



MINUTES

Ordinary Council Meeting

Thursday, 23 June 2016
11:00 am

Held in the Council Chambers, Hack St Sandstone



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ORDINARY COUNCIL MEETING HELD ON 23 June 2016

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AGENDA and STAFF REPORTS

ORDINARY COUNCIL MEETING HELD IN COUNCIL CHAMBERS, SANDSTONE ON THURSDAY, 23 June 2016

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF ANY VISITORS

The Presiding Member, Cr Bethel Walton (Shire President) declared the meeting open at 11.05 am.

1.1 Visitors

Nil

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

Nil

3 ATTENDANCE

3.1 Present

Elected Members

Cr B (Bethel) Walton	Shire President (and Presiding member of this Meeting)
Cr C (Carol) Hodshon	Deputy Shire President
Cr F (Freda) May	
Cr K (Kerry) Key	

Staff Members

Mr Sean Fletcher	A/Chief Executive Officer
Ms Margaret Duhig	Observer

3.2 Apologies

Mr Rob Moss	Works Supervisor
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3.3 Approved Leave of Absence

Nil

3.4 Visitors/Observers

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

Cr F May Item 10.2.2. EFT Payments: 4564 and 4594 Halsall & Associates. An employee of this firm is Cr May's Son-in-Law

7 PUBLIC QUESTION TIME

Nil

8 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

- 8.1 That the Minutes of the Ordinary Meeting of Council held on 2 June 2016 be confirmed as a true and accurate record of proceedings.

COUNCIL RESOLUTION 47/16

MOVED: Cr C Hodshon

SECONDED: Cr F May

That the Minutes of the Ordinary Meeting of Council held on 2 June 2016 are confirmed as a true and accurate record of proceedings.

CARRIED (4/0)

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 Integrated Planning and Reporting

Agenda Reference: CEO 6/16 - 01
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 3 June 2016
File No:
Previous References: OCM 2 June 2016: 10.1.1
Author: Sean Fletcher, Acting Chief Executive Officer

Summary

The purpose of this report is to advise Council on the status of the Shire's Integrated Planning and Reporting. This includes the quarterly update regarding the Shire's Corporate Business Plan.

Attachments

10.1.1A – Corporate Business Plan – Quarterly Report

Background

The main issue for consideration in today's report is the quarterly update regarding the performance of the Shire's Corporate Business Plan for 2015/16.

Comment

Strategic Community Plan

The amendments to the Shire's Strategic Community Plan were adopted at the Council meeting on 2 June 2016.

Corporate Business Plan

The amendments to the Shire's Corporate Business Plan were adopted at the Council meeting on 2 June 2016.

Asset Management Plan

The amendments to the Shire's Asset Management Plan were adopted at the Council meeting on 2 June 2016.

Long Term Financial Plan

The Long Term Financial Plan will undergo a full review in 2017.

