



# **AGENDA**

Ordinary Council Meeting

Thursday 22 March 2018  
@ 11:00 am

To be held in the Council Chambers, Hack St Sandstone

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## ORDINARY COUNCIL MEETING NOTICE PAPER

**Thursday 22 March 2018 – 11:00 am**

Dear President and Councillors,

An Ordinary Meeting of Council is called for Thursday 22 March 2018, in the Council Chambers, Hack Street, Sandstone, commencing at 11:00 am.

### **Councillors please note:**

A Briefing Session will be held at the conclusion of 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

6 March 2018

### **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.*

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

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**Harry Hawkins**  
Chief Executive Officer

6 March 2018

Hack Street, SANDSTONE WA 6639  
Tel (08) 9963 5802; Fax (08) 9963 5852  
E-mail: [ceo@sandstone.wa.gov.au](mailto: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 sections 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: \_\_\_\_/\_\_\_\_/2018

**Urgency:** Low / Medium / High / Strategic

Road / Public Building / Area: \_\_\_\_\_

Request: \_\_\_\_\_

Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**OFFICE USE ONLY:-----**

Action Taken: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Comment: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Completed: \_\_\_\_/\_\_\_\_/2018

Signature: \_\_\_\_\_

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

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## Councilor's Claim for Sitting Fees and Travel

Councillor \_\_\_\_\_

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
	<b>Special Council</b>			
	<b>Full Council</b>			

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

Total		Total
<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>
04109	Line Item 370	04100
		TOTAL: <input style="width: 100%;" type="text"/>

### 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 22 MARCH 2018**  
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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	
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25	10.2	Finance	
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26	10.2.2	Accounts Update for the Month of February 2018 (includes for Credit Cards, Caravan Park & Fuel Sales)	/18
28	10.3	Health Building and Town Planning	
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**AGENDA and STAFF REPORTS  
ORDINARY COUNCIL MEETING TO BE HELD IN  
COUNCIL CHAMBERS, SANDSTONE ON THURSDAY, 22 MARCH 2018**

**1 DECLARATION OF OPENING AND ANNOUNCEMENT OF ANY VISITORS**

The Presiding Member, Cr Bethel Walton (Shire President) to declare the Meeting open at 11.00 am.

**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 D (David) Lefroy	
Cr D Murat	
CR V (Vicki) McQuie	

**Staff Members**

Mr Harry Hawkins	Chief Executive Officer
Mr Danny Humphries	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 MEETING**

**STAFF RECOMMENDATION**

**MOVED:** Cr

**SECONDED:** Cr

That the Minutes of the Ordinary Meeting of Council held on 22 February 2018 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 – March 2018**

**Agenda Reference:** CEO 03/18 - 01  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 06/03/2018  
**File No:**  
**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 March 2018

## 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

**MOVED:** Cr

**SECONDED:** Cr

That Council accepts the Status Update for March 2018

**CARRIED/NOT CARRIED (???)**

## Status Update March 2018

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
85/16	10.1.3	That Council request an inspection of the MRAC houses with a view to purchasing them if structurally sound and price is reasonable.	<b>28/9/2016</b> Keys received and houses inspected. Department Contacted for price and further details. <b>10/03/2017</b> Email sent to officer at the Department of Housing for an		

			<p>update on this proposal.  <b>20/03/2017</b> email received from department of housing providing update on progress of proposal  <b>29/05/2017</b> update received from MRAC transfer back to Dept. of Housing to be finalised early June  <b>19/07/2017</b> Email rec'd asking the shire to take on Head Lease of 18 Green Street  <b>28/07/2017</b> Housing Authority advised of Council's decision not to take on Head Lease for 18 Green Street.  <b>22/01/2018</b> Housing Authority contacted for update on sale of MRAC homes in Sandstone  <b>26/02/2018</b> Department of Housing advised the contact details of the agent handling the sale of the MRAC houses</p>	
<b>12/17</b>	<b>10.3.1</b>	That Council approves having the map of Bush Fire Prone Areas reassessed and pushed out further from the boundaries of the Sandstone town site	<p><b>15/03/2017</b>  Email sent to Bill Atyeo advising him of Council's decision  <b>13/07/2017</b>  Email quotes received and agreed to for work to commence in September 2017  <b>15/12/2017</b> Spoke to Bill Atyeo re review of bushfire prone areas. Consultant has done site visits.</p>	
<b>31/17</b>	<b>10.1.7</b>	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.	<p><b>03/05/2017</b> Letter sent to family of George Dent advising them of Council's decision</p>	
<b>80/17</b>	<b>10.1.2</b>	That heritage listing of Camel Station is accepted subject to condition on access	<p><b>02/10/2017</b> Dept of Heritage advised of condition on Heritage Listing.  <b>09/10/2017</b> email seeking clarification of condition received from Dept clarification sent back immediately  <b>20/12/2017</b> email received from Dept re any orders or permits on property nil response sent immediately</p>	
<b>85/17</b>	<b>10.1.4</b>	That the right of way behind the power station between Rowe and Black Streets is closed	<p><b>06/10/2017</b> letters sent to begin process and advertising as per LAA undertaken.</p>	
<b>86/17</b>	<b>10.1.5</b>	Vehicle inspection centre utilising shire pit and workshop	<p><b>06/10/2017</b> Applicant advised of Council's decision  <b>24/11/2017</b> Spoke to Jason Homewood all is in place subject to Dept of Transport approval</p>	

