



# Minutes

## Ordinary Council Meeting

Thursday 27 May 2021

@ 12.30pm

Held in the Council Chambers, Hack St Sandstone

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**ORDINARY COUNCIL MEETING HELD ON  
THURSDAY 27 MAY 2021  
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## AGENDA and STAFF REPORTS

### ORDINARY COUNCIL MEETING TO BE HELD IN COUNCIL CHAMBERS, SANDSTONE ON THURSDAY 27 MAY 2021

#### 1 DECLARATION OF OPENING AND ANNOUNCEMENT OF ANY VISITORS

The Presiding Member, Cr Bethel Walton (Shire President) 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 (Beth) Walton	Shire President (and Presiding member of this Meeting)
Cr F (Freda) May	
Cr D (David) Lefroy	
Cr K (Kerry) Key	
Cr V (Vicki) McQuie	

##### Staff Members

Mr Charlie Brown	Chief Executive Officer
Mr Norbert Marwick	Works Supervisor

##### Visitors

##### 3.2 Apologies

##### 3.3 Approved Leave of Absence

Cr Hodshon

**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**

Nil

**6.2 Declarations of Proximity Interest**

Nil

**6.3 Declarations of Indirect Financial Interest**

Nil

**6.4 Declarations of Impartiality Interest**

Nil

**7 PUBLIC QUESTION TIME**

Nil

**8 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS**

8.1 The ordinary meeting held on the 22 April 2021

**STAFF RECOMMENDATION**

Resolution No 34/21

**MOVED: Cr Lefroy**

**SECONDED: Cr May**

That the Minutes of the Ordinary Meeting of Council held on 22 April 2021 are confirmed as a true and accurate record of proceedings.

**CARRIED (5/0)**

**9 PRESENTATIONS**

**9.1 Petitions**

Nil

**9.2 Presentations**

Lisa Dumbrell and Derek Prentice from APA gave a presentation regarding the works associated with the connecting pipeline from the Dampier Bunbury Pipeline to the Goldfields.

**9.3 Deputations**

Nil

#### 9.4 Delegates/Councillor's Reports

Cr Walton advised that the GEO Tourism Group had appointed Karen Grima as the project officer.

## 10 OFFICERS REPORTS

### 10.1 CHIEF EXECUTIVE OFFICER'S REPORTS

#### 10.1.1 Status Report Update – May 2021

<b>Agenda Reference:</b>	CEO 05/21 - 01
<b>Name of Applicant:</b>	Shire of Sandstone
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	21/05/2021
<b>Previous References:</b>	Various
<b>Author:</b>	Charlie Brown 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 2021

#### 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 the decision regarding industrial land on the airport reserve and the reduced price for sale of the police house.

#### Consultation

Nil

#### Statutory Environment

Nil

#### Policy Implications

Nil

## Financial Implications

Nil

## Strategic Implications

Nil

## Voting Requirements

Simple majority

## Officer Recommendation

### Resolution No 35/21

**MOVED:** Cr Lefroy

**SECONDED:** Cr Keys

That Council accepts the Status Update for May 2021

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.	<b>03/05/2017</b> Letter sent to family of George Dent advising them of Council's decision <b>19/03/2018</b> Ceramic photo of George Dent received from his family for inclusion on plaque at Heritage Park <b>07/10/2020</b> Article in Midwest Times re lack of recognition of George Dent.		
85/17	10.1.4	That the right of way behind the power station between Rowe and Black Streets is closed	<b>06/10/2017</b> letters sent to begin process and advertising as per LAA undertaken. <b>06/11/2017</b> letter received from Water Corporation with no objection. <b>10/07/2018</b> Submission received from Telstra and application for closure sent to Dept of Lands <b>23/11/2018</b> Details of new Council resolution and other information sought sent to Dept of Lands <b>13/06/2019</b> More information sought by DOL sent as requested		

