



AGENDA

Ordinary Council Meeting

Thursday, 15 December 2016
@ 11:00 am

To be held in the Council Chambers, Hack St Sandstone



ORDINARY COUNCIL MEETING NOTICE PAPER

Thursday, 15 December 2016 – 11:00 am

Dear President and Councillors,

An Ordinary Meeting of Council is called for Thursday, 15 December 2016, in the Council Chambers, Hack Street, Sandstone, commencing at 11:00 am.

Councillors please note:

A Briefing Session will be held at the conclusion of the Council Meeting.

A handwritten signature in black ink, appearing to read 'H. Hawkins', is positioned above the printed name of the Chief Executive Officer.

Harry Hawkins
Chief Executive Officer

8 December 2016

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.*

A handwritten signature in black ink, appearing to read 'H. Hawkins', is positioned above the printed name of the Chief Executive Officer.

Harry Hawkins
Chief Executive Officer

8 December 2016

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 sections 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.



SHIRE OF SANDSTONE ELECTED MEMBER'S REQUEST FORM

Councillor's Name: _____

Date: ____/____/2016

Urgency: Low / Medium / High / Strategic

Road / Public Building / Area: _____

Request: _____

Description: _____

OFFICE USE ONLY:-----

Action Taken: _____

Comment: _____

Completed: ____/____/2016

Signature: _____

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

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Councilor's Claim for Sitting Fees and Travel

Councillor _____

Creditor No _____

<i>Date</i>	<i>Meeting</i>	<i>Sitting Fees</i>	<i>Travel Km's</i>	<i>Amount</i> <small>.7087 cents per km</small>
Date of Meeting	Type of Meeting	\$170/ \$340	No of km's	Office Use
	Full Council			

Fees payable are in accordance with the Local Government Act (5.98) – Administration Regulations (30)

Total		Total
	Line Item 370	
04109		04100
		TOTAL:

OTHER MEETINGS ATTENDED IN THE MONTH

Date	Meeting	Km's	Vehicle supplied?

If this form is not filled out correctly with all information the claim for payment will be rejected.

_____ (Signature) _____ (Date)

Calculations Checked _____ Date _____

Goods Received / Payment Approved _____

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ORDINARY COUNCIL MEETING TO BE HELD ON 15 December 2016
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AGENDA and STAFF REPORTS

ORDINARY COUNCIL MEETING TO BE HELD IN COUNCIL CHAMBERS, SANDSTONE ON THURSDAY, 15 December 2016

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF ANY VISITORS

The Presiding Member, Cr Bethel Walton (Shire President) to declare the Meeting open at 11.00 am.

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	

Staff Members

Mr Harry Hawkins	Chief Executive Officer
Mr Rob Moss	Works Supervisor
(Ms Rhonda Miles or Ms Margaret Duhig – observer)	

3.2 Apologies

Cr J P Bennett
Cr K (Kerry) Key

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

8.1 That the Minutes of the Ordinary Meeting of Council held on 24 November 2016 be confirmed as a true and accurate record of proceedings.

COUNCIL RESOLUTION /16

MOVED: Cr

SECONDED: Cr

That the Minutes of the Ordinary Meeting of Council held on 24 November 2016 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 – November 2016

Agenda Reference: CEO 12/16 - 01
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 8 December 2016
File No:
Previous References: OCM 28 July 2016
OCM 8 September 2016
OCM 27 September 2016
OCM 27 October 2016
OCM 24 November 2016
Author: **Harry Hawkins, CEO**



Signature of Author:

Summary

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

Attachments

10.1.2A Status Update November 2016

Background

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

Comment

As per the comments in the body of this report.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation – Item 10.1.1

That Council accepts the Status Update for November 2016

COUNCIL RESOLUTION	X/16
<u>MOVED:</u> Cr	
<u>SECONDED:</u> Cr	
That Council accepts the Status Update for November 2016	
<u>CARRIED/NOT CARRIED (X/X)</u>	