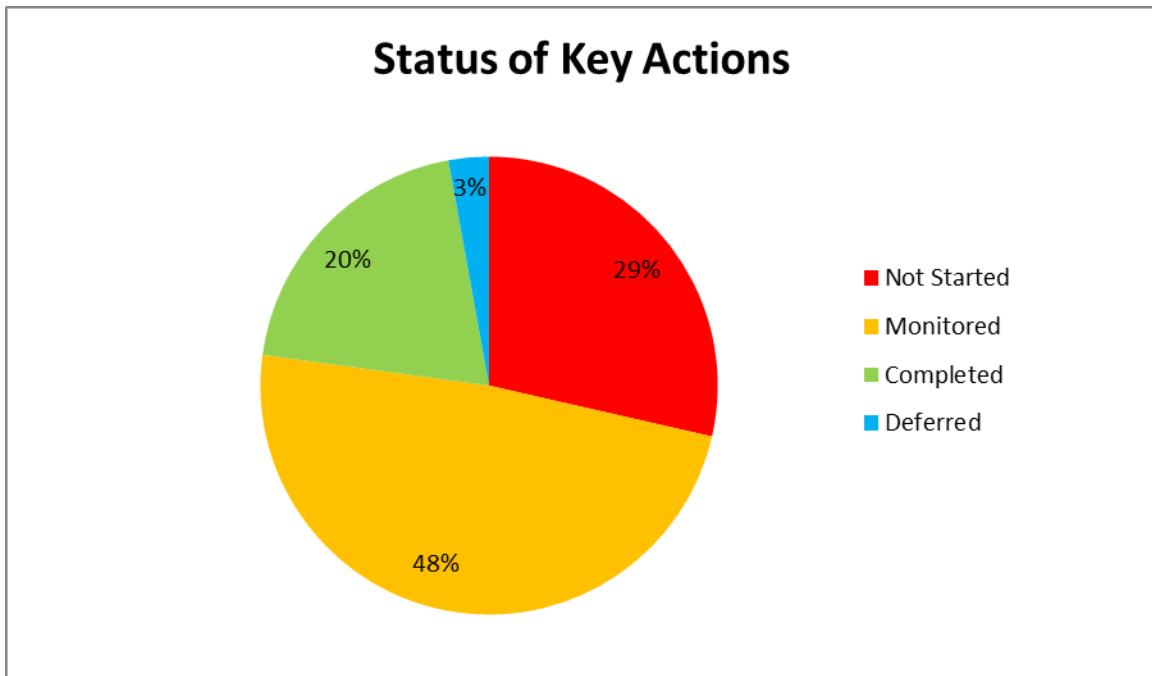
Workforce Plan

The Workforce Plan has yet to have its interim review

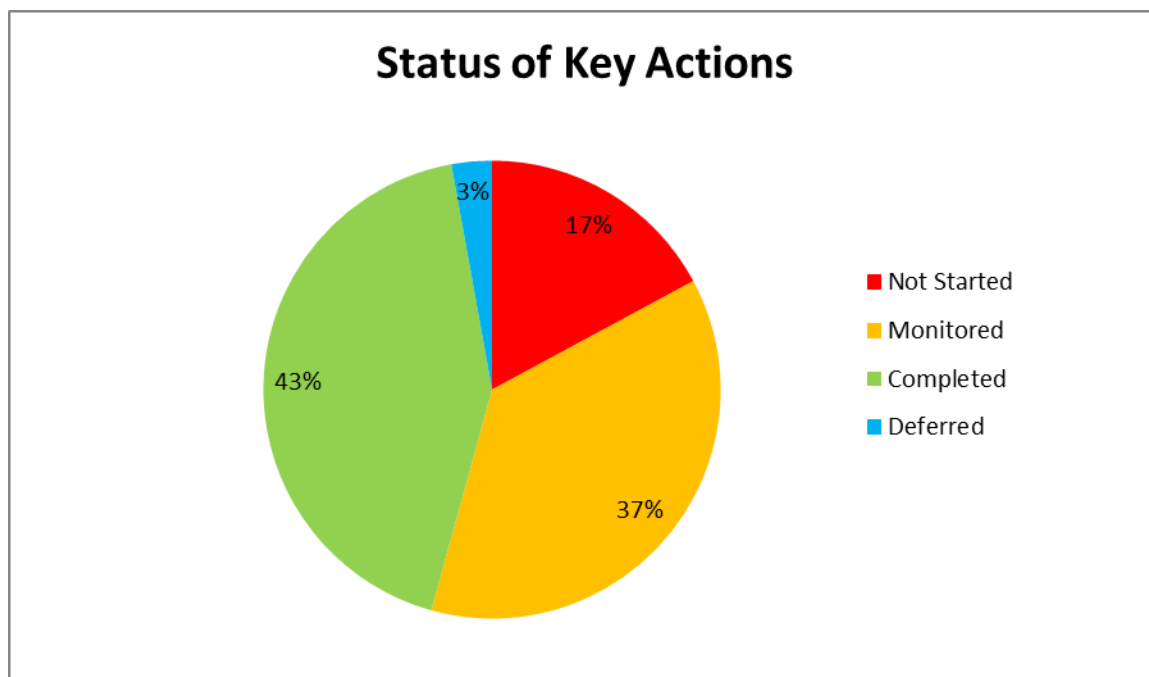
Quarterly Report – Corporate Business Plan

Provided for Council’s information is an overview on the status of the key items within the Shire’s Corporate Business Plan:

March Quarter



June Quarter



The key matters to note regarding the status of the Corporate Business Plan are the changes from April to June:

Strategic Element	Comment (% Previous Month)
One - Environment	Recycling opportunities not started. Perhaps this not achievable
Two – Roads and Transport	75% of this target was achieved. Item carries forward to 2016/17
Three – Community Well Being	Item 2 will see at least two community events in 2016/17
Four – Economic Development	Remaining activities underway and will be carried forward in 2016/17
Five - Governance	62% of activities achieved in this area. Remaining items to carry forward
Six – Community Facilities and Amenities	Item 6 will need a review. Item 3 has commenced. Item 5 to carry forward
Total	43% (20%) complete, 37% (49%) in-hand, 17% (28%) not started, 3% (0%) not required

The key matters to note are that the percentage of matters completed (and on-track) has improved from 20% to 43% and the matters not started has reduced from 28% to 17%.

The key issue to note is that the Shire now has a clear overview of how its Corporate Business Plan has now performed for 2015/16 and in essence has completed its annual

review of the Corporate Business Plan. Perhaps the telling factor is that since the commencement of the tracking of the Corporate Business Plan in March 2016, there has been a marked improvement in targets achieved (43%), even though overall they are well below a desirable completion rate of 75%. However, 80% of the strategies were either completed or are now well underway.

This information regarding the ongoing review of the Corporate Business Plan is also easily transferable to the Annual Report for 2015/16.

A copy of the full quarterly report is provided in attachment 10.1.1A.

Time To Implement Required Changes to IPR Documents

The updated timeline to implement the required changes is as follows:

Plan	Who	Cost	Feb	Mar	Apr	May	Comments
SCP	CEO						• Changes adopted 2 June 2016
CBP	CEO						• Changes adopted 2 June 2016
LTFP	CEO	\$5,000					Queries by the Department on a number of ratios addressed
AMP	CEO						• Changes adopted 2 June 2016
WFP	CEO						The Workforce Plan requires an interim review

Legend

	Indicator
Time required	
In progress	
Completed	
Revised due date	

Consultation

Nil

Statutory Environment

Local Government Act 1995 – Section 5.56 - Planning for the Future. A local government is to ensure that its plans are made in accordance with any regulations made.