76/18	10.1.2	Transfer of management part of reserve 14178 – Caravan Park	<p>Water Corporation advised. Awaiting the return of the CEO.</p> <p><b>17/12/2018</b> Letter accepting part transfer of reserve sent to Water Corporation.</p> <p><b>03/05/2019</b> installation date of early 2020 confirmed for Sandstone plant.<b>08/06/2020</b> Documentation sent to DPLH to enable transfer of part of Reserve 14178 to Water Corp</p> <p><b>17/08/2020</b> Amended Stat Dec sent to DPLH to enable completion of transfer</p>
17/20	10.1.2	Sale of Police House	<p><b>27/03/2020</b> Sale to be handled by Professionals Geraldton. Put on hold until after Corona Virus restrictions are lifted to limit visitors to town.<b>04/06/2020</b> Sale authority signed with Professionals Geraldton</p> <p><b>12/10/2020</b> listing extension with the Professionals signed</p> <p><b>26/10/2020</b> Professionals Geraldton advised that Council will accept lower price (\$50,000)</p> <p><b>27/10/2020</b> Professionals suggest a price drop to \$55,000 on advertising <b>28/10/2020</b> Professionals were advised to drop price to \$55,000 as suggested. An offer of \$52,000 was received on 9<sup>th</sup> Feb 2021, however was withdrawn on 12<sup>th</sup> Feb 2021.</p> <p><b>Offer received 8<sup>th</sup> March for consideration.</b></p> <p><b>Completed.</b></p>
86/20	10.1.2	Request a change to Management Order on Aerodrome Reserve 10898 to allow industrial land to be developed and leased	<p><b>23/10/2020</b> Robert Fenn Development WA advised of Council’s decision and asked to send draft letter to DPLH</p> <p><b>26/10/2020</b> Letter sent to DPLH by Development WA</p> <p><b>05/11/2020</b></p>



	<p>Email rec'd from DPLH advising that land is generally excised from reserve and leased from the state govt. <b>06/11/2020</b> email from Development WA to DPLH arguing for land to remain in reserve and be leased from shire. <b>11/11/2020</b> DPLH advised that the shire will be able to lease the airport land but only for a maximum 5 year term.</p> <p><b>14/05/2021</b></p> <p>Awaiting information and update from Department of DPLH</p>	
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**Legend**

Category	Status
Not Started	
In Progress	
Completed	

**CARRIED (5/0)**

<b>10.1.2</b>	<b>Review of Delegations Register</b>
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<b>Agenda Reference:</b>	CEO 05/21 – 02
<b>Location/Address:</b>	Shire of Sandstone
<b>Name of Applicant:</b>	None
<b>Disclosure of Interest:</b>	None
<b>Date of Report:</b>	4 <sup>th</sup> May 2020
<b>Author:</b>	Charlie Brown Chief Executive Officer

### **Summary**

Council is required to review its register of delegations Register 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 2020.

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 several changes made in this year's review.

### **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

**Officer Recommendation**

**Resolution No 36/21**

**MOVED: Cr McQuie**

**SECONDED: Cr Key**

That Council adopt the reviewed Register of Delegations for 2021-2022 as attached.

**CARRIED BY ABSOLUTE MAJORITY (5/0)**

### 10.1.3 Objects and Reasons Differential Rates

<b>Agenda Reference:</b>	CEO 05/21
<b>Location/Address:</b>	Shire of Sandstone
<b>Name of Applicant:</b>	None
<b>Disclosure of Interest:</b>	None
<b>Date of Report:</b>	04 <sup>th</sup> May 2021
<b>Author:</b>	Charlie Brown Chief Executive Officer

#### Summary

As the Shire of Sandstone charges differential rates that are more than twice the lowest rate imposed approval usually 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

Updated Objects and Reasons for Differential Rates in 2020-2021

#### 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 shire implemented a no increase in the rate in the \$ charged for rates in 2020-2021"

The Shire will, once again, for 2021/22, 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 usually issued for public comment for a period of 21 days.

