



AGENDA

Ordinary Council Meeting

Thursday 25 May 2017
@ 11:00 am

To be held in the Council Chambers, Hack St Sandstone



ORDINARY COUNCIL MEETING NOTICE PAPER

Thursday 25 May 2017 – 11:00 am

Dear President and Councillors,

An Ordinary Meeting of Council is called for Thursday 25 May 2017, 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

12 May 2017

PUBLIC QUESTION TIME

A 15 minute public question time is available to allow members of the public the opportunity of submitting questions to Council on matters concerning them. Questions should be submitted in writing prior to the meeting. The questions will be addressed by the President or their nominated person. Where an answer cannot be given at the meeting, a reply will be given in writing subsequent to the meeting.

Discussion will not be allowed.



DISCLAIMER

No responsibility whatsoever is implied or accepted by the Sandstone Shire Council for any act, omission, statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Sandstone Shire Council disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission, statement, intimation or otherwise occurring during Council/Committee Meetings or discussions. Any person or legal entity that acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

*In particular but without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence or permit, any statement or limitation of approval made by an Elected Member or by a Staff Member of Sandstone Shire Council during the course of any Meeting is not intended to be and is not to be taken as notice of approval from the Sandstone Shire Council. The Sandstone Shire Council warns that anyone who has an application lodged with the Sandstone Shire Council must obtain and only should rely on **WRITTEN CONFIRMATION** of the outcome of the application including any conditions attaching to the decision made by the Sandstone Shire Council in respect of the application.*

Harry Hawkins
Chief Executive Officer

12 May 2017

Hack Street, SANDSTONE WA 6639
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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.

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**SHIRE OF SANDSTONE
ELECTED MEMBER'S REQUEST FORM**

Councillor's Name: _____

Date: ____/____/2017

Urgency: Low / Medium / High / Strategic

Road / Public Building / Area: _____

Request: _____

Description:

OFFICE USE ONLY:-----

Action Taken:

Comment:

Completed: ____/____/2017

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
<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>
04109	Line Item 370	04100
TOTAL:		<input style="width: 100%;" type="text"/>

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 25 May 2017
AGENDA SUMMARY and TABLE OF CONTENTS

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30	12	Questions from Members Without Notice	
30	13	New Business of an Urgent Nature Introduced by Decision of the Meeting	
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AGENDA and STAFF REPORTS
ORDINARY COUNCIL MEETING TO BE HELD IN
COUNCIL CHAMBERS, SANDSTONE ON THURSDAY, 25 May 2017

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	
Cr K (Kerry) Key	
Cr J P Bennett	

Staff Members

Mr Harry Hawkins	Chief Executive Officer
Mr Danny Humphries	Works Supervisor

3.2 Apologies

3.3 Approved Leave of Absence

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 27 April 2017 and the Special Meeting of Council held on the 11 May 2017 be confirmed as a true and accurate record of proceedings.

STAFF RECOMMENDATION

MOVED: Cr

SECONDED: Cr

That the Minutes of the Ordinary Meeting of Council held on 27 April 2017 are confirmed as a true and accurate record of proceedings.

NOT/CARRIED (??)

STAFF RECOMMENDATION

MOVED: Cr

SECONDED: Cr

That the Minutes of the Special Meeting of Council held on 11 May 2017 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

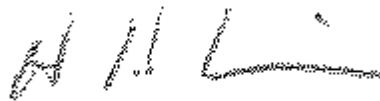
Nil

10 OFFICERS REPORTS

10.1 CHIEF EXECUTIVE OFFICER'S REPORTS

10.1.1 Status Report Update – May 2017

Agenda Reference: CEO 05/17 - 01
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 12/05/2017
File No:
Previous References: Various
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 May 2017

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 May 2017

STAFF RECOMMENDATION

MOVED: Cr

SECONDED: Cr

That Council accepts the Status Update for May 2017

CARRIED/NOT CARRIED (X/X)

