



AGENDA

Ordinary Council Meeting

Thursday 28 May 2020

@ 12.30pm

To be held in the Council Chambers, Hack St Sandstone

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SHIRE OF SANDSTONE
S E R V E T H E P E O P L E

ORDINARY COUNCIL MEETING NOTICE PAPER

Thursday 28 May 2020 – 12.30pm

Dear President and Councillors,

An Ordinary Meeting of Council is called for Thursday 28 May 2020, in the Council Chambers, Hack Street, Sandstone, commencing at 12.30 pm.

Councillors please note:

A Briefing Session will be held prior to the Council Meeting.

A handwritten signature in black ink, appearing to read 'H. Hawkins', is positioned above the printed name of the Chief Executive Officer.

Harry Hawkins

Chief Executive Officer

20 May 2020

PUBLIC QUESTION TIME

A 15 minute public question time is available to allow members of the public the opportunity of submitting questions to Council on matters concerning them. Questions should be submitted in writing prior to the meeting. The questions will be addressed by the President or their nominated person. Where an answer cannot be given at the meeting, a reply will be given in writing subsequent to the meeting.

Discussion will not be allowed.



DISCLAIMER

No responsibility whatsoever is implied or accepted by the Sandstone Shire Council for any act, omission, statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Sandstone Shire Council 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, statement, intimation or otherwise occurring during Council/Committee Meetings or discussions. Any person or legal entity that acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

*In particular but without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence or permit, any statement or limitation of approval made by an Elected Member or by a Staff Member of Sandstone Shire Council during the course of any Meeting is not intended to be and is not to be taken as notice of approval from the Sandstone Shire Council. The Sandstone Shire Council warns that anyone who has an application lodged with the Sandstone Shire Council must obtain and only should rely on **WRITTEN CONFIRMATION** of the outcome of the application including any conditions attaching to the decision made by the Sandstone Shire Council in respect of the application.*

Harry Hawkins
Chief Executive Officer

20 May 2020

Hack Street, SANDSTONE WA 6639
Tel (08) 9963 5802 Fax (08) 9963 5852
E-mail: ceo@sandstone.wa.gov.au

WRITTEN DECLARATION OF INTEREST IN MATTER BEFORE COUNCIL

NOTE: USE ONE FORM PER DECLARATION

I, (1) _____ hereby declare an interest in the following item to be considered by Council at its Meeting to be held on (2) _____ and regarding Agenda item (3) _____

The type of interest I wish to declare is (4)

- Financial pursuant to Sections 5.60A of the Local Government Act 1995
- Proximity pursuant to Section 5.60B of the Local Government Act 1995
- Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995
- Impartiality pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulation 2007

The nature of my interest is (5)

The extent of my interest is (6)

I understand that the above information will be recorded in the Minutes of the Meeting and recorded by the Chief Executive Officer in an appropriate Register.

(Signature)

(Date)

RECEIVED BY: _____
(Chief Executive Officer) (Date)

- (1) Insert your name.
- (2) Insert the date of the Council Meeting at which the item it to be considered.
- (3) Insert the Agenda Item Number and Title.
- (4) Tick the box(es) to indicate the type of interest (for explanation, see the extracts overleaf from the Act.
- (5) Describe the nature of your interest.
- (6) Describe the extent of your interest (if seeking to participate in the matter under the s.5.68 of the Act)

Financial pursuant to Section 5.60A of the Local Government Act 1995

s5.60A Financial Interest

For the purpose of this Subdivision, a person has a financial interest in a matter if it is reasonable to expect that the matter will if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.

[Section 5.60A inserted by No. 64 of 1998 s. 30; amended by No. 49 of 2004 s. 50.]

Proximity pursuant to Section 5.60B of the Local Government Act 1995

s5.60B Proximity Interest

- (1). For the purposes of this Subdivision, a person has a proximity interest in a matter if the matter concerns –
 - (a). a proposed change to a planning scheme affecting land that adjoins the person's land;
 - (b). a proposed change to zoning or use of land that adjoins that person's land; or
 - (c). a proposed development (as defined in section 5.63 (5)) of land that adjoins the person's land.

- (2). In this section, land ("**the proposal land**") adjoins a person's land if –
 - (a). the proposal land, not being a thoroughfare, has a common boundary with the person's land;
 - (b). the proposal land, or any part of it, is directly across a thoroughfare from, the person's land; or
 - (c). the proposal land is that part of a thoroughfare that has a common boundary with the person's land.

