



AGENDA

Ordinary Council Meeting

Friday 26 July 2019

@ 12.30pm

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

Friday 26 July 2019 – 12:30 pm

Dear President and Councillors,

An Ordinary Meeting of Council is called for Friday 26 July 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

04 July 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

04 July 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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ORDINARY COUNCIL MEETING TO BE HELD ON FRIDAY 26 JULY 2019

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AGENDA and STAFF REPORTS
ORDINARY COUNCIL MEETING TO BE HELD IN
COUNCIL CHAMBERS, SANDSTONE ON FRIDAY 26 JULY 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 K (Kerry) Key

Cr V (Vicki) McQuie

Staff Members

Mr Harry Hawkins Chief Executive Officer

Mr David Holland Works Supervisor

3.2 Apologies

Nil

3.3 Approved Leave of Absence

Nil

4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6 DECLARATIONS OF INTEREST

6.1 Declarations of Financial Interest

6.2 Declarations of Proximity Interest

6.3 Declarations of Indirect Financial Interest

6.4 Declarations of Impartiality Interest

7 PUBLIC QUESTION TIME

Nil

8 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

STAFF RECOMMENDATION

MOVED: Cr

SECONDED: Cr

That the Minutes of the Ordinary Meeting of Council held on 27 June 2019 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 – June 2019

Agenda Reference: CEO 07/19 - 01
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 16/07/2019
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 July 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 July 2019 meeting. A letter was written to the Minister for energy re inability to get a ball park figure for power upgrade at caravan park without paying \$6,195 design fee.

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 July 2019

CARRIED/NOT CARRIED (??)

Status Update July 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 13/06/2019 More information sought by DOL sent as requested		
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. 23/05/2019 Left on the table as additional information not received. 01/07/2019 Letter written to Minister for energy cc'd to Vince Catania re getting ball park cost for power upgrade.	
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 10/07/2019 WA Hino advised that truck was still at the body builders and would be ready in one week	

Legend

Category	Status
Not Started	
In Progress	
Completed	

10.1.2 Tender Caravan Park Units

Agenda Reference: CEO 04/19 – 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

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	Significant Items in Audit Report 2018
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Agenda Reference: CEO 07/19 - 03
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 10/07/2019
Author: Harry Hawkins, Chief Executive Officer

Summary

The CEO is to prepare a report addressing items listed as significant on the audit report and present it to the Audit Committee and a copy to the Minister within 3 months after the audit report is received by the local government. This was overlooked when the audit report was received in October 2018.

Attachments

Nil

Background

The audit committee at its meeting held on the 26 July 2019 considered the report prepared by the CEO addressing the ratios listed as showing significant adverse trends in the 2018 audit report.

Comment

An amendment to section 7.12A (4) of the Local Government Act 1995 in 2017 stated that a local government must:

(a) prepare a report addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters; and

(b) give a copy of that report to the Minister within 3 months after the audit report is received by the local government.

Within 14 days after a local government gives a report to the Minister under subsection (4)(b), the CEO must publish a copy of the report on the local government's official website.

This was overlooked when the 2018 Financial Statements including the auditors report was received in October 2018 and the Department has requested that this is done as a matter of urgency as the report is now overdue. The report was presented to the Audit Committee at a meeting this morning and is now presented to full Council for endorsement before it is sent on to the Department.

Consultation

Audit contractor

Statutory Environment

Local Government Act 1995 Section 7.12A(4).

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That Council endorse the report by the CEO on the matters identified as significant by the Auditor General in the Auditors Report for 2017-2018 and that it is forwarded to the Department as requested in the letter attached to the audit committee agenda.

CARRIED/NOT CARRIED (??)

10.1.4 Submissions Received – Differential Rates

Agenda Reference: CEO 07/19 - 04
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 10 July 2019
Author: Harry Hawkins, Chief Executive Officer

Summary

Council is required to consider any submissions received relating to the proposed differential rates for 2019-2020 when applying for the minister's approval.