Status Update May 2017

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	<p>That Council –</p> <ol style="list-style-type: none"> 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, incorporating amendments outlined by the Department of Local Government and Communities; 3. authorise the affixing of the Common Seal to the Dog Local Law; 4. publish the Dog Local Law noted above, in the Government Gazette; 5. provide copy of the local law to the Minister for Local Government; 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>15/08/16 Final adopted versions of Dogs LL received from Niel Mitchell</p> <p>19/08/16</p> <ul style="list-style-type: none"> • Dogs local Laws signed and sealed by the Shire President and Acting CEO; • 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>	CEO/Finance Officer	
85/16	10.1.3	<p>That Council request an inspection of the houses with a view to purchasing them if structurally sound and price is reasonable.</p>	<p>28/9/2016 Keys received and houses inspected. Department Contacted for price and further details.</p> <p>10/03/2017 Email sent to officer at the Department of Housing for an update on this proposal.</p> <p>20/03/2017 email received from</p>		

			department of housing providing update on progress of proposal	
12/17	10.3.1	That Council approves having the map of Bush Fire Prone Areas reassessed and pushed out further from the boundaries of the Sandstone town site	15/03/2017 Email sent to Bill Atyeo advising him of Council's decision	
27/17	10.1.2	That Council brings forward the purchase of plant from the 2018 year to take advantage of the Stamp Duty concessions	11/05/2017 Quotes received from suppliers and approved at Special Meeting of Council 12/05/2017 Orders placed with suppliers	
31/17	10.1.7	That the plaque recognising George Dent at Hack's mine is reinstated and his family is offered the opportunity for a plaque to be placed in the new Heritage Park.	03/05/2017 Letter sent to family of George Dent advising them of Council's decision	

Legend

Category	Status
Not Started	
In Progress	
Completed	

10.1.2 Annual Review of Delegations Register

Agenda Reference: CEO 05/17 – 02
Location/Address: Shire of Sandstone
Name of Applicant: Nil
Disclosure of Interest: Nil
Date of Report: 3 April 2017
Author: Harry Hawkins, Chief Executive Officer

Summary

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

Attachments

Updated Delegations Register

Background

Legislation requires local governments to review their Register of Delegations at least once every 12 months. The Shire of Sandstone last reviewed their register in April 2016.

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 have been several changes made in this years review. Those changes are as follows;

1. EO – D03 Public Interest Disclosures. This delegation has been removed because the Public Interest Disclosure Act section 23 (1)(a) gives the power to the Principal Executive Officer of the public authority therefore it is not Council's power to delegate.
2. FI – D03 Budget Allocation and Implementation, FI – D04 Calling for Tenders and FI – 13 Purchase Order Authorisation amended to reflect changes to regulations lifting the tender threshold to \$150,000.
3. FI – D15 The name Greenfields Technical Services has been removed and replaced with a generic term so that any technical consultant used can be present at tender openings.
4. TP – D02 Development Applications Advertising. This delegation has been removed because if the application requires advertising for community comment then it should not be approved by staff under delegation but by Council.

All other delegations are unchanged from the 2016 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 – Item No. 10.1.2

That Council adopt the Register of Delegations for 2016-2017 as attached.

Staff Recommendation

MOVED:

SECONDED:

That Council adopt the Register of Delegations for 2016-2017 as attached.

CARRIED/NOT CARRIED by ABSOLUTE MAJORITY(?!?)

10.1.3 Councillor Meeting Fees and Presidents Allowance

Agenda Reference: CEO 05/17 – 03
Location/Address: Shire of Sandstone
Name of Applicant: Nil
Disclosure of Interest: Nil
Date of Report: 12 May 2017
Author: Harry Hawkins, Chief Executive Officer

Summary

To enable the budget to be prepared with updated information Council is asked to review the Councillor fees and allowances for the 2017-2018 year.

Attachments

Extract from Salaries and Allowances Tribunal report for April 2017

Background

Since 2013 the Salary and Allowances Tribunal has been charged with determining the level of meeting fees, allowances and reimbursements paid to Local Government elected members. The current determination (extract attached) was released at the end of April 2017 and applies to elected members for the 2017-2018 year. The Shire of Sandstone is included in Band 4.

Comment

The Salary and Allowances Tribunal in its April 2017 determination concluded that there would be no increase in elected member fees for this financial year. The Shire of Sandstone however does have capacity within its current band to provide an increase in sitting fees should Council wish to do so. The latest CPI data from the ABS shows an annual increase of 2.1% for the quarter ended 31st March 2017.

