



AGENDA

Ordinary Council Meeting

Thursday 28 February 2019

@ 12:30 pm

To be held in the Council Chambers, Hack St Sandstone

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SHIRE OF SANDSTONE
S E R V E T H E P E O P L E

ORDINARY COUNCIL MEETING NOTICE PAPER

Thursday 28 February 2019 – 12:30 pm

Dear President and Councillors,

An Ordinary Meeting of Council is called for Thursday 28 February 2019, in the Council Chambers, Hack Street, Sandstone, commencing at 12.30pm.

Councillors please note:

A Briefing Session will be held prior to the Council Meeting.

A handwritten signature in black ink, appearing to read 'H. Hawkins'.

Harry Hawkins

Chief Executive Officer

21 February 2019

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.*

Harry Hawkins

Chief Executive Officer

21 February 2019

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 section 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: ____/____/2019

Urgency: Low / Medium / High / Strategic

Road / Public Building / Area: _____

Request: _____

Description:

OFFICE USE ONLY:

Action Taken:

Comment:

Completed: ____/____/2019

Signature: _____

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

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Councilor's Claim for Sitting Fees and Travel

Councilor _____

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
28/2/2019	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 28 FEBRUARY 2019

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AGENDA and STAFF REPORTS
ORDINARY COUNCIL MEETING TO BE HELD IN
COUNCIL CHAMBERS, SANDSTONE ON THURSDAY, 28 FEBRUARY 2019

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF ANY VISITORS

The Presiding Member, Cr Bethel Walton (Shire President) to declare the Meeting open at 12.30pm.

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 V (Vicki) McQuie	
CR K (Kerry) Key	

Staff Members

Mr Harry Hawkins	Chief Executive Officer
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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

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 13 December 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 – February 2019

Agenda Reference: CEO 02/19 - 01
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 21/02/2019
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 February 2019

Background

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

Comment

Spreadsheet has been updated on the completion of the fence 19 Hack Street and transfer of part res 14178 to Water Corporation for water supply upgrade.

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 February 2019

CARRIED/NOT CARRIED (??)

Status Update February 2019

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		
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. 10/07/2018 Submission received from Telstra and application for closure sent to Dept of Lands 23/11/2018 Details of new Council resolution and other information sought sent to Dept of Lands		
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 04/09/2018 Property owner has advised that the new fence will be erected at the end of September 2018. 05/10/2018 removal of old fence commenced 26/11/2018 Removal of old fence completed proponent is ill and may require shire assistance with erection of new fence. 21/01/2019 Fence Completed		

20/18	10.1.5	Sale of properties for outstanding rates	04/04/2018 Legal process to allow sale has commenced 05/12/2018 Current debt collectors are going out of business and new provider once appointed will be contacted for updated advice	
76/18	10.1.2	Transfer of management part of reserve 14178 – Caravan Park	Water Corporation advised. Awaiting the return of the CEO. 17/12/2018 Letter accepting part transfer of reserve sent to Water Corporation.	

Legend

Category	Status
Not Started	
In Progress	
Completed	

10.1.2. Self Contained Units – Caravan Park

Agenda Reference: CEO 02/19 – 02
Name of Applicant: Shire of Sandstone
Disclosure of Interest: None
Date of Report: 23 January 2019
Author: Harry Hawkins Chief Executive Officer

Summary

There has been discussion at several Briefing Sessions about the addition of 2 self contained units at the Alice Atkinson Caravan Park quotes have been received from Fox Granny Flats.

Attachments

Quotes from Fox Granny Flats

Background

For several years Council has been discussing the prospect of building chalet style units at the Alice Atkinson Caravan Park to offer an alternative accommodation option to visitors who may not have a caravan but don't want to stay in the donga style accommodation offered at the National Hotel or Outback Accommodation. Council has been discussing the addition of self contained units at the Alice Atkinson Caravan Park and have looked at various buildings from donga type to the granny flat small home.

The submission from Fox Granny Flats was considered the best value for money and the CEO visited their yard during the Christmas New Year break and looked at the quality of the building and was most impressed. The 2 bedroom Novara and the 1 bedroom Taranto are the 2 models recommended.

Council needed to be careful that the accommodation units installed at the caravan park offered a different level of accommodation than that offered by the National Hotel or Outback Accommodation so that the shire is not operating in competition to them and these self contained units offer that different level of accommodation.

Comment

The project would need to be funded from reserves and the Building reserve which has as its purpose “to be used for the construction and maintenance of council buildings” currently has a balance of \$1,301,760 and it could be used for this project.