- (3). In this section a reference to a person's land is a reference to any land owned by the person or in which the person has any estate or interest.

[Section 5.60B inserted by No 64 of 1998 s. 30.]

Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995

s5.61 Indirect Financial Interest

A reference in this Subdivision to an indirect financial interest of a person in a matter includes a reference to a financial relationship between that person and another person who requires a local government decision in relation to the matter.

Impartiality pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulation 2007

reg 11 Disclosure of Interest

- (1). In this regulation –
Interest means an interest that could or could reasonably be perceived to; adversely affect the impartiality of the person having the interest arising from kinship, friendship or membership of an association.

- (2). A person who is a council member and who has an interest in any matter to be discussed at a council or committee meeting attended by the member must disclose the nature of the interest –
 - (a). in a written notice given to the CEO before the meeting;
or
 - (b). at the meeting immediately before the matter is discussed.

- (3). Sub-regulation (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4). Sub-regulation (2) does not apply if –
 - (a). A person who is a council member fails to disclose an interest because the person did not know he or she has an interest in the matter; or
 - (b). A person who is a council member fails to disclose an interest because the person did not know the matter in which he or she had an interest would be discussed at the meeting and the person disclosed the interest as soon as possible after the discussion began.
- (5). If, under sub-regulation (2)(a), a person who is a council member discloses an interest in a written notice given to the CEO before a meeting then –
 - (a). Before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
 - (b). At the meeting the person presiding is to bring the notice and its contents to the attention of the persons present immediately before a matter to which the disclosure related is discussed.
- (6). If –
 - (a). Under sub-regulation (2)(b) or (4)(b) a person's interest in a matter is disclosed at a meeting; or
 - (b). Under sub-regulation (5) (b) notice of a person's interest in a matter is brought to the attention of the persons present at a meeting.

The nature of the interest is to be recorded in the minutes of the meeting.

Describe the extent of your interest (If seeking to participate in the matter under s.5.68 of the Act)

s5.68 Councils and Committees may allow Members disclosing interests to participate etc. in Meetings

- (1). If a member has disclosed, under section 5.65, an interest in a matter, the members present at the meeting who are entitled to vote on the matter
 - (a). may allow the disclosing member to be present during any discussion or decision-making procedure relating to the matter; and
 - (b). may allow, to the extent decided by those members, the disclosing member to preside at the meeting (if otherwise qualified to preside) or to participate in discussions and the decision-making procedures relating to the matter if –
 - (i) the disclosing member also discloses the extent of the interest; and
 - (ii) those members decide that the interest –
 - (I) is so trivial or insignificant as to be unlikely to influence the disclosing member's conduct in relation to the matter; or
 - (II) is common to a significant number of electors or ratepayers
- (2). A decision under this section is to be recorded in the minutes of the meeting relating to the matter together with the extent of any participation allowed by the council or committee.
- (3). This section does not prevent the disclosing member from discussing, or participating in the decision-making process on, the question on whether an application should be made to the Minister under section 5.69.

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**SHIRE OF SANDSTONE
ELECTED MEMBER'S REQUEST FORM**

Councillor's Name: _____

Date: ____/____/2020

Urgency: Low / Medium / High / Strategic

Road / Public Building / Area: _____

Request: _____

Description:

OFFICE USE ONLY:

Action Taken:

Comment:

Completed: ____/____/2020

Signature: _____

Inspected and/or authorised by: _____
(Chief Executive Officer)

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Councilor's Claim for Sitting Fees and Travel

Councilor _____

Creditor No _____

<i>Date</i>	<i>Meeting</i>	<i>Sitting Fees</i>	<i>Travel Km's</i>	<i>Amount</i> <small>.7087 cents per km</small>
Date of Meeting	Type of Meeting	\$170/ \$340	No of km's	Office Use
28/05/2020	Full Council			

Fees payable are in accordance with the Local Government Act (5.98) – Administration Regulations (30)

Total	Total
04109	04100

Line Item 370

TOTAL:

OTHER MEETINGS ATTENDED IN THE MONTH

Date	Meeting	Km's	Vehicle supplied?

If this form is not filled out correctly with all information the claim for payment will be rejected.

