



# **AGENDA**

Ordinary Council Meeting

Thursday 28 September 2023

Commencing at 1.00PM

To be held in the Council Chambers, Hack St Sandstone

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## ORDINARY COUNCIL MEETING NOTICE PAPER

Thursday 28 September 2023 – 1:00pm

Dear President and Councillors,

An Ordinary Meeting of Council is called for Thursday 28 September 2023, in the Council Chambers, Hack Street, Sandstone, commencing at 1.00 pm.

### Councillors please note:

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

A handwritten signature in black ink, appearing to read 'Charlie Brown', is positioned above a horizontal line.

**Charlie Brown**

**Chief Executive Officer**

19 September 2023

### 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.*

---

**Charlie Brown**  
**Chief Executive Officer**

19 September 2023

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**ORDINARY COUNCIL MEETING TO BE HELD ON  
THURSDAY 28 SEPTEMBER 2023  
AGENDA SUMMARY and TABLE OF CONTENTS**

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## **AGENDA and STAFF REPORTS**

**ORDINARY COUNCIL MEETING TO BE HELD IN**

**COUNCIL CHAMBERS, SANDSTONE ON THURSDAY 28 SEPTEMBER 2023**

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

The Presiding Member, Cr Bethel Walton (Shire President) to declare the Meeting open at 1.00pm.

### **2 ANNOUNCEMENTS FROM THE PRESIDING MEMBER AND/OR COUNCILLORS**

Without discussion unless otherwise determined.

Nil

### **3 ATTENDANCES**

#### **3.1 Present**

##### **Elected Members**

Cr B (Bethel) Walton	Shire President (and Presiding member of this Meeting)
Cr C (Carol) Hodshon	
Cr D (David) Lefroy	
Cr V (Vickie) McQuie	
Cr J (James) Allison	

##### **Staff Members**

Mr Charlie Brown	Chief Executive Officer
Ms Selina Sergeant	Deputy Chief Executive Officer

##### **Visitors**

Nil

#### **3.2 Apologies**

Nil

#### **3.3 Approved Leave of Absence**

Nil

**4 RESPONSES 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 CONFIRMATIONS OF MINUTES FROM PREVIOUS MEETINGS**

**8.1 Ordinary meeting of Council held on the 24<sup>th</sup> August 2023 /23**

**Officer Recommendation**

**Resolution No.**

**MOVED: Cr.**

**SECONDED: Cr.**

**That the Minutes of the Ordinary Meeting of Council held on 24<sup>th</sup> August 2023 be confirmed as a true and accurate records of proceedings.**

**NOT /CARRIED (0/0)**

**FOR:**

**AGAINST:**



<b>9 PRESENTATIONS</b>
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**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 – August 2023

/23

<b>Agenda Reference:</b>	CEO 09/23 - 01
<b>Name of Applicant:</b>	Shire of Sandstone
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	20 <sup>th</sup> September 2023
<b>Previous References:</b>	Various
<b>Author:</b>	Charlie Brown, Chief Executive Officer

#### Summary

The purpose of this report is to advise Council on the status of its decisions from previous Council meetings.

#### Attachments

Nil

#### Background

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

#### Comment

Document has been updated to include Progress made on Council decisions.

Status Update July 2023

**Resolution No** 31/17

**Item No** 10.1.7

**Action** That the plaque recognizing George Dent at Hacks Mine is reinstated and his family is offered the opportunity for a plaque to be placed in the new heritage park.

#### Responses/ Updates

03/05/2017 Letter sent to the family of George Dent advising Council decision.

19/03/2018 Ceramic photo of George Dent received from family for inclusion on plaque at Heritage Park.

07/10/2020 Article in Midwest Times re lack of recognition of George Dent  
Busy Bee to be arranged.

Wall in Memorial Park Constructed. Information to be displayed on Wall to be determined.