Status Update

November 2016

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
August 2016					
66/16	10.1.3	That Council – 1. notes the submissions from the Department of Local Government and Communities in relation to the following proposed Dog Local Law. 2. resolves to make the Dog Local Law noted above as per the attached drafts,	15/08/16 Final adopted versions of Dogs LL received from Niel Mitchell 19/08/16 • Dogs local Laws signed and sealed by the Shire President and Acting CEO;	CEO/Finance Officer	

		<p>incorporating amendments outlined by the Department of Local Government and Communities;</p> <p>3. authorise the affixing of the Common Seal to the Dog Local Law;</p> <p>4. publish the Dog Local Law noted above, in the Government Gazette;</p> <p>5. provide copy of the local law to the Minister for Local Government;</p> <p>6. forward a copy of the Gazetted Local Laws, explanatory memoranda and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.</p>	<ul style="list-style-type: none"> Copies sent to Niel Mitchell for submission to the Joint Standard Committee on Delegated Legislation <p>26/08/16 Draft advert for local public notice received regarding notification of the adoption and <i>Gazetta</i> today of the Dogs Local Laws</p> <p>09/09/2016 Signed copies Dogs Local Laws and Explanatory memoranda and associated documentation signed by the President and CEO sent to Parliamentary Joint Standing Committee on Delegated Legislation for review.</p>	
85/16	10.1.3	That Council request an inspection of the houses with a view to purchasing them if structurally sound and price is reasonable.	28/9/2016 Keys received and houses inspected. Department Contacted for price and further details.	
89/16	10.1.7	That Council provide in principle support for the commence Talks with Barb Thompson and Nan Rickards Festival and Sandstone re funding and other support	20/10/2016 Initial conversation held with Barb Thompson 4/11/2016 Barb Thomson to visit Sandstone Late November for more info	
93/16	10.4.1	That Council approves 1. The sale of the trade in Volvo backhoe by private tender	13/10/2016 Volvo Backhoe advertised for sale in Countryman and Quocka 19/10/2016 New backhoe arrived at depot <hr/> 28/10/2016 Only one expression of interest for Volvo Backhoe received	

Legend

Category	Status
Not Started	Red
In Progress	Yellow
Completed	Green

10.1.2 Environmental Summary Report Former Sandstone Power Station

Agenda Reference: CEO 12/16 - 02
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 5th December 2016
Author: Harry Hawkins, Chief Executive Officer

Summary

Horizon Power was required to undertake an Environmental Summary Report for the former Sandstone Power Station site following a classification by the Department of Environmental Regulation as “possibly contaminated – investigation required”.

Attachments

Environmental Summary Report

Background

The former Horizon Power Sandstone power station site in Payne Street Sandstone operated to provide power to the town from a diesel powered generator from 1979 until it was decommissioned in 2005. In 2015 the site was taken over by the shire who continues to use the 27kl above ground storage tank and associated fill and dispensing pipework for refuelling of shire equipment. Some remediation work was undertaken in May 2015 and given the mass removal undertaken at that time petroleum hydrocarbon concentrations in groundwater are unlikely to increase over time.

Perched groundwater under the site has been shown to be ephemeral and discontinuous in nature meaning that beneficial uses of the perched system are likely to be limited however a regional aquifer towards the north of the site is being used by the National Hotel for both potable and non-potable supplies. Samples collected from the hotel (via a hotel room tap) in the latest 3 monitoring rounds have not shown detectable petroleum hydrocarbon concentrations present.

Comment

Coffey Environments Australia Pty Ltd was engaged by Horizon Power to develop the Environmental Summary Report for the site at 23 Payne Street. Based on the investigations completed by them to date they make the following recommendations.