#### 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.

The rate in the dollar being recommended are in line with the Long-Term Financial Plan adopted in 2018, bearing in mind a nil percent increase in 2020/2021

Land Category	Rate in the \$	Minimum Payment	Total Properties	Total Properties on Minimum
GRV - SANDSTONE	6.7404	200.00	68	35
GRV - MINING / TWF	38.1253	200.00	4	
UV - PASTORAL	6.2399	345.00	25	6
UV - MINING	27.5634	345.00	214	57

Section 6.35 (3) states;

***In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —***

***(a) 50% of the total number of separately rated properties in the district; or***

**(b) 50% of the number of properties in each category referred to in subsection (6), on which a minimum payment is imposed.**

In order to comply with this requirement GRV townsite would need to be 11.50 Cents in the Dollar with Minimums \$225.00 this represents a 75% increase on the Rate in the Dollar. In view of this a reduction in Minimums to comply with Section 6.35 (4)

**A minimum payment is not to be imposed on more than the prescribed percentage of —**

**(a) the number of separately rated properties in the district; or**

**(b) the number of properties in each category referred to in subsection (6),**

**unless the general minimum does not exceed the prescribed amount.**

The prescribed amount is stated in section 53 of the **Local Government (Financial Management) Regulations** and is \$200.00

## **Consultation**

Nil

## **Statutory Environment**

### **Local Government Act**

#### **6.33. Differential general rates**

- (1) A local government may impose differential general rates according to any, or a combination, of the following characteristics —
  - (a) the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the *Planning and Development Act 2005*; or
  - (b) a purpose for which the land is held or used as determined by the local government; or
  - (c) whether or not the land is vacant land; or
  - (d) any other characteristic or combination of characteristics prescribed.
- (2) Regulations may —
  - (a) specify the characteristics under subsection (1) which a local government is to use; or
  - (b) limit the characteristics under subsection (1) which a local government is permitted to use.
- (3) In imposing a differential general rate a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.
- (4) If during a financial year, the characteristics of any land which form the basis for the imposition of a differential general rate have changed, the local government is not to, on account of that change, amend the assessment of rates payable on that land in respect of that financial year but this subsection does not apply in any case where section 6.40(1)(a) applies.

- (5) A differential general rate that a local government purported to impose under this Act before the *Local Government Amendment Act 2009* section 39(1)(a) came into operation is to be taken to have been as valid as if the amendment made by that paragraph had been made before the purported imposition of that rate.

[Section 6.33 amended: No. 38 of 2005 s. 15; No. 17 of 2009 s. 39; No. 28 of 2010 s. 34.]

[Section 6.33 modified: SL 2020/57<sup>1M</sup>.]

### 6.35. Minimum payment

- (1) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.
- (2) A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.
- (3) In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —
- (a) 50% of the total number of separately rated properties in the district; or
  - (b) 50% of the number of properties in each category referred to in subsection (6),
- on which a minimum payment is imposed.
- (4) A minimum payment is not to be imposed on more than the prescribed percentage of —
- (a) the number of separately rated properties in the district; or
  - (b) the number of properties in each category referred to in subsection (6),
- unless the general minimum does not exceed the prescribed amount.
- (5) If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.
- (6) For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories —
- (a) to land rated on gross rental value; and
  - (b) to land rated on unimproved value; and
  - (c) to each differential rating category where a differential general rate is imposed.

## Local Government Financial Management Regulations

### 52A. Characteristics prescribed for differential general rates (Act s. 6.33)

- (1) In this regulation —
- commencement day** means the day on which the *Local Government (Financial Management) Amendment Regulations (No. 2) 2012* regulation 5 comes into operation<sup>1</sup>;
- relevant district** means a district that —
- (a) is declared to be a district by an order made under section 2.1(1)(a) on or after commencement day; or

- (b) has its boundaries changed by an order made under section 2.1(1)(b) on or after commencement day.
- (2) For the purposes of section 6.33(1)(d), the following characteristics are prescribed in relation to land in a relevant district, where not more than 5 years has elapsed since the district last became a relevant district —
- (a) whether or not the land is situated in a townsite as defined in the *Land Administration Act 1997* section 3(1);
  - (b) whether or not the land is situated in a particular part of the district of the local government.

*[Regulation 52A inserted in Gazette 29 Jun 2012 p. 2953.]*

**52. Percentage prescribed for minimum payment (Act s. 6.35(4))**

The percentage prescribed for the purposes of section 6.35(4) is 50%.

**53. Amount prescribed for minimum payment (Act s. 6.35(4))**

The amount prescribed for the purposes of section 6.35(4) is \$200.

