



# **AGENDA**

Ordinary Council Meeting

Thursday 24 August 2017  
@ 11:00 am

To be held in the Council Chambers, Hack St Sandstone





## ORDINARY COUNCIL MEETING NOTICE PAPER

**Thursday 24 August 2017 – 11:00 am**

Dear President and Councillors,

An Ordinary Meeting of Council is called for Thursday 24 August 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.

**Harry Hawkins**  
Chief Executive Officer

14 August 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.*

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**Harry Hawkins**  
Chief Executive Officer

14 August 2017

Hack Street, SANDSTONE WA 6639  
Tel (08) 9963 5802; Fax (08) 9963 5852  
E-mail: [ceo@sandstone.wa.gov.au](mailto: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)

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The extent of my interest is (6)

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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: \_\_\_\_\_

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**OFFICE USE ONLY:-----**

Action Taken: \_\_\_\_\_

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Comment: \_\_\_\_\_

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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> .7087 cents per km
Date of Meeting	Type of Meeting	\$170/ \$340	No of km's	Office Use
	<b>Full Council</b>			

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

Total

04109

Total

04100

Line Item 370

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 24 August 2017**  
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<b>15</b>	4.0	Response to Previous Public Questions Taken on Notice	
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**AGENDA and STAFF REPORTS**  
**ORDINARY COUNCIL MEETING TO BE HELD IN**  
**COUNCIL CHAMBERS, SANDSTONE ON THURSDAY, 24 August 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 F (Freda) May	
Cr D (David) Lefroy	
Cr J P Bennett	
Cr K (Kerry) Key	

**Staff Members**

Mr Harry Hawkins	Chief Executive Officer
Mr Danny Humphries	Works Supervisor

**3.2 Apologies**

**3.3 Approved Leave of Absence**

Cr C (Carol) Hodshon	Deputy Shire President
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**4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**5 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

<b>6</b>	<b>DECLARATIONS OF INTEREST</b>
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- 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**

<b>7</b>	<b>PUBLIC QUESTION TIME</b>
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Nil

<b>8</b>	<b>CONFIRMATION OF MINUTES FROM PREVIOUS MEETING</b>
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- 8.1      That the Minutes of the Ordinary Meeting of Council held on 27 July 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 July 2017 are confirmed as a true and accurate record of proceedings.

**NOT/CARRIED (??)**

- 8.2      That the Minutes of the Special Meeting of Council held on 3 August 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 3 August 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**

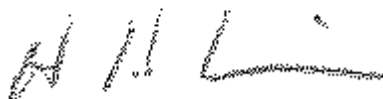
Nil

## **10 OFFICERS REPORTS**

### **10.1 CHIEF EXECUTIVE OFFICER'S REPORTS**

#### **10.1.1 Status Report Update – August 2017**

**Agenda Reference:** CEO 08/17 - 01  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 16/08/2017  
**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 August 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

**Staff Recommendation**

**MOVED:** Cr

**SECONDED:** Cr

That Council accepts the Status Update for August 2017

**CARRIED/NOT CARRIED (??)**

<b>Status Update August 2017</b>
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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
<b>August 2016</b>					
66/16	10.1.3	That Council – 1. notes the submissions from the Department of Local Government and Communities in relation to the	<b>15/08/16</b> Final adopted versions of Dogs LL received from Niel Mitchell  <b>19/08/16</b>	CEO/Finance Officer	

		<p>following proposed Dog Local Law.</p> <ol style="list-style-type: none"> <li>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;</li> <li>3. authorise the affixing of the Common Seal to the Dog Local Law;</li> <li>4. publish the Dog Local Law noted above, in the Government Gazette;</li> <li>5. provide copy of the local law to the Minister for Local Government;</li> <li>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.</li> </ol>	<ul style="list-style-type: none"> <li>• Dogs local Laws signed and sealed by the Shire President and Acting CEO;</li> <li>• Copies sent to Niel Mitchell for submission to the Joint Standard Committee on Delegated Legislation</li> </ul> <p><b>26/08/16</b> Draft advert for local public notice received regarding notification of the adoption and <i>Gazetta</i> today of the Dogs Local Laws</p> <p><b>09/09/2016</b> 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>	
<b>85/16</b>	<b>10.1.3</b>	That Council request an inspection of the houses with a view to purchasing them if structurally sound and price is reasonable.	<p><b>28/9/2016</b> Keys received and houses inspected. Department Contacted for price and further details.</p> <p><b>10/03/2017</b> Email sent to officer at the Department of Housing for an update on this proposal.</p> <p><b>20/03/2017</b> email received from department of housing providing update on progress of proposal</p> <p><b>29/05/2017</b> update received from MRAC transfer back to Dept. of Housing to be finalised early June</p> <p><b>19/07/2017</b> Email rec'd asking the shire to take on Head Lease of 18</p>	

