Cr D McQuie**

**SECONDED: Cr D Murat**

That the Works Supervisor review the proposed work on the Sandstone-Paynes Find Road approved by the RRG (SLK 22.5 to SLK 27.5) and report to Council on other sections of the road that require priority.

**CARRIED**

**Voting – 6 / 0**

**67/14 Council Resolution – Item No. 9.1.9**

**MOVED: Cr D McQuie**

**SECONDED: Cr A Bloore**

That the works for funding in 2014-2015 under the Roads to Recovery program, in order of priority, be as follows –

1. Warne River crossing
2. Narndee Creek Crossing
3. Dairy Creek crossing

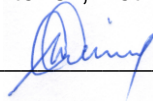
**CARRIED**

**Voting – 6 / 0**

## 9.1.10 PROPOSAL FOR REGIONAL TOURISM INITIATIVE

**Agenda Reference:** CEO 7/14 – 06  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 17 July 2014  
**Author:** Niel Mitchell, Acting Chief Executive Officer

**Signature of Author:** \_\_\_\_\_



### Summary

There will be funding released through the Mid-West Development Commission for **regional** projects. The funding will be up to \$300,000 it will be competitive, and the guidelines will be available around late August to September.

### Attachments

Nil

### Background

Many of the larger L/G's will be well placed to take advantage whereas small individual councils will struggle unless we work together.

Shire of Cue has proposed that the region's CEOs form a Focus Group to establish a regional project that is beneficial to all L/G's in our region. Following extensive contact between CEOs, it is felt that the most appropriate regional project would be tourism based.

### Comment

To this end, Cue have proposed –

<i>Shire</i>	<i>Area of Interest</i>
<i>Shire of Mount Magnet</i>	<i>Tourism</i>
<i>Shire of Cue</i>	<i>Tourism</i>
<i>Shire of Murchison</i>	<i>Tourism</i>
<i>Shire of Yalgoo</i>	<i>Tourism</i>
<i>Shire of Meekatharra</i>	<i>Tourism</i>
<i>Shire of Sandstone</i>	<i>Tourism</i>

*It is very clear that the area of interest is a regional project based around Tourism. Now we need to drill down and find a project that we are all happy with. Can I suggest that each Local Government either nominate a regional project(s) or support a regional project nominated by another Local Government.*

*Once I have received all the responses I will collate them and make recommendation as to what project we undertake and where to next in order to develop a business case that will be satisfactory to the Mid West development Commission, ourselves and one that will be competitive. It is to be remembered that this is a competitive round and we will be competing against the likes of Geraldton and other larger municipalities. In my view we will need a project that is truly regional, and innovative in order to compete.*

*Having started this Journey, I suppose it is only right that I start the ball rolling and come up with a regional innovative tourism related project.*

**Project Name: The Murchison is IT**

*Scope of Idea:*

*For those who have had the opportunity to view the Gwalia tourist map this idea builds on this and expands on it. The Gwalia project basically relies on Push Technology – In this tourists are able to up-load a map of the townsite on their smart phones or tablets and this then identifies the various places of interest and provides information about these places. Please refer to <http://gwalia.org.au/map/> and this will provide an insight into the technology.*

*I am proposing that we utilise this technology as part of the overall plan. Each of our Local Governments have either a specific area where tourists are able to park or visitor centres or caravan parks. I am proposing within these precincts we set-up an area that is capable of displaying two to three flat screen Televisions. One Screen would be specifically for regional tourism information – these would be multi layered where swipe technology would allow the tourist to explore the region and each individual Shire. The next screen could be utilised to notify tourists of safety issues such as road closures, severe weather events, bush fires, upcoming events, accommodation providers, eateries and the like. The third screen could be used as community information resource where Shire related information could be disseminated.*

*These screens would have the information up-dated via wireless technology so that up-dates are done in the office and it is a simple click of the button to up-date. Road condition reports can be simply up-loaded by each L/G and the information is immediately presented. It is also proposed that these sites are linked to a regional web-site and social media for immediate up dates. perhaps we can install a Wi-Fi hot spot.*