- 1) Due to the close proximity of the National Hotel production bore to the Site it would be prudent for the Shire of Sandstone to undertake annual monitoring of the National Hotel production bore from the point of potential exposure (i.e. hotel tap) for fuel-related COPCs for the next three years or until controls to avoid future releases of product to ground have been implemented.
- 2) It is recommended that Horizon Power communicate to the Shire of Sandstone the need for the implementation of controls to avoid releases of product to ground e.g. improved housekeeping during refuelling activities, regular maintenance of fuel infrastructure and/or installation of a larger hardstand area near the fuel bowser.
- 3) Submission of this report to the DER to facilitate a reclassification of the site to "Remediated for Restricted Use (RRU)". Restrictions to be placed on the site should include:
 - a) No groundwater abstraction to occur beneath the property.
 - b) A TSMP should be developed prior to undertaking excavation works at the site in the future.

These conclusions and recommendations are made within the limitations of the work which has been undertaken by Coffey.

Money was allocated in the adopted budget for further remediation works at the site and as these no longer appear necessary that funding should be used to implement these recommendations.

Consultation

Nil

Statutory Environment

Environmental Protection Act 1986

Policy Implications

Nil

Financial Implications

Nil, funding allocated in adopted budget

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation – Item No. 10.1.2

That Council receive the Environmental Summary Report provided by Horizon Power and agree to implement the 3 recommendations made in that report.

COUNCIL RESOLUTION ??/16

MOVED: Cr

SECONDED: Cr

That Council receive the Environmental Summary Report provided by Horizon Power and agree to implement the 3 recommendations made in that report and listed below

1) Due to the close proximity of the National Hotel production bore to the Site it would be prudent for the Shire of Sandstone to undertake annual monitoring of the National Hotel production bore from the point of potential exposure (i.e. hotel tap) for fuel-related COPCs for the next three years or until controls to avoid future releases of product to ground have been implemented.

2) It is recommended that Horizon Power communicate to the Shire of Sandstone the need for the implementation of controls to avoid releases of product to ground e.g. improved housekeeping during refuelling activities, regular maintenance of fuel infrastructure and/or installation of a larger hardstand area near the fuel bowser.

3) Submission of this report to the DER to facilitate a reclassification of the site to “Remediated for Restricted Use (RRU)”. Restrictions to be placed on the site should include:

a) No groundwater abstraction to occur beneath the property.

b) A TSMP should be developed prior to undertaking excavation works at the site in the future.

NOT/CARRIED (??)

10.1.3 CCTV Sandstone Town Site and Shire Office

Agenda Reference: CEO 12/16 - 03
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 6th December 2016
Author: Harry Hawkins, Chief Executive Officer

Summary

An amount of \$25,000 was included in the shire budget to install CCTV cameras at strategic places around town and in the shire administration office and depot.

Attachments

Redfish Technologies CCTV Scope of works and 3 x quotes.

Background

After unsuccessfully trying to attract CCTV businesses in Kalgoorlie and Geraldton to visit Sandstone to provide quotes for CCTV at various positions around town and in the shire building WALGA preferred supplier Redfish Technologies was approached and they came to Sandstone on the 24th November 2016. Using Drone technology aerial photos of the town were taken until the drone was locked out for flying to close to the airport. From the data collected together with a couple of shots on Google earth the attached scope of works and quote was prepared.

A Royalties for Regions grant application was previously lodged in May 2016 to fund part of the project however this application was unsuccessful. The reason for the CCTV is to provide security to infrastructure around the Sandstone town site as police support is one and a half hours away and by the time they arrive the perpetrators of crime will be long gone. The CCTV vision would enable the police to identify and prosecute offenders without actually catching them on site making Sandstone a less attractive target for thieves and vandals.

The scope of works prepared by Redfish Technologies includes 16 cameras located at the school (astronomy dome), fuel station, community centre, visitors centre, caravan park entry, the shire depot and administration centre.