 (Signature) (Date)

Calculations Checked _____ **Date** _____
Goods Received / Payment Approved _____

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**ORDINARY COUNCIL MEETING TO BE HELD ON
THURSDAY 28 MAY 2020
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15	3.0	Attendance	
15	4.0	Response to Previous Public Questions Taken on Notice	
15	5.0	Applications for Leave of Absence	
16	6.0	Declarations of Interest	
16	7.0	Public Question Time	
16	8.0	Confirmation of Minutes from Previous Meeting(s)	
16	8.1	Ordinary Council Meeting – 23 April 2020	20
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29	10.4	Works and Services	
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31	11.0	Motions of Which Previous Notice Has Been Given	
31	12	Questions from Members Without Notice	
31	13	New Business of an Urgent Nature Introduced by Decision of the Meeting	
31	14	Meeting Items Closed to the Public	
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31		Certification of the Minutes of the Previous Meeting(s)	

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AGENDA and STAFF REPORTS
ORDINARY COUNCIL MEETING TO BE HELD IN
COUNCIL CHAMBERS, SANDSTONE ON THURSDAY 28 MAY 2020

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF ANY VISITORS

The Presiding Member, Cr Bethel Walton (Shire President) to declare the Meeting open at 12.30pm.

2 ANNOUNCEMENTS FROM THE PRESIDING MEMBER AND/OR COUNCILLORS (without discussion unless otherwise determined)

Nil

3 ATTENDANCE

3.1 Present

Elected Members

Cr B (Beth) Walton	Shire President (and Presiding member of this Meeting)
Cr C (Carol) Hodshon	Deputy Shire President
Cr F (Freda) May	
Cr D (David) Lefroy	
Cr K (Kerry) Key	
Cr V (Vicki) McQuie	

Staff Members

Mr Harry Hawkins	Chief Executive Officer
Mr Norbert Marwick	Works Supervisor

3.2 Apologies

Nil

3.3 Approved Leave of Absence

Nil

4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6 DECLARATIONS OF INTEREST

- 6.1 **Declarations of Financial Interest**
- 6.2 **Declarations of Proximity Interest**
- 6.3 **Declarations of Indirect Financial Interest**
- 6.4 **Declarations of Impartiality Interest**

7 PUBLIC QUESTION TIME

Nil

8 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

- 8.1 The ordinary meeting held on the 23 April 2020

STAFF RECOMMENDATION

MOVED: Cr

SECONDED: Cr

That the Minutes of the Ordinary Meeting of Council held on 23 April 2020 are confirmed as a true and accurate record of proceedings.

NOT/CARRIED (??)

9 PRESENTATIONS

- 9.1 **Petitions**
Nil
- 9.2 **Presentations**
Nil
- 9.3 **Deputations**
Nil
- 9.4 **Delegates/Councillor's Reports**
Nil

10 OFFICERS REPORTS

10.1 CHIEF EXECUTIVE OFFICER'S REPORTS

10.1.1 Status Report Update – May 2020

Agenda Reference:	CEO 05/20 - 01
Name of Applicant:	Shire of Sandstone
Disclosure of Interest:	Nil
Date of Report:	17/5/2020
Previous References:	Various
Author:	Harry Hawkins CEO

Summary

The purpose of this report is to advise Council on the status of its decisions from previous Council meetings.

Attachments

Status Update May 2020

Background

It is important that the Council receives an update on the outcome of its resolutions on a regular basis.

Comment

Spreadsheet has been updated to include paving completed at bowling green and update on sale of Police House.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That Council accepts the Status Update for May 2020

CARRIED/NOT CARRIED (?!?)

Status Update May 2020

The Status Update is used to provide information to Elected Members regarding the Status of decisions made at Council Meetings:

Meeting Date	Item No	Resolution (Action Required)	Response (Update)	Officer	Timeframe
31/17	10.1.7	That the plaque recognising George Dent at Hack's mine is reinstated and his family is offered the opportunity for a plaque to be placed in the new Heritage Park.	03/05/2017 Letter sent to family of George Dent advising them of Council's decision 19/03/2018 Ceramic photo of George Dent received from his family for inclusion on plaque at Heritage Park		
85/17	10.1.4	That the right of way behind the power station between Rowe and Black Streets is closed	06/10/2017 letters sent to begin process and advertising as per LAA undertaken. 06/11/2017 letter received from Water Corporation with no objection. 10/07/2018 Submission received from Telstra and application for closure sent to Dept of Lands 23/11/2018 Details of new Council resolution and other information sought sent to Dept of Lands 13/06/2019 More information sought by DOL sent as requested		
20/18	10.1.5	Sale of properties for outstanding rates	04/04/2018 Legal process to allow sale has commenced 05/12/2018 Current debt collectors are going out of business and new provider once appointed will be contacted for updated advice 10/12/2019 Email to Development WA requesting they consider the taking back of the lots and for the cost of the outstanding rates.		