Local Government (Administration) Regulations 1996 – Division 3 Planning for the Future. This division sets out the finer detail regarding Integrated Planning and Reporting including the SCP, CBP, LTFP, AMP and WFP.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

As discussed in the body of this report.

Voting Requirements

Simple majority

Officer Recommendation

That Council accepts the June 2016 quarterly review of the Shire’s Corporate Business Plan.

COUNCIL RESOLUTION **48/16**

MOVED: Cr C Hodshon

SECONDED: Cr K Key

That Council accepts the June 2016 quarterly review of the Shire’s Corporate Business Plan.

CARRIED (4/0)

10.1.2 ENDORSEMENT OF LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

Agenda Reference: CEO 6/16 - 02
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 31 May 2016
File No:
Previous References:
Author: Sean Fletcher, Acting Chief Executive Officer

Summary

The purpose of this report is to seek Council's endorsement of the Shire of Sandstone Local Emergency Management Arrangements (LEMA) that also includes the Recovery Sub-plan.

Attachments

- 10.1.2A Shire of Sandstone Local Emergency Management Arrangements June 2016
- 10.1.2B Shire of Sandstone Local Recovery Sub - Plan June 2016
- 10.1.2C Shire of Sandstone Local Emergency Management Plan for the Provision of Welfare Support

Background

Each local government is responsible for the emergency management arrangements in its district through a Local Emergency Management Committee.

The Shire of Sandstone Local Emergency Management Committee (LEMC) has been working on the development of an update to the Local Emergency Management Arrangements (LEMA) since October 2015.

These arrangements are required under the *Emergency Management Act 2005*, by the State Emergency Management Committee (SEMC). Each LEMC is required to develop relevant local emergency arrangements and adopt these before forwarding them to the relevant local government council for endorsement. Once endorsed by the Council, the emergency management arrangements will then be submitted to the Midwest-Gascoyne District Emergency Management Committee (DEMC) and then forwarded by DEMC to SEMC.

Each LEMA is also underpinned by the Local Recovery Sub-Plan. This is so that in there is in the first instance a plan that can be referred to regarding the management of incidents such a bushfire, plane crash and so on. The Local Recovery Sub-Plan details what recovery measures are required once the emergency has been dealt with.

As such, the arrangements listed in this report have now replaced those that were previously drafted by the Shire of Sandstone LEMC in 2012 and 2007.

The local emergency arrangements were adopted by the Shire of Sandstone LEMC at its meeting on 9 June 2016.

Comment

As per the comments in the background section to this report.

Consultation

Shire of Sandstone LEMC and its members
Jonelle Tyson, SEMC
Helen Kent, SEMC

Statutory Environment

Emergency Management Act 2005

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation – Item 10.1.2

That Council endorses:

1. Shire of Sandstone Local Emergency Management Arrangements June 2016 (Attachment 10.1.2A)
2. Shire of Sandstone Local Recovery Sub - Plan June 2016 (Attachment 10.1.2B)

COUNCIL RESOLUTION

49/16

MOVED: Cr F May

SECONDED: Cr C Hodshon

That Council endorses:

1. Shire of Sandstone Local Emergency Management Arrangements June 2016 (Attachment 10.1.2A)
2. Shire of Sandstone Local Recovery Plan June 2016 (Attachment 10.1.2B)

CARRIED/NOT CARRIED (4/0)

10.1.3 Status Report Update – June 2016

Agenda Reference: CEO 6/16 - 03
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 17 June 2016
File No:
Previous References: OCM 2 June 2016
Author: Sean Fletcher, Acting CEO

Summary

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

Attachments

10.1.3A Status Update June 2016

Background

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

Comment

As per the comments in the body of this report.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation – Item 10.1.3

That Council accepts the Status Update for June 2016

COUNCIL RESOLUTION 50/16

MOVED: Cr C Hodshon

SECONDED: Cr F May

That Council accepts the Status Update for June 2016

CARRIED (4/0)

10.2 FINANCIAL REPORTS

10.2.1 FINANCIAL STATEMENTS FOR MONTHS OF MAY 2016

Location: Shire of Sandstone
Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 14 June 2016
Author: Sean Fletcher, A/Chief Executive Officer

Summary

The Statement of Financial Activity reports for the month ending 31 May 2016 is presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*. Councillors will note a significant increase in the levels of deposits in the two Municipal Accounts. This is because we had rolled seven large International Money Market investments back into the Municipal Accounts pending reinvestment with BankWest Geraldton, which has now occurred.

Attachments

10.2.1A: Monthly Financial Report for the period ended 31 MAY 2016

Background

The Financial Management Regulations require a monthly statement of financial activity to be presented to Council. It is good financial practice for Council to conduct regular monthly monitoring of (operating and capital) revenue and expenses.

