



MINUTES

Ordinary Council Meeting

Friday 29 June 2018

held in the Council Chambers, Hack St Sandstone

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ORDINARY COUNCIL MEETING HELD ON 29 JUNE 2018
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AGENDA and STAFF REPORTS
ORDINARY COUNCIL MEETING TO BE HELD IN
COUNCIL CHAMBERS, SANDSTONE ON FRIDAY, 29 JUNE 2018

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF ANY VISITORS

The Presiding Member, Cr Bethel Walton (Shire President) to declare the Meeting open at 3.00 pm.

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 (Daney) Murat	
CR V (Vicki) McQuie	

Staff Members

Mr Harry Hawkins	Chief Executive Officer
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Visitors

from 3.00pm to 3.48pm
Professor Ross Dowling
Wendy Dowling
Adam Murszewski

3.2 Apologies

Mr Danny Humphries	Works Supervisor
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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

Cr May and Cr Walton declared financial interests due to payments to Cr Walton and a company controlled by Cr May's husband in item 10.2.2

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

RESOLUTION NUMBER: 51/18

MOVED: Cr Lefroy

SECONDED: Cr May

That the Minutes of the Ordinary Meeting of Council held on 31 May 2018 are confirmed as a true and accurate record of proceedings. Subject to correction of maths error in comment section of item 10.1.3 that was pointed out during the May meeting.

CARRIED (6/0)

9 PRESENTATIONS

9.1 Petitions

Nil

9.2 Presentations

Professor Ross Dowling gave a presentation on Geo Tourism and answered questions from Councillors.

9.3 Deputations

Nil

9.4 Delegates/Councillor's Reports

Deputy President Carol Hodshon gave a verbal report on the MRVC Meeting she attended on the 12th June 2018.

10 OFFICERS REPORTS

10.1 CHIEF EXECUTIVE OFFICER'S REPORTS

10.1.1 Status Report Update – June 2018

Agenda Reference: CEO 06/18 - 01
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 21/06/2018
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 June 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 NUMBER: 52/18

MOVED: Cr Lefroy

SECONDED: Cr May

That Council accepts the Status Update for June 2018

CARRIED (6/0)

Status Update June 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
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 13/06/2018 Spoke to Jason and he advised that the Dept of Transport have put conditions on that make in unviable.		
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 11/05/2018 Carol Redford advised that she is prepared to look at a scaled down membership if Council is not prepared to pay the single town		

			subscription to get us on the Astro Tourism Map	
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

Legend

Category	Status
Not Started	
In Progress	
Completed	

10.1.2 Authorisation to Seek Ministers Approval for Differential Rates

Agenda Reference:	FIN 06/18 – 02
Location/Address:	Shire of Sandstone
Name of Applicant:	Shire of Sandstone
Disclosure of Interest:	Nil
Date of Report:	13 June 2018
Author:	Harry Hawkins Chief Executive Officer

Summary

The Minister's approval is required where a local government requests the use of differential rating when the rate in the dollar for one category is more than twice that of a rate in the dollar for another category in the same class of rate. Council is required to resolve to authorise the seeking of the Ministers approval.

Attachments

Nil

Background

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

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

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 2018.

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.

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 at a level commensurate with the level of shire services consumed as opposed to the services consumed by the mining sector.

Persons operating within all sectors have the right to use all of the services provided by the Shire. The Shire does not seek to restrict the use of its services by any sector, though it is inevitable that some will use a greater level of services than others and therefore they should contribute more to the Shire's revenue than those others using a lower level of services.

Consultation

Nil

Statutory Environment

Local Government Act 1995:

Policy Implications

Nil

Financial Implications

Nil The scenario selected will be included in the adopted budget

Voting Requirements

Simple majority

RESOLUTION NUMBER: 53/18

MOVED: Cr May

SECONDED: Cr McQuie

That Council:

1. Authorises the CEO to make application to the Minister for Local Government and Communities for approval to adopt the differential rating strategy for those categories that exceed 2:1 as outlined in Point 1 including:
 - a. GRV Mining/Transient Workforce Facilities.
 - b. UV Mining.
 - c. Acknowledge that consideration was given to submissions received in response to the advertising of the proposed differential rates before passing resolution 50/18 at the ordinary meeting of Council held on the 31st May 2018.