*As luck has it I current have Nat Wallis in town. Nat is our IT consultant. Nat advises that the technology exists to overcome some immediately recognisable issues such as; heat, dust, vandalism. Nat advises that there are screens specifically designed to overcome these problems and swipe technology is overcome by the use of Joy sticks and other devices*

*The beauty of this type of collaboration is that each participating LG will receive a tangible piece of infrastructure rather than it being based in one or another townsite, here we all get a piece of the cherry.*

*From an organisational this type of Project would tick all the boxes:*

*Mid West Development Commission – Blue Print – identified tourism as one of the key areas of focus with the potential to help transform the Mid West to a sustainable and prosperous region in moving towards 2025 – 2050. As part of the Blue Print the Mid West has developed the Mid West Tourism Development Strategy. The tourism strategy on page 2 states “...the strategy aims to strengthen the fundamentals that encourage innovation across the tourism sector...” The strategy has identified the three sub-regions – the Murchison being one and as it stands all L/G’s that have indicated that they wish to participate in the focus group make up the Murchison Sub – group with the exception of Wiluna who have opted out. Again we tick the box for rationality in application. The mid west tourism development strategy acknowledges the use of technology as being fundamental in the provision of information and marketing of our tourism products. The Sub regional plan also supports this type of innovation. I would imagine that our individual Strategic Community Plans talk about Tourism and perhaps our own individual*

*Tourism Strategies also talk about IT as being fundamental to drive tourism in today's tech savvy world.*

*I believe that this type of infrastructure would also tick the box when it comes to emergency management as it will provide an up-to date situation reports with respect to road conditions, severe weather event, bush fires and the like.*

*I am led to believe that the competitive grant will be up to a maximum of \$300,000. I would imagine that there would be at least an expectation of a dollar for dollar contribution – if so and this project went to the maximum each local government would need to contribute \$40,000. I am making these assumptions largely in the dark and the Mid West Development Commission may accept a one third contribution. If this pilot project is accepted by the Murchison Group, if it is affordable and achievable I believe that we could maintain the intellectual property and possibly gain a return on our investment if other regions look to emulate our work.*

*This is only a though bubble at present but I will wait to determine the level of support from CEO's, if agreed I will take the idea to Council for their support and then look to develop a scope of works to determine if it is achievable and what the costs would be. I am sure that Noel Ferguson could be a valuable partner in this endeavour.*

Shire of Murchison has noted that they have significant difficulties with communications technology -

*... but with our very restricted internet access and no mobile coverage I am not sure how much practical use the Shire of Murchison would actually get from this. Our info tech is somewhat behind most of our neighbouring shires. We do have a satellite Wi-Fi connection at the office and roadhouse but if people upload data on their phones and then move 500m away they will lose any cover and not be able to access anything! I also don't think that the shire would be able to commit to \$40,000 as their contribution*

I have several concerns –

- the Shire of Wiluna is not included. Wiluna is a nexus –
  - o people travel through our region to get to Wiluna as the starting point for the Gun Barrel Highway and Canning Stock Route
  - o and if travelling this direction along the GBH or CSR, people travel through our region to get elsewhere.
  - o accordingly, Wiluna is a critical opportunity to influence people to travel through our region as they are either to-ing or fro-ing, and not simply travel down the Goldfields Highway to Kalgoorlie
- the proposal is suitable for towns in the region generally having reasonable communications, but does not address the entry points to the region –
  - o Wiluna as noted
  - o Mullewa – for benefit of both Murchison Settlement, as well as Yalgoo and the rest of the region
  - o Gascoyne Junction as the north west entry towards Meekatharra
  - o Leinster / Menzies / Leonora – to get people off the Goldfields Highway and Outback Highway from Alice Springs, and direct them through to this region
  - o and particularly, Paynes Find – this settlement is the entry for the whole of the Murchison and Pilbara on the Gt Northern Highway, and as such it is the “shop-front” window, providing a three way choice
    - northwest to Yalgoo and Murchison
    - north to Mt Magnet, Cue, Meekatharra and the Pilbara
    - north east to Sandstone and Wiluna
- on-going costs for technology maintenance and upgrade,
- capacity of councils to constantly update information – noting that although 2 of the 3 proposed screens are largely static, and the third may not have a great deal of activity,

some of the information may need to be updated urgently (fire, road closures etc). There is the issue of continuity of knowledge in using the technology and systems, but I would not expect this to be great. The alternative would be to engage an external person to maintain the information displayed.

