



AGENDA

Ordinary Council Meeting

Thursday 3 May 2018
@ 11:00 am

To be held in the Council Chambers, Hack St Sandstone

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ORDINARY COUNCIL MEETING NOTICE PAPER

Thursday 3 May 2018 – 11:00 am

Dear President and Councillors,

An Ordinary Meeting of Council is called for Thursday 3 May 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

4 April 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.

Harry Hawkins
Chief Executive Officer

4 April 2018

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 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 |
| 26/04/2018 | Full Council | | | |
| | | | | |
| | | | | |

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

| | | |
|-------|---------------|---|
| Total | | Total |
| | | |
| 04109 | Line Item 370 | 04100 |
| | | 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 3 MAY 2018
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| 15 | 3.0 | Attendance | |
| 15 | 4.0 | Response to Previous Public Questions Taken on Notice | |
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| 15 | 6.0 | Declarations of Interest | |
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AGENDA and STAFF REPORTS
ORDINARY COUNCIL MEETING TO BE HELD IN
COUNCIL CHAMBERS, SANDSTONE ON THURSDAY, 3 MAY 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 March 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 – April 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: 06/04/2018
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 April 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 April 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 |
|--------------|---------|--|---|---------|-----------|
| 12/17 | 10.3.1 | That Council approves having the map of Bush Fire Prone Areas reassessed and pushed out further from the boundaries of the Sandstone town site | 15/03/2017 Email sent to Bill Atyeo advising him of Council's decision 13/07/2017 Email quotes received and agreed to for work to commence | | |

| | | | | |
|--------------|---------------|--|--|--|
| | | | in September 2017 15/12/2017 Spoke to Bill Atyeo re review of bushfire prone areas. Consultant has done site visits. 09/02/2018 Report from consultant received with very little change to mapping | |
| 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 | |
| 80/17 | 10.1.2 | That heritage listing of Camel Station is accepted subject to condition on access | 02/10/2017 Dept of Heritage advised of condition on Heritage Listing. 09/10/2017 email seeking clarification of condition received from Dept clarification sent back immediately 20/12/2017 email received from Dept re any orders or permits on property nil response sent immediately 13/03/2018 Notification received that Camel Station has been placed on the interim register of heritage places | |
| 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. | |
| 86/17 | 10.1.5 | Vehicle inspection centre utilising shire pit and workshop | 06/10/2017 Applicant advised of Council's decision 24/11/2017 Spoke to Jason Homewood all is in place subject to Dept of Transport approval | |
| 07/18 | 10.1.3 | IT Services Provision | 04/04/2018 New server is delayed by a global shortage of memory modules. New service provider will not take over until new server is installed | |
| 08/18 | 10.1.4 | Fencing 19 Hack Street | 04/04/2018 Fencing materials are on site Planning under way for taking down and disposal of current asbestos fence | |
| 18/18 | 10.1.3 | Astro Tourism Towns | 26/03/2018 Council decision relayed to Carol Redford who said she would also prefer 6 towns | |
| 20/18 | 10.1.5 | Sale of properties for outstanding rates | 04/04/2018 Legal process to allow sale has commenced | |
| 24/18 | 10.4.2 | Purchase of Pad Foot Roller | 23/03/2018 Order placed however new roller not available until mid July 2018 | |
| 25/18 | | Purchase of 16 Green Street | 04/04/2018 Signed acceptance of offer received and forwarded to settlement agent. No announcement re bid on 10 Griffith Street (land) as yet. | |

Legend

| Category | Status |
|-------------|--------|
| Not Started | Red |
| In Progress | Yellow |
| Completed | Green |

10.1.2 Fencing Proposal Black Hill Station

To be raised from the table

| | |
|--------------------------------|--|
| Agenda Reference: | CEO 04/18 – 02 |
| Location/Address: | Shire of Sandstone |
| Name of Applicant: | Kim Buller |
| Disclosure of Interest: | None |
| Date of Report: | 13/03/2018 |
| Previous References: | Resolution 105/17 from Dec 2017, 10/18 February 2018, 19/18 March 2018 |
| Author: | 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

Nil

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. The Regional Manager of Main Roads Midwest has contacted the CEO and is awaiting Council's decision before agreeing to provide any funding for the fencing materials.