**Policy Implications**

Nil

**Financial Implications**

Nil, will be addressed in the coming years budget.

**Strategic Implications**

Nil

**Voting Requirements**

Simple Majority

**Officer Recommendation**

Resolution No 37/21

**MOVED:** Cr Key

**SECONDED:** Cr May

**That Council**

1. Endorse the Differential Rating – Objects and Reasons for the 2021/2022 rating year as presented.
2. Endorse the following proposed Differential Rates Categories, Rates in the Dollar and Minimum amounts for the Shire of Sandstone for the 2021/2022 financial year;

Land Category	Rate in the \$	Minimum Payment	Total Properties	Total Properties on Minimum
GRV - SANDSTONE	6.7404	200.00	68	35

SHIRE OF SANDSTONE



<b>GRV - MINING / TWF</b>	<b>38.1253</b>	<b>200.00</b>	<b>4</b>	
<b>UV - PASTORAL</b>	<b>6.2399</b>	<b>345.00</b>	<b>25</b>	<b>6</b>
<b>UV - MINING</b>	<b>27.5634</b>	<b>345.00</b>	<b>214</b>	<b>57</b>

**3. Endorse a public consultation process on the proposed Differential General Rates and General Minimum Rates as follows:**

- **Statewide and Local public notice as per the requirements of Section 6.36 of the Local Government Act 1995.**

**CARRIED (5/0)**

## 10.1.4 Ramelius Resources

<b>Agenda Reference:</b>	CEO 05/21-04
<b>Location/Address:</b>	Shire of Sandstone
<b>Name of Applicant:</b>	Shire of Sandstone
<b>Disclosure of Interest:</b>	None
<b>Date of Report:</b>	27 May 2021
<b>Previous References:</b>	Nil
<b>Author:</b>	Charlie Brown, Chief Executive Officer

### Summary

Use of Shire roads to cart ore from the “Penny Gold Project” to Mount Magnet via the Lake Barlee Access Rd, Paynes Find – Sandstone Road and the Youanmi Road

### Attachments

10.1.4 (A) Correspondence Penny Operations Pty Ltd

10.1.4 (B) Arial View SLK 28.34 Intersection Youanmi Rd with Vermin Fence.

### Background

Matthew O’Hara Mine Manager Penny Gold Project and Duncan Coutts Chief Operating Officer Ramelius Resources presented an overview of the project to Council in March 2021.

The Haulage Route Proposal as submitted by Zebra Minerals Pty Ltd (Penny Gold Project) has since been traversed by councillors to have a firsthand knowledge of the proposed route.

### Comments

Council have expressed concern that a “Bond” should be paid upfront to ensure that any defects in the roads at the end of the project can be rectified. Initially Ramelius Resources were not in favour of a bond, however attachment 10.1.4 (A) shows their willingness to provide a bond of \$125,000.00

Attachment 10.1.4 (B) shows the intersection of the Youanmi Rd and the Vermin Fence. It is suggested that the road west of the fence be realigned to decrease the curve.

I would even suggest that a realignment of the cattle grid would also assist.

### Consultation

Councillors Briefing sessions

### Statutory Environment

### Policy Implications

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Voting Requirements**

Simple / Absolute Majority

**Officer Recommendation**

**Resolution No 38/21**

**Moved Cr Lefroy**

**Seconded Cr McQuie**

**That Council:**

- 1 Approve the route as outlined, in principal, including the improvements as specified, in addition to any other improvements as directed by Main Roads Department WA.**
- 2 The Chief Executive Officer and Works Supervisor accompany MRDWA when they carry out their inspection as required by the approval process.**
- 3 Request the bond be increased to \$250,000.00 in view of the length of the proposed Haul route.**
- 4 Subject to the above three items, a “Usage Agreement” be prepared.**

**CARRIED (5/0)**

## 10.1.5 Murchison Regional Vermin Council

<b>Agenda Reference:</b>	CEO 02/21-02
<b>Location/Address:</b>	Shire of Sandstone
<b>Name of Applicant:</b>	Shire of Sandstone
<b>Disclosure of Interest:</b>	None
<b>Date of Report:</b>	25 May 2021
<b>Previous References:</b>	Nil
<b>Author:</b>	Charlie Brown, Chief Executive Officer

### Summary

To consider the future structure of the Murchison Regional Vermin Council once the Murchison Region Vermin Cell is completed.