It may be that these entry points only need quality signage for the Murchison region, and would obviously need to be done in co-operation with the relevant Council.

A further issue is the matching funding sought, with indication that it could be in the order of \$40,000 to \$50,000, which will have to be a Council decision.

While Cue proposal has much merit, I feel that specific attention needs to be paid to the region's entry points, as the towns generally have fairly good descriptive and directional signage

–

- Gascoyne Junction
- Mullewa
- Paynes Find, particularly
- Leinster
- Wiluna

While it is a regional project for the Murchison region, there is nothing that requires the facilities that benefit the region to be located in the towns, or even within the region. I am aware of at least one other regional tourism project that deliberately included two extra Shires into their regional tourism project, because they added significantly to the outcome.

Finally, while Mr Ferguson is the MWDC Principal Project Manager for Communications and Technology, I also feel it critical that Brendin Flanigan as the Murchison Regional Officer be heavily involved given his familiarity with the region having been developed over many years and his appreciation of the constraints and challenges of small remote communities.

### **Consultation**

Murchison Region CEOs  
Mal Parr and Phillip Newnham, Dept of Education

### **Statutory Environment**

Local Government Act 1995

### **Policy Implications**

Nil

### **Financial Implications**

Possible contribution to the project likely to be in the order of \$40,000 to \$50,000

### **Strategic Implications**

Consistent with the Mid West Tourism Strategy  
Development of the region

### **Voting Requirements**

Simple majority

**68/14 Officer Recommendation / Council Resolution – Item No. 9.1.10**

**MOVED: Cr A Bloore**

**SECONDED: Cr C Hodshon**

**That Council advise –**

- a) support the proposal of the Shire of Cue;**
- b) the final proposal to MWDC must address the five identified main entry points to the region;**
- c) support is conditional on Council being able to allocate funds for the project to match the grant.**

**CARRIED**

**Voting – 6 / 0**

NOTE - Final submission to be approved by Council before Sandstone's commitment is confirmed





Debtor's accounts are being monitored with efforts made to ensure that monies are recovered. The outstanding balance as at 30 June 2014 was \$ 21,698. Accounts outstanding for 60 days or more are being followed up.

Rate debtors as at 30 June 2014 were \$ 27,676 as compared to \$361,565 his time last year). Outstanding rates are being pursued and several have been referred to a debt collection agency for action.

### **Consultation**

Bob Waddell – Contract accountant

### **Statutory Environment**

Local Government (Financial Management) Regulations 1996: Regulation 34(1) (a) and Regulation 17.

### **Policy Implications**

Nil

### **Financial Implications**

No significant financial trends are identified at this time.

### **Strategic Implications**

Nil

### **Voting Requirements**

Simple Majority

#### **69/14 Officer Recommendation Council Resolution – Item 9.2.1**

**MOVED: Cr D McQuie**

**SECONDED: Cr A Bloore**

**That Council adopt the Financial Activity report for the month of June 2014 as presented.**

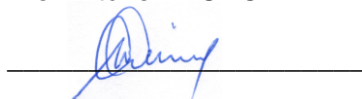
**CARRIED**

**Voting – 6 / 0**

## 9.2.2 ACCOUNTS PAID - JUNE 2014

**Agenda Reference:** FO 6/14 – 02  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 18 July 2014  
**Author:** Niel Mitchell – CEO

**Signature of Author:**



### Summary

Council is requested to confirm payment of creditors for the month of June 2014 in accordance with the Local Government (Financial Management) Regulations 1996 section 13.1.