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 received RADS funding to cover 50% of the cost to fence the aerodrome and this will be done in the next few months.

Consultation

None

Statutory Environment

Dividing fences Act 1961

Policy Implications

None

Financial Implications

Unsure at this time

Strategic Implications

Nil

Voting Requirements

Simple majority (Absolute majority required to rescind resolution 10/18 from February 2018 meeting if a new resolution is to be made)

Officer Recommendation

MOVED: Cr

SECONDED: Cr

For Discussion

| | |
|---------------|-------------------------------|
| 10.1.3 | Future of Police House |
|---------------|-------------------------------|

Agenda Reference: CEO 04/18 - 03
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 4 April 2018
Author: Harry Hawkins, Chief Executive Officer

Summary

With the recent house purchases by the shire and the possible purchase by an employee the need to retain the old Police House has been raised. Council is asked to give staff guidance on whether it is to be retained or sold.

Attachments

Nil

Background

During discussions around the purchase of the house at 18 Griffith Street it was suggested that the old police house be retained as a contractor's house and that money be spent to bring the house up to an acceptable level. However since that time the shire has successfully bid on the ex MRAC house at 16 Green Street and if a shire employee who has bid is successful in purchasing an ex MRAC house that would free up another shire owned house currently occupied by her.

Based on current staff numbers this will leave 2 spare houses of which one could be used as a contractor's house.

Comment

Recent discussions around staff housing particularly after the resignations of two staff members who both owned their own homes in Sandstone indicated a desire to retain the old police house as either a spare staff house or a contractor's house as all other shire houses were either occupied or earmarked for occupation.

With the recent purchase of 18 Griffith Street and the notification that our bid for 16 Green Street was successful plus the notification of a staff members possible purchase of 13 Hack Street will leave the shire with 2 spare houses one of which could be used as a contractors house therefore the need to retain the police house has been questioned.

While some work has been done to the police house there will still be some additional work that needs to be done prior to sale, however this will be significantly less than would be required to bring it up to the standard required as a staff or contractors house.

Consultation

Shire President
Works Supervisor

Statutory Environment

Local Government Act 1995 Section 3.58

Policy Implications

Nil

Financial Implications

Funds received from future sale of police house should be placed in the Housing Reserve

Strategic Implications

Nil

Voting Requirements

Simple Majority

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That Council,

1. Authorise the CEO to complete minor works on the police house to bring it up to a saleable condition, and
2. Authorise the CEO to advertise the police house for sale.

CARRIED/NOT CARRIED (??)

| | |
|---------------|------------------------------------|
| 10.1.4 | Review of Purchasing Policy |
|---------------|------------------------------------|

Agenda Reference: CEO 04/18 - 04
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 17 April 2018
Author: Harry Hawkins, Chief Executive Officer

Summary

In recent years audits and in the Financial Management Review undertaken in December 2016 the Shires Auditors RSM have brought the CEO's attention to the inadequacy of parts of the shires Purchasing Policy and the fact that some staff are not adhering to the policy.

Attachments

Proposed new Purchasing Policy

Background

In recent years shire auditor RSM has questioned the adequacy of Policy 4.7 the shires Purchasing and Tendering Policy. During the 2016 Financial Management Review the following point was listed as the key control area to be verified in relation to the shires purchasing policy. *The purchasing policy fails to clearly define who can issue purchase requisitions / orders and to what dollar limit.*

The attached revised policy is based on the model policy released by WALGA.

Comment

The current Purchasing and Tendering Policy 4.7 fails to define who can issue Purchase Orders and to what financial limit their authority extends. The attached revised policy covers this and all other requirements that are specified in legislation. It is proposed in the revised policy that the following officers have authority to issue purchase orders for the listed products within the financial limitations shown any purchases outside these limitations must be authorised by the Works Supervisor or the Chief Executive Officer.