## Legend

Category	Status
Not Started	
In Progress	
Completed	

### 10.1.2 Compliance Audit Return

**Agenda Reference:** CEO 03/18 - 02  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:**  
**Author:** Harry Hawkins, Chief Executive Officer

#### Summary

The Compliance Audit Return was reviewed by the Audit Committee this morning and is referred to Council for final approval and lodgement.

#### Attachments

Nil, return was attached to Audit Committee agenda.

#### Background

Every local government is required to complete a Compliance Audit Return annually for the preceding calendar year and approve and lodge it with the Department prior to the 31<sup>st</sup> March each year. The return is to be reviewed by the Audit Committee before it is approved by Council.

#### Comment

Each calendar year the Department of Local Government compiles a list of questions relating to specific areas of compliance to create a Compliance Audit Return, this years completed return is attached. The only questions answered in the negative were the non compulsory questions relating to the adoption of the Community Strategic Plan and the Corporate Business Plan which weren't adopted in 2017 but at the first meeting in 2018.

All other areas in the return were either met or not applicable.

#### Consultation

Nil

#### Statutory Environment

Local Government Audit Regulations 1996

#### Policy Implications

Nil

#### Financial Implications

Nil

#### Strategic Implications

Nil

## Voting Requirements

Absolute Majority

## Officer Recommendation – Item No. 10.1.2

**MOVED:** Cr

**SECONDED:** Cr

That the Compliance Audit Return for 2017 is approved by Council for signing and lodgement with the Department of Local Government by the 31<sup>st</sup> March 2018.

**CARRIED/NOT CARRIED (??)**

<b>10.1.3</b>	<b>Astro Tourism Towns</b>
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**Agenda Reference:** CEO 03/18 - 03  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:**  
**Author:** Harry Hawkins, Chief Executive Officer

### Summary

The Shire of Sandstone has been asked to join the Astro Tourism Towns Project which will be supported by the Stargazers Club WA and will be implemented in the 2018-2019 financial year.

### Attachments

The Astro-Tourism Towns 2018/19 Packages document.

### Background

Carol Redford is the founder of Stargazers Club WA and is driving the formation of Astro Tourism Towns which aims to set up a digital map networking participating towns and promoting them as places where visitors know they can access pristine night skies for naked eye stargazing, astrophotography or viewing through telescopes. The digital map will promote Astro-Tourism Towns as destinations where visitors can participate in astronomical activities with the confidence that they will have a great experience. The maps will also link to visitor services, accommodation and other information.

### Comment

The Wheatbelt and the Mid West have many advantages and unique Astro-tourism selling points:

- Dark night skies are a natural asset in regional WA. The real strength is that it is there just waiting to be seen. It doesn't require any maintenance or development and can be seen simply with the naked-eye or with binoculars, telescopes. Moreover, it creates an additional opportunity to develop advanced astrophotography opportunities.