*Need to Determine the Setout of Plaques to be attached to the Wall in Memorial Park. Policy to be created so all plaques are the same.*

*Currently looking at what other council may have.*

\*\*\*\*\*

**Resolution No** 91/21  
**Item No** 10.1.5  
**Action** Reserves Change of Purpose

**That Council**

1. advise the Department of Planning, Lands and Heritage, that they have no objection to the proposed change of purpose.
2. request that all "Commons" within the Shire, except for the Sandstone Town Common, be relinquished and amalgamated into the adjoining pastoral stations.

Reserve Number	Original Gaz	Original 1	Reserve Class	Reserve Area
9959	3448	24/11/1905	C	15535.8820000000
10022	133	26/01/1906	C	6581.5152000000
14645	4504	4/12/1914	C	1926.3037000000
17984	662	13/04/1922	C	1957.6643000000
17011	1174	16/08/1918	C	5034.3713000000

**Responses/ Updates**

- 29/11/2021** Letter to Department of Planning, Lands and Heritage advising Council resolution as above.
- 31/03/2023** Sought comments again regarding item two
- 15/07/2023** Followed up this email.
- 15/07/2023** Made enquiries regarding excising part of Reserve 11714 for Industrial/commercial purposes, or having the reserve amended to include PTL.
- 26/07/2023** Discussion with Contract Town Planner regarding Reserve 11714.

\*\*\*\*\*

**Resolution No** 55/22  
**Item No** 10.1.5  
**Action** Excision of Part of reserve no 11714

**Resolve to support in principle the excision of a portion of reserve 11714 referenced as site 2 on the relevant plans submitted to Council subject to the proponents being advised that:**

- A. Formal support for excision of the reserve will not be provided by Council until such time as a planning application has been considered as appropriate having regard for relevant issues associated with a formal proposal with detailed plans having regard for the comments of the community and relevant government agencies.**

- B. The proponent is advised to undertake further investigations with respect to issues such as Main Roads comments, Department of Mines and Petroleum, Mining Tenement Holder, the fact that the site contains some disused mine shafts (geotechnical matters) and consultation with other agencies prior to preparation and lodgement of an application for development approval.
- C. In applying for development approval, the proponent will need to seek the authority from the appropriate government agency charged with the management of the Crown land in question to sign the application form.

And;

- A. Instruct the CEO to write to the proponent advising of the above and also the relevant government agency responsible for the Crown land.



The applicant has advised that they have receive an objection to the proposed site 2 and have gone back to site 1.

MRD recently advised that they have resubmitted funding proposal for the truck stop but have no objections to site 1 providing there is a 100-meter setback from the road.

Horizon Power advised that council support application for portion of Airport reserve, under the same terms and conditions as previous application.

**29/05/2023** Advised of councils OCM Resolution May 2023

**Ongoing.**

**Consultation**

Nil

**Statutory Environment**

Nil

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Voting Requirements**

Simple majority

**Officer Recommendation**

**Resolution No.**

**MOVED: Cr.**

**SECONDED: Cr.**

**That Council accepts the Status Update for the month of August 2023.**

**NOT /CARRIED (0/0)**

**FOR:**

**AGAINST:**

<b>Agenda Reference:</b>	CEO 09/23 – 02
<b>Location/Address:</b>	None
<b>Name of Applicant:</b>	None
<b>Disclosure of Interest:</b>	None
<b>Date of Report:</b>	16 <sup>th</sup> September 2023
<b>Author:</b>	Charlie Brown, Chief Executive Officer

### Summary

To report on actions performed under delegated authority for the month of August 2023.

### Attachments

Nil

### Background

To increase transparency this report has been prepared for Council and includes all actions performed under delegated authority.

### Comment

The following table outlining the actions performed within the organisation, relative to delegated authority for the month of April 2023, is submitted to Council for information.