The current fees and allowances paid to members of the Shire of Sandstone Council are;

COUNCILLOR MEETING FEES

President	11 meetings @	\$340	3,740
5 Councillors	11 meetings @	\$170	11,220
President Allowance			3,500
Deputy Pres Allowance			875
Communications Allowance	6 x \$500		3,000
Mileage			8,500

SAT 2017 determination for councillor meeting fees are;

Table 4: Council meeting fees per meeting – local governments

For a council member other than the mayor or president		For a council member who holds the office of mayor or president	
<i>Band</i>	<i>Minimum</i>	<i>Minimum</i>	<i>Maximum</i>
1	\$609	\$609	\$1,177
2	\$369	\$369	\$772
3	\$191	\$191	\$628
4	\$90	\$90	\$485

As stated above the Shire of Sandstone is in Band 4.

In addition to fees for Council meetings elected members can claim the following amounts for Audit Committee and other prescribed meetings. Prescribed meetings include WALGA Zone meetings and Regional Council Meetings such as the MRVC meetings.

For a council member (including the mayor or president)

<i>Band</i>	<i>Minimum</i>	<i>Maximum</i>
1	\$305	\$392
2	\$184	\$288
3	\$96	\$203
4	\$45	\$118

The 2016-17 budget allowed for 4 Audit Committee meetings at a cost of \$55 per member per meeting a total of \$1,320 and nothing for prescribed meetings.

Consultation

Nil

Statutory Environment

Local Government (Audit) Regulations 1996 – 15 (1)

Policy Implications

Nil

Financial Implications

Nil, budget will reflect any increase

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation – Item No. 10.1.3

That Council increase member sitting fees by \$5 per meeting to \$175 for members and \$345 for the Shire President and \$60 per member per meeting for committee and prescribed meetings. All other allowances and reimbursements remain unchanged.

STAFF RECOMMENDATION

MOVED: Cr

SECONDED: Cr

That Council increase member sitting fees by \$5 per meeting to \$175 for members and \$345 for the Shire President and \$60 per member per meeting for committee and prescribed meetings. All allowances and reimbursements remain unchanged.

CARRIED/NOT CARRIED (??)

10.1.4 New Staff Position

Agenda Reference: CEO 05/17 – 04
Location/Address: Shire of Sandstone
Name of Applicant: CEO Harry Hawkins
Disclosure of Interest: Nil
Date of Report: 12 May 2017
Author: Harry Hawkins, Chief Executive Officer

Summary

A casual employee is currently employed almost full time as an all rounder undertaking any task asked of him from fixing a blocked toilet to assisting the mechanic to truck driving. Approval is sought to create an additional permanent position of “All Rounder”.

Attachments

Nil

Background

The Shire of Sandstone has for 12 months been employing a casual employee as an all rounder in the works crew. Along with relief truck driving and other depot/roadwork tasks he undertakes he has become the go to person for minor building maintenance and any other handyman jobs that arise. In recent months this position has become almost full time.

Comment

The current casual All Rounder position has become almost a full time position in recent months and permission is sought from Council to upgrade this role to a permanent position on the depot workforce commencing from the 1st July 2017. The incumbent has shown that he is willing and capable of undertaking all manner of duties from fixing a blocked toilet to assisting the mechanic to truck driving and it is believed that he can be gainfully employed in a permanent full time capacity in this role. The cost to the shire budget would be similar to what is currently paid for the position on a casual basis including the casual loading.

Consultation

Works Supervisor

Statutory Environment

None

Policy Implications

Nil

Financial Implications

The new position will be fully funded in the new budget.

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation – Item No. 10.1.4

That Council approve the CEO's request to upgrade the current casual "All Rounder" position on the depot workforce to a permanent full time position commencing on the 1st July 2017.

Staff Recommendation

MOVED:

SECONDED:

That Council approve the CEO's request to upgrade the current casual "All Rounder" position on the depot workforce to a permanent full time position commencing on the 1st July 2017.

CARRIED/NOT CARRIED (?!?)

10.1.5**Use of Common Seal**

Agenda Reference: CEO 05/17 – 05
Location/Address: Shire of Sandstone
Name of Applicant: CEO Harry Hawkins
Disclosure of Interest: Nil
Date of Report: 16 May 2017
Author: Harry Hawkins, Chief Executive Officer

Summary

The Common Seal of the shire was used on the application to Landgate for a certificate of title for the old police house on Oroya Street.