- WA is located in the Southern Hemisphere where the best parts of the Milky Way can be seen. Only we can see the Magellanic Clouds, the Southern Cross, the Jewel Box and more.
- Perth is the most isolated capital city in the world. You don't have to travel far from Perth city lights to find pristine dark night skies for the best stargazing on the planet.
- The Wheatbelt and Mid West regions are far enough away from Perth's bright city lights that our dark night skies are protected, yet close enough to be easily accessed by visitors;
- Our Wheatbelt and Mid West towns have low light pollution and offer safe and easy to access places for stargazing
- We have endless cloudless skies and clear weather giving us an edge over southern regions in WA. Perth has the highest daily average number of bright sunshine hours in Australia.<sup>1</sup>; and
- We're home to the following International space science projects:
  - The \$1.3B Square Kilometre Array radio telescope in the Mid West will look back 13 billion years to discover how stars and black holes formed;
  - The Australian International Gravitational Observatory was fundamental in the ground-breaking first ever measurement of gravitational waves thus substantiating Einstein's theories;
  - The European Space Agency has a strategic Deep Space Antenna located south of New Norcia;
  - The WA Space Centre near Mingenew is a base for China, Japan and the USA used for space tracking and communications; and
  - World renowned Japanese astrophotographer, Akira Fuji, has an observatory in the Wheatbelt.

The Shire of Sandstone has already completed the first of 2 steps in becoming an Astro-Tourism Town and the second and next step is to adopt astronomy friendly lighting policies to protect the dark sky for stargazing and astronomical related activities.

The cost to become an Astro-Tourism Town is \$7,975 per year or \$665 per month with significant savings if 6 or more towns agree to become Astro-Tourism Towns together with the price reducing to \$4,500 per year or \$375 per month.

**Consultation**

Nil

**Statutory Environment**

Nil

**Policy Implications**

Nil

**Financial Implications**

Nil, as this will commence in 2018-2019 it will be allowed for in that years budget

**Strategic Implications**

Nil

## Voting Requirements

Simple Majority

### Officer Recommendation – Item No. 10.1.3

**MOVED:** Cr

**SECONDED:** Cr

That the Shire of Sandstone agrees to become an Astro-Tourism Town in 2018-2019 and to allocate membership fees in the 2018-2019 budget.

**CARRIED/NOT CARRIED (??)**

<b>10.1.4</b>	<b>Fencing Proposal Black Hill Station</b>
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<b>Agenda Reference:</b>	CEO 03/18 – 04
<b>Location/Address:</b>	Shire of Sandstone
<b>Name of Applicant:</b>	Kim Buller
<b>Disclosure of Interest:</b>	None
<b>Date of Report:</b>	13/03/2018
<b>Previous References:</b>	Resolution 105/17 from Dec 2017, 10/18 February 2018
<b>Author:</b>	Harry Hawkins CEO

### Summary

Kim Buller has asked that Council have another look at his fencing proposal and has emailed a letter to the CEO and cc'd Councillors.

### Attachments

Emailed letter seeking review of decision.

### Background

Kim Buller from Black Hill Station has previously provided Council with options for fencing the Mt Magnet Leinster Road and the Sandstone Common and has negotiated a contribution from Main Roads WA.

### Comment

Mr Buller made a presentation to Council at the February 2018 meeting and does not agree with the decision and has asked for Council to take another look at his proposal and has provided a letter outlining the reasons for this.

**Fencing Proposal 2:** As discussed and voted on at the February 2018 meeting

*Fence from the Magnet Road to the existing grid on the Menzies Road approximately 10km south and from there back to the Leinster Road. This would include fencing some station land back into the Common but this is irrelevant as it is all very low value grazing land. This route is 3km longer than proposal 1 but has the benefit of only requiring one grid to be replaced on the Paynes Find Road.*

The resolution passed at the February meeting is as follows;

*That Council make a contribution of 25% of the cost of Fencing Proposal 2 plus install the required grid so as to protect the town from wandering cattle.*

There is no requirement for Mr Buller or Council to fence the town common and any fencing done will be to protect the aerodrome and town site from wandering cattle and the damage that they may cause. It should be noted that the Shire of Sandstone has lodged an application for RADS funding to fence the aerodrome but as yet has not been advised of the outcome of that application.

**Consultation**

None

**Statutory Environment**

Dividing fences Act 1961

**Policy Implications**

None

**Financial Implications**

Unsure at this time

**Strategic Implications**

Nil

**Voting Requirements**

Simple majority

**Officer Recommendation – Item No. 10.1.4**

**MOVED: Cr**

**SECONDED: Cr**

For Discussion

<b>10.1.5</b>	<b>Sale of Properties – Outstanding Rates</b>
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**Agenda Reference:** CEO 03/18 - 05  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:**  
**Author:** Harry Hawkins, Chief Executive Officer

**Summary**

There are 2 town site properties owned by the same person who has not paid rates since March 2013 where the debt collection agency have not been able to recover the outstanding amount and they suggest that the Council sell the blocks to recover the outstanding rates.

