



MINUTES

Ordinary Council Meeting

Thursday 23 May 2019

Held in the Council Chambers, Hack St Sandstone

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MINUTES ORDINARY COUNCIL MEETING HELD ON 23 MAY 2019

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MINUTES ORDINARY COUNCIL MEETING HELD IN COUNCIL CHAMBERS, SANDSTONE ON THURSDAY 23 MAY 2019

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF ANY VISITORS

The Presiding Member, Cr Bethel Walton (Shire President) declared the Meeting open at 12.34pm.

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 K (Kerry) Key	
Cr V (Vicki) McQuie	

Staff Members

Mr Harry Hawkins	Chief Executive Officer
Mr David Holland	Works Supervisor

Visitors

Jordon Prince-Wright	From 12.34 to 1.05pm
Geoff Prince-Wright	From 12.34 to 1.05pm

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**

Cr Freda May declared a proximity interest in item 10.2.2B EFT payment 6876 as her husband is Kapaume Pty Ltd

7 PUBLIC QUESTION TIME

Nil

8 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

RESOLUTION: 28/19

MOVED: Cr May

SECONDED: Cr McQuie

That the Minutes of the Ordinary Meeting of Council held on 24 April 2019 are confirmed as a true and accurate record of proceedings.

CARRIED (6/0)

9 PRESENTATIONS**9.1 Petitions**

Nil

9.2 Presentations

Jordon Prince-Wright made a presentation in support of his request for sponsorship of his world war 1 movie.

9.3 Deputations

Nil

9.4 Delegates/Councillor's Reports

CEO Harry Hawkins gave a verbal report on the Murchison Zone Meeting (Cue Parliament).

David Lefroy gave a verbal report on the Grants Commission Hearing

10 OFFICERS REPORTS

10.1 CHIEF EXECUTIVE OFFICER'S REPORTS

10.1.1 Status Report Update – May 2019

Agenda Reference: CEO 05/19 - 01
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 06/05/2019
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 May 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 to include items from April 2019 meeting. New CAT Grader was delivered on the 14th May 2019 but will not be used until maintenance grader driver Don Whittington returns to work on the 27th May 2019. Caravan park units left on the table waiting on information regarding power at the park. Water Corporation confirmed new water system to be installed in Sandstone in early 2020.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

RESOLUTION: 29/19

MOVED: Cr Key

SECONDED: Cr Lefroy

That Council accepts the Status Update for May 2019

CARRIED (6/0)

Status Update May 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		

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. 03/05/2019 installation date of early 2020 confirmed for Sandstone plant.	
04/19	10.1.2	Caravan Park Units	05/03/2019 Resolution 04/19 has been put on hold as the total cost of the 2 units is greater than \$150,000 so tenders have to be called. 20/03/2019 Tender sent to be advertised in the West Australian Sat 22 March 2019. 24/04/2019 Left on the table awaiting further information on power at the caravan park.	
12/19	10.4.3	Replacement of maintenance Grader	28/02/2019 Westrac advised they were successful tenderers for replacement grader. 01/03/2019 PO sent to Westrac 01/05/2019 Delivery date of 14 th May confirmed.	
20/19	10.4.2	Replacement of Service Truck	02/04/2019 WA Hino advised they were successful tenderer 04/04/2019 PO sent to WA Hino	

Legend

Category	Status
Not Started	
In Progress	
Completed	

10.1.2 Tender Caravan Park Units

Agenda Reference: CEO 05/19 – 02
Location/Address: Shire of Sandstone
Name of Applicant: None
Disclosure of Interest: None
Date of Report: 15 April 2019
Author: Harry Hawkins Chief Executive Officer

Summary

Council in resolution 04/19 resolved to purchase 2 units for the Alice Atkinson caravan Park however as the total cost exceeded \$150,000 we were required to call tenders. 7 tenders have been received and the evaluation results are below.

Attachments

Tenders received

Background

Council at its February 2019 meeting discussed a proposal to construct 2 x 2 bedroom self contained units at the Alice Atkinson Caravan Park however the price of the 2 units exceeded the \$150,000 tender threshold and tenders needed to be called. Tenders closed on the 15th April and 7 tenders were received by the submission deadline.