Attachments

Nil

Background

Council resolved some time ago to subdivide the old police house in Oroya Street from the old gaol and the work to enable this to happen has now been completed and separate certificates of title for the house and the old gaol are required to enable the house to be sold.

Comment

An application for a new title form has to be lodged with Landgate to enable new titles to be issued and this form was required to be signed under seal.

Consultation

Shire President

Statutory Environment

None

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation – Item No. 10.1.5

That Council approve the use of the shires common seal on the Landgate application for title document.

Staff Recommendation

MOVED:

SECONDED:


That Council approve use of the shires common seal on the Landgate application for title document.

CARRIED/NOT CARRIED (?!?)

10.2 FINANCIAL REPORTS

10.2.1 FINANCIAL STATEMENTS FOR MONTHS OF APRIL 2017

Location: Shire of Sandstone
Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 12 May 2017
Author: **Harry Hawkins, Chief Executive Officer**



Signature of Author:

Summary

The Statement of Financial Activity reports for the month ending 30 April 2017 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 April 2017

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:**28 April 2017**

Municipal Cheque Account - On-line (BWA)	\$14,070.32
Municipal Investment Account – On-line (BWA)	\$160,517.83
Municipal Term Deposit Account (Bankwest)	\$302,864.80
Trust Fund (Bank West)	\$8,391.50
Reserve Term Deposits (Bank West)	\$4,757,292.11

Consultation

Finance Officer

Statutory Environment*Local Government (Financial Management) Regulations 1996 - Regulations 34 (1A) and 17.*

The Regulations require a Local Government to prepare each month a statement of financial activity, accompanied by relevant documents and that this information must be presented to Council at an ordinary meeting within 2 months after the end of the month.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

Officer Recommendation – Item 10.2.1

That Council accepts the Statements of Financial Activity for the months of April 2017 as presented, including the attachments 10.2.1A Monthly Financial Reports for April 2017.

STAFF RECOMMENDATION**MOVED: Cr****SECONDED: Cr**

That Council accepts the Statement of Financial Activity for the months of April 2017 as presented, including the attachments 10.2.1A Monthly Financial Reports for April 2017.

NOT/CARRIED (??)

10.2.2 ACCOUNTS UPDATE FOR THE MONTH of April 2017 (Includes Credit Cards, the Caravan Park, Fuel Sales and Rates report)
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Location: Shire of Sandstone
Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 12 May 2017
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 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

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 April 2017 accounts paid as presented:

Municipal Fund April 2017

- Municipal printed cheque numbers 105133 - 105135 totalling \$2,726.13
- EFT Payment Numbers 5318 – 5359 totalling \$196,721.77
- Superannuation \$13,631.97 & \$6776.55 totalling \$20,408.52

Trust Fund April 2017:

- Trust printed cheque number 205032 totalling \$1,373.50

Payroll EFT April 2017:

\$32,376 and \$35,321 totalling \$67,697

Credit Cards:

DD 3201.1 totalling \$4,051.79

STAFF RECOMMENDATION

MOVED: Cr

SECONDED: Cr

That Council endorses the April 2017 accounts paid as presented:

Municipal Fund April 2017

- Municipal Printed cheque numbers 105133 - 105135 totalling \$2,726.13
- EFT Payment Numbers 5318 – 5359 totalling \$196,721.77
- Superannuation \$13,631.97 & \$6,776.55 totalling \$20,408.52

- Trust Fund April 2017

- Trust printed cheque number 205032 totalling \$1,373.50

Payroll EFT:

\$32,376 and \$35,321 totalling \$67,697

Credit Cards:

DD 3201.1 totalling \$4,051.79

NOT/CARRIED (??)

10.3 HEALTH, BUILDING and TOWN PLANNING

Nil

10.4 WORKS and SERVICES

Nil

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

Nil

14.2 Public Reading of Resolutions to be made Public

Nil

TIME and DATE of NEXT MEETING

The next scheduled Ordinary Council Meeting will be held on Thursday 22 June 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 27 April 2017, as shown, were confirmed as a true and accurate record at the Meeting held on 25 May.

(Presiding Member)

Date: 25 May 2017