			Green Street <b>28/07/2017</b> Housing Authority advised of Council's decision not to take on Head Lease for 18 Green Street.	
<b>12/17</b>	<b>10.3.1</b>	That Council approves having the map of Bush Fire Prone Areas reassessed and pushed out further from the boundaries of the Sandstone town site	<b>15/03/2017</b> Email sent to Bill Atyeo advising him of Council's decision <b>13/07/2017</b> Email quotes received and agreed to for work to commence in September 2017	
<b>31/17</b>	<b>10.1.7</b>	That the plaque recognising George Dent at Hack's mine is reinstated and his family is offered the opportunity for a plaque to be placed in the new Heritage Park.	<b>03/05/2017</b> Letter sent to family of George Dent advising them of Council's decision	

### Legend

Category	Status
Not Started	
In Progress	
Completed	

## 10.1.2 Municipal Budget 2017-2018

**Agenda Reference:** CEO 07/17 – 02  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 16 August 2017  
**Author:** Harry Hawkins Chief Executive Officer

### Summary

Shire of Sandstone is to adopt its Municipal Budget for the 2017/2018 financial year by the 31<sup>st</sup> August 2017. The Budget contains supporting schedules and other consequential matters arising from the budget papers.

### Attachments

10.2.1: Shire of Sandstone Municipal Budget 2017-2018

### Background

The draft budget for 2017-2018 has been compiled based on the principles contained within the Strategic Community Plan and other supporting plans including the Shire's Corporate Business Plan.

The differential rates for 2017-2018 were approved by the Council at its meeting on 22 June 2017 and approved by the Department of Local Government, Sport and Cultural Industries with the Minister's delegation on 8 August 2017.

### Comment

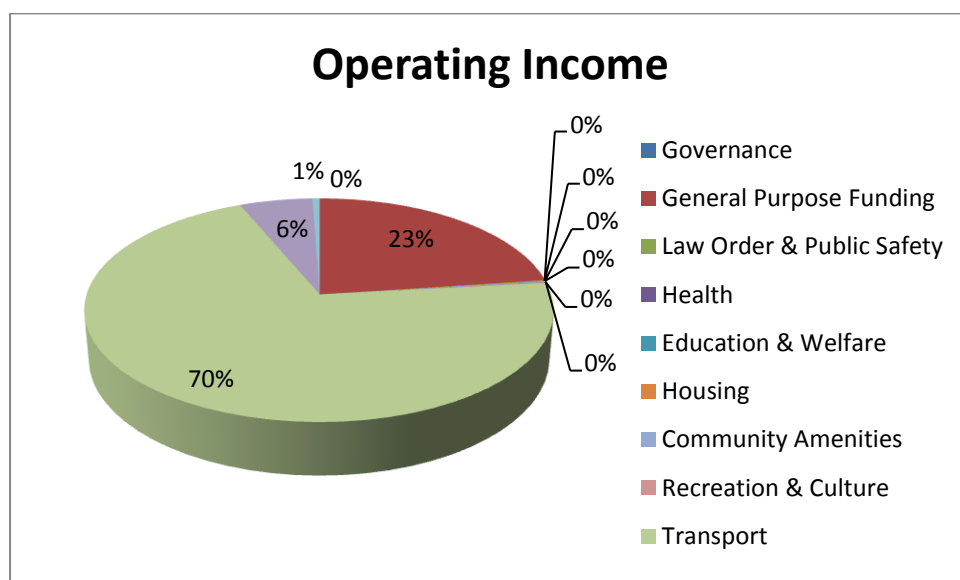
The budget has been prepared to include information required by the *Local Government Act 1995*, the *Local Government (Financial Management) Regulations 1996* and the Australian Accounting Standards.

The Shire's budget includes operating income of \$9,598,268 with capital income of \$347,870. A balanced budget is expected. Depreciation is expected to be \$1,401,333.