76/18	10.1.2	Transfer of management part of reserve 14178 – Caravan Park	Water Corporation advised. Awaiting the return of the CEO. 17/12/2018 Letter accepting part transfer of reserve sent to Water Corporation. 03/05/2019 installation date of early 2020 confirmed for Sandstone plant.	
112/19		Stronger Communities Grant Upgrade Bowling Green	10/12/2019 Advised of successful application to pave and fence bowling green Grant \$10,000. 31/03/2020 Brick paving around Bowling Green completed	
17/20	10.1.2	Sale of Police House	27/03/2020 Sale to be handled by Professionals Geraldton. Put on hold until after Corona Virus restrictions are lifted to limit visitors to town.	

Legend

Category	Status
Not Started	
In Progress	
Completed	

10.1.2 Record Keeping Plan

Agenda Reference: CEO 05/20 – 02
Location/Address: None
Name of Applicant: None
Disclosure of Interest: None
Date of Report: 6th May 2020
Author: Harry Hawkins Chief Executive Officer

Summary

At least once in every 5 years Council is to review and adopt the updated version of its Record Keeping Plan and send a copy of the plan to the State Records Office. The latest version of the Sandstone plan is presented to Council for adoption.

Attachments

Updated Shire of Sandstone Record Keeping Plan

Background

At least once in every 5 years the shire is to review its record keeping plan and when adopted by Council send a copy of the updated plan to the State Records Office.

Comment

The Shire of Sandstone Record Keeping Plan was reviewed and updated in accordance with the provisions of the State Records Act 2000 in early 2020 and is attached for adoption by Council. A draft copy of the updated plan was sent to the State Records Office for their perusal prior to being finalised and presented to Council and received their provisional approval.

Consultation

Shire Records Officer

Statutory Environment

Section 28 State Records Act 2000

Policy Implications

Nil

Financial Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That Council adopt the Shire of Sandstone 2020 Record Keeping Plan.

CARRIED/NOT CARRIED (??)

10.1.3 Interest Charges on Overdue Rates and Rates Paid by Instalment
--

Agenda Reference: CEO 05/20 – 03
Location/Address: None
Name of Applicant: None
Disclosure of Interest: None
Date of Report: 19th May 2020
Author: Harry Hawkins Chief Executive Officer

Summary

The Minister for Local Government has issued a Ministerial Order that interest is on rates paid by instalment and overdue rates for the 2020-2021 year for small business and residential ratepayers is reduced.

Attachments

Local government (COVID-19 Response) Order 2020

Background

In response to the difficulties faced by many small businesses and residents due to the impact of COVID-19 in the larger centres and tourist hotspots where many ratepayers have had to close their doors or have lost their jobs the state government has asked local governments to provide assistance. To ensure that all local governments contributed equally this was mandated by the introduction of a Ministerial order.

Comment

In response to the difficulties faced by many small businesses and residents due to the impact of COVID-19 the Western Australian Minister for Local Government, Sport and Cultural Industries has issued an order reducing and limiting the amount of interest that can be charged to people who pay rates by instalment or who are in arrears on their rates payments where the Local Government does not have a hardship policy. The order is state wide and doesn't differentiate between metropolitan and regional local governments or the level of difficulty faced by ratepayers.

The order specifies that for overdue rates the maximum interest rate that can be charged if the local government does not have a hardship policy is 8% down from 11% and for rates paid by instalment the rate is 3% down from 5.5%.

The initial discussions on WALGA COVID-19 webinars and the draft order issued specified an interest rate of 0% for both however after pushback from larger local governments who stood to lose many thousands of dollars from this the rate was not reduced to zero but to the 8% and 3% in the order. The shire CEO when communicating the rate reduction of 50% also advised the National Hotel based on the draft order that interest would not be charged on their rates for 2020-2021 and has more or less committed the shire to this position.