Comment

The 7 tenders received by the tender deadline have been assessed against the selection criteria in the tender documents and a summary is shown below.

Tenderer	Complies with tender requirements	PRICE Ex GST	Previous Experience	Brand reputation in WA
McNally Commercial	Yes	\$269,638	Yes	?
Fox Transportables	Yes	\$165,476	Yes	Good
Evoke Living Homes	Yes	\$207,736	Yes	?
TR Homes	Yes	\$242,313	Yes	Good
Thermal Comfort Homes	Yes	\$216,364	Yes	?
Modular WA	Yes	\$188,252	Yes	Good
Acero Construction	Yes	\$147,157	Yes	?

All tenderers complied with the tender specifications although some included an instantaneous hot water service rather than the storage system specified. All 7 had previous experience in providing transportable buildings to country areas in Western Australia while brand reputation was difficult to assess as some I had not heard of although they may have a reputation with other people more involved in the building industry. The lowest cost option came from Acero Construction at \$147,157 while Fox Transportables had the next lowest price of \$165,476 with the highest tender being \$269,638 from McNally Commercial.

Consultation

Nil

Statutory Environment

Local Government Act 1995 Section 3.57 and Local Government Functions and General Regulations Division 2.

Policy Implications

Nil

Financial Implications

Nil, Expenses was included in 6 monthly budget review

Voting Requirements

Simple majority

LEFT ON THE TABLE – ADDITIONAL INFORMATION NOT RECEIVED

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That Council accept the tender from Fox Transportables for the construction of 2 x 2 bedroom self contained accommodation units at the Alice Atkinson Caravan Park for \$165,476.

CARRIED/NOT CARRIED (??)

10.1.3	Differential Rates – Objectives and Reasons 2019-2020
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Agenda Reference: CEO 05/19 - 03
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 07/05/2019
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 approval needs to be obtained from the Minister. One of the first steps in this process is for Council to adopt the Objectives and Reasons for the differential rates.

Attachments

Statement of Objectives and Reasons for Differential Rates in 2019-2020

Background

When setting the level of rates for ratepayers the Shire of Sandstone as part of the annual budget process takes into account the use of shire resources by various groups in the community and the amount required to fund those resources and other shire activities over the year.

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 (LGCI) has increased by 1.4% over the past year so if we are to keep up with that an increase would be required. The shires Strategic Resource Plan incorporating the long term financial plan is prepared on the basis of a 2% increase in the LGCI plus an additional .5% for growth equalling an increase of 2.5% however with the LGCI at 1.4% an increase of 2% incorporating the 0.5% growth component across all categories is considered appropriate to meet the shires budget commitments.

The Shire will, once again, for 2019/20, have differential rates that are more than twice the lowest differential rate imposed across both GRV and UV.

Council must approve the publication of the objectives and reasons why it is proposing to adopt differential rates. Once approved the objectives 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 Section 6.2 of the Local Government Act, Council must adopt the budget by 31st August 2019.

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 objectives 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

That is, what benefits or services are the higher rated group of ratepayers receiving in excess of other ratepayers that pay less?

As in the past, the rates and minimum payments proposed for the GRV Residential and Commercial areas are set at what are considered to reflect the amount of shire services used by this group.

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 based on the infrastructure and services used by this group of ratepayers as compared to those used 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 considered appropriate that those using a greater amount of the shires resources, infrastructure and services contribute more to the Shire's revenue than others. Therefore, as the largest area of expenditure in the shires budget is transport (roads) and the mining sector with its many vehicle movements both heavy and light uses the shire roads more than others they should contribute more to the maintenance of those roads.

Consultation

Neighbouring local governments

Statutory Environment

Local Government Act 1995 Section 6.36.

Policy Implications

Nil

Financial Implications

Nil, will be addressed in the coming years budget.

Strategic Implications

Nil

Voting Requirements

Absolute Majority

RESOLUTION: 30/19

MOVED: Cr McQuie

SECONDED: Cr May

That Council adopt the updated objectives and reasons for applying Differential Rates in the 2019-2020 Budget.

CARRIED (6/0)

10.1.4 Annual Review of Delegations Register

Agenda Reference: CEO 05/19 – 04
Location/Address: Shire of Sandstone
Name of Applicant: Nil
Disclosure of Interest: Nil
Date of Report: 13 May 2019
Author: Harry Hawkins, Chief Executive Officer

Summary

Council is required to review its register of delegations at least once every 12 months.