Attachments

Copy of submissions received.

Background

At its April 2019 ordinary meeting Council resolved to raise rates by 2% across the board while not taking into account the changes in valuations for mining tenements and leases. This rating proposal was then advertised on the shires website and in the shires Bush Telegraph newsletter with notices and copies of the statement of Objects and Reasons sent to the majority of mining ratepayers asking for submissions on the proposal. There is no newspaper that circulates throughout the shire of Sandstone where the proposal could be advertised.

The Department when assessing the shires application for differential rates in 2018 suggested that we look at the Moore Stephens rates comparison report to see what our neighbouring shires are doing before setting this years rates. The Moore Stephens report has been purchased and neighbouring shires rates reviewed. The only other shires charging a high GRV rate for Transient Worker Accommodation were the Shire of Cue who charged 200% above the residential GRV rate and the Shire of Mount Magnet who charged 80% above the residential GRV rate. While the differential between residential and Mining GRV rates were lower at these 2 shires they have a larger population with more GRV ratepayers and a higher proportion of Commercial/Industrial GRV ratepayers reducing the percentage of expenses attributed to mining use in their townsite.

Comment

The advertising period closed on the 23rd July 2019 and there were only two submissions received by the due date one from MMTS citing the increase in rents charged by the Department of Mines, Industry Regulation and Safety on exploration and other mining tenements. The second submission was received from Sandstone Operations (Middle Island) asking that their disused mining camp in Griffith Street Sandstone that is not connected to power or water is rated at a lower rate as it can't be occupied and consumes very little shire resources.

While it is acknowledged that some mining tenements maybe the subject of increased rents the Shire of Sandstone has seen a reduction of \$563,649 in total UV mining valuations despite having 3 additional mining ratepayers resulting in a reduction in the rate income from mining by \$130,578 after taking into account the 2% increase proposed.

Whilst the disused mining camp is currently not capable of being used Sandstone Operations have advised that when mining operations commence it will be reconnected and used so it is suggested that instead of placing this in a different rating category that a discount is given on

SHIRE OF SANDSTONE

their rates for this property until it is capable of being used. They have also been advised to contact the Valuer General and lodge an objection to the valuation on the camp that is not used and have been sent an objection form. A discount which rates the property at the townsite rate would be \$8,440 or an alternative discount of 50% of rates levied would equal \$5,126. The shires income from rates would be reduced by this amount if a discount was offered and this would need to be absorbed into the proposed budget.

Consultation

Administration Staff
Works Supervisor
Mining Ratepayers

Statutory Environment

Local Government Act 1995 Sections 6.33 and 6.36.

Policy Implications

Nil

Financial Implications

Any discount offered to Sandstone Operations (Middle Island) for their property at 29-35 Griffiths Street Sandstone would reduce the shires rate income.

Strategic Implications

Nil

Voting Requirements

Simple Majority

Staff Recommendation:

MOVED: Cr

SECONDED: Cr

That Council,

1. Consider the submission from MMTS but due to an overall reduction in mining valuations rate all mining activities at a rate in the dollar of \$0.268911 an increase of 2%.
2. Offer Sandstone Operations (Middle Island) a discount of 50% on the rates on their disused mining camp in Griffith Street Sandstone that is unable to be occupied until there is a resumption in mining activity and the camp is refurbished.

CARRIED (??)

10.1.5	Donation Sandstone Golf Club
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Agenda Reference: CEO 07/19 - 05
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: The CEO (author) is the President of the Sandstone Golf Club and has an indirect financial interest.

Date of Report: 12/07/2019
Author: Harry Hawkins, Chief Executive Officer

Summary

The shire has historically sponsored the Sandstone Golf Club's Sandstone Open weekend and they are once again requesting funding for the event this year.

Attachments

Letter of request.

Background

Historically the Shire of Sandstone has sponsored the Sandstone Golf Club to help them put on the Sandstone Golf Open event. The club is a small club with few members and while those members do a lot of work in planning and running the event they don't have the financial resources to purchase the food, drink, prizes and everything else that is required to make the day a success.