Consultation

Nil

Statutory Environment

Local Government (COVID-19 Response) Order 2020

Policy Implications

Nil

Financial Implications

Reduced Income from interest for 2020-2021 year by approximately \$6,363 for interest reduction and \$500 approximately for the National hotel a total of \$6,863.

Voting Requirements

Simple majority

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That Council note the change to interest rates charged to pay rates by instalments and for overdue rates for the financial year ended 30 June 2021 as per the Local Government (COVID-19 Response) Order, and endorse the notification to the National Hotel that they will not be charged interest on overdue rates for the 2020-2021 year.

CARRIED/NOT CARRIED (??)

10.1.4	Review of Delegations Register
---------------	---------------------------------------

Agenda Reference: CEO 05/20 – 04
Location/Address: Shire of Sandstone
Name of Applicant: None
Disclosure of Interest: None
Date of Report: 14th May 2020
Author: Harry Hawkins Chief Executive Officer

Summary

Council is required to review its register of delegations Register at least once every 12 months.

Attachments

Updated Delegations Register

Background

Legislation requires local governments to review their Register of Delegations at least once every 12 months. The Shire of Sandstone last reviewed their register in May 2019.

The Delegations Register is a register which records the allocation by Council of its powers and authority downwards to the CEO and any Committee to achieve effective results in a timely manner. Legislation also prescribes that not all powers of Council are able to be delegated and this is taken into account in compiling the register.

Comment

There is a statutory requirement for Council to review its register and there has been several changes made in this year's review. Those changes are highlighted by the use of the track changes function in Microsoft Word and are as follows;

The limits on Delegations to the CEO on page 3 the reference to Council decisions by a 75% majority has been removed as this type of decision was removed in the latest amendments to the Local Government Act 1995.

Page 24 formatting change,

Page 33 the \$ amount was \$250,000 so was changed to \$350,000 being \$100,000 over the threshold similar to the previous delegation.

Page 35 Description of Power Delegated - formatting change only. Conditions - \$ value changed to new tender threshold of \$250,000 from \$150,000.

Page 36 \$ value changed to new tender threshold of \$250,000

Page 43 Description of Power Delegated - \$ value changed to new tender threshold of \$250,000

Page 43 Sub Delegated to - \$ values changed to match values in Council policies

Page 47 Sub Delegated to – previous delegations register had sub delegation to Dave Hadden but as he is not shire staff cannot receive delegation. Bottom of the page was formatting change

Page 48 Sub Delegated to – previous delegations register had sub delegation to Dave Hadden but as he is not shire staff cannot receive delegation. Bottom of the page was formatting change

Page 49 Sub Delegated to – previous delegations register had sub delegation to Dave Hadden but as he is not shire staff cannot receive delegation. Bottom of the page was formatting change

Page 50 Formatting change

Page 56 Formatting change

Consultation

Nil

Statutory Environment

Local Government Act 1995 Sections 5.42 and 5.43.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Absolute majority

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That Council adopt the reviewed Register of Delegations for 2019-2020 as attached.

CARRIED BY ABSOLUTE MAJORITY/NOT CARRIED (?!?)

10.1.5 Objects and Reasons Differential Rates

Agenda Reference:	CEO 05/20 – 05
Location/Address:	Shire of Sandstone
Name of Applicant:	None
Disclosure of Interest:	None
Date of Report:	15 th May 2020
Author:	Harry Hawkins Chief Executive Officer

Summary

As the Shire of Sandstone charges differential rates that are more than twice the lowest rate imposed approval usually needs to be obtained from the Minister. One of the first steps in this process is for Council to adopt the Objectives and Reasons for the differential rates.

Attachments

Updated Objects and Reasons for Differential Rates in 2020-2021

Background

When setting the level of rates for ratepayers the Shire of Sandstone as part of the annual budget process takes into account the use of shire resources by various groups in the community and the amount required to fund those resources and other shire activities over the year.

The Shire currently has four rating categories:

- GRV Townsite (residential/commercial);
- GRV Mining/Transient Workforce Accommodation;
- UV Rural (pastoral);
- UV Mining (mining tenements).