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

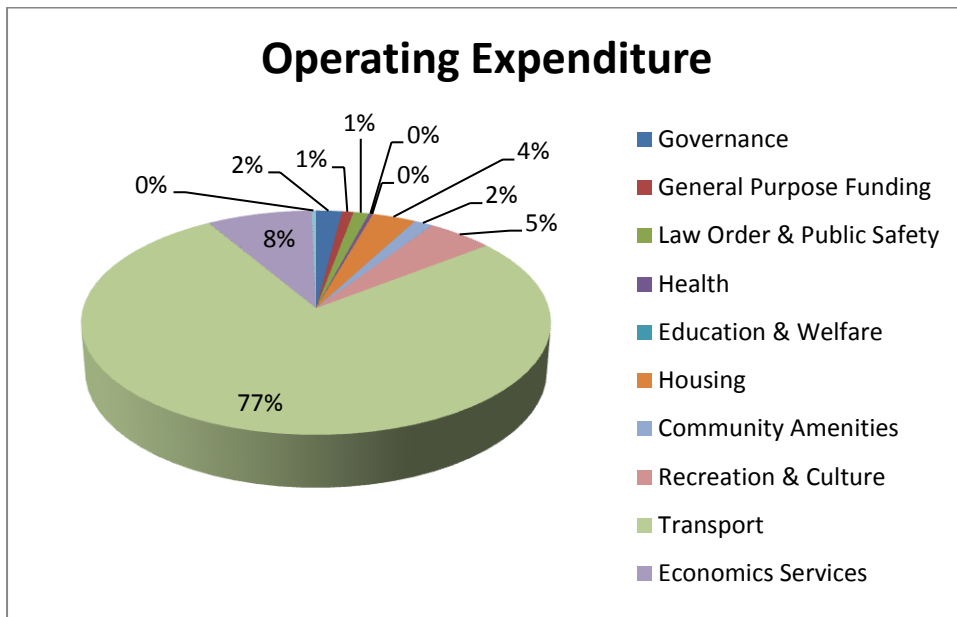
### Operating Income/Expenditure

Operating income and expenditure represents the income and expenditure that is incurred on a day to day basis. WANDRRA funding for flood damage works has been included in operating income/expenditure for the 2017-2018 budget.



The operating income for 2017-2018 is \$9,598,268. It can be seen from the above chart that the Shire's key sources of operating income include the funds received as part of the Transport Program (70% or \$6,743,734) and funds received as part of the General Purpose Program (23% or \$2,199,827).

The majority of the income received for the Transport Program consists of WANDRRA flood funding (\$6,642,585). For the General Purpose Program this consists of income made up of \$1,032,634 from rates raised and \$1,018,389 from Financial Assistance Grants, which is Commonwealth funding. 50% of Financial Assistance Grants for 2017-2018 were received in advance and included as income for the 2016-2017 year.



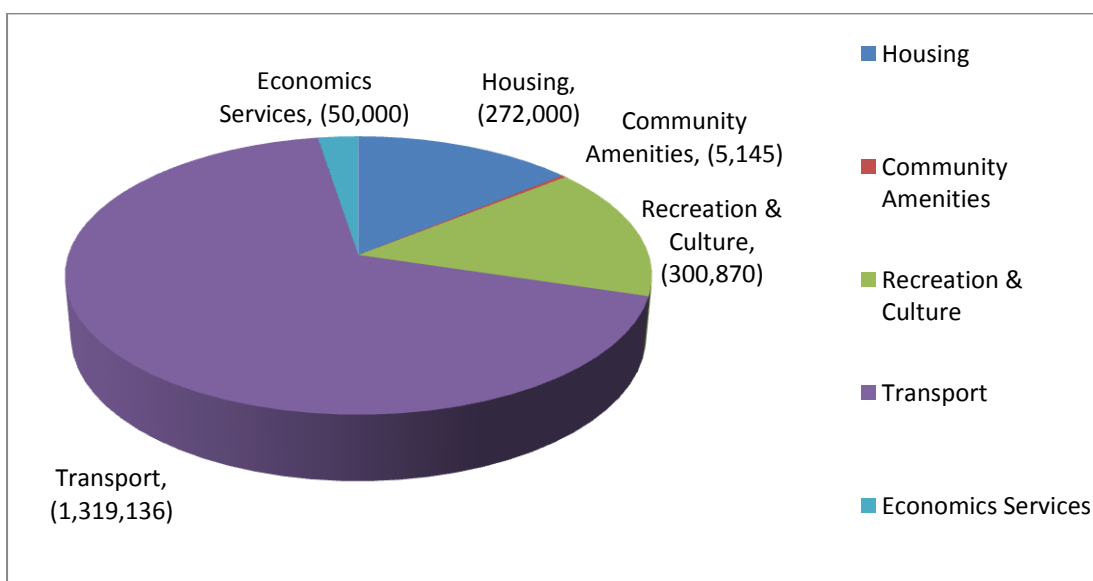
The Shire's operating expenditure will be \$10,473,696. The key areas of expenditure are the Transport Program (77% or \$7,815,377), Economic Services (8% or \$928,541), Recreation and Culture Program (5% or \$533,534), and the Housing Program (4% or \$361,367). The cost of the Governance Program (Council support) is \$213,032.