It is suggested that 2 units be constructed at the caravan park and that they are connected to scheme water and electricity and a stand-alone septic system with leach drains that would service both units. The shires contract EHO/Building surveyor has advised that there are no special provisions regarding approvals and a standard building permit is all that is required although being a shire building he is unable to issue a certificate of design compliance and a private certifier would need to be contracted to do that.

The recommended buildings are the 2 bedroom Novara and the 1 bedroom Taranto and the quotes including transport to Sandstone are \$82,118 for the Novara and \$80,359 for the Taranto.

Consultation

Shire President

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

To be funded from the Building Reserve as per the budget Review

Voting Requirements

Simple majority

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That Council approve the construction of 2 x 2 bedroom Novara self-contained units from Fox Granny Flats at the Alice Atkinson Caravan Park at a cost of \$82,118 each.

CARRIED/NOT CARRIED (??)

10.1.3 Gate on Red Bluff Road

Agenda Reference: CEO 02/19 – 03
Location/Address: Shire of Sandstone
Name of Applicant: Rob, Narndee Station
Disclosure of Interest: None
Date of Report: 25 January 2019
Author: Harry Hawkins Chief Executive Officer

Summary

Narndee station is fencing the boundary along the Paynes Find Road and has requested that Council approve to either close the Red Bluff Road, install a grid across the road or allow a gate to be put across the road.

Attachments

Nil

Background

At the December Briefing Session a request was submitted by Rob from Narndee Station for the Shire to either close Red Bluff Road, put a grid across the road or allow him to put a gate across the road as he is fencing the station along the Paynes Find Road to keep cattle in and had to have a way of keeping them in where the fence crosses Red Bluff Road. As the road is only in the Shire of Sandstone for approximately 1 kilometre and then crosses into the Mount Magnet and also Yalgoo shires to close the road would be a complicated process while the cost of putting a grid in would be cost prohibitive and have little benefit to the ratepayers of Sandstone therefore it is suggested that a gate be installed across the road.

Comment

Regulations 9 and 10 from the Local Government (Uniform Local Provisions) Regulations 1996 sets out the requirement for allowing a gate to be placed across a road

9. *Permission to have gate across public thoroughfare — Sch. 9.1 cl. 5(1)*

- (1) *A person may apply to the local government for permission to have across a public thoroughfare under the control or management of the local government a gate or other device that enables motor traffic to pass across the public thoroughfare and prevents livestock from straying.*
- (2) *The local government may, before dealing with the application, require the applicant to publish notice of the application in such manner as the local government thinks fit.*
- (3) *Permission granted by the local government under this regulation —*
 - (a) *must be in writing; and*
 - (b) *must specify the period for which it is granted; and*
 - (c) *must specify each condition imposed under subregulation (4); and*
 - (d) *may be renewed from time to time; and*
 - (e) *may be cancelled by giving written notice to the person to whom the permission was granted.*

SHIRE OF SANDSTONE

- (4) *The local government may impose such conditions as it thinks fit on granting permission under this regulation including, but not limited to, conditions on the construction, placement and maintenance of the gate or other device across the public thoroughfare.*
- (5) *The local government may, when renewing permission granted under this regulation or at any other time, vary any condition imposed by it under subregulation (4) and the variation takes effect when written notice of it is given to the person to whom the permission was granted.*
- (6) *The local government may at any time, by written notice given to the person to whom permission was granted under this regulation, cancel the permission and request the person responsible for the gate or other device to remove it within a time specified in the request.*
- (7) *A person to whom a request is made under subregulation (6) must comply with the request.*
Penalty: a fine of \$5 000.
- (8) *A local government must keep a register of gates and other devices constructed in accordance with a permission granted under this regulation.*

Note for this regulation:

This regulation is of a kind prescribed in the Local Government Act 1995 Schedule 3.1 Division 2 item 1A. This means that an offender might be given a notice under section 3.25(1)(b) of the Act and if the notice is not complied with the local government may, under section 3.26, itself do what the notice required and recover the cost from the offender.

10. Gate across thoroughfare not to be left open — Sch. 9.1 cl. 5(2)

A person who is responsible for a gate registered under regulation 9(8) must ensure that the gate is not left open.

Penalty: a fine of \$1 000.

The placing of a gate across Red Bluff Road would be the most cost effective method and given the low volume of traffic that uses the road would make the most sense. As per regulation 9 (4) the shire may impose conditions as it sees fit when granting permission and as per regulation 9 (6) cancel the permission and have the gate removed at any time.