Within these four categories, the Council's rating strategy has been to impose a different rate in the dollar for each of these four categories. In particular, the GRV Transient Workforce Accommodation rate in the dollar is higher than the GRV Townsite rate in the dollar and the UV Mining rate in the dollar is higher than the UV Pastoral rate in the dollar.

The shire has committed to no increase in the rate in the \$ charged for rates in 2020-2021 so depending on the state government's valuation adjustments rates should remain similar to rates charged in 2019-2020.

The Shire will, once again, for 2020/21, have differential rates that are more than twice the lowest differential rate imposed across both GRV and UV.

Council must approve the publication of the objectives and reasons why it is proposing to adopt differential rates. Once approved the objectives and reasons are usually issued for public comment for a period of 21 days. This year public comment (Section 6.36) and Ministerial approval (6.33) is not required as Local Government (COVID-19 Response) Order 2020 modifies Section 6.33 and 6.36 of the Local Government Act 1995 to remove those requirements if a local government freezes its rate in the dollar at the 2019-2020 level and it received ministerial approval in that year.

Comment

In line with the Department of Local Government and Communities Rating Policy, the imposition of differential rates represents a conscious decision by Council to redistribute the rate burden in its district by imposing a higher impost on some ratepayers and a lower impost on others.

To this end, the objectives and reasons used by Council for doing so must consider the following principles:

Objectivity

On what basis are the differential rates imposed? Is it zoning, land use, vacant land, a combination of these or some other reason allowed? For the Shire of Sandstone it is a combination of these reasons.

Fairness and Equity

That is, what benefits or services are the higher rated group of ratepayers receiving in excess of other ratepayers that pay less?

As in the past, the rates and minimum payments proposed for the GRV Residential and Commercial areas are set at what are considered to reflect the amount of shire services used by this group.

As we know, the Shire has a broad pastoral and mining sector, and it is essential that it be maintained throughout difficult times. The rates and minimum payments proposed for pastoral land use areas are set based on the infrastructure and services used by this group of ratepayers as compared to those used by the mining sector.

Persons operating within all sectors have the right to use all of the services provided by the Shire. The Shire does not seek to restrict the use of its services by any sector, though it is considered appropriate that those using a greater amount of the shires resources, infrastructure and services contribute more to the Shire's revenue than others. Therefore, as the largest area of expenditure in the shires budget is transport (roads) and the mining sector with its many vehicle movements both heavy and light uses the shire roads more than others they should contribute more to the maintenance of those roads.

Consultation

Nil

Statutory Environment

Local Government Act 1995 Sections 6.33, 6.36 and Local Government (COVID-19 Response) Order 2020.

Policy Implications

Nil

Financial Implications

Nil, will be addressed in the coming years budget.

Strategic Implications

Nil

Voting Requirements

Simple Majority

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That Council adopt the updated objectives and reasons for applying Differential Rates in the 2020-2021 Budget.

CARRIED/NOT CARRIED (??)

10.2 FINANCIAL REPORTS

10.2.1 Financial Statements for the months of April 2020

Location: Shire of Sandstone
Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 15 May 2020
Author: Harry Hawkins Chief Executive Officer

Summary

The Statement of Financial Activity report for the month ending 30 April are presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

Attachments

Financial Statements for April 2020

Background

Summary of Funds – Shire of Sandstone as at: 30 April 2020

Municipal Cheque Account - On-line (BWA)	\$367,392.25
Municipal Investment Account – On-line (BWA)	\$791,756.92
Trust Fund (Bankwest)	\$7,200.00
Reserve Term Deposits (Bankwest)	\$4,340,567.53

Consultation

Finance Officer

Statutory Environment

Local Government (Financial Management) Regulations 1996 - Regulations 34 (1A) and 17.

The Regulations require a Local Government to prepare each month a statement of financial activity, accompanied by relevant documents and that this information must be presented to Council at an ordinary meeting within 2 months after the end of the month.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

STAFF RECOMMENDATION

MOVED: Cr

SECONDED: Cr

That Council accepts the financial statements for the periods ending 30 April 2020

NOT/CARRIED (??)