Purchasing Limitations

For the purchase of Goods and Services the following authority levels are to apply:

Petty Cash purchases – maximum individual value of \$75.

Advertising – Administration Officer – not exceeding an order value of \$1,000.

Printing and Stationery – Finance Officer – not exceeding an order value of \$1,000.

Other office consumables – Finance Officer/Administration Officer – not exceeding an order value of \$500.

Depot/Workshop Consumables – Shire Mechanic – not exceeding an order value of \$1,000.

Gardening Supplies – Gardener – not exceeding an order value of \$1,000. (Does not include tools and equipment).

Fuel, Oils and Lubricants – Shire Mechanic/Administration Officer – not exceeding an order value of \$20,000.

Officers cannot issue orders for any goods or services unless the Council budget makes provision for that expenditure. All capital expenditure is to be authorised by the CEO

Consultation

Works Supervisor
Office Staff

Statutory Environment

Local Government Act 1995

Policy Implications

The new policy will replace the existing Purchasing Policy 4.7

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Absolute Majority

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That Council adopt the revised and updated Purchasing Policy as attached to this report.

CARRIED/NOT CARRIED BY ABSOLUTE MAJORITY (??)

| | |
|---------------|---|
| 10.1.5 | Differential Rates – Objects and Reasons 2018-2019 |
|---------------|---|

| | |
|--------------------------------|--|
| Agenda Reference: | CEO 04/18 - 05 |
| Location/Address: | Shire of Sandstone |
| Name of Applicant: | Shire of Sandstone |
| Disclosure of Interest: | Nil |
| Date of Report: | 26 April 2018 |
| Author: | Harry Hawkins, Chief Executive Officer |

Summary

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

Attachments

Statement of Objects and Reasons for Differential Rates in 2018-2019

Background

When setting the level of rates for the assessments within the Shire of Sandstone as part of the annual budget process, the Shire takes into account the capacity of various groups in the community to pay and the amount required to fund the shires activities over the year.

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).

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 local government cost index has increased by 1.5% over the past year so if we are to keep up with that an increase of 5.2% would be required. It is considered that the reduced maintenance costs due to new equipment and increased efficiency on the road crew due to a bigger loader and road train gravel carting the increase will be able to be kept to 4%. The rate in the dollar for each category will therefore change to reflect the proposed increase to rates across the board of 4%.

This also means that the Shire, will once again, for 2017/18, 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 2017.

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.

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 rate in the dollar on the attachment shows as TBC (To Be Confirmed) as the rates modelling was not received in time for the agenda to be sent out these rates will be available at the Council Meeting on the 3 May and an updated attachment will be tabled at that meeting.

Consultation

Nil

Statutory Environment

Local Government Act 1995

Policy Implications

The new policy will replace the existing Purchasing Policy 4.7

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Absolute Majority

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That Council adopt the updated objects and reasons for applying Differential Rates for the 2018-2019 Budget.

CARRIED/NOT CARRIED (??)

| | |
|---------------|----------------------------|
| 10.1.6 | Shed 30 Hack Street |
|---------------|----------------------------|

Agenda Reference: CEO 04/18 - 06
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 27 April 2018
Author: Harry Hawkins, Chief Executive Officer

Summary

The standard staff house in Sandstone now includes a lockable shed of reasonable size to store motor vehicles and other possessions however the house at 30 Hack Street does not have a shed other than the old small shed which can't be securely.

Attachments

Nil

Background

The standard staff house in Sandstone now includes a lockable shed of reasonable size to store motor vehicles and other possessions however the house at 30 Hack Street does not have a shed other than the old small shed at the side of the house which can't be securely locked.

Comment

Staff housing in Sandstone includes a reasonable sized shed however the older property at 30 Hack Street does not have a secure shed as the previous tenant did not require it.

While the concreter and builder, Jason Lowecke is in town doing other work it is considered appropriate to have a shed installed at the property. The shed is proposed to be the same size as the ones being built at the nurses quarters and 18 Griffith Street 7mtrs x 6mtrs x 3mtrs high with the cost approximately \$15,000 including the cost of the shed, erection and Concrete floor and apron.