### Attachments

The list of accounts (EFT and cheque payments) is attached which will enable Council to confirm payment of its creditors

### Background

Financial Regulations require a schedule of payments made through the bank accounts to be presented to Council for their inspection. The lists include details for each payment made incorporating the payee's name, amount of payment, date of payment and a brief transaction description.

### Comment

Invoices supporting all payments are available for inspection. All invoices and vouchers presented to Council have been certified as to receipt of the goods or services and that the amounts shown were due for payment.

### Consultation

Nil

### Statutory Environment

Local Government Act 1995

Financial Management Regulations 1996

### Policy Implications

Payments have been made under Council delegation.

### Financial Implications

Funds were available to meet the expenditure.

### Strategic Implications

Nil

### **Voting Requirements**

Simple majority

NOTE - The Acting CEO left the meeting at 4.02pm and returned at 4.04pm

#### **70/14 Officer Recommendation Council Resolution – Item No. 9.2.2**

**MOVED: Cr D McQuie**

**SECONDED Cr A Bloore**

**That Council confirm the June 2014 accounts paid as presented:**

#### **Municipal Fund:**

**June 2014 - Cheque numbers 53 to 58 and EFT Payment Numbers 2814 to 2901 totalling \$ 266,602.51**

#### **Trust Fund:**

**June 2014 - Cheque number 12 to 13 and 15 totalling \$ 522.35**

#### **Payroll EFT:**

**June 2014 - \$ 27,235.00 and \$ 28,459.00 totalling \$ 55,694.00**

#### **Credit Cards:**

**May 2014 - Bankwest \$4,380.36 as detailed on the attached statements**

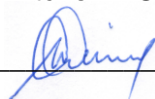
**CARRIED**

**Voting – 6 / 0**

### 9.2.3 ADOPTION OF 2014-2015 BUDGET

**Agenda Reference:** Finance 7/14 – 03  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 16 July 2014  
**Author:** Niel Mitchell – CEO

**Signature of Author:** \_\_\_\_\_



#### **Summary**

The draft Annual Budget for 2014/2015 is presented for Council's formal adoption.

#### **Attachments**

A copy of the draft Annual Budget is provided as a separate document with this agenda.

#### **Background**

Council discussed the draft Annual Budget at the June Council meeting. The changes requested by Council have been incorporated into this document. The Differential Rates have been forwarded to the Minister for Local Government for approval (after no submissions were received) and approval has been granted.

#### **Comment**

The annual budget is the principal management tool which is used during the financial year to monitor financial performance and provide sound reporting to Council through the monthly Financial Activity Statements and the Annual Statement of Accounts.

Major projects included within the budget include:

- a) new administration/civic centre
- b) finalisation of the improvements/upgrades to the caravan park
- c) replacement of the front end loader, Fuso prime mover, side tipper trailer, Works Supervisor's ute
- d) major road program including Menzies, Meekatharra, Yeelirrie and Payne's Find Road upgrades
- e) maintenance of existing housing and contribution towards new house being funded via Royalties for Regions Regional Component (Cue administering project) and construction of new aged housing

Please note variations from the draft reviewed by Council in June 2014 –

- to the minimum differential rates resolved for Gross Rental Values, in that the Minister has approved a minimum of \$200 for the GRV category across both classifications, in the same way that the proposed minimum of \$305 is applied across classifications in the UV category. This avoids a third application for differential rates having to be submitted,

and entanglements and confusion for those assessing the applications. As there are no Mining and Transient Village minimum rates, there is a zero net effect.