### Attachments

10.1.5 (A) MRVC Letter Proposed Merger

### Background

The Murchison Region Vermin Cell is scheduled for completion in September this year. Under current arrangements, once this occurs, there will be two separate organisations responsible for the operation of the vermin cell with respect to wild dog control and a return to small stock production. The two organisations are:

- The Murchison Regional Vermin Council with responsibility for maintaining the No 1 and No 2 Vermin Fences to a dog proof standard.
- The Meekatharra Rangelands Biosecurity Association (MRBA) with responsibility for wild dog control within the Vermin Cell.

The purpose of this report is to explore the option of merging both these organisations. The current situation involving the two separate organisations is as follows:

#### Murchison Regional Vermin Council

- A Regional Council operating under the requirements of the WA Local Government Act 1995 with a membership of the Shires of Yalgoo, Sandstone, Mount Magnet and Cue. Whilst not being a member council the Shire of Meekatharra provides financial support.
- **Income \$134,000** (Precepts and Fence Rentals). **Expenditure \$142,000** (Administration \$67,000, Governance \$15,000, Fence Maintenance \$60,000). Note: Based on 2020/2021 operating budget with depreciation not included.

#### Meekatharra Rangelands Biosecurity Association

- An Association set up under the Biosecurity and Agriculture Management Act 2007 operating in accordance with the Associations Incorporation Act 2015 with a membership of pastoralists in the Shires of Yalgoo, Mount Magnet, Cue and Meekatharra.
- **Income \$699,000** (Pastoralist Rates \$213,000, Government Contribution Matching Rates

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\$236,000, Royalties for Regions \$234,000). **Expenditure \$698,000** (Wild Dog Control \$638,000, Administration \$60,000). Note: Based on 2020/2021 Declared Pest Account budget with no assets, hence depreciation not applicable.

Both organisations are currently operating with essentially breakeven budgets. Once the Murchison Region Vermin Cell is completed MRVC operations will involve fence maintenance only. The MRVC would however be burdened with the administrative complexities imposed by the Local Government Act which are considered to be out of all proportion to the ongoing fence maintenance task.

Were the MRVC to merge with the MRBA and form of a new Association it is considered that both the wild dog control function and the fence maintenance function could be readily combined with a significant reduction in compliance and administrative costs.

For such a merge to occur it would be essential to formalise the ongoing financial support of MRVC member council.

### **Comments**

With the completion of the vermin cell, this appears to be the obvious way forward, reduction of administrative functions that would reduce “spending on the ground”.

### **Consultation**

Councillors via briefing session.

### **Statutory Environment**

Nil

### **Policy Implications**

Nil

### **Financial Implications**

No further financial implications would be placed on the council.

### **Strategic Implications**

Nil

### **Voting Requirements**

Simple Majority

### **Officer Recommendation**

**Resolution No 39/21**

**Moved Cr Lefroy**

**Seconded Cr McQuie**

**That Council:**

**Advise the Murchison Regional Vermin Council that it has no objections to the proposed merger in line with the proposal as outlined in the attachment 10.1.5 (A)**

**CARRIED (5/0)**

## 10.2 FINANCIAL REPORTS

### 10.2.1 Financial Statement for the month of March & April 2021

<b>Agenda Reference:</b>	F 05/21 – 01
<b>Location:</b>	Shire of Sandstone
<b>Applicant:</b>	Shire of Sandstone
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	21 May 2021
<b>Author:</b>	Charlie Brown Chief Executive Officer

#### Summary

The Statement of Financial Activity report for the month ending March & April 2021 is presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

#### Attachments

Financial Statements for March & April 2021

#### Comments

Income reports a 10.57% variance on anticipated budget expectations, largely due to Road Grants Income, whilst Operating Expenditure shows a 6.04% Increase on anticipated expenditure. A large portion of this related to underbudget on Depreciation, which will be corrected by the 30<sup>th</sup> April.

#### Capital Expenditure

A detailed look at capital expenditure can be found in note 8, as well as attachment 10.2.1 (1) showing levels of expenditure.