<b>Date</b>	<b>Delegation Ref</b>		<b>Person or Classes affected</b>
01/08/2023	FI - D11	Payment Procedure Municipal Fund	PAY 01/08/2023
02/08/2023	FI - D11	Payment Procedure Municipal Fund	CREDITORS 02/08/23
11/08/2023	FI - D11	Payment Procedure Municipal Fund	CREDITORS 11/08/23
14/08/2023	FI - D11	Payment Procedure Municipal Fund	CREDITORS 14/08/23
15/08/2023	FI - D11	Payment Procedure Municipal Fund	PAY 15/08/2023
21/08/2023	FI - D11	Payment Procedure Municipal Fund	CREDITORS 21/08/23
25/08/2023	FI - D11	Payment Procedure Municipal Fund	CREDITORS 25/08/23
29/08/2023	FI - D11	Payment Procedure Municipal Fund	PAY 29/08/2023

### Consultation

Nil

### Statutory Environment

*Local Government Act 1995 Section 9.49A*

### Policy Implications

Nil

**Financial Implications**

Nil

**Voting Requirements**

Simple majority

**Officer Recommendation**

**Resolution No.**

**MOVED: Cr.**

**SECONDED: Cr.**

**That Council, in accordance with section 5.46 of the *Local Government Act*, accept the report outlining the actions performed under delegated authority for the month of August 2023.**

**CARRIED/NOT CARRIED (0/0)**

**FOR:**

**AGAINST:**

<b>Agenda Reference:</b>	CEO 09/23 – 03
<b>Location/Address:</b>	None
<b>Name of Applicant:</b>	None
<b>Disclosure of Interest:</b>	None
<b>Date of Report:</b>	20 <sup>th</sup> September 2023
<b>Author:</b>	Charlie Brown, Chief Executive Officer

### Summary

The Shire of Sandstone is required under the *Local Government Act 1995* to perform a holistic review of the Shire's policy manual on a regular basis, being generally every two years.

This report constitutes part of that review.

### Attachments

10.1.3 (A) Policies.

### Background

The *Local Government Act 1995* allows for Council to delegate to the Chief Executive Officer to exercise its powers or the discharge of any of its duties under the Act. Generally, the delegations are performed in accordance with established policy as developed and adopted by Council under Section 2.7 of the Act. In context, the policies are compiled into a manual routinely reviewed every two years to ensure the individual they remain contemporary and relevant.

### Comment

While this review is being conducted to ensure Council is meeting its statutory obligations, it is also beneficial for Councillors to receive a relevant set of policies that will assist with their decision making.

Importantly, Councillors should feel comfortable about seeking further explanation on the recommended changes and/or requesting further amendments to each policy should this be considered necessary.

### Consultation

Councillors.



## **Statutory Environment**

### ***Local Government Act 1995***

#### **2.7. Role of council**

- (1) The council —
  - (a) governs the local government's affairs; and
  - (b) is responsible for the performance of the local government's functions.
- (2) Without limiting subsection (1), the council is to —
  - (a) oversee the allocation of the local government's finances and resources; and
  - (b) determine the local government's policies.

## **Policy Implications**

Updated Policies.

## **Financial Implications**

Nil

## **Voting Requirements**

Simple majority

## **Officer Recommendation**

**Resolution No.**

**MOVED: Cr.**

**SECONDED: Cr.**

**That Council pursuant to Section 2.7 (2) (b) of the *Local Government Act 1995* adopt the revised Policy Manual Section Administration, as amended, and attached to this report.**

**(NOT) CARRIED (0/0)**

**FOR:**

**AGAINST:**

<b>Agenda Reference:</b>	CEO 09/23 – 03
<b>Location/Address:</b>	None
<b>Name of Applicant:</b>	None
<b>Disclosure of Interest:</b>	None
<b>Date of Report:</b>	20 <sup>th</sup> September 2023
<b>Author:</b>	Charlie Brown, Chief Executive Officer

### Summary

That Council approves the shutdown of the Shire of Sandstone's Operations for the Christmas and New Year Period.