CARRIED (6/0)

10.1.3	Tender Acceptance – Maintenance Grading
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Agenda Reference: CEO 06/18 - 03
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 20 June 2018
Author: Harry Hawkins, Chief Executive Officer

Summary

Tenders were called to appoint a contractor who could provide contract maintenance grading services to the shire as approved by Council in resolution 95/17 in October 2017. Council is asked to accept the recommended successful tenderer.

Attachments

Tender evaluation report Tender RFT 01-18 Maintenance Grading.
Maintenance Grading Contract.

Background

In October 2017 a maintenance grading plan prepared by consultant engineer Katie Hall from KTeam and Works Supervisor Danny Humphries was approved by Council in resolution 95/17 to commence in the 2018-2019 year. To enable this to happen tenders were called for in May 2018 from interested contractors and Katie Hall was brought back to Sandstone in June to assess the tenders received and create an evaluation report and contract.

Comment

As per the attached Tender Evaluation Report Remote Area Mechanical (Jason Homewood) from Wondinong Station Mount Magnet has been scored as the highest rated tenderer in the evaluation process and it is recommended that Council accept his tender.

	PRICE		
Tenderer	Price Submitted \$/hr	Total Qualitative Criteria	Total Score
<i>Weighting</i>			100%

<i>TOTAL POINTS AVAILABLE</i>			10.00
Remote Area Mechanical Services	\$ 220.00		9.53
Squires Resources	\$ 199.10		8.85
Murchison Earthmoving	\$ 225.50		8.87
Rangeview Assets	\$ 258.50		8.52
Edwards Mining & Civil	\$ 275.00		6.47
NPJV	\$ 266.16		6.13

Jason is currently working as the supervisor on the flood damage works from January/February 2017 and is not available to personally drive the grader but will provide a contract driver until he is available to drive himself.

Consultation

Katie Hall
Works Supervisor

Statutory Environment

Local Government Act 1995 Section 3.58

Policy Implications

The Tender and its evaluation comply with the new Purchasing and Tender Policy 4.7.

Financial Implications

Nil, cost is included in the 2018-2019 budget

Strategic Implications

Nil

Voting Requirements

Absolute Majority

RESOLUTION NUMBER: 54/18

MOVED: Cr May

SECONDED: Cr Lefroy

That Council,

1. accept the tender from Remote Area Mechanical (Jason Homewood) for tender RFT 01-18 Maintenance Grading, and
2. authorise the CEO and Shire President to sign the attached contract with Remote Area Mechanical under seal on behalf of the Shire of Sandstone.

CARRIED BY ABSOLUTE MAJORITY (6/0)

10.1.4	Tender Acceptance – Bulldozer
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Agenda Reference: CEO 06/18 - 04
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 20 June 2018
Author: Harry Hawkins, Chief Executive Officer

Summary

Tenders were called to appoint a contractor who could provide bulldozer services for clearing and pushing up gravel in gravel pits for a period of 36 months. Council is asked to accept the recommended successful tenderer.

Attachments

Tender evaluation report Tender RFT 02-18 Bulldozer.
 Bulldozer Contract.

Background

With a large road maintenance program to complete where bulldozer work over the next few years may exceed the tender threshold it was decided to call tenders for the work. Consultant Engineer Katie Hall from KTeam was engaged to write the tender in May 2018 and was brought back to Sandstone in June to assess the tenders received and create an evaluation report.

Comment

As per the attached Tender Evaluation Report local business Rangeview Assets (Stephen Dale) has been scored as the highest rated tenderer in the evaluation process and it is recommended that Council accept his tender.

	PRICE		
Tenderer	Price Submitted \$/hr	Normalised Qualitative Criteria	Total Score
<i>Weighting</i>			100%
<i>TOTAL POINTS AVAILABLE</i>			10.00
Remote Area Mechanical Services - CAT D7 R	\$ 220.00		9.55
Thurkle Dozing	\$ 231.00		7.97
Murchison Earthmoving CAT D8T	\$ 330.00		7.52
			6.84

Murchison Earthmoving CAT D7T	\$ 385.00		
Rangeview Assets CAT D8R	\$ 220.00		10.00
Rowe Contractors LIEBHERR PR744	\$ 275.00		7.60
NPJV	\$ 410.30		4.74

Consultation

Katie Hall
Works Supervisor

Statutory Environment

Regulation 11 Local Government Functions and General Regulations 1996.