Summary of Funds – Shire of Sandstone as at: 31 May 2016

Municipal Cheque Account - On-line (BWA)	\$3,762,241.00
Municipal Investment Account – On-line (BWA)	\$1,202,017.22
Trust Fund (Bank West)	\$3,284.00
Bankwest Middle Markets Account	\$2,292,702.00

Consultation

Finance Office

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

Please refer to the comments in the body of this report.

Strategic Implications

Nil

Voting Requirements

Simple Majority

Officer Recommendation – Item 10.2.1

That Council accepts the Statement of Financial Activity for the month of May 2016 as presented, including the attachments 10.2.1A Monthly Financial Report for May 2016.

COUNCIL RESOLUTION 51/16

MOVED: Cr K Key

SECONDED: Cr F May

That Council accepts the Statement of Financial Activity for the month of May 2016 as presented, including the attachments 10.2.1A Monthly Financial Report for May 2016.

CARRIED (4/0)

Cr F May declared an impartial interest in Item 10.2.2. EFT Payment 4564 and 4594 Halsall & Associates. An employee of this firm is Cr May's Son-in-Law

10.2.2 ACCOUNTS UPDATE FOR THE MONTH OF MAY 2016 (includes Credit Cards, the Caravan Park and Fuel Sales)
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Location: Shire of Sandstone
Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 9 June 2016
Author: Rhonda Miles – Finance Officer
Senior Executive: Sean Fletcher – A/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 E: The list of accounts (EFT and cheque payments) is attached which will enable Council to see the payments made to the Shire's creditors.
- 10.2.2F to H: 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 that handle 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

Financial Management (Local Government) Regulations 1996 – Regulation 13

Please, also refer to the comments in the Background Section.

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

Staff Recommendation – Item No. 10.2.2

That Council receives the May 2016 accounts paid as presented:

Municipal Fund

- Municipal printed cheque numbers 105042-105049 totalling \$22,630.05
- EFT Payment Numbers 4535-4599 totalling \$622,610.83
- Superannuation \$5,524.60

Trust Fund:

- Trust cheque numbers 69-70 totalling \$1,519.55
- Trust printed cheques numbers 205005-205007 totalling \$2,286.25

Payroll EFT:

May 2016 - \$32,203, \$38,573.49 and \$1,530 totalling \$72,306.49

Credit Cards:

DD2785.1 totalling \$2,565.82

COUNCIL RESOLUTION

52/16

MOVED: Cr K Key

SECONDED: Cr F May

That Council receives the May 2016 accounts paid as presented:

Municipal Fund

- Municipal printed cheque numbers 105042-105049 totalling \$22,630.05
- EFT Payment Numbers 4535-4599 totalling \$622,610.83
- Superannuation \$5,524.60

Trust Fund:

- Trust cheque numbers 69-70 totalling \$1,519.55
- Trust printed cheques numbers 205005-205007 totalling \$2,286.25

Payroll EFT:

May 2016 - \$32,203, \$38,573.49 and \$1,530 totalling \$72,306.49

Credit Cards:

DD2785.1 totalling \$2,565.82

CARRIED (4/0)

COUNCIL RESOLUTION 53/16

MOVED: Cr F May

SECONDED: Cr C Hodshon

That Council in accordance with Shire of Sandstone Meeting Procedures 5.2 and 5.4 brings forward an item of urgent business 10.2.3 – Differential Rates – Advertising of Objects and Purpose 2016/17.

CARRIED (4/0)

10.2.3 DIFFERENTIAL RATES – ADVERTISING OF OBJECTS AND PURPOSE 2016/17

Agenda Reference: FIN 06/16 – 03
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 22 June 2016
Author: Sean Fletcher, Acting Chief Executive Officer

Summary

Council is requested to approve the advertising of the Shire's intent to adopt the proposed rates in the dollar and the minimum rates and the various differential rate categories for the 2016/17 financial year. The Minister's approval is also required where a local government requests the use of differential rating when the rate in the dollar for one category is more than twice that of a rate in the dollar for another category in the same class of rate.

Attachments

10.2.3A: The Statement of Objects and Reasons for Differential Rates and Minimum Payments for 2016/17

Background

When setting the level of rates for the assessments within the Shire of Sandstone as part of the annual budget process, the Shire is required to take into account its' integrated planning and reporting obligations. This includes the Strategic Community Plan as it articulates the vision for the Shire and the Corporate Business Plan which describes how that vision will be achieved over a four year period.

The Annual Budget then takes into account these two plans and describes how the services and infrastructure (capital works) will be funded for the next financial year. Ideally, the funding in the Budget is based on the projections in the Shire's Long Term Financial Plan along with its Asset Management Plan, Work Force Plan and any other informing strategies.

Councillors at the May briefing session were handed a copy of the proposed 2016/17 capital works program, which included projects from the Corporate Business Plan. Details regarding the provision of the other services for 2016/17 have yet to be formulated.