### Attachments

Nil

### Background

Each year Council closes down its operations for the Christmas and New Year period, it is proposed that the shutdown be from Wednesday 20<sup>th</sup> December to 1<sup>st</sup> January, for the Administration and the 3<sup>rd</sup> January for the Depot Staff.

### Comment

By closing down for this period staff will have 2 days for travel and shopping before Christmas and return to work Tuesday after New Year's Day. Special arrangements for the Post Office for deliveries will be made for the 21<sup>st</sup>, 28<sup>th</sup> December if required.

Council meeting for December 2023 is set down for Thursday 14<sup>th</sup> December to implement any decisions made at that meeting prior to going off on leave.

The administration staff to return on the 2<sup>nd</sup> January as this is a Pay day, and the Depot staff on the 3<sup>rd</sup> January as this is their normal shift start.

### Consultation

Administration Staff.

### Statutory Environment

Nil

**Policy Implications**

Updated Policies.

**Financial Implications**

Nil

**Voting Requirements**

Simple majority

**Officer Recommendation**

Resolution No.

**MOVED: Cr.**

**SECONDED: Cr.**

**That Council approve the Christmas shutdown of the Shire's operations from the 20<sup>th</sup> December to the 2<sup>nd</sup> January for Administration Staff and from the 20<sup>th</sup> December to the 3<sup>rd</sup> January for the remainder of Council's operations.**

**(NOT) CARRIED (0/0)**

**FOR:**

**AGAINST:**

## 10.2 FINANCIAL REPORTS

### 10.2.1 Financial Statement for the month of August 2023

/23

<b>Agenda Reference:</b>	F 09/23 – 01
<b>Location:</b>	Shire of Sandstone
<b>Applicant:</b>	Shire of Sandstone
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	15 <sup>th</sup> August 2023
<b>Author:</b>	Selina Sergeant, Deputy Chief Executive Officer

#### Summary

The Statement of Financial Activity report for the month ending 31<sup>st</sup> August 2023 is presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

#### Attachments

- 10.2.1 (1) Financial Statements
- 10.2.1 (2) Detailed Statements
- 10.2.1 (3) Variance at Sub Program Level
- 10.2.1 (4) Capital Expenditure Summary
- 10.2.1 (5) Investment Register

#### Comments

Total Income reports a 11.16% variance on anticipated budget expectations.

Total Expenditure shows a 5.67% variance.

Further explanations of variances at sub program level can be seen in attachment 10.2.1 (3) and a detailed look at individual COA or Job Numbers can be found on attachment 10.2.1 (2)

#### Capital Expenditure

A detailed look at capital expenditure can be found in note 8, as well as attachment 10.2.1 (4) showing levels of expenditure.

### Summary of Cash on Hand – Shire of Sandstone as at 31 August 2023

Municipal Cheque Account - On-line (BWA)	\$636,959.48
Municipal Investment Account - On-line (BWA)	\$355.82
Trust Fund (Bankwest)	\$9,412.84
Trust Bank Term Deposit	\$290,004.39
Reserve Term Deposits (Bankwest)	\$5,270,228.42
Muni Term Deposit	\$2,686,007.63

#### Consultation

Chief Executive 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 Chief Executive Officer 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

**Officer Recommendation**

**Resolution No.**

**MOVED: Cr.**

**SECONDED: Cr.**

**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<sup>st</sup> August 2023 be received, and all other statements noted.**

**(NOT) CARRIED (0/0)**

**FOR:**

**AGAINST:**

<b>Agenda Reference:</b>	F 09/23 – 02
<b>Location:</b>	Shire of Sandstone
<b>Applicant:</b>	Shire of Sandstone
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	15 <sup>th</sup> September 2023
<b>Author:</b>	Selina Sergeant, Deputy Chief Executive Officer
<b>Senior Officer:</b>	Charlie Brown, Chief Executive Officer

### **Summary**

Presented for Council's information is the list of accounts paid in August 2023 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**

- 10.2.2 (A) List of Accounts paid via EFT
- 10.2.2 (B) List of Accounts paid via Direct Debit
- 10.2.2 (C) List of Accounts paid via Cheque
- 10.2.2 (D) Corporate Credit Card Payments
- 10.2.2 (E) Caravan Park Takings
- 10.2.2 (F) Town Fuel Sales
- 10.2.2 (G) Rates Reconciliation

### **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 Chief Executive Officer 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.