Some additional funding has been obtained this year from Middle Island Resources and Horizon Power however this year is a special event as it is the 60 anniversary of the event and possibly the last Sandstone Open so extra funding is needed, and this external funding allows the club to keep its request from the shire to the same level as previous years.

Comment

The Sandstone Golf Club is a small club with few members and while those members do a lot of work in planning and running the Sandstone Golf Open event they don't have the financial resources to purchase the food, drink, prizes and everything else that is required to make the day the success it has been.

Similar to last year they have once again requested \$1,300 with \$100 to go towards the Sandstone Stableford Competition and the remaining \$1,200 to pay the hall hire fees and to put towards the considerable expenses to run the Sandstone Golf Open event.

This year's event will be held on the 7th and 8th September.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil, Donation will be included in this year's budget

Strategic Implications

Nil

Voting Requirements

Simple Majority

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That Council agree to sponsor the Sandstone Golf Open event for \$1,300.

CARRIED/NOT CARRIED (??)

10.2 FINANCIAL REPORTS

10.2.1 Financial Statements for the month of June 2019

Location: Shire of Sandstone
Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 11 June 2019
Author: Harry Hawkins, Chief Executive Officer

Summary

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

Attachments

Financial Statements for June 2019

Background

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

Municipal Cheque Account - On-line (BWA)	\$70,671.00
Municipal Investment Account – On-line (BWA)	\$1,283,128.37
Trust Fund (Bankwest)	\$6,815.70
Reserve Term Deposits (Bankwest)	\$ 4,745,436.52

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 30 June 2019

NOT/CARRIED (??)

10.2.2 ACCOUNTS UPDATE FOR THE MONTH OF JUNE 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 July 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 June 2019 accounts paid as presented:

Municipal Fund June 2019

- Municipal Printed cheque numbers 105309 - 105315 totalling \$8,931.74
- EFT Payment Numbers 6971 – 7043 totalling \$297,905.19
- Superannuation \$7,440.56 and \$7,491.93 totalling \$14,932.49

Trust Fund June 2019

- Trust cheque numbers 205102 - 205105 totalling \$1,882.05

Payroll EFT June 2019:

\$32,120.00 and \$31,430.00 totalling \$63,550.00

Credit Cards June 2019:

DD4118.1 totalling \$342.26

NOT/CARRIED (??)

10.2.3	Draft Municipal Budget 2019-2020
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Agenda Reference: FIN 07/19 – 03
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 17 July 2018
Author: Harry Hawkins Chief Executive Officer

Summary

Shire of Sandstone is to adopt its Municipal Budget for the 2019/2020 financial year by the 31st August 2019. Due to the late receipt of mining valuations the budget preparation is behind where it was last year and a draft budget is presented to Council for review and advice of any changes.

Attachments

Draft Detailed Operating Budget 2019-2020

Draft Fees and Charges Schedule for 2019-2020

Background

The draft budget for 2019-2020 has been compiled based on the principles contained within the Strategic Community Plan and other supporting plans including the Shire's Corporate Business Plan.

The differential rates for 2019-2020 have been approved by the Council however we are still awaiting approval by the Department of Local Government, Sport and Cultural Industries with the Minister's delegation.