## Capital Income/Expenditure

### Capital Income

Capital income totals \$340,870 from Grants and the Shire's reserves.

### Capital Expenditure



Capital expenditure is expected to be \$1,946,066 - including \$1,318,051 for the Transport Program (Road Works) and 300,870 for Recreation and Culture (including \$235,000 for the

Bowling Green Project, \$35,000 for the State Battery and \$30,870 for upgrades to old Town Hall) and \$50,000 for the Economic Services Program (Improvements to ablutions at the Old School Site), and \$5,145 for Community Amenities (Improving the signage at the Cemetery). Flood Damage work on roads has been included in operating expenses for 2017-2018.

## **Fees and Charges**

The majority of fees and charges for 2016/2017 have remained unchanged except for Caravan Park fees which have been increased by 2% (except for those regarding the fees for washing machines, the dog bond and satellite TV Hire which has been reduced for long term rental). These were adopted at the July 2017 meeting of Council.

### **Consultation**

- Works Supervisor
- External Consultants

### **Statutory Environment**

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

Divisions 5 and 6 of the Local Government Act 1995 refer to the setting of the budget and raising of rates and charges. The Local Government (Financial Management) Regulations 1996 detail the form and content of the budget. The draft budget for 2017-2018 as presented is considered to meet these statutory requirements.

### **Policy Implications**

Nil

### **Financial Implications**

As per the attached budget

### **Strategic Implications**

Nil

### **Voting Requirements**

Absolute Majority

### **Officer Recommendation**

**MOVED:** Cr

**SECONDED:** Cr

That Council

1. pursuant to the provisions of Section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, adopts the Statutory Municipal Budget for 2017-2018 financial year as attached which includes the following:

Differential Rates as approved by the Minister with the following rates in the \$;

Townsite GRV	\$0.062899
GRV Transient Workforce Accom.	\$0.355767
UV Rural	\$0.058227
UV Mining	\$0.257208
Minimum Rates GRV	\$200
UV	\$315

Fees and Charges carried by absolute majority in Resolution 60/17 in July 2017, and

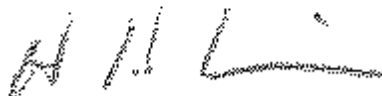
2. In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and *AASB 1031 Materiality*, sets the level to be used in statements of financial activity in 2017-2018 for reporting material variances at 10% or \$10,000, whichever is the greater.

**CARRIED/NOT CARRIED BY ABSOLUTE MAJORITY (??)**

## 10.2 FINANCIAL REPORTS

### 10.2.1 FINANCIAL STATEMENTS FOR MONTHS OF JULY 2017

**Location:** Shire of Sandstone  
**Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 14 August 2017  
**Author:** Harry Hawkins, Chief Executive Officer



**Signature of Author:**

#### Summary

There are no financial reports for July 2017 due to the Budget for 2017-2018 not being adopted.

#### Attachments

Nil

#### Background

As the Budget for the Financial year ended 30 June 2018 is yet to be adopted there will not be a financial statement prepared for the month of July 2017.

#### Summary of Funds – Shire of Sandstone as at: 31 July 2017

Municipal Cheque Account - On-line (BWA)	\$14,861.83
Municipal Investment Account – On-line (BWA)	\$178,099.81
Municipal Term Deposit Account (Bankwest)	\$304,735.09
Trust Fund (Bankwest)	\$8,800.85
Reserve Term Deposits (Bankwest)	\$4,028,229.84
New Money Market Term Deposit Accounts	\$1,225,000.00

#### Consultation

Finance Officer

#### Statutory Environment

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

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

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Voting Requirements**

Simple Majority

**STAFF RECOMMENDATION**

**MOVED:** Cr

**SECONDED:** Cr

That Council receives the summary of funds as at the 31<sup>st</sup> July 2017.

**NOT/CARRIED (??)**

**10.2.2 ACCOUNTS UPDATE FOR THE MONTH of JULY 2017**  
**(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:** 10 August 2017  
**Author:** **Rhonda Miles – Finance Officer**  
**Senior Officer:** **Harry Hawkins – Chief Executive Officer**

**Summary**

Presented for Council's information is the list of accounts paid in the month from the Municipal Fund and Trust Fund in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*. Payments made through the corporate credit cards as well as income from the Caravan Park and Fuel Sales are included as attachments.