Month	Cheque	EFT's	Direct Debits	Credit Card	Payroll	Total Payments
July	650.31	449,799.87	36,086.06	4,509.55	99,743.00	590,788.79
August	1,692.20	629,504.03	50,596.88	2,671.95	146,711.00	831,176.06
September						0.00
October						0.00
November						0.00
December						0.00
January						0.00
February						0.00
March						0.00
April						0.00
May						0.00
June						0.00
Totals	2,342.51	1,079,303.90	86,682.94	7,181.50	246,454.00	1,421,964.85

#### Municipal Fund August 2023

- EFT payment numbers 9623 – 9690
- Muni DD6046, DD6122, DD6133 and DD6145
- Superannuation DD6107, DD6127 and DD6140
- Cheque payments 105583 and 105585
- Corporate Credit Card Payment DD6153
- Payroll

#### Trust Fund August 2023

- Cheque 205162 and 205163

#### **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

**Officer Recommendation**

**Resolution No.**

**MOVED: Cr**

**SECONDED: Cr**

**That the schedule of accounts paid during August 2023 as listed, covering Cheques, EFTs, Bank Charges, directly debited payments and wages as numbered from Councils Municipal Fund Bank and Council's Trust Fund Bank be endorsed by Council.**

**(NOT) CARRIED (0/0)**

**FOR:**

**AGAINST:**

<b>Agenda Reference:</b>	WS 09/23	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>	13 September 2023	
<b>Previous References:</b>	Nil	
<b>Author:</b>	Charlie Brown, Acting Works Supervisor	

### **Summary**

#### **Maintenance Grader**

The maintenance Grader is currently completing the Menzies and Cashmere Downs Roads.

#### **Contract Grader**

The Contract grader has continued on the Sandstone Paynes Find Road.

#### **Plant Workshop.**

- An auto air conditioner specialist serviced and repaired air conditions in all plant. Finalising this on the 13<sup>th</sup> September.
- Servicing of trucks and other light plant.
- Tyres for trucks were ordered and fitted. Tyres on hand for light trucks. Tyres fitted & balanced to the community bus.

#### **Roads**

- Works to commence on the Sandstone Paynes Find Road in the next week.
- Cleanout and erection of grid signs on most roads

#### **General**

New Pad Foot Roller has arrived.

With the exception of the Works Supervisor, we now have a full crew who are working well and harmoniously together.

Casual carpenter will commence on the 9<sup>th</sup> October to complete, initially, Black Range Church, Pioneer Park and Contradiction Well.

#### **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.**

**MOVED: Cr.**

**SECONDED: Cr.**

**That Council receive the Works Supervisor's Report for August/September 2023.**

**(NOT) CARRIED (0/0)**

**FOR:**

**AGAINST:**

**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**

**15 CONFIDENTIAL ITEMS**

**15.2 Public Reading of Resolution**

**16 TIME and DATE of NEXT MEETING**

The next scheduled Ordinary Council Meeting will be held on Thursday 26<sup>th</sup> October 2023.

**17 CLOSURE OF MEETING**

There being no further business, the Shire President closed the meeting at \_\_\_\_\_pm.

**18 CERTIFICATIONS**

I, \_\_\_\_\_, certify that the Minutes of the Ordinary Council Meeting held on 24<sup>th</sup> August 2023, as shown, were confirmed as a true and accurate record at the Meeting held on 28<sup>th</sup> September 2023.

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