#### Others

Attachment 10.2.1 (2) reports variances by Sub Program, making it easier to drill down on variances to a greater degree.

#### Summary of Funds – Shire of Sandstone as at: 30 April 2021

Municipal Cheque Account - On-line (BWA)	\$256,152.17
Municipal Investment Account – On-line (BWA)	\$520,092.01
Trust Fund (Bankwest)	\$5,600
Reserve Term Deposits (Bankwest)	\$ 3,962,346.61
Muni Term Deposits x 1	\$ 804,445.35

## **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

## **Risk Implications**

The Financial Activity report is presented monthly and provides a retrospective picture of the activities at the Shire. Contained within the report is information pertaining to the financial cost and delivery of strategic initiatives and key projects.

To mitigate the risk of budget over-runs or non-delivery of projects, the Chief Executive Officer has implemented internal control measures such as regular Council and management reporting and a quarterly process to monitor financial performance against budget estimates. Materiality reporting thresholds have been established at half the adopted Council levels, which equate to \$10,000 for operating budget line items and \$10,000 for capital items, to alert management prior to there being irreversible impacts.

It should also be noted that there is an inherent level of risk of misrepresentation of the financials through either human error or potential fraud. The establishment of control measures through a series of efficient systems, policies and procedures, which fall under the responsibility of the CEO as laid out in the Local Government (Financial Management Regulations) 1996 regulation 5, seek to mitigate the possibility of this occurring. These controls are set in place to provide daily, weekly, and monthly checks to ensure that the integrity of the data provided is reasonably assured.

## **Voting Requirements**

Simple Majority

## **STAFF RECOMMENDATION**

**Resolution No 40/21**

**MOVED: Cr McQuie**

**SECONDED: Cr May**



That in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996, the Statement of Financial Activity and the Investment Report for the period ending 31 March & 30 April 2021 be received.

**CARRIED (5/0)**

## 10.2.2 ACCOUNTS UPDATE FOR THE MONTHS OF APRIL 2021

(Includes Credit Cards, the Caravan Park, Fuel Sales and Rates report)

<b>Agenda Reference:</b>	F 05/21 – 02
<b>Location:</b>	Shire of Sandstone
<b>Applicant:</b>	Shire of Sandstone
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	14 May 2021
<b>Author:</b>	Rhonda Miles – Finance Officer
<b>Senior Officer:</b>	Charlie Brown – 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 D: The list of accounts (EFT, DD and cheque payments) is attached which will enable Council to see the payments made to the Shire's creditors.

10.2.2E 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**

Resolution No 41/21

**MOVED:** Cr Key

**SECONDED:** Cr May

**That Council endorses the April 2021 accounts paid as presented:**

### **Municipal Fund April 2021**

- **Municipal cheque numbers 105476 – 105482 totalling \$2,286.95**
- **EFT payment numbers 8170 – 8205 totalling \$190,009.20**
- **DD Payment numbers 4953.1 – 4990.1 totalling \$20,534.19**
- **Superannuation \$8,131.99 & \$8,505.02 totalling \$16,634.01**

### **Trust Fund April 2021**

- **NIL**

### **Payroll EFT April 2021:**

**\$34,271.00 & 34,867.00 totalling \$69,138**

**CARRIED (5/0)**

## 10.2.3 Budget Amendments

**Agenda Reference:** CEO 05/21-02  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** None

**Date of Report:** 27 May 2021  
**Previous References:** Nil  
**Author:** Charlie Brown, Chief Executive Officer

### Summary

Budget amendments that have been highlighted on further review of the accounts.

### Attachments

### Background

A review of the budget shows depreciation of assets allocated to the general ledger needed revisiting. These accounts were mentioned at the mid-year review but warranted further investigation.

### Comments

This agenda item increases or decrease various depreciation accounts to bring them in line with actuals. As depreciation is a book figure or non cash it has no bearing on councils surplus/deficit figure at year end.

The proposed transfers to the Building Reserve fund are for works scheduled in the 2020/2021 budget but for varying reasons will not be completed this financial year. It is proposed that these will be budgeted in 2021/2022 with the expenditure part set off by transfer back from the building reserve fund.