Comment

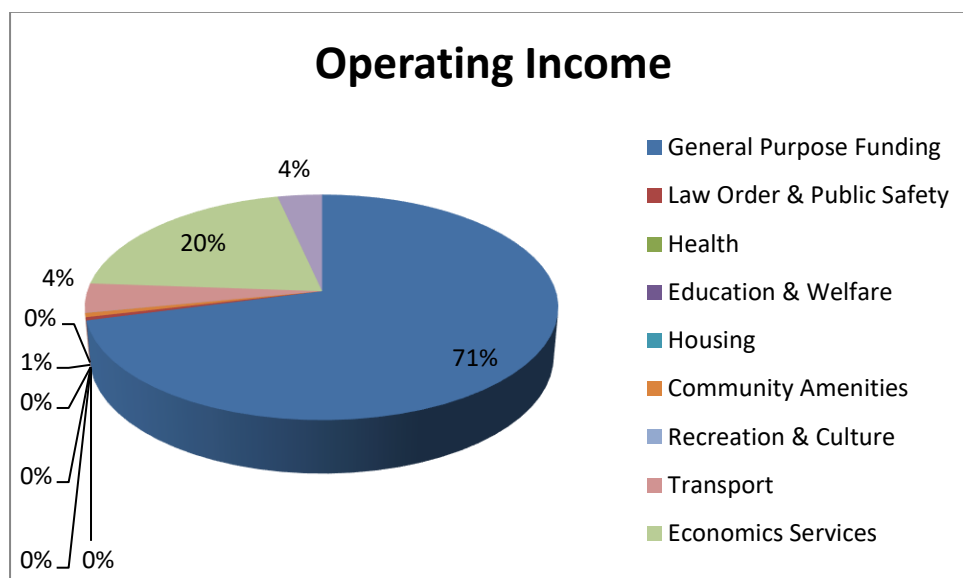
The budget has been prepared to include information required by the *Local Government Act 1995*, the *Local Government (Financial Management) Regulations 1996* and the Australian Accounting Standards.

The Shire's budget includes operating income of \$3,050,810 with capital income of \$1,263,333 which includes \$743,000 transferred from reserves and \$220,333 from the Regional Road Group road project grant. A balanced budget is expected. The non-cash Depreciation expense is expected to be \$1,375,562.

An overview of the operating and capital income and expenditure follows:

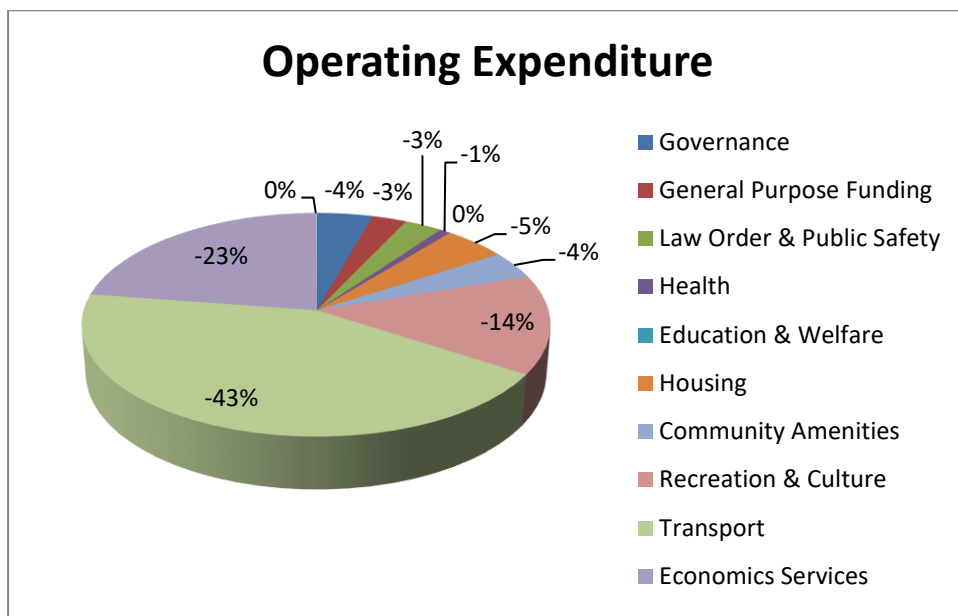
Operating Income/Expenditure

Operating income and expenditure represent the income and expenditure that is incurred on a day to day basis and for the first time in a number of years there is no WANDRRA funding for flood damage works included in income/expenditure.



The operating income for 2019-2020 is \$3,050,810. It can be seen from the above chart that the Shire's key sources of operating income include the funds received as part of the Economic Services Program (51% or \$3,080,793) and funds received as part of the General Purpose Program (37% or \$2,279,449).