## **Attachments**

Nil

## **Background**

There are 2 properties in the Sandstone town site, 6 Green Street and 7 Mingah Street owned by Graeme Farrell where the last payment of rates was received in March 2013.

Mr Farrell was sent to debt collection last year, the fees have been added to his outstanding rates. He kept making excuses saying that he was broke and unable to pay. He has contacted the office on several occasions, but has made no commitment to pay.

## **Comment**

After discussion with Austral Collections, their advice is to obtain approval to sell the blocks as it has been over 3 years since any monies have been paid on the two properties. Under the Local Government Act Council can attempt to sell the properties at public auction to recover outstanding rates. If this action is not successful Council can then reclaim the blocks.

There are legal steps to go through prior to selling the properties which will cost an estimated \$6,000 while additional fees may be incurred in employing an auctioneer to conduct the sale. The outstanding amounts are 6 Green Street \$3,194.79 and 7 Mingah Street \$1,756.71 a total of \$4,951.50 including fees and interest.

## **Consultation**

Nil

## **Statutory Environment**

Nil

## **Policy Implications**

Nil

## **Financial Implications**

Fees of at least \$6,000 would be incurred but these may be offset by rates recovered.

## **Strategic Implications**

Nil

## **Voting Requirements**

Simple Majority

## **Officer Recommendation – Item No. 10.1.5**

**MOVED: Cr**

**SECONDED: Cr**

That Council give the CEO approval to commence legal action to sell the properties at 6 Green Street and 7 Mingah Street Sandstone to recover outstanding rates.

**CARRIED/NOT CARRIED (??)**



## 10.2 FINANCIAL REPORTS

### 10.2.1 Financial Statements for the month of February 2018

**Location:** Shire of Sandstone  
**Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 13 March 2018  
**Author:** **Harry Hawkins, Chief Executive Officer**

#### Summary

The Statement of Financial Activity reports for the month ending 28 February 2018 are presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

#### Attachments

Financial Statements for February 2018

#### Background

#### Summary of Funds – Shire of Sandstone as at: 28 February 2018

Municipal Cheque Account - On-line (BWA)	\$27,631.80
Municipal Investment Account – On-line (BWA)	\$735,864.44
Trust Fund (Bankwest)	\$6,429.65
Reserve Term Deposits (Bankwest)	\$5,200,263.66
New Money Market Term Deposit Accounts	\$100,000.00

#### 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 period ending 28 February 2018.

**NOT/CARRIED (??)**

<b>10.2.2 ACCOUNTS UPDATE FOR THE MONTH OF FEBRUARY 2018 (Includes Credit Cards, the Caravan Park, Fuel Sales and Rates report)</b>
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<b>Location:</b>	Shire of Sandstone
<b>Applicant:</b>	Shire of Sandstone
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	13 March 2018
<b>Author:</b>	<b>Rhonda Miles – Finance Officer</b>
<b>Senior Officer:</b>	<b>Harry Hawkins – Chief Executive Officer</b>

### **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 February 2018 accounts paid as presented:

#### Municipal Fund February 2018

- Municipal Printed cheque numbers 105193 & 105196 - 105201 totalling \$13,786.46
- EFT Payment Numbers 5992 – 6064 totalling \$224,947.73
- Superannuation \$11,512.43

#### Trust Fund February 2018

- Trust printed cheque numbers 205061 – 205062 totalling \$4,718.85

#### Payroll EFT February 2018:

\$24,452.00 & \$26,466.00 totalling \$50,918.00

Credit Cards February 2018:

DD 3569.1 totalling \$481.25

**NOT/CARRIED (??)**

### **10.3 HEALTH, BUILDING and TOWN PLANNING**

Nil

### **10.4 WORKS and SERVICES**

#### **10.4.1 Works Supervisors Report**

<b>Location:</b>	Various – Shire of Sandstone
<b>Applicant:</b>	Works and Services Supervisor
<b>Disclosure of Interest:</b>	If any, see Comments Section in body of the Report
<b>Date of Report:</b>	13 March 2018
<b>Previous References:</b>	Previous Council Briefing Sessions
<b>Author:</b>	<b>Danny Humphries, Works and Services Supervisor</b>

#### **Summary – ACIVITY REPORT UPDATE**

To provide Council with an updated Activity Report on the operations of Council's Works and Service Department since the last Briefing Session.