The Valuer General's Office (Landgate) provides the Shire with a value for each rateable property (assessment) within the District. The Shire currently has four rating categories:

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

Properties (residential/commercial) located in the Sandstone town site, along with potential mining camps, are valued based on gross rental value (GRV). Pastoral properties and mining tenements are valued based on the unimproved value (UV). Council then sets a rate in the dollar and a minimum rate on the properties as per the valuation roll.

Within these four categories, the Council's rating strategy in the past 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.

There are no changes to the value of the GRV properties and UV Rural (pastoral properties) for 2016/17. The value of mining tenements has increased. Accordingly, the rate in the dollar for each category will change to reflect the proposed increase to rates across the board of 3%.

This also means that the Shire, will once again, for 2016/17, have differential rates that are more than twice the lowest differential rate imposed i.e. more than 2:1.

Council must approve the publication of the reasons why it is proposing to adopt differential rates that includes both the objects and the purpose for such reasons. Once approved the objects and reasons are issued for public comment for a period of 21 days. Once any submissions received have been considered by Council, approval is then sought from the Minister for Local Government and Communities. Please note that the Council does not have to adopt the level of differential rates proposed as it can vary these subject to any comments received. If there are no comments received, then the CEO can make the submission directly to the Minister without further consideration by the Council.

Once ministerial approval has been granted, Council can then formally adopt the budget. As required by the Local Government Act, Council must adopt the budget by 31st August 2015. At this point it is proposed to have the draft Annual Budget available for adoption somewhere between 28 July 2016 and 12 August 2016. However, the adoption of the budget may be later due to the fact that the budget process is behind the Shire's normal schedule, as the Minister has a very short window to give his approval in this matter.

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 objects 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

In other words has the benefit principle been applied? That is, what benefits are this group of ratepayers receiving in excess of other ratepayers?

As in the past, the rates and minimum payments proposed for the GRV Residential and Commercial areas are set at what are considered to be the maximum those areas can bear.

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 at levels which are considered to be the maximum that the various elements of that sector have the capacity to pay.

While every effort is made to establish rates and minimum payments at the fairest possible levels, it is considered that the mining sector has the capacity to pay the GRV rate regarding transient workforce accommodation (mining camps) and the UV rate (mining tenements) at the levels proposed.

All sectors benefit from the services provided by the Shire, though it is inevitable that some sectors, and some individuals in any sector, may benefit more or less, from any particular services.

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 inevitable that some will have a greater capacity to contribute to the Shire's revenue than others.

Consistency

Are other properties used for similar purposes being rated in the same way? How does the proposed rating scheme compare to last year's scheme?

The proposed level of rates based on a rate increase of 3% is as follows:

Rate Category	No of Properties	2015-16 Rate in \$	2015-16 Minimum Rates	2015-16 Budgeted Revenue \$	2016/17 Proposed Rate in \$	2016-17 Proposed Minimum Rates	2016-17 Budgeted Revenue \$
GRV Townsite (Residential and Commercial)	34	6.4239		14,244	6.61666		14,671
	31 Min		200.00	6,000		200.00	6,200
GRV Mining/Transient Workforce Facilities	4	33.8630		24,388	34.487920		25,120
	0 Min		200.00			200.00	0
UV Rural	19	5.5424		38,807	5.70860		39,971
	1 Min		310.00	310		315.00	315
UV Mining (Tenements)	89	26.1052		787,203	25.21649		810,790
	46 Min		305.00	14,570		315.00	15,007
Discounts				(11,000)			(11,857)
Write offs				(10,000)			
Totals	224			864,522			900,231

Table One: Proposed Level of Rates for 2016/17

Note: A discount of 3.5% applies to all rates paid within 35 days. The Shire has 29 non-rateable properties in the District. GRV Mining/Transient Workforce Facilities at 34.8792 cents in the dollar is more than twice the GRV Townsite rate of 6.6166 cents in the dollar. Likewise, The UV Mining rate in the dollar of 25.1265 cents is more than twice the UV Rural rate of 5.7086 cents in the dollar.

Transparency

Has there been public notice of the proposed changes?

The proposed objects and reasons for publication are provided in Attachment 10.2.3A.

Administrative Efficiency

Is this the most efficient way to raise the required rates revenue? Is the land properly valued as UV or GRV. In otherwords it may be more appropriate to change the valuation method rather than imposing large differences.

For the Shire of Sandstone, as there is more than one assessment regarding transient workforce accommodation and numerous mining tenements, it is appropriate and far more efficient to apply differential rating as the method for rate imposition on these types of assessments.

Consultation

Council Briefing Session 2 June 2016 regarding the 2016/17 capital works program.

Statutory Environment

Local Government Act 1995:

Section 6.32 – Rates and service charges. When adopting the annual budget, a local government in order to make up the budget deficiency, is to impose a general rate on rateable land within its district. This can either be uniformly or differentially and must be made by way of an absolute majority.

As Council is only considering the intent to adopt differential rates at this stage, and advertising the objects and reasons accordingly, the decision required is by way of a simple majority regarding today's matter.

Section 6.33 – A local government may impose differential general rates according to the following characteristics: zoning category, purpose of the land, whether or not the land is vacant or any other prescribed purpose.

Section 6.35 – Minimum payments for each differential category is to be applied.