Attachments

Updated Delegations Register

Background

Legislation requires local governments to review their Register of Delegations at least once every 12 months. The Shire of Sandstone last reviewed their register in May 2018.

The Delegations Register is a register which records the allocation by Council of its powers and authority downwards to the CEO and any Committee to achieve effective results in a timely manner. Legislation also prescribes that not all powers of Council are able to be delegated and this is taken into account in compiling the register.

Comment

There is a statutory requirement for Council to review its register and there has been one change made in this year's review. That change is as follows;

FI – D13 The limit for the purchase of fuel by the Admin Officer or the Mechanic was increased from \$20,000 to \$40,000 by resolution 105/18 at the December meeting of Council.

All other delegations are unchanged from the 2018 review however in the explanatory notes in the section on things that cannot be delegated to the CEO the dot point relating to the appointment of an auditor has been removed as all local governments are now audited by the Office of the Auditor General.

Consultation

Nil

Statutory Environment

Local Government Act 1995 Sections 5.42 and 5.43.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Absolute majority

RESOLUTION: 31/19

MOVED: Cr Key

SECONDED: Cr Lefroy

That Council adopt the reviewed Register of Delegations for 2018-2019 as attached.

CARRIED BY ABSOLUTE MAJORITY (6/0)

10.1.5	Donation/Sponsorship of Jordon Prince-Wright WW1 Film
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Agenda Reference: CEO 05/19 – 05
Location/Address: Shire of Sandstone
Name of Applicant: Nil
Disclosure of Interest: Nil
Date of Report: 17 May 2019
Author: Harry Hawkins, Chief Executive Officer

Summary

Jordon Prince-Wright the director of the film Decadent and Depraved is making a new world war 1 film with some filming to take place in Sandstone and he would like sponsorship from the shire to help fund the film in return the shire will receive exposure and promotion.

Attachments

Letter of request with update to be tabled on the day of the meeting.

Background

Jordon Prince-Wright is not new to Sandstone with scenes from his previous movie the Decadent and Depraved filmed in Sandstone. Jordon has recently been to Sandstone and has a desire to film parts of his new venture a world war 1 film in the shire. The Decadent and Depraved has been shown in various countries around the world winning many awards in Australia and the United States.

Comment

Jordon Prince-Wright is a talented young independent film director who has a passion for showcasing outback Western Australia in his movies as seen in his previous successful film The Decadent and Depraved. Jordon has been back to Sandstone to seek locations to film parts of his new world war 1 film.

Jordon being an independent film maker relies on sponsorship and donations to be able to make his films and is seeking sponsorship support from the shire of \$30,000 plus other in kind support with use of the community bus, fuel for the bus, a 25kva generator and 20 traffic cones. The shire in return will receive constant publicity and promotion from the shire logo in the film at film showings, other events and media updates on the film.

In addition to the direct sponsorship and in kind support the requirement for the ambulance on site will require shire staff to be granted leave to man the ambulance.

The shire does not currently have accommodation for 40 people and it is unsure if the school camp site will be up and running by the time the film is being made so it will be suggested that Jordon approach Middle Island for use of the mining camp.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil, Budget allocations will be made to cover the level of sponsorship agreed to be paid.

Strategic Implications

Nil

Voting Requirements

Simple majority

RESOLUTION: 36/19

MOVED: Cr McQuie

SECONDED: Cr May

That Council agree to offer sponsorship comprising of \$20,000 cash, use of the Community bus, fuel for the bus, traffic cones, accommodation and to canvas Community support for cooking and the loan of a 25kva generator.

