



MINUTES

Ordinary Council Meeting

Thursday 3 May 2018

Held in the Council Chambers, Hack St Sandstone

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MINUTES ORDINARY COUNCIL MEETING 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) declared 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

Visitors

Mr K Buller	Black Hill Station	From 11.00am to 11.38am
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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

Crs May and Murat applied for and were granted leave of absence for the meeting on the 24 May 2018.

6 DECLARATIONS OF INTEREST

6.1 Declarations of Financial Interest

Cr Lefroy declared an interest in payment EFT 6076

Cr May declared an interest in payment EFT 6071

6.2 Declarations of Proximity Interest

Nil

6.3 Declarations of Indirect Financial Interest

Nil

6.4 Declarations of Impartiality Interest

Nil

7 PUBLIC QUESTION TIME

Nil

8 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

RESOLUTION: 26/18

MOVED: Cr May

SECONDED: Cr Lefroy

That the Minutes of the Ordinary Meeting of Council held on 22 March 2018 are confirmed as a true and accurate record of proceedings.

CARRIED (6/0)

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 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

RESOLUTION: 27/18

MOVED: Cr McQuie

SECONDED: Cr Lefroy

That Council accepts the Status Update for April 2018

CARRIED (6/0)

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	<p>15/03/2017 Email sent to Bill Atyeo advising him of Council's decision</p> <p>13/07/2017 Email quotes received and agreed to for work to commence in September 2017</p> <p>15/12/2017 Spoke to Bill Atyeo re review of bushfire prone areas. Consultant has done site visits.</p> <p>09/02/2018 Report from consultant received with very little change to mapping</p>		
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.	<p>03/05/2017 Letter sent to family of George Dent advising them of Council's decision</p> <p>19/03/2018 Ceramic photo of George Dent received from his family for inclusion on plaque at Heritage Park</p>		
80/17	10.1.2	That heritage listing of Camel Station is accepted subject to condition on access	<p>02/10/2017 Dept of Heritage advised of condition on Heritage Listing.</p> <p>09/10/2017 email seeking clarification of condition received from Dept clarification sent back immediately</p> <p>20/12/2017 email received from Dept re any orders or permits on property nil response sent immediately</p> <p>13/03/2018 Notification received that Camel Station has been placed on the interim register of heritage places</p>		
85/17	10.1.4	That the right of way behind the power station between Rowe and Black Streets is closed	<p>06/10/2017 letters sent to begin process and advertising as per LAA undertaken.</p> <p>06/11/2017 letter received from Water Corporation with no objection.</p>		
86/17	10.1.5	Vehicle inspection centre utilising shire pit and workshop	<p>06/10/2017 Applicant advised of Council's decision</p> <p>24/11/2017 Spoke to Jason Homewood all is in place subject to Dept of Transport approval</p>		
07/18	10.1.3	IT Services Provision	<p>04/04/2018 New server is delayed by a global shortage of memory modules. New service provider will not take over until</p>		

			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	
In Progress	
Completed	

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)

Kim Buller left the meeting at 11.38am

RESOLUTION: 28/18

MOVED: Cr McQuie

SECONDED: Cr May

That Resolution 10/18 is rescinded

CARRIED BY ABSOLUTE MAJORITY (6/0)

RESOLUTION: 29/18

MOVED: Cr May

SECONDED: Cr McQuie

That Council;

1. Agree to contribute \$20,000 plus the installation of a grid on the Paynes Find Road to the cost of fencing the Sandstone Common with the grading of the fence line included (not done by shire), and
2. A deed giving life time responsibility for maintenance of the fence to the current and future owners of Black Hill Station is drawn up and signed.

CARRIED (6/0)

10.1.3	Future of Police House
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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

RESOLUTION: 30/18

MOVED: Cr Hodshon

SECONDED: Cr May

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.
3. That a Reserve Price be placed on the property.

CARRIED (6/0)

10.1.4	Review of Purchasing Policy
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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

RESOLUTION: 31/18

MOVED: Cr Lefroy

SECONDED: Cr May

That Council adopt the revised and updated Purchasing Policy as attached to this report including an additional point regarding timeframe for work to be completed.

CARRIED BY ABSOLUTE MAJORITY (6/0)

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

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

Officer Recommendation

MOVED: Cr Hodshon

SECONDED: Cr May

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

CARRIED (6/0)

10.1.6	Shed 30 Hack Street
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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 \$20,000 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

RESOLUTION: 33/18

MOVED: Cr McQuie

SECONDED: Cr May

That Council approve the unbudgeted expenditure of \$20,000 funded from the Housing Reserve to enable a shed to be built at the staff house situated at 30 Hack Street.

CARRIED (6/0)

Late Item introduced

10.1.7	Rates – Increase 2018-2018 Budget
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Agenda Reference: CEO 04/18 - 05
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 3 May 2018
Author: Harry Hawkins, Chief Executive Officer

Summary

Each year as a part of budget process the shire reviews it rates and due to the fact that permission from the Minister is required for differential rates it is prudent to set the rate increase early in the process.

Attachments

Rates modelling reports for 2%, 3%, and 4% increases.

Background

Each year as a part of the budget process the shire reviews it rates and due to the fact that permission from the Minister is required for differential rates it is prudent to set the rate increase early in the process as the proposed rates need to be advertised and 21days allowed for affected ratepayers to submit comments.

The Valuer General's Office (Landgate) provides the Shire with a value for each rateable property (assessment) within the District and these valuations for the 2018-2019 year have been received, loaded and used in the attached rate modelling.. 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 rates charged are increased each year to cover any increase in costs incurred and any new expenses that are likely to be introduced in the budget year. The local government cost index which is used to track cost increases to a typical local government rather than rely on the general CPI has increased by 1.9% over the past year and is forecast to increase by 1.8% over the next year.

Comment

Consideration is being given to the employment of a Deputy CEO in the coming year and Council last year approved a maintenance grading plan to employ a contractor to ensure all roads are graded at a cost of \$308,000 however apart from those there are no significant new expenses identified that can't be funded from reserves, grants or rates being contemplated for the upcoming budget year. All projects currently identified are able to be funded from other sources rather than rate increases.

The Strategic Resource Plan adopted by Council at the February 2018 meeting allowed for a rate increase of 2.5%. Although rates modelling is for increases of 2, 3 and 4 percent, increases of a different amount can be adopted..

Consultation

Nil

Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority an Absolute Majority will be required to adopt the budget where this will take effect.

RESOLUTION: 38/18

MOVED: Cr McQuie

SECONDED: Cr Hodshon

That Council propose a rate increase of 2.5% across all categories for the 2018-2019 year.

CARRIED (6/0)

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

RESOLUTION: 34/18

MOVED: Cr McQuie

SECONDED: Cr Lefroy

That Council accepts the financial statements for the period ending 31 March 2018.

CARRIED (6/0)

<p>10.2.2 ACCOUNTS UPDATE FOR THE MONTH OF MARCH 2018 (Includes Credit Cards, the Caravan Park, Fuel Sales and Rates report)</p>
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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

RESOLUTION: 35/18

MOVED: Cr Hodshon

SECONDED: Cr May

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

CARRIED (6/0)

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

RESOLUTION: 36/18

MOVED: Cr May

SECONDED: Cr Murat

That the Works Supervisors report is received

CARRIED (6/0)

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

RESOLUTION: 37/18

MOVED: Cr May

SECONDED: Cr Lefroy

That the late Item is Introduced

CARRIED (6/0)

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 1.20pm.

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