Comment

Redfish Technology is a WALGA Preferred Supplier who has done work for many WA local governments and is currently installing audio visual equipment in the Tasmanian Parliament. CCTV suppliers in Kalgoorlie did not quote and 2 Geraldton suppliers were willing to only provide a quote based on plans supplied by the shire site unseen which may end up costing significantly more once they visited the town to do the job. Although quotes were received from Incite Security for \$23,180 ex GST September 2016 and Vidguard Security Systems for \$29,110 inc GST in May 2016 neither of these companies visited Sandstone to scope out the works nor do they provide for as many cameras as the Redfish quote. The Vidguard quote is for 11 lower quality 3MP cameras while the Incite quote is for 13 x 4MP cameras.

The scope of works prepared by Redfish Technologies includes 16 cameras located at the school (astronomy dome), fuel station, community centre, visitors centre, caravan park entry along with the shire depot and administration centre at a cost of \$29,206 ex GST plus cabling and poles to hold the cameras and provide a line of sight back to the main control box at the shire administration centre.

If approved the work could be done in February 2017 allowing the system to be operational by the start of the tourist season.

Consultation

Works Supervisor

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Funding of \$25,000 allocated in adopted budget and the balance would be made up from budget savings in other areas.

Strategic Implications

Would provide security improvements to infrastructure in Sandstone Town Site

Voting Requirements

Simple majority

Officer Recommendation – Item No. 10.1.3

That Council accept the scope of works and quote from Redfish Technologies to install CCTV at the nominated locations in the Sandstone Town Site

COUNCIL RESOLUTION ??/16

MOVED: Cr

SECONDED: Cr

That Council accept the scope of works and quote from Redfish Technologies to install and commission CCTV to the sites nominated in the Sandstone Town Site.

NOT/CARRIED (?!?)

10.1.4 Road Closure

Agenda Reference: CEO 12/16 - 04
Location/Address: Shire of Sandstone
Name of Applicant: Department of Lands
Disclosure of Interest: Nil
Date of Report: 7th December 2016
Author: Harry Hawkins, Chief Executive Officer

Summary

A portion of the old road prior to the bypass of Sandstone was never closed and the Department of Lands have requested that it be done to correct this.

Attachments

Nil

Background

When the bypass road was put in around Sandstone the road alignment was changed meaning that a portion of road reserve was no longer a gazetted road and for this land to be incorporated into the surrounding land tenure the road must be closed.

Comment

Section 58 of the Land Administration Act sets out details of steps that must be followed to permanently close a road and a part of that is for the Council of the local government of the district must pass a resolution to close the road.

Consultation

Works Supervisor

Statutory Environment

Section 58 of the Land Administration Act 1997

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

None

Voting Requirements

Simple majority

Officer Recommendation – Item No. 10.1.4

That Council pursuant to Section 58 of the Land Administration Act 1997, resolves to request the Minister for Lands to approve the closure of Lot 399 on Deposited Plan 46434

COUNCIL RESOLUTION ??/16

MOVED: Cr

SECONDED: Cr


That Council pursuant to Section 58 of the Land Administration Act 1997, resolves to request the Minister for Lands to approve the closure of Lot 399 on Deposited Plan 46434

NOT/CARRIED (??)

10.2 FINANCIAL REPORTS

10.2.1 FINANCIAL STATEMENTS FOR MONTHS OF NOVEMBER 2016

Location: Shire of Sandstone
Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 8 December 2016
Author: **Harry Hawkins, Chief Executive Officer**



Signature of Author:

Summary

The Statement of Financial Activity reports for the months ending 30 November 2016 are presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

Attachments

10.2.1A: Monthly Financial Report for the period ended 30 November 2016

Background

The Financial Management Regulations require a monthly statement of financial activity to be presented to Council.

Summary of Funds – Shire of Sandstone as at: 30 November 2016

Municipal Cheque Account - On-line (BWA)	\$1,050,619.61
Municipal Investment Account – On-line (BWA)	\$603,343.73
Trust Fund (Bank West)	\$7,091.30
Term Deposits (Bank West)	\$4,702,264

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. The November 2016 report is reported to Council and appear in the separate attachments.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

Officer Recommendation – Item 10.2.1

That Council accepts the Statements of Financial Activity for the month of November 2016 as presented, including the attachments 10.2.1A Monthly Financial Report for November 2016.