The General Purpose Program income includes \$975,882 from rates raised and \$1,025,481 from Financial Assistance Grants, which is Commonwealth funding. 50% of Financial Assistance Grants for 2019-2020 were received in advance and were included as income for the 2018-2019 year.



The Shire's operating expenditure will be \$4,456,240. The key areas of expenditure are the Transport Program (43% or \$1,929,742), Economic Services (23% or \$1,006,052), Recreation and Culture Program (14% or \$640,017), and the Housing Program (5% or \$221,702). The cost of the Governance Program Council support is (4% or \$120,441).

Capital Income/Expenditure

Capital Income

Capital income totals \$1,263,333 with \$220,333 from Regional Road Group project grant and \$300,000 from Roads to Recovery grant plus \$743,000 from the Shire's Plant Replacement reserve.

Capital Expenditure

Capital expenditure is expected to be \$2,385,969 including \$1,157,244 for the Transport Program (Road Works), \$743,000 for net Plant Replacement, \$60,000 for the new Heritage Park, \$30,000 for painting the outside of the hall and new blinds for the hall, \$50,000 for the Economic Services Program (Improvements at the Old School Site), and \$6,000 for Community Amenities (Improving the signage at the Cemetery).

Fees and Charges

Fees and Charges for 2019/2020 are attached for review

Consultation

- Works Supervisor
- Other Staff
- External Consultants

Statutory Environment

Section 6.2 of the *Local Government Act 1995* requires that not later than 31 August in each financial year each local government is to prepare and adopt by absolute majority a budget for the financial year ending on the following 30 June.

Divisions 5 and 6 of the Local Government Act 1995 refer to the setting of the budget and raising of rates and charges. The Local Government (Financial Management) Regulations 1996 detail the form and content of the budget.

Policy Implications

Nil

Financial Implications

As per the attached budget

Strategic Implications

Nil

Voting Requirements

Simple Majority

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That Council accept the proposed budget and schedule of Fees and Charges subject to the inclusion of suggested changes and Ministerial approval of the differential rates and endorse the preparation of the Statutory Budget for adoption at a later meeting.

CARRIED/NOT CARRIED (?/?)

10.4 WORKS and SERVICES

10.4.1 WORKS SUPERVISOR'S REPORT July 2019

Agenda Reference:	WS 07/19 – 01
Location/Address:	Shire of Sandstone
Name of Applicant:	Shire of Sandstone
Disclosure of Interest:	None
Date of Report:	16 July 2019
Previous References:	Nil
Author:	Harry Hawkins CEO

Summary

1. Crew Movements

The leading hand and truck driver have been out on the Yeelirrie Road doing maintenance grading and rolling after placing rocks at the creek crossing and floodways and cleaning out the drains.

2. Maintenance Grader

The operator is now on the Meekatharra Rd and will be making his way back to town then will go onto the Menzies Rd. The Heritage Trail is a bit corrugated so he will be sent out there on his way to the Menzies Road to grade that.

3. Contract Maintenance Grader

The contract grader has been stood down until the budget is adopted and will then start on Paynes Find Rd.

4. Employees

At present we are short of one employee who is on Workers Compensation with a shoulder injury. He was going to Geraldton to see the specialist and have MRI scans this week and is hoping to get back to work soon. This should not hold us up too much while we are in maintenance mode until the adoption of the Budget.

5. Plant

The new construction crew truck was to arrive by the end of June, but is still with the body builder. I have been told it was to be delivered this week.

The Mechanic has been very busy doing repairs mainly on the brakes of all the trailers, he has also completed a lot of other repairs and servicing. When another man is required he is helping out doing signs and other jobs.

Consultation

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

Officer Recommendation

Moved Cr

Seconded Cr

That Council receive the Works Supervisor's Report.

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 22 August 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 27 June 2019, as shown, were confirmed as a true and accurate record at the Meeting held on 25 July 2019.

(Presiding Member)

Date: 25 July 2019