COA	Description	IE	Current Budget	Increase /Decrease	New Budget
05100	Depreciation Fire Prevention	550	\$1,798.00	\$1,038.00	\$2,836.00
05100	Depreciation Fire Prevention	552	\$4,485.00	-\$4,485.00	\$0.00
10708	Depreciation Cemetery	557	\$0.00	\$400.00	\$400.00
09100	Depreciation - Housing	550	\$105,000.00	\$587.00	\$105,587.00
09100	Depreciation - Housing	551	\$3,816.96	-\$3,816.96	\$0.00
11205	Depreciation Water Playground	556	\$37,751.04	-\$18,121.04	\$19,630.00
11300	Depreciation - Other Recreation & Sport	550	\$42,555.96	\$17,622.04	\$60,178.00
11300	Depreciation - Other Recreation & Sport	556	\$34,764.96	-\$20,682.96	\$14,082.00
11300	Depreciation - Other Recreation & Sport	557	\$15,012.00	-\$8,239.00	\$6,773.00
11400	Depreciation Television and Rebroadcasting	552	\$4,350.00	-\$1,200.00	\$3,150.00

11607	Depreciation Historic Buildings	550	\$6,876.00	-\$383.00	\$6,493.00
11720	Depreciation New Civic Centre	550	\$66,048.00	-\$17,004.00	\$49,044.00
12200	Depreciation Streets, Roads, Bridges	550	\$29,120.04	-\$1,964.04	\$27,156.00
12200	Depreciation Streets, Roads, Bridges	551	\$1,157.04	-\$1,157.04	\$0.00
12200	Depreciation Streets, Roads, Bridges	552	\$2,120.04	-\$2,120.04	\$0.00
12200	Depreciation Streets, Roads, Bridges	553	\$438,392.04	\$812,923.96	\$1,251,316.00
12200	Depreciation Streets, Roads, Bridges	554	\$3,990.96	-\$147.96	\$3,843.00
12200	Depreciation Streets, Roads, Bridges	555	\$23,552.04	\$8,036.96	\$31,589.00
12200	Depreciation Streets, Roads, Bridges	557	\$1,697.04	\$22,074.96	\$23,772.00
13208	Depreciation Tourism	552	\$2,753.00	-\$153.00	\$2,600.00
13403	Depreciation - Caravan Park	550	\$15,726.00	\$70,616.00	\$86,342.00
13403	Depreciation - Caravan Park	551	\$953.00	-\$953.00	\$0.00
13403	Depreciation - Caravan Park	552	\$6,543.96	-\$6,543.96	\$0.00
13606	Depreciation - Other Economic Services	552	\$18,953.04	\$567.96	\$19,521.00
14308	Depreciation - Plant	552	\$563,132.04	-\$8,834.04	\$554,298.00
14522	Depreciation - Administration	550	\$14,844.00	\$15,699.00	\$30,543.00
14522	Depreciation - Administration	551	\$4,976.04	-\$860.04	\$4,116.00
14522	Depreciation - Administration	552	\$1,407.00	-\$1,407.00	\$0.00
09142	Land & Buildings - Staff Housing		\$53,476.00	-\$53,476.00	\$0.00
14942	Building Reserve - Transfer to Reserve		\$0.00	\$53,476.00	\$53,476.00
	<b>Totals</b>		<b>\$1,505,251.20</b>	<b>\$851,493.80</b>	<b>\$2,356,745.00</b>