Policy Implications

Purchasing and Tendering Policy 4.7 relates to this item.

Financial Implications

Nil, cost will be included in the 2018-2019 budget

Strategic Implications

Nil

Voting Requirements

Absolute Majority

RESOLUTION NUMBER: 55/18

MOVED: Cr McQuie

SECONDED: Cr Lefroy

That Council,

1. accept the tender from Rangeview Assets Pty Ltd (Stephen Dale) for tender RFT 02-18 Bulldozer, and
2. authorise the CEO and Shire President to sign a contract with Rangeview Assets Pty Ltd under seal on behalf of the Shire of Sandstone.

CARRIED BY ABSOLUTE MAJORITY (6/0)

10.2 FINANCIAL REPORTS

10.2.1 Financial Statements for the month of May 2018

Location: Shire of Sandstone
Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 12 June 2018
Author: Harry Hawkins, Chief Executive Officer

Summary

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

Attachments

Financial Statements for May 2018

Background

Summary of Funds – Shire of Sandstone as at: 31 May 2018

Municipal Cheque Account - On-line (BWA)	\$5,029.99
Municipal Investment Account – On-line (BWA)	\$233,825.12
Trust Fund (Bankwest)	\$7,038.20
Reserve Term Deposits (Bankwest)	\$5,037,567.56

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 NUMBER: 56/18

MOVED: Cr Lefroy

SECONDED: Cr May

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

CARRIED (6/0)

<p>10.2.2 ACCOUNTS UPDATE FOR THE MONTH OF MAY 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:	12 June 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 NUMBER: 57/18

MOVED: Cr Lefroy

SECONDED: Cr May

That Council endorses the May 2018 accounts paid as presented:

Municipal Fund May 2018

- Municipal Printed cheque numbers 105215 - 105226 totalling \$23,328.93
- EFT Payment Numbers 6180 - 6271 totalling \$661,304.05
- Superannuation \$7,513.45, \$8,091.26 & \$7,441.59 totalling \$23,046.30

Trust Fund May 2018

- Trust cheque numbers 205067 totalling \$758.60

Payroll EFT May 2018:

\$34,499.00, \$36,523.55 and \$33,043.00 totalling \$104,065.55

Credit Cards May 2018:

DD3676.1.1 totalling \$1,369.51

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:	19 June 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 out on Menzies rd. But we did have a small job to finish on the Payne's find rd. which will be done by Tuesday 19/6/018 Then back out on the Menzies rd. to keep moving on the job at hand this will take us into middle of July give or take. This job is going very well and we are getting a lot more than thought done.

Maintenance Grading

Maintenance grader is on the Payne's find rd. down at Youanmi mine area and while he was down that way got him to do the grader work for the road crew that way we didn't have to move grader from Menzies rd. Then Don will head back to town and we will get him out on the Wiluna rd.

Flood Damage

Alltrack Are out on the Yeelirrie rd. and will be for about 4 to 5 more months. They are also sorting out and putting in guide post and signs on Payne's find and Menzies rds. Replacing what they took out.

Horticulture

Ongoing maintenance and planting.

Plant Replacement

None at this stage. But will be replacing after June.

Plant Maintenance

Ongoing repairs to machines when required.

Caravan Park

Ongoing Maintenance as required as work requests come in. Pumps in park for main water tanks to ablutions has a low-pressure fault coming on and we have to reset every now and then but it's going good. We are trying to find the fault we think maybe a small leak or retic pressure.

Building Maintenance

Minor maintenance as per work requests. We have also had three new sheds put up recently.

General

When required pump at caravan park needs resetting Paul our handyman for shire keeps on top of this.

We have also had contractors here doing the airstrip fencing which is complete and Nunngarra cemetery fence is done to and Sandstone cemetery fence is complete. They will then go down to Youanmi cemetery then back to fence the rubbish tip so we have had a bit of fencing going on.

Bioremediation Cell

Nothing at this stage.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

RESOLUTION NUMBER: 58/18

MOVED: Cr McQuie

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

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 July 2018.

15 CLOSURE OF MEETING

There being no further business, the Shire President closed the meeting at 4.27pm.

CERTIFICATION

I, _____, certify that the Minutes of the Meeting held on 31 May 2018, as shown, were confirmed as a true and accurate record at the Meeting held on 29 June 2018.

(Presiding Member)

Date: 29 June 2018