- Additional transfer to Community Development Projects Reserve to cover potential expenditures for –
  - o transfer of vesting for the School and fitting out if necessary, and
  - o regional tourism initiative, if contributory funding from the Shire is required.
- Current surplus of approx. \$331,000. The LG Act s.6.34 stipulates –

*6.34. Limit on revenue or income from general rates*

*Unless the Minister otherwise approves, the amount shown in the annual budget as being the amount it is estimated will be yielded by the general rate is not to –*

- (a) be more than 110% of the amount of the budget deficiency; or*
- (b) be less than 90% of the amount of the budget deficiency.*

Effectively, this means a maximum permitted surplus in the order of \$85,000

Accordingly, additional expenditure or a reduction of transfers from reserves of at least \$250,000 is required –

- o If additional expenditure is the preferred option, it is suggested that this be allocated to road maintenance, as staff change-over in recent times has meant this has suffered somewhat. Council then has the choice of utilising additional contractors, or if it becomes clear that the increased allocation is not required, authorise a re-allocation to road construction or some other project
- o Alternatively, if Council may wish to consider a reduction in transfers from one or more Reserves.

In 2013, the rates issue date was 8 days after the Budget adoption. It is requested that this date be pushed back a week to Friday 8 August 2014, as the office will be short one person for several days, and the week ending 1 August 2014 is also pay week.

Members fees and allowances, and Fees and Charges were both set at the May 2014 meeting for the financial year 2014/2015.

Reportable variances – Mr Waddell has recommended a change to reportable variances so that both limits of 10% and \$10,000 have to be breached. For instance, a 10% variance on a \$2,000 budget is immaterial, as is a variance of \$10,000 on a \$350,000 road works project.

The change would mean that the projects that would be reported on are only those in excess of \$100,000, and if the variance is also more than 10%.

## **Consultation**

Council

Shire President

Contract Accountant – Bob Waddell

IT Vision – Nely Freeman

Dept of Local Government & Communities – Amanda Pereira

### **Statutory Environment**

Local Government Act 1995

### **Policy Implications**

Nil

### **Financial Implications**

The annual budget sets the details and parameters for income and expenditure for the financial year.

The increase in rate revenue has been kept to the % previously discussed by Council –

- GRV rate in \$            2% for Residential and Commercial  
   1% for Mining and Transient Workforce Facilities
- GRV minimum            0% for Residential and Commercial  
   None applicable for Mining and Transient Workforce Facilities
- UV rate in \$              1% both classifications
- UV minimum             3.4% for both Pastoral and Mining Tenement

### **Strategic Implications**

The budget will allow Council to work towards the projects identified in their Forward Capital Works Plan and Community Strategic Plan as well as continuing to provide a high level of services and facilities to our community and visitors to our community.

### **Voting Requirements**

Absolute majority

NOTE – The Acting CEO noted that the following additional amendments had been made to the draft Budget circulated –

- a) Increase of the construction project on the Sandstone–Paynes Find Road of \$6,700 to \$375,000 being the estimated project cost as approved by the Regional Road Group;
- b) Increase of the construction project work on the Sandstone-Menzies Road of \$300,000 to include the current works on the project not completed in 2013-2014 year.

**71/14 Officer Recommendation / Council Resolution – Item No. 9.2.3**

**MOVED: Cr D McQuie**

**SECONDED: Cr D Bennett**

**That Council:**

**1) adopts the 2014/15 Annual Budget as presented, including the Schedule of Fees and Charges.**

**2) adopts the following rates levied on rateable properties in the Shire of Sandstone:**

**General rate – cents in the dollar –**

- Gross Rental Valuation – Residential/Industrial/Commercial	5.4876
- Gross Rental Valuation – Transient Workers Facilities	33.1991
- Unimproved Valuation – Pastoral	5.4338
- Unimproved Valuation – Mining Tenement	25.5934

**Minimum rate**

- Gross Rental Value – Residential/Industrial/Commercial	\$200.00
- Gross Rental Value – Transient Workers Facilities	\$200.00
- Unimproved Value – Pastoral	\$305.00
- Unimproved Value – Mining Tenement	\$305.00

**3) Discount – a 3.5% discount is to be granted where rates and service charges are paid in full, including arrears, on or before 14 days from the date of issue of the rate notice (Friday, 8 August 2014)**

**4) Interest and Administration Charges**

**Interest rate of 5.5% and an Administration Fee of \$10 are to be imposed on instalments; to be applied to 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> instalments.**