CARRIED (4/2)

10.2 FINANCIAL REPORTS

10.2.1 Financial Statements for the month of April 2019

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

SHIRE OF SANDSTONE

Summary

The Statement of Financial Activity reports for the month ending 30 April 2019 are presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

Attachments

Financial Statements for April 2019

Background

Summary of Funds – Shire of Sandstone as at: 30 April 2019

Municipal Cheque Account - On-line (BWA)	\$5,257.46
Municipal Investment Account – On-line (BWA)	\$1,114,217.16
Trust Fund (Bankwest)	\$6,932.05
Reserve Term Deposits (Bankwest)	\$4,436,082.76

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: 32/19

MOVED: Cr Lefroy

SECONDED: Cr May

That Council accepts the financial statements for the periods ending 30 April 2019

CARRIED (6/0)

10.2.2 ACCOUNTS UPDATE FOR THE MONTH OF APRIL 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:	13 May 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

RESOLUTION: 33/19

MOVED: Cr McQuie

SECONDED: Cr Key

That Council endorses the April 2019 accounts paid as presented:

Municipal Fund April 2019

- Municipal Printed cheque numbers 105297 - 105301 totalling \$10,286.06
- EFT Payment Numbers 6869 – 6902 totalling \$139,026.37
- Superannuation \$6,504.17, \$7,267.73, & \$182.70 totalling \$13,954.60

Trust Fund April 2019

- Trust cheque numbers 205098 - 205100 totalling \$1,797.75

Payroll EFT April 2019:

\$27,249.00, \$29,920.00, \$958.00, \$5,013.31 & \$29,298.00 totalling \$92,438.61

Credit Cards April 2019:

DD4044.1 totalling \$465.90

CARRIED (6/0)

10.4 WORKS and SERVICES

10.4.1 WORKS SUPERVISOR'S REPORT May 2019

Agenda Reference: WS 05/19 – 01

Location/Address: Shire of Sandstone

Name of Applicant: Shire of Sandstone
Disclosure of Interest: None
Date of Report: 16 May 2019
Previous References: Nil
Author: David Holland WS

Summary

1. Paynes Find Sandstone Road:

This project has about 8kms completed and has been paused as the budgeted funding has been reached, now after the works being open to traffic for a few weeks it has had some minor issues at the end of the works area which will be rectified when the crew finishes the RRG works.

2. Regional Road Group Project

The Regional Road Group projects have commenced with last year's project being completed. The crew is now into this year's project, with the work for this year being commenced at SLK101.7 for a further 3kms this should take the crew till the end of May early June to complete.

3. Contract Maintenance Grader

This contract grader has not been working for the past couple of weeks due to breakdowns, but consideration needs to be given to the need for it to be stood down so the shire maintenance grader has work to do as all roads have been graded once and are in a reasonable condition. However with the shire maintenance grader driver on leave the contractor may be engaged on patch grading flood ways and creek crossings which have been damaged.

4. Crew Movements

The crew will after the completion of the RRG works will go to the Meekatharra Rd to complete some scouring on flood ways after the last rains, they will then complete installing guide posts and signage on the Paynes Find Rd and removing old grids if Council will allow this to happen.

5. Plant

Council has now taken position of the new 12M grader and will be out to work shortly when the maintenance grader operator gets back from annual leave.

There is also the construction crews truck that has now been ordered and will arrive in the coming months after the body builders have completed the body and other fitments requested.

6. Maintenance Grader

The new machine when the operator returns from leave will go onto the Wiluna Rd there is areas that need works from the Meekatharra Rd to the boundary.

7. Budget Considerations

I would ask council to consider what locations they would like to have included in the 2019/20 budget, the RRG location is Paynes Find Rd and if council would like to continue the second section of this Rd that was not been completed this year, and any other location for the R2R funding.

I would also ask council to consider any other project with in town to investigate, i.e.; footpaths around the town and kerbing in areas with water scouring problems, or any other resealing around town or the two roads that have the seals on them.

Consultation

Harry Hawkins - CEO

Arthur Wainwright – Leading Hand grader driver

Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

RESOLUTION: 34/19

Moved Cr McQuie

Seconded Cr May

That Council receive the Works Supervisor's Report.

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: 35/19

Moved Cr Key

Seconded Cr Hodshon

That Council receive the Works Supervisor's Report.

CARRIED (6/0)

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 27 June 2019.

15 CLOSURE OF MEETING

There being no further business, the Shire President closed the meeting at 2.49pm.

CERTIFICATION

I, _____, certify that the Minutes of the Meeting held on 24 April 2019, as shown, were confirmed as a true and accurate record at the Meeting held on 23 May 2019.

(Presiding Member)

Date: 23 May 2019