Consultation

Shire President

Cr Hodshon

Statutory Environment

Local Government Act 1995

Regulations 9 and 10 from the Local Government (Uniform Local Provisions) Regulations 1996

Policy Implications

Nil

Financial Implications

SHIRE OF SANDSTONE

Nil, Gate to be erected at Narndee's expense.

Voting Requirements

Simple majority

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That Council give permission to Narndee Station to place a gate across Red Bluff Road to prevent livestock straying onto the main Paynes Find Sandstone Road in accordance with the Local Government (Uniform Local Provisions) Regulations 1996 Regulations 9 and 10 subject to the following conditions

1. This permission is valid for a period of 10 years unless cancelled in writing earlier.
2. The gate is erected at no cost to Council,
3. The ongoing maintenance of, and any replacement of the gate is the responsibility of Narndee Station
4. All signage both warning of the gate across the road and advising that it must remain closed placed on the road side and the gate is maintained by Narndee Station at no cost to Council.
5. The gate across Red Bluff Road must be sufficient distance from the intersection with the Paynes Find Sandstone Road that a 53.5 metre road train will when stopped at the gate be entirely clear of the Paynes Find Road, road reserve.

CARRIED/NOT CARRIED (??)

Exploration/Drilling Youanmi Reserve 17011 Common/Grazing – Venus Metals

Agenda Reference: CEO 02/19 - 04
Location/Address: Shire of Sandstone
Name of Applicant: Venus Metals
Disclosure of Interest: None
Date of Report: 12 February 2019
Previous References: Nil
Author: Harry Hawkins CEO

Summary

To provide Council with details of the Exploration Licence applications lodged by Venus Metals for exploration/drilling on Crown Reserve 17011 - Youanmi Common/Grazing.

Attachments

Applications for Mining Tenements M57/10, M57/51 and M57/135 with associated maps showing proposed drilling areas near the Youanmi Townsite.

Background

Under Sections 23-26 of the Mining Act 1978 mining activities may be carried out on certain classes of land with the written consent of the Hon Minister for Mines and Petroleum. In respect to town sites the Minister is to first consult and obtain the recommendation of the local government and Minister for Lands before he can grant consent to mine.

This applications cover the Youanmi town site, the Youanmi Common reserve 17011 leased for grazing which are the areas subject to consultation and requiring recommendation from Council.

Comment

Exploration Licences M57/10, M57/51 and M57/135 lodged by Venus Metals cover among other things parts of the Youanmi town site and reserve 17011. No contact has been received from the Department of Mines and Petroleum.

Consultation

None

Statutory Environment

Local Government Act 1995,
Mining Act 1978

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation Item 10.1.4

MOVED: Cr

SECONDED: Cr

That Council agree to the granting of exploration licences M57/10, M57/51 and M57/135 subject to the following conditions

- Venus Metals liaise with the lease holder prior to commencing any activities on Reserve 17011.

- Venus Metals will indemnify the Council against any action being taken which may arise as a result of the activities being undertaken by Venus Metals
- Venus Metals holds all of the necessary indemnity and insurances required by the Shire.

CARRIED/NOT CARRIED (?!?)

10.2 FINANCIAL REPORTS

10.2.1 Financial Statements for the month of December 2018 & January 2019

Location: Shire of Sandstone
Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 12 February 2019
Author: Harry Hawkins, Chief Executive Officer

Summary

The Statement of Financial Activity reports for the months ending 31 December 2018 & January 2019 are presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

Attachments

Financial Statements for December 2018 & January 2019

Background

Summary of Funds – Shire of Sandstone as at: 31 January 2019

Municipal Cheque Account - On-line (BWA)	\$5,511.67
Municipal Investment Account – On-line (BWA)	\$918,393.32
Trust Fund (Bankwest)	\$8,249.10
Reserve Term Deposits (Bankwest)	\$4,816,570.54

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 periods ending 31 December 2018 & 31 January 2019

NOT/CARRIED (??)