### Consultation

Councillors Briefing sessions

### Statutory Environment

### Policy Implications

Nil

### Financial Implications

### Strategic Implications

Nil

### Voting Requirements

Simple / Absolute Majority

### Officer Recommendation

Resolution No 42/21

Moved Cr Key

Seconded Cr McQuie

**That Council:**

**Approve the following Budget amendments as listed.**

COA	Description	IE	Current Budget	Increase /Decrease	New Budget
05100	Depreciation Fire Prevention	550	\$1,798.00	\$1,038.00	\$2,836.00
05100	Depreciation Fire Prevention	552	\$4,485.00	-\$4,485.00	\$0.00
10708	Depreciation Cemetery	557	\$0.00	\$400.00	\$400.00
09100	Depreciation - Housing	550	\$105,000.00	\$587.00	\$105,587.00
09100	Depreciation - Housing	551	\$3,816.96	-\$3,816.96	\$0.00
11205	Depreciation Water Playground	556	\$37,751.04	-\$18,121.04	\$19,630.00
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11720	Depreciation New Civic Centre	550	\$66,048.00	-\$17,004.00	\$49,044.00
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12200	Depreciation Streets, Roads, Bridges	551	\$1,157.04	-\$1,157.04	\$0.00
12200	Depreciation Streets, Roads, Bridges	552	\$2,120.04	-\$2,120.04	\$0.00
12200	Depreciation Streets, Roads, Bridges	553	\$438,392.04	\$812,923.96	\$1,251,316.00
12200	Depreciation Streets, Roads, Bridges	554	\$3,990.96	-\$147.96	\$3,843.00
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12200	Depreciation Streets, Roads, Bridges	557	\$1,697.04	\$22,074.96	\$23,772.00
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14308	Depreciation - Plant	552	\$563,132.04	-\$8,834.04	\$554,298.00
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14522	Depreciation - Administration	551	\$4,976.04	-\$860.04	\$4,116.00
14522	Depreciation - Administration	552	\$1,407.00	-\$1,407.00	\$0.00
09142	Land & Buildings - Staff Housing		\$53,476.00	-\$53,476.00	\$0.00
14942	Building Reserve - Transfer to Reserve		\$0.00	\$53,476.00	\$53,476.00
	<b>Totals</b>		<b>\$1,505,251.20</b>	<b>\$851,493.80</b>	<b>\$2,356,745.00</b>

**CARRIED (5/0)**

## 10.4 WORKS and SERVICES

### 10.4.1 WORKS SUPERVISOR'S REPORT MAY 2021

<b>Agenda Reference:</b>	WS 05/21 – 01
<b>Location/Address:</b>	Shire of Sandstone
<b>Name of Applicant:</b>	Shire of Sandstone
<b>Disclosure of Interest:</b>	None
<b>Date of Report:</b>	12 May 2021
<b>Previous References:</b>	Nil
<b>Author:</b>	Norbert Marwick, Works Supervisor

#### Summary

##### 1. Crew Movements

The construction crew is still on the Meekatharra Rd and completed 3kms of road

##### 2. Maintenance Grader

Don is currently on the Wiluna road clearing, opening drains and grading the road pavement

##### 3. Contract Maintenance grader

Due to heavy rain from Narndee Station to Paynes Find the grader has relocated to the bottom end of Paynes Find Road to repair floodways etc.

##### 4. Town

As per council instructions 5 trees were removed from Philip Lefroy Park and Height reduction pruning of various trees around town. Reroofing and painting of the Visitor Centre/ Museum has been completed. Construction of the display shed in the Memorial/Heritage Park has been started.

#### Consultation

All Staff

#### Statutory Environment

Local Government Act 1995

#### Policy Implications

Nil

#### Financial Implications

Nil

#### Strategic Implications

Nil

#### Voting Requirements

Simple majority

**Officer Recommendation**  
**Resolution No 43/21**

**Moved Cr McQuie**

**Seconded Cr Key**

That Council receive the Works Supervisor's Report for May 2021.

**CARRIED (5/0)**



**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 No 44/21

Moved Cr Key

Seconded Cr McQuie

**That late item 10.1.5 MRVC Proposed merger be introduced to the meeting.**

**Carried (5/0)**

**14 MEETING ITEMS CLOSED TO THE PUBLIC**

**14.1 Meeting Closed to the Public**

**CONFIDENTIAL ITEMS**

**14.2 Public Reading of Resolution**

**TIME and DATE of NEXT MEETING**

The next scheduled Ordinary Council Meeting will be held on Thursday 24 June 2021.

**15 CLOSURE OF MEETING**

There being no further business, the Shire President closed the meeting at 1:20`pm.

**CERTIFICATION**

I, \_\_\_\_\_, certify that the Minutes of the Meeting held on 22 April 2021, as shown, were confirmed as a true and accurate record at the Meeting held on 27 May 2021.

\_\_\_\_\_  
**(Presiding Member)**