COUNCIL RESOLUTION ??/16

MOVED: Cr

SECONDED: Cr

That Council accepts the Statement of Financial Activity for the months of November 2016 as presented, including the attachments 10.2.1A Monthly Financial Reports for November 2016.

NOT/CARRIED (??)

**10.2.2 ACCOUNTS UPDATE FOR THE MONTH OF November 2016
(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: 5 December 2016
Author: **Rhonda Miles – Finance Officer**
Senior Officer: **Harry Hawkins – Chief Executive Officer**

Signature of Author: _____

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 who handle 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

Financial Management (Local Government) Regulations 1996 – Regulation 13

Please, also refer to the comments in the Background Section.

Policy Implications

Payments have been made under Council delegation.

Financial Implications

Funds were available to meet the expenditure.

Strategic Implications

Nil

Voting Requirements

Simple majority

Staff Recommendation – Item No. 10.2.2

That Council receives the November 2016 accounts paid as presented:

Municipal Fund

- Municipal printed cheque numbers 105100 – 105105 totalling \$16,170.07
- EFT Payment Numbers 4998 - 5058 totalling \$562,575.87
- Superannuation \$21,186.12

Trust Fund:

- Trust printed cheques numbers 205020 - 205021 totalling \$2,481.15

Payroll EFT:

November 2016 - \$38,062 and 34,551 and \$33,312 totalling \$105,925.

Credit Cards:

DD 3034.1 totalling \$1,312.80

COUNCIL RESOLUTION ??/16

MOVED: Cr

SECONDED: Cr

That Council endorses the November 2016 accounts paid as presented:

Municipal Fund

- Municipal printed cheque numbers 105100-105105 totalling \$16,170.07
- EFT Payment Numbers 4998 - 5058 totalling \$562,575.87
- Superannuation \$21,186.12

Trust Fund:

- Trust printed cheques numbers 205020 - 20021 totalling \$2,481.15

Payroll EFT:

October 2016 - \$38,062 and \$34,551 and \$33,312 totalling \$105,925

Credit Cards:

DD 3034.1 totalling \$1,312.80

NOT/CARRIED (??)

10.3 HEALTH, BUILDING and TOWN PLANNING

Nil

10.4 WORKS and SERVICES

10.4.1 SALE of VOLVO BL71 BACKHOE

Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 17th November 2016
Author: Rob Moss, Works Supervisor



Signature of Author:
Summary

For Council to consider the sale of the Volvo BL71 Backhoe

Attachments

Nil

Background

Council has an adopted 10 Year Plant Replacement Program that includes the changeover of the current Volvo Backhoe in 2016/17. The 2016/17 Adopted Budget includes provision for a new Backhoe to be purchased.

Comment

An Expression of interest was advertised in the Countryman, Quokka newspapers and was put on our website a well.

We received only 1 expression of interest from:

Keith May for \$30,350.00 plus GST

Consultation

Nil

Statutory Environment

Local Government Act 1995 – section 3.58

Policy Implications

Nil

Financial Implications

An allowance of \$30,000 has been made in the 2016/2017 budget.

Strategic Implications

Nil

Voting Requirements

Simple Majority

Officer Recommendation – Item No. 10.4.1

That Council approves the sale of Volvo BL71 Backhoe
To Keith May for \$30,350.00 plus GST

COUNCIL RESOLUTION ??/16

MOVED: Cr

SECONDED: Cr

**That Council approves the sale of Volvo BL71 Backhoe
To Keith May for \$30,350.00 plus GST**

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

13.1 Meeting Closed to the Public

Nil

13.2 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 23 February 2017

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 24 November 2016, as shown, were confirmed as a true and accurate record at the Meeting held on 15 December 2016.

(Presiding Member)

Date: 15 December 2016