Section 6.36 – A local government is to give local public notice of its intent to adopt differential rates, including the objects and reasons for doing so.

Local Government (Financial Management) Regulations 2006:

Regulation 23 – The annual budget is to include the objects and reasons for adopting differential rates.

Regulation 52A – Characteristics prescribed for differential rates – relevant district. In essence deals with matters where there have been changes to the district.

Policy Implications

Nil

Financial Implications

The raising of rates is used to help fund Council activities for the year. The expected increase in the level of revenue for 2016/17 based on a rate increase of 3% is \$35,709. This can be seen as follows:

Rate Category	No of Properties	2015-16 Rate in \$	2015-16 Minimum Rates	2015-16 Budgeted Revenue \$	2016/17 Proposed Rate in \$	2016-17 Proposed Minimum Rates	2016-17 Budgeted Revenue \$
GRV Townsite (Residential and Commercial)	34	6.4239		14,244	6.61666		14,671
	31 Min		200.00	6,000		200.00	6,200
GRV Mining/Transient Workforce Facilities	4	33.8630		24,388	34.487920		25,120
			200.00	0		200.00	0
UV Rural	19	5.5424		38,807	5.70860		39,971
	1 Min		310.00	310		315.00	315
UV Mining (Tenements)	89	26.1052		787,203	25.21649		810,790
	46 Min		305.00	14,570		315.00	15,007
Discounts				(11,000)			(11,857)
Write offs				(10,000)			
Totals	224			864,522			900,231

Table Two: Expected Increase of Income from Rates for 2016/17

A discount of 3.5% applies to all rates paid within 35 days. The Shire has 29 non-rateable properties in the District.

With modelling applied, it can be seen that the minimums for GRV Townsite, GRV Mining/Transient Workforce Facilities will not change (\$200). However, the minimums for all UV properties will increase from \$310 to \$315.

It should be noted that as properties change hands during the course of the year, the value of the property may change leading generally to an increase in corresponding rate revenue. This has not traditionally been budgeted for by the Shire of Sandstone.

Strategic Implications

The Shire's Corporate Business Plan recognises that the revenue raising options available to a small remote country Shires such as the Shire of Sandstone are limited by a small rates base that is to a large extent mining based and therefore subject to substantial fluctuations and limited opportunities for other income earning activities.

The rate assumption (expected increase) in the Shire's Long Term Financial Plan for 2016/17 is a rate increase of 4%. The author is suggesting for 2016/17 that the rate increase is 3% to keep in line with changing economic circumstances.

Voting Requirements

Simple majority

Officer Recommendation – Item 10.2.3

That Council:

1. In accordance with section 6.36 of the *Local Government Act 1995*, authorises the CEO to advertise through local public notice the Shire of Sandstone's intent to adopt the following rates in the dollar and minimum rates for the differential categories specified for the 2016/17 financial year:

Rate Category	No of Properties	2015-16 Rate in \$	2015-16 Minimum Rates	2015-16 Budgeted Revenue \$	2016/17 Proposed Rate in \$	2016-17 Proposed Minimum Rates	2016-17 Budgeted Revenue \$
GRV Townsite (Residential and Commercial)	34	6.4239		14,244	6.61666		14,671
	31 Min		200.00	6,000		200.00	6,200
GRV Mining/Transient Workforce Facilities	4	33.8630		24,388	34.487920		25,120
	0 Min		200.00			200.00	0
UV Rural	19	5.5424		38,807	5.70860		39,971
	1 Min		310.00	310		315.00	315
UV Mining (Tenements)	89	26.1052		787,203	25.21649		810,790
	46 Min		305.00	14,570		315.00	15,007
Discounts				(11,000)			(11,857)
Write offs				(10,000)			
Totals	224			864,522			900,231

2. The Local Public Notice referred to in Point 1 is to contain the Objects and Reasons for Differential Rates and Minimum Payments as set out in Attachment 10.2.3A.
3. Authorises the CEO to make application to the Minister for Local Government and Communities for approval to adopt the differential rating strategy for those categories that exceed 2:1 as outlined in Point 1 including:
 - a. GRV Mining/Transient Workforce Facilities.
 - b. UV Mining.
 - c. However, this is subject to no submissions being received in response to the Local Public Notice specified in Point 1 and Point 2.

Mr Fletcher left the meeting at 11:52AM and returned to the meeting at 11:55AM

COUNCIL RESOLUTION 54/16

MOVED: Cr F May

SECONDED: Cr K Key

That Council:

1. In accordance with section 6.36 of the *Local Government Act 1995*, authorises the CEO to advertise through local public notice the Shire of Sandstone's intent to adopt the following rates in the dollar and minimum rates for the differential categories specified for the 2016/17 financial year:

Rate Category	No of Properties	2015-16 Rate in \$	2015-16 Minimum Rates	2015-16 Budgeted Revenue \$	2016/17 Proposed Rate in \$	2016-17 Proposed Minimum Rates	2016-17 Budgeted Revenue \$
GRV Townsite	34	6.4239		14,244	6.61666		14,671
(Residential and Commercial)	31 Min		200.00	6,000		200.00	6,200
GRV Mining/ Transient Workforce Facilities	4	33.8630		24,388	34.487920		25,120
	0 Min		200.00			200.00	0
UV Rural	19	5.5424		38,807	5.70860		39,971
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Discounts				(11,000)			(11,857)
Write offs				(10,000)			
Totals	224			864,522			900,231