#### **Attachments**

Nil

#### **Background**

It is important that Council is regularly updated as to Council's Infrastructure, Construction, Maintenance, Horticulture and other Works & Services Department activities.

#### **Comment**

##### Construction

Road crew are on Payne's Find road we have 6.5 KLM of widen and re sheet and drainage to do. This is a RRG funded project. Then out on the Menzies Road for a R2R funded project.

##### Maintenance Grading

Maintenance grader is on brake for the moment. Will be back on deck 19th of March. Then we will get going around the Shire patch up on all roads.

##### Flood Damage

Alltrack are on the Payne's find road. Witch will finish in the next two weeks then out on the Menzies road.

Horticulture

Ongoing maintenance.

Plant Replacement

We are also looking at trading a roller for a roller that will benefit the Shires road construction greatly.

Plant Maintenance

Ongoing repairs to machines when required.

Caravan Park

Ongoing Maintenance as required as work requests come in.

Building Maintenance

Minor maintenance is being done as required.

Bioremediation Cell

Nothing at this stage to report

General

We have had between Wiluna Road and Payne's Find Road jobs had a big clean-up in the main depot yard and the two top yards and sorted a lot of stuff out.

**Statutory Environment**

Nil

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Voting Requirements**

Simple majority

**Staff Recommendation**

**MOVED: Cr**

**SECONDED: Cr**

That the Works Supervisors report is received

**NOT/CARRIED (??)**

## 10.4.2 Purchase of Pad Foot Roller

**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Danny Humphries Works Supervisor  
**Disclosure of Interest:** Nil  
**Date of Report:** 15<sup>th</sup> March 2018  
**Author:** Harry Hawkins CEO

### Summary

For Council to consider the quotations for the replacement of the existing Multi Tyred Roller with a Pad Foot Roller which is better suited to the type of road works being undertaken in Sandstone

### Attachments

Quotations and Information from Westrac, JCB and Tutt Bryant

### Background

Since the employment of the current Works Supervisor he has identified several items of plant that the shire has purchased in recent years which are not ideally suited to the type of work they are being used for. The current item that requires changing to suit the work being done is the Multi Tyred Roller which has been in the workshop a lot recently for repairs caused by doing work that it was not built to do.

### Comment

Requests for quotations for a 17 tonne Pad Foot Roller were sent to WALGA Preferred Supplier eQuotes. Each organisation was given the following requirements.

1st service kit, internal Emergency stop, rego inspection, UHF 80 channel radio, 4.5 kg fire Extinguisher, two led flashing lights with cages, canvas seat cover, lockable battery isolator, sign righting, window tinting, Workshop, parts and operators manuals, concessional licence with plates, Delivery and Return of trade,

The Bomag Multi Tyred Roller BW25RH which was purchased new in December 2016 was offered for trade in.

Quotations were received from three companies, Westrac, JCB and Tutt Bryant. The following is a summary of the quotes received (all prices exl GST)

17 tonne Pad Foot	WARRANTY	PRICE	TRADE	NETT
Cat CP74B	36mths/3000hrs	\$164,400	\$85,000	\$79,400
Bomag BW216PD-5	36mths/3000hrs	\$185,000	\$90,000	\$95,000
Dynapac CA5000	12mths/1500hrs	\$185,700	\$100,000	\$85,700

The preferred option is for the CAT CP74B as the shires smooth drum roller is a CAT and filters and other maintenance parts will be interchangeable.

### **Consultation**

Danny Humphries Works Supervisor

### **Statutory Environment**

Local Government Functions and General Regulations, Regulation 11A, 11 (2)(b)

### **Policy Implications**

Policy 4.7 Purchasing – Quotes and Tenders

### **Financial Implications**

Nil, the purchase will be funded from the Plant Reserve

### **Strategic Implications**

Nil

### **Voting Requirements**

Absolute Majority

### **Officer Recommendation – Item No. 10.4.2**

**MOVED:** Cr

**SECONDED:** Cr

That Council approves the purchase of a CAT CP74B Pad Foot Roller from Westrac for the price of \$79,400 after trade in ex GST

**CARRIED BY ABSOLUTE MAJORITY/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**

Nil

**14.2 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 26 April 2018.

**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 Meeting held on 22 February 2018, as shown, were confirmed as a true and accurate record at the Meeting held on 22 March 2018.

\_\_\_\_\_  
**(Presiding Member)**

Date: 22 March 2018