**Attachments**

- 10.2.2A to C: The list of accounts (EFT and cheque payments) is attached which will enable Council to see the payments made to the Shire's creditors.
- 10.2.2D to F: Payments via Credit Cards (CEO and Works Supervisor), Caravan Park Income and Fuel Sales Income.

## **Background**

Council has delegated to the CEO the exercise of its power under Financial Management Regulation 12 to make payments from Municipal Fund and Trust Fund.

The *Financial Management Regulations (Regulation 13 (3))* requires a schedule of payments made through the Shire's bank accounts to be presented to Council. The lists include details for each payment made incorporating the payee's name, amount of payment, date of payment and a brief transaction description.

## **Comment**

Invoices supporting all payments are available for inspection. Queries regarding any payment should be made through the CEO to the staff member who handles the financial transactions prior to this meeting.

All invoices and vouchers presented to Council have been certified as to receipt of the goods or services and that the amounts shown were due for payment.

## **Consultation**

Nil

## **Statutory Environment**

*Local Government Act 1995*

*Financial Management (Local Government) Regulations 1996 – Regulation 12*

## **Policy Implications**

Payments have been made under Council delegation.

## **Financial Implications**

Funds were available to meet the expenditure.

## **Strategic Implications**

Nil

## **Voting Requirements**

Simple majority

## **STAFF RECOMMENDATION**

**MOVED: Cr**

**SECONDED: Cr**

That Council endorses the July 2017 accounts paid as presented:

### **Municipal Fund July 2017**

- Municipal Printed cheque numbers 105153 - 105159 totalling \$25,018.99
- EFT Payment Numbers 5531 – 5586 totalling \$636,124.20
- Superannuation \$7,173.01 & \$7,144.58 & \$6,660.18 totalling \$20,977.77

### Trust Fund July 2017

- Trust printed cheque numbers 205038 – 205041 totalling \$2,523.15

### Payroll EFT:

\$37,525.63, \$1,798.83 and \$31,700.00 totalling \$71,024.46

### Credit Cards:

EFT 5562 totalling \$2,052.27

**NOT/CARRIED (??)**

## **10.3 HEALTH, BUILDING and TOWN PLANNING**

Nil

## **10.4 WORKS and SERVICES**

### **10.4.1 Works Supervisors Report**

<b>Location:</b>	Various – Shire of Sandstone
<b>Applicant:</b>	Works and Services Supervisor
<b>Disclosure of Interest:</b>	If any, see Comments Section in body of the Report
<b>Date of Report:</b>	16 <sup>th</sup> August 2017
<b>Previous References:</b>	Nil
<b>Author:</b>	<b>Danny Humphries, Works and Services Supervisor</b>

### **Summary**

To provide Council with an updated Activity Report on the operations of Council's Works and Service Department since the last Briefing Session.

### **Attachments**

Nil

### **Background**

It is important that Council is regularly updated as to Council's Infrastructure, Construction, Maintenance, Horticulture and other Works & Services Department activities.

### **Comment**

#### Construction

Road crew have been tidying up all roads and cleaning up all areas in and around town site. Heritage trail, Battery, tip etc. road verges cleaning all vegetation and drains on edges of bitumen Paynes find Rd and Meekatharra Rd.

### Maintenance Grading

Maintenance grader is in the workshop for maintenance getting ready for our grading program. Minor repairs.

### Flood Damage

Alltrack still on the Lake Barlee Rd.

### Horticulture

Ongoing maintenance.

### Plant Replacement

All replacements have been done except for one, service truck for maintenance grader they are still preparing, ready in the next week or so.

### Plant Maintenance

Ongoing repairs to all machines while we are waiting to start work again.

### Caravan Park

Minor maintenance and ongoing repairs.

### Building Maintenance

Minor maintenance is being done as required.

### General

We have been catching up on general repairs and maintenance throughout the shire while we have the time.

## **Statutory Environment**

Bioremediation Cell

Paper work and ongoing watering and checking.

## **Statutory Environment**

None

## **Policy Implications**

Nil

## **Financial Implications**

Nil

## **Strategic Implications**

Nil

## **Voting Requirements**

Simple majority

## Staff Recommendation

**MOVED:** Cr

**SECONDED:** Cr

That the Works Supervisors report is received

**NOT/CARRIED (??)**

### **11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

### **12 QUESTIONS FROM MEMBERS WITHOUT NOTICE**

Nil

### **13 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**

Nil

### **14 MEETING ITEMS CLOSED TO THE PUBLIC**

#### **14.1 Meeting Closed to the Public**

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 28 September 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 July 2017, as shown, were confirmed as a true and accurate record at the Meeting held on 24 August 2017.

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

Date: 24 August 2017