2. The Local Public Notice referred to in Point 1 is to contain the Objects and Reasons for Differential Rates and Minimum Payments as set out in Attachment 10.2.3A.
3. Authorises the CEO to make application to the Minister for Local Government and Communities for approval to adopt the differential rating strategy for those categories that exceed 2:1 as outlined in Point 1 including:

- a. GRV Mining/Transient Workforce Facilities.
- b. UV Mining.
- c. However, this is subject to no submissions being received in response to the Local Public Notice specified in Point 1 and Point 2.

CARRIED (4/0)

Attachment 10.2.3

Statement of Objects and Reasons for Differential Rates and Minimum Payments 2016/17

The following are the Differential Rates and Minimum Payments proposed for the Shire of Sandstone for the 2016/2017 Rating Year:

General Rates

GRV Townsite (Residential/ Commercial)	\$0.061666
GRV Mining/ Transient Workforce Accommodation	\$0.3487920
UV Pastoral	\$0.0570860
UV Mining	\$0.2521649

Minimum Payments

GRV Residential/ Commercial	\$200.00
GRV Mining & Transient Workforce Facilities	\$200.00
UV Pastoral	\$315.00
UV Mining	\$315.00

Shire's Principal Services

The principal services provided by the Shire within its district include:

- provision and maintenance of roads and drainage;
- other engineering services and works;
- waste removal and disposal;
- environmental health control;
- planning and building control;
- fire control services;
- dog control and licensing;
- other licensing;
- library services;
- recreation facilities;
- employment and tenders; and
- cemetery.

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 at levels which are considered to be the maximum that the various elements of that sector have the capacity to pay.

The rates and minimum payments proposed for the GRV Residential and Commercial areas are also set at what are considered to be the maximum those areas can bear.

While every effort is made to establish rates and minimum payments at the fairest possible levels, it is considered that the mining sector has the capacity to pay the UV rate at the levels proposed.

All sectors benefit from the services provided by the Shire, though it is inevitable that some sectors, and some individuals in any sector, may benefit more or less, from any particular services.

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 inevitable that some will have a greater capacity to contribute to the Shire's revenue than others.

GRV Townsite (Residential, Commercial)

The object of the GRV rates and minimum payments in the two categories for GRV Townsite requires a fair contribution to the revenue requirements of the Shire, while not risking additional financial pressure on the users in those areas that affect their long term viability. They have been in the past, and are likely to continue into the long term future, to provide the main support for the social and economic life of the Shire.

The reasons for the levels of rates and minimum payments set for each of those categories is that they allow for a fair contribution to the revenue requirements of the Shire at the highest sustainable level.

GRV Transient Workforce Accommodation

Similar objects and reasons for the UV Mining rate apply to the proposed GRV Transient Workforce Accommodation Rate.

UV Pastoral

Similar objects and reasons for GRV Townsite rates apply to the proposed UV Pastoral rate.

UV Mining

The object of the UV Mining rate is to permit the imposition of rates on mining land which is reasonably proportional to the financial resources of those who will bear the burden of the rates, and striking a reasonable balance between the capacity to pay and the fairness of the requirement.

In dealing with the object of the rate, it should be remembered that operators in the mining industry when they come to the district have the advantage of established Shire services and facilities which often have been provided by the rates contributed in the long term by ratepayers in other sectors, who will continue in the long term future to contribute in the same way. The maintenance of Shire assets and services for the benefit of all users, long

term and short term, is a burden which to a significant extent falls upon the long term ratepayers.

On the other hand, it is not uncommon for operators in the mining sector to be present in the district for a short period with a prospect of withdrawing very substantial profits in that time exploiting the mineral resources of the district. That is not a criticism and simply recognises the often transitory nature of mining enterprises. However the mining sector stands to be a beneficiary of the existence and maintenance of the Shire's assets and services to the extent that the mining operators and their connections use them.

The reason for the UV Mining rate and the UV Mining minimum payment is to assist the Shire to make up the deficiency in its revenue at a level which is fair in all of the circumstances.

10.3 HEALTH, BUILDING and TOWN PLANNING

10.3.1 PROGRESS REPORT DISABILITY ACCESS AND INCLUSION PLAN 2015-2016

Agenda Reference: EHO 6/16 - 01
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 1 June 2016
File No:
Previous References: **OCM 20 August 2015**
Author: Sean Fletcher, Acting Chief Executive Officer



Signature of Author: _____

Summary

The purpose of this report is to seek Council's approval regarding the progress of the Shire's Disability Access and Inclusion Plan (DAIP) for 2015-2016.

Attachments

10.3.1A DAIP Progress Report 2015-2016

Background

Each year, local government is required to report by 30 June on the progress of its Disability Access and Inclusion Plan.

