



# **AGENDA**

Ordinary Council Meeting

Thursday 28 September 2017  
@ 11:00 am

To be held in the Council Chambers, Hack St Sandstone

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## ORDINARY COUNCIL MEETING NOTICE PAPER

**Thursday 28 September 2017 – 11:00 am**

Dear President and Councillors,

An Ordinary Meeting of Council is called for Thursday 28 September 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

21 September 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.*

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

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**Harry Hawkins**  
Chief Executive Officer

21 September 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)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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
	<b>Full Council</b>			

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 28 SEPTEMBER 2017**  
**AGENDA SUMMARY and TABLE OF CONTENTS**

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15	2.0	Announcements from the Presiding Member and/or Councillors (without discussion unless otherwise determined)	
15	3.0	Attendance	
15	4.0	Response to Previous Public Questions Taken on Notice	
15	5.0	Applications for Leave of Absence	
16	6.0	Declarations of Interest	
16	7.0	Public Question Time	
16	8.0	Confirmation of Minutes from Previous Meeting(s)	
16	8.1	Ordinary Council Meeting – 24 August 2017	/17
16	9.0	Presentations	
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21	10.1.3	Christmas Shutdown	/17
23	10.2	Finance	
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24	10.2.2	Accounts Update for the Month of August 2017 (includes for Credit Cards, the Caravan Park & Fuel Sales)	/17
26	10.3	Health Building and Town Planning	
26	10.4	Works and Services	
26	10.4.1	Works Supervisors Report	/17
28	11	Motions of which Previous Notice Has Been Given	