Consultation

Shire President
Works Supervisor

Statutory Environment

Local Government Act 1995 Section 3.58

Policy Implications

Nil

Financial Implications

Funds will be taken from the Housing Reserve

Strategic Implications

Nil

Voting Requirements

Simple Majority

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That Council approve the unbudgeted expenditure of \$15,000 funded from the Housing Reserve to enable a shed to be built at the staff house situated at 30 Hack Street.

CARRIED/NOT CARRIED (??)

10.2 FINANCIAL REPORTS

10.2.1 Financial Statements for the month of March 2018

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

Summary

The Statement of Financial Activity reports for the month ending 31 March 2018 are presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

Attachments

Financial Statements for March 2018

Background

Summary of Funds – Shire of Sandstone as at:**31 March 2018**

| | |
|--|----------------|
| Municipal Cheque Account - On-line (BWA) | \$6,612.74 |
| Municipal Investment Account – On-line (BWA) | \$317,189.77 |
| Trust Fund (Bankwest) | \$7,723.30 |
| Reserve Term Deposits (Bankwest) | \$5,212,696.92 |
| 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 31 March 2018.

NOT/CARRIED (??)

| |
|--|
| 10.2.2 ACCOUNTS UPDATE FOR THE MONTH OF MARCH 2018 (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 April 2018
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 March 2018 accounts paid as presented:

Municipal Fund March 2018

- Municipal Printed cheque numbers 105202 - 105208 totalling \$14,172.14
- EFT Payment Numbers 6065 - 6125 totalling \$863,722.62
- Superannuation \$6,053.11 & \$6,161.39 totalling \$12,214.50

Trust Fund March 2018

- Trust printed cheque number 205063 totalling \$179.20

Payroll EFT March 2018:

\$26,617.00 & \$29,712.00 totalling \$56,329

Credit Cards March 2018:

EFT6122 totalling \$314.39

NOT/CARRIED (??)

10.3 HEALTH, BUILDING and TOWN PLANNING

Nil

10.4 WORKS and SERVICES

10.4.1 Works Supervisors Report

| | |
|--------------------------------|---|
| Location: | Various – Shire of Sandstone |
| Applicant: | Works and Services Supervisor |
| Disclosure of Interest: | If any, see Comments Section in body of the Report |
| Date of Report: | 26 April 2018 |
| Previous References: | Previous Council Briefing Sessions |
| Author: | Danny Humphries, Works and Services Supervisor |

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 are finishing up works over the next week or so. Then we will head out on the Menzies rd to start the next project which is a R2R job.

Maintenance Grading

Maintenance grader has done a bit of work on Payne's find rd. cleaning up after the last rain we had. The grader is currently out on the Menzies rd. doing the same thing we will grad up to the road works.

Flood Damage

Alltrac Have finished on the Payne's Find rd. and are on the Menzies rd. They are close to finishing this job to. Then they will be on the Yeerlirri rd. for about 6 months...

Horticulture

Ongoing maintenance .

Plant Replacement

We have recently purchased a trailer for the caravan park to replace the one that was stolen..

Plant Maintenance

Ongoing repairs to machines when required..

Caravan Park

Ongoing Maintenance as required as work requests come in. We have also done away with the pumps at the new ablution and gone back to gravity into the leach drain witch is working well..

Building Maintenance

Minor maintenance is being done as required.

General

We have been busy working on the new house in green St. We have also ordered the new pad foot roller with a June July delivery. We have also had the builders in doing fencing outside and working internally at Griffith st house we have had Bulldog Contracting has been doing concreting on the garage slabs for Griffith st and Payne st. the builders will be back to put both sheds up this week too.

Statutory Environment

. NIL.

Bioremediation Cell

Nothing at this stage to report..

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 (??)

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 24 May 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 March 2018, as shown, were confirmed as a true and accurate record at the Meeting held on 3 May 2018.

(Presiding Member)

Date: 3 May 2018