The purpose of the report is so that the Minister for Disability Services can report to Parliament each year on the progress regarding the implementation of disability access and inclusion strategies by public authorities.

The Shire's environmental health officer has completed the survey for 2015-2016 and a copy is attached for Council's information and consideration.

Comment

Council adopted the Shire's revised Disability Access and Inclusion Plan at its meeting on 20 August 2015.

For the 2016-2016 DAIP progress report Mr Atyeo went though and identified the following:

Outcome	Strategies Planned	Strategies Implemented	Strategies Effective	Comment
Outcome 1- Services & Events	6	3	3	Strategies are ongoing and will be adjusted accordingly
Outcome 2 – Building & Facilities	6	5	5	The new Admin Building meets the BCA. Although no disabled parking is allocated there is plenty of parking for all
Outcome 3 - Information	3	1	1	Strategies are ongoing and will be adjusted accordingly
Outcome 4 – Level and Quality of Service	3	2	2	Shire staff do consider the needs of individuals on a case by case basis
Outcome 5 - Complaints	2	2	2	Staff are very competent dealing with complaints
Outcome 6 - Consultation	5	0	0	Difficult to report on as the community is very small
Outcome 7 - Employment	4	0	0	All strategies are being developed. The Shire staff do work safely and those with disabilities will not be put in an unsafe area

Although the Shire included Outcome 7 in its DAIP in August 2015, it would appear that this outcome was not adopted using the required process under the Disability Services Act and its regulations (advertising and consultation of the community).

However, the author has spoken to Sue Henson at the Department of Disability Services Commission who has now advised after discussions that she is considering putting forward to the Disabilities Commissioner an exemption regarding the need for retrospective consultation. This is because, for all intents and purposes, small local governments do work in the spirit of the legislation when it comes to how they keep communities informed and when seeking feedback.

If the exemption is approved, then all that will be required with future reviews of the DAIP is to ensure public consultation is undertaken regarding all of the outcomes. Alternatively, the

Disability Services Commission has given the Shire until 31 October 2016 to complete the requirement regarding consultation on a retrospective basis.

Consultation

Bill Atyeo, Consultant Environmental Health Officer
Sue Henson, Disability Services Commission

Statutory Environment

Disability Services Act 1993 (as amended)

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation – Item 10.3.1

That Council approves the Shire of Sandstone 2015-2016 Disability Access and Inclusion Plan Progress Report.

COUNCIL RESOLUTION **55/16**

MOVED: Cr C Hodshon

SECONDED: Cr K Key

That Council approves the Shire of Sandstone 2015-2016 Disability Access and Inclusion Plan Progress Report.

CARRIED (4/0)

10.4 WORKS and SERVICES

Nil

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

13.1 Meeting Closed to the Public

Nil

13.2 Public Reading of Resolutions to be made Public

Nil

TIME and DATE of NEXT MEETING

The next scheduled Ordinary Council Meeting will be held on Thursday 28 July 2016.

15 CLOSURE OF MEETING

There being no further business, the Shire President closed the meeting at 12:05 pm.

The Shire President in accordance with Shire of Sandstone Meeting Procedure 17.3 asked for the meeting to be reopened

COUNCIL RESOLUTION **56/16**

MOVED: Cr **C Hodshon**

SECONDED: Cr **K Key**

That Council in accordance with Shire of Sandstone Meeting Procedures 7.3 agreed with the President's ruling that the meeting be re-opened at 12:35PM to consider a matter in relation to the recruitment of the Shire CEO.

CARRIED (4/0)

COUNCIL RESOLUTION**57/16****MOVED: Cr K Key****SECONDED: Cr C Hodshon**

That Council, further to the special meeting held on 10 May 2016, will undertake the recruitment and selection of a new CEO as follows:

1. Confirms the profile of the preferred applicant for the role of CEO as set out in the Chief Executive Officer Employment Information and Application Package July 2016 (Attachment 15.1.A).
2. Approves the salary package for the CEO as set out in the Chief Executive Officer Employment Information and Application Package July 2016, which is in accordance with the determination under section 7A of the *Salaries and Allowances Act 1975* (Attachment 15.1.A).
3. Approves the position description for the CEO as set out in the Chief Executive Officer Employment Information and Application Package July 2016 (Attachment 15.1.A).
4. Appoints FitzGerald Strategies to assist Council with the CEO recruitment and selection process for the duration of the recruitment process.
5. The selection panel is to consist of Council for the duration of the recruitment and selection process.
6. The Shire President is to:
 - a. Liaise with FitzGerald Strategies regarding all aspects of the recruitment and selection process;
 - b. Chair and convene the selection panel as required.
7. Approves, in accordance with 18A(2) of *the Local Government (Administration) Regulations 1996*, the advertisement set out in Attachment 15.1.B inviting applications from suitably qualified applicants for the position of Chief Executive Officer.

CARRIED (4/0)

There being no further business, the Shire President closed the meeting at 12:39 pm.

CERTIFICATION

I, _____, certify that the Minutes of the Meeting held on 23 June 2016, as shown, were confirmed as a true and accurate record at the Meeting held on 28 July 2016.

(Presiding Member)

Date: 28 July 2016