**5) Penalty interest of 11% pa is to be imposed on all overdue rates.**

**6) Due date for payment of Rates and Services levied for 2014/15 to be:**

**Date of issue Friday 8 August 2014**

**OPTION 1 – payment in full by a single instalment with discount 22 August 2014**

**OPTION 2 – payment in full by a single instalment 12 September 2014**

**OPTION 3 – payment by 4 instalments 12 September 2014**

**14 November 2014**

**23 January 2015**

**27 March 2015**

**7) For the purpose of highlighting material variances in monthly financial reporting, a variance is reportable where both a percentage of 10% and amount of \$10,000 from Budget are exceeded, for the 2014/15 Financial Year.**

**CARRIED BY ABSOLUTE MAJORITY**

**Voting – 6 / 0**



**9.3 HEALTH, BUILDING and TOWN PLANNING REPORTS**

Nil

**9.4 WORKS and SERVICES REPORTS**

Nil

**10. ELECTED MEMBERS MOTIONS OF WHICH PRIOR NOTICE HAVE BEEN GIVEN**

Nil

**11. NEW URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING**

**11.1 ELECTED MEMBERS**

**11.2 STAFF**

12. CONFIDENTIAL ITEMS (under separate cover)

72/14 COUNCIL RESOLUTION

MOVED: Cr C Hodshon

SECONDED: Cr D McQuie

That the meeting sit behind closed doors in accordance with Section 5.23(2)(a) Local Government Act 1995 as the following items relate to staff matters, the time being 4.12pm.

CARRIED

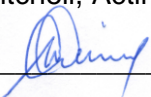
Voting – 6 / 0

NOTE - All present remained in the meeting

12.1 TERMINATION OF WORKS SUPERVISOR

**Agenda Reference:** Confidential 7/14 – 01  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 13 July 2014  
**Author:** Niel Mitchell, Acting Chief Executive Officer

**Signature of Author:**

  
\_\_\_\_\_

**Voting Requirements**

Simple majority

73/14 Officer Recommendation / Council Resolution – Item No. 12.1

MOVED: Cr C Hodshon

SECONDED: Cr D McQuie

That Council approve the termination of Mr Alistair McNabb as Works Supervisor.

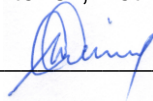
CARRIED

Voting – 6 / 0

## 12.2 APPOINTMENT OF WORKS SUPERVISOR

**Agenda Reference:** Confidential 7/14 – 02  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 13 July 2014  
**Author:** Niel Mitchell, Acting Chief Executive Officer

**Signature of Author:** \_\_\_\_\_



### Voting Requirements

Simple majority

#### 74/14 Officer Recommendation / Council Resolution – Item No. 12.2

**MOVED:** Cr D Murat

**SECONDED:** Cr C Hodshon

That Council approve the engagement of Mr Robert Moss as Works Supervisor, under the terms and conditions negotiated.

**CARRIED**

Voting – 6/0

#### 75/14 COUNCIL RESOLUTION

**MOVED:** Cr D McQuie

**SECONDED:** Cr A Bloore

That the meeting be reopened to the public, the time being 4.13pm.

**CARRIED**

Voting – 6 / 0

### **13. COUNCILLOR REPORTS**

Councillor McQuie requested that a progressive review of the Delegations Register and Policy Manual be made, with matters for review being brought to Council each month.

### **14. TIME AND DATE OF NEXT MEETING**

The next scheduled ordinary meeting of the Council will be held on Wednesday 27 August 2014 at 2.00 pm

### **15. CLOSURE OF THE MEETING**

The Shire President welcomed to the Shire and the community, Ms Mia Dohnt who is taking up the position of Chief Executive Officer as from 28 July 2014, and Mr Rob Moss, who commenced as Works Supervisor on 23 July 2014.

The Shire President thanked all for attending and declared the meeting closed at 4.18pm.

These minutes were confirmed at a meeting on 27 August 2014.

Signed: \_\_\_\_\_

Presiding Officer

Date: 27 August 2014