**10.2.2 ACCOUNTS UPDATE FOR THE MONTHS OF DECEMBER 2018/JANUARY 2019
(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: 11 February 2019
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 December 2018 & January 2019 accounts paid as presented:

Municipal Fund December 2018

- Municipal Printed cheque numbers 105268 - 105271 totalling \$3,643.34
- EFT Payment Numbers 6689 – 6720 totalling \$441,905.01
- Superannuation \$6,436.27, \$7,804.02 & \$6,241.67 totalling \$20,481.96

Trust Fund December 2018

- Trust cheque numbers 205085 - 205087 totalling \$1,486.65

Payroll EFT December 2018:

\$44,990.99, \$37,117.21 and \$32,382.00 totalling \$114,490.20 (includes Bonus)

Credit Cards December 2018:

DD3922.1 totalling \$911.31

Municipal Fund January 2019

- Municipal Printed cheque numbers 105272 - 105281 totalling \$22,451.63
- EFT Payment Numbers 6721 – 6763 totalling \$310,269.06
- Superannuation \$6,134.14 & \$6,481.57 totalling \$12,615.71

Trust Fund January 2019

- Trust cheque numbers 205088 - 205088 totalling \$379.55

Payroll EFT January 2019:

\$30,867.00 and \$31,512.02 totalling \$61,379.02

Credit Cards January 2019:

DD3942.1 totalling \$301.35

NOT/CARRIED (??)

10.2.3	Six Monthly Budget Review 2018 - 2019
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Agenda Reference:	Finance 02/19 - 03
Location/Address:	Shire of Sandstone
Name of Applicant:	Shire of Sandstone
Disclosure of Interest:	Nil
Date of Report:	13 February 2019
Author:	Harry Hawkins, Chief Executive Officer

Summary

Between January 1 and 31 March each financial year a local government is required to review its annual budget for that year.

Attachments

Amended budget statements for the 2018-2019 financial year

Background

Regulation 33A of the Local Government (Financial Management) Regulations 1995 requires a review of the annual budget to be undertaken and within 30 days of that review having been carried it is to be submitted to Council for consideration of the review and to determine by absolute majority whether to adopt the review, any parts of the review and any recommendations made in that review.

A review of the Shire of Sandstone budget as at the 31st December 2018 was undertaken during January and February 2019 and the amended budget statements as per that review are attached for Councils attention.

Comment

A summary of the major changes made to the 2018- 2019 annual budget are listed on the attached statements for Councils attention. The budget review shows an improvement in the bottom line from a balanced budget to a projected surplus of \$320,750. While this surplus is positive the major cause is removal of items from the budget that won't be completed this year and a transfer from the Building reserve. This is after the loss of \$162,000 in rates due to the revaluation of a mining tenement as reported to Council previously. Other changes in the budget were a reduction in overheads due to the new plant not costing as much to maintain, a reduction in staff sick leave and training, reducing staff costs and some additional reserve transfers which will cover the additional expenses at the visitor centre and the new park.

With the flood damage work also completed there will be additional grant funds that can be kept by the shire because as expenditure is paid before recoups can be claimed the final recoup goes back into general revenue.

The Building reserve funds are invested in a term deposit that matures in July 2019 and drawing down funds in this financial year should be avoided as the penalties for breaking the deposit are significant. So, while reserve funds are included in the budget review as the

means of funding the proposed major building projects a drawdown from the reserve will be a last resort.

Consultation

Works Supervisor

Admin Staff

Statutory Environment

None

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Absolute majority

Officer Recommendation – Item No. 10.2.3

That Council adopts the budget review as at 31st December 2018 as presented

NOT CARRIED/CARRIED BY ABSOLUTE MAJORITY (?!?)

10.4 WORKS and SERVICES

10.4.1 WORKS SUPERVISOR'S REPORT February 2019

Agenda Reference: WS 02/19 – 01
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: None
Date of Report: 11th February 2019
Previous References: Nil
Author: Terry Clarke Works Supervisor

Summary

1. Sandstone-Payne's Find Road: Phase 2 199slk to 216.8slk (17.8kms)

This project is well under way currently, with the construction crew billeting at the Paynes Find Roadhouse. The first month of the project was spent with preparation including the re-construction of a much-dilapidated turkeys' nest, establishment of turnaround areas to enable an uninterrupted line-haul process to be possible. There has been a major hold up in the production of pushed up material in the designated borrow pit, with the contracted dozer owner/operator deciding he had other things to do other than continuing to push up gravel for the Shire to extract for their sheeting programme to take place. This action prompted me to indicate to the owner/operator that if he was not prepared to carry out the work he had been contracted to do, he might as well take his dozer away. As a temporary measure the Cat D7F series dozer of Jason Homewood has been utilised to continue the pushing up process with reasonably good results. The operator is currently the same operator that has been operating the Homewood Mechanical Services grader. The grader is currently stood down whilst this process is being worked through. Since this action was taken progress has been much more satisfactory.