10.2.2 ACCOUNTS UPDATE FOR THE MONTH OF APRIL 2020

(Includes Credit Cards, the Caravan Park, Fuel Sales and Rates report)

Location:	Shire of Sandstone
Applicant:	Shire of Sandstone
Disclosure of Interest:	Nil
Date of Report:	13 May 2020
Author:	Rhonda Miles – Finance Officer
Senior Officer:	Harry Hawkins – Chief Executive Officer

Summary

Presented for Council's information is the list of accounts paid in the month from the Municipal Fund and Trust Fund in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*. Payments made through the corporate credit cards as well as income from the Caravan Park and Fuel Sales are included as attachments.

Attachments

10.2.2A to C: The list of accounts (EFT and cheque payments) is attached which will enable Council to see the payments made to the Shire's creditors.

10.2.2D to F: Payments via Credit Cards (CEO and Works Supervisor), Caravan Park Income and Fuel Sales Income.

Background

Council has delegated to the CEO the exercise of its power under Financial Management Regulation 12 to make payments from Municipal Fund and Trust Fund.

The *Financial Management Regulations (Regulation 13 (3))* requires a schedule of payments made through the Shire's bank accounts to be presented to Council.

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. Queries regarding any payment should be made through the CEO to the staff member who handles the financial transactions prior to this meeting.

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 (Local Government) Regulations 1996 – Regulation 12

Policy Implications

Payments have been made under Council delegation.

Financial Implications

None, funds were available to meet the expenditure.

Strategic Implications

Nil

Voting Requirements

Simple majority

STAFF RECOMMENDATION

MOVED: Cr

SECONDED: Cr

That Council endorses the April 2020 accounts paid as presented:

Municipal Fund April 2020

- Municipal Printed cheque numbers 105395 - 105402 totalling \$9,015.06
- EFT Payment Numbers 7518 – 7558 totalling \$482,123.82
- Superannuation \$7,948.26 & \$8,126.58 totalling \$16,074.84

Trust Fund April 2020

- Trust cheque 205123 totalling \$500.00

Payroll EFT April 2020:

\$31,654.00, & \$31,106.00 totalling \$62,760.00

Credit Cards April 2020:

DD 4461.1 totalling \$1,469.01

CARRIED /NOT CARRIED (??)

10.4 WORKS and SERVICES

10.4.1 WORKS SUPERVISOR'S REPORT May 2020

Agenda Reference: WS 05/20 – 01
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: None
Date of Report: 19th May 2020
Previous References: Nil
Author: Harry Hawkins CEO

Summary

1. Crew Movements

The crew are currently on the Paynes Find Rd in a different location than planned due to incorrect information received relating to camping out in Paynes Find, the location of re-sheeting currently being done is SLK105 and they will have completed the 4km by the time of this meeting. I am currently looking for another small project to keep them going until the end of the financial year.

The programmed work that was to be completed on the Paynes Find Road will be completed in the next financial year.

2. Maintenance Grader

The shire grader at the time of writing this report was on the Sandstone Meekatharra Rd.

3. Contract Maintenance Grader

This contract grader was to be on the Paynes Find Rd however due to illness as well as some contract work for the Mount Magnet shire he has been away for most of this month. Jason Homewood has advised that Brad is not well and will not be back for some time so another driver will be brought up to take over on the grader and will pick up from where Brad left off at the jump up on Paynes Find Road heading south.

4. Employees

Brett Reeves will be doing on the job training to get an MC truck licence up from his current HC while casual roller driver Mary Baillie has been promised an upgrade to permanent staff if she upgrades from a HR to HC licence again with on the job training.

5. Plant

All Plant is operating well with the mechanic keeping himself occupied doing services, minor repairs and other little jobs around town and in the depot.

Consultation

Arthur Wainwright – Leading Hand grader driver

Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation

Moved Cr

Seconded Cr

That Council receive the Works Supervisor's Report.

CARRIED/NOT CARRIED (???)

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

13 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

Nil

14 MEETING ITEMS CLOSED TO THE PUBLIC

14.1 Meeting Closed to the Public

CONFIDENTIAL ITEMS

14.2 Public Reading of Resolution

TIME and DATE of NEXT MEETING

The next scheduled Ordinary Council Meeting will be held on Thursday 25 June 2020.

15 CLOSURE OF MEETING

There being no further business, the Shire President closed the meeting at _____pm.

CERTIFICATION

I, _____, certify that the Minutes of the Meetings held on 23 April 2020, as shown, were confirmed as a true and accurate record at the Meeting held on 28 May 2020.

(Presiding Member)