2. Sandstone- Payne's Find: Jump-Up

On recent observations, the slightly altered alignment has improved the geometry of the section of the road in this area. With the result being better vision coming from the South side as the through passage has now been straightened out to suit, this was done without the very expensive rock removal process that was originally planned.

3. Shire Maintenance Grader

Our grader has been busy since the Christmas break grading the worst sections of all three main arterial roads out of Sandstone and was paid a visit from the Geraldton Komatsu representative last week to do a valuation on his grader for change-over pricing. This week Don will be progressing up the section of the Wiluna Road picking up some of the rough sections that usually appear on the 'calcrete' sections of this road, also there are some washouts that need attention too. The fridge in Don's caravan has now been fixed, meaning he will now be able to venture out further.

4. Contract Maintenance Grader

This grader is temporarily parked up at the Youanmi Village whilst the operator is operating the Homewood dozer. Jason Homewood has just returned after the birth of his wife's baby and will take over the dozing operations which will free up the grader operator to resume his grading around the sandy areas just South of the finished gravel sections in the area just South of Youanmi on the Paynes Find Road.

5. 'Alltrack' Flood Damage Contractors

The above contractors have completed their programmed 'flood damage works', this included some extra work on two failures that occurred on the Yeelirrie Road at Altona. The remedial work consisted of removing the unsuitable material that had been placed on the road for the flood damaged sections in that area. The unsuitability was a direct reason for the failures to occur. This was not the contractors fault as the area they were allotted to push up the material was restricted by a 'native title claim' which restricted any extension of the borrow area greatly. The unsuitable material was subsequently removed, and the result was a great improvement from the previous scenario.

6. Grid Maintenance

I have received 'many' requests to get the Atley Station South boundary grid cleaned out, and after inspecting the structure I agree this action is necessary, consequently a contractor has been commissioned to carry out this work asap!

7. Grid Installation

The installation of a new grid on the bitumen section at the Black Hill Station boundary was in progress last week and should be well and truly completed by the time this meeting is in progress.

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

Seconded Cr

That Council receive the Works Supervisor's Report.

CARRIED/NOT CARRIED (???)

10.4.2	Sale of Pad Foot Roller
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Agenda Reference:	WS 02/19 – 02
Location/Address:	Shire of Sandstone
Name of Applicant:	Shire of Sandstone
Disclosure of Interest:	None
Date of Report:	20th February 2019
Previous References:	Nil
Author:	Harry Hawkins Chief Executive Officer

Summary

The new pad foot roller purchased by the former works supervisor was deemed by Terry Clarke to be unsuitable for the purpose for which it was bought, and it is proposed to sell it to recoup some funds to buy a more suitable machine.

Attachments

Sale agreement Smith Broughton Auctioneers

Background

Former Works Supervisor Danny Humphries convinced the CEO and Council that the multi tyred roller was unsuitable for the type of road work that was being undertaken in the Shire of Sandstone and that a pad foot roller that would crush rocks in the gravel being used on the roads would be a better machine. Danny had left before the machine arrived and staff working on the road project advised that the roller was not crushing the rocks as envisaged and was unsuitable, this was supported by new supervisor Terry Clarke.

The pad foot roller was then taken down to Smith Broughton Auctioneers for assessment and proposed sale by auction with a reserve price of \$140,000. The roller was purchased for \$159,000 and has only done 18.8 hours. Smith Broughton are trying to get into the area of selling local government plant and had contacted the works supervisor seeking any plant that was up for sale.

Comment

The CAT CP74B pad foot roller is listed in the Smith Broughton online catalogue on their website however no feedback has been received in regard to interest or otherwise for the machine. Terry Clarke had signed a sale agreement before sending the roller to Midland however they have been told that Council approval is required before it can be sold and agreed to keep it in their yard for assessment only until after this Council meeting.

Consultation

Nil

Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Financial Implications

Nil, depending on sale proceeds hopeful sale proceeds of \$140,000 is shown as income in the budget review report.

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation

Moved Cr
Seconded Cr

That Council agrees to sell the CAT CP74B pad foot roller at auction with Smith Broughton Auctioneers in Midland subject to a reserve price of \$140,000.

CARRIED/NOT CARRIED (??)

10.4.3	Purchase of Motor Grader
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Agenda Reference: WS 02/19 – 03
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: None
Date of Report: 20th February 2019
Previous References: Nil
Author: Harry Hawkins Chief Executive Officer

Summary

The shires Komatsu motor grader used for maintenance grading is due for sale and quotes were called using the WALGA E Quotes system which exempts the shire from having to go to tender. 3 quotes were received and Council is asked to endorse the purchase.

Attachments

Quotes from CAT, Komatsu and Hitachi (John Deere)

Background

The shire maintains a 10 year plant replacement program and this financial year 2018/2019, the Komatsu maintenance grader is due for sale. The sale of the grader was included in the annual budget with a new purchase price of \$400,000 less trade in of \$150,000 a net change over of \$250,000.

Comment

The 2018-2019 annual budget included the purchase of a new grader for use on maintenance grading activities and the trade in of the existing Komatsu grader. The required grader specifications were listed on the WALGA E Quotes system with preferred suppliers having the opportunity to quote. The quotation period expired on the 15 February 2019 and quotes were received from 3 suppliers as per the table below and attached quotes.

Motor Grader	HORSEPOWER	WARRANTY	PRICE	TRADE	NETT
Cat 12M	183 hp 136 kw	60mths/6,000hrs powertrain, hydraulics and technology	\$366,900	\$106,000	\$260,900
Komatsu GD655_5	183, 203, 221 variable horsepower 136, 151 and 165kw	Premium Warranty 36mths/6,000hrs	\$350,654	\$110,000	\$240,654
John Deere 670G	118-157 kw	60mths/5,000hrs	\$387,500	\$40,000	\$347,500

The driver of the maintenance grader was consulted and he advised that he favoured the CAT grader as it had a larger cab which meant it was cooler and more comfortable plus with the joy stick controls was faster and easier to turn and manoeuvre around particularly in tight spaces. The CAT grader also comes with a spare wheel bracket on the back that incorporates a crane to lift the spare wheel on and off of it making it safer and easier to change a tyre.

There is also the advantage of having both graders the same brand meaning filters and other parts can be interchanged requiring less stock to be held in the workshop.

Consultation

Don Whittington - Maintenance Grader Driver

Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Financial Implications

CAT grader is \$10,900 over budget

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation

Moved Cr

Seconded Cr

That Council approves purchase of the CAT 12M grader to replace the Komatsu maintenance grader at a changeover price of \$260,900

CARRIED/NOT CARRIED (??)

10.4.4 Purchase of Service Truck

Agenda Reference: WS 02/19 – 04
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: None
Date of Report: 20th February 2019
Previous References: Nil
Author: Harry Hawkins Chief Executive Officer

Summary

The shires dual cab service truck used for transporting staff, fuel, signs and other materials to the job site is due for sale and quotes were called using the WALGA E Quotes system which exempts the shire from having to go to tender. 2 quotes were received and Council is asked to endorse the purchase.

Attachments

Quotes from Major Motors and Hino Australia

Background

The shire s service truck which is used for transporting staff and equipment to job sites is listed on the 10 year plant replacement program as being due for replacement. The truck is also looking old and tired and appears to be almost at its use by date.

The replacement of the truck was included in the annual budget at a price of \$130,000 less a trade in of \$50,000 a net changeover of \$80,000.

Comment

The original specifications for the tray were drawn up by Danny Humphries and due to the cost they have had to be scaled back with a lot of the items such as the fuel tank, sign rack and grease pump kit will be transferred from the current vehicle to the new one. The specifications have also included a 60ltr Engel fridge fitted inside a toolbox and solar panels on the truck roof to run it at a cost of \$5,000 which although desired by staff is not necessary.

Quotations were received from Major Motors Isuzu and Hino Australia however they both quoted on slightly different specifications although the lowest quote from Hino Australia was lower and included more. Hino Australia quote was for \$163,530 and Major Motors Isuzu was \$176,860.

Consultation

Arthur Wainwright Leading Hand Road Construction

Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Financial Implications

Budget has only allowed \$80,000 net change over so will be over budget by an amount to be determined by the trade in valuation.

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation

Moved Cr

Seconded Cr

That Council approves the purchase of a Hino 500 Dual cab truck to replace the current service truck at the quoted price of \$163,530 less \$5,000 for the Engel fridge and solar panels and \$1,850 for the new grease pump kit a total of \$156,680 less the trade in of the existing Hino service truck.

CARRIED/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

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 28 March 2019.

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 13 December 2018, as shown, were confirmed as a true and accurate record at the Meeting held on 28 February 2019.

(Presiding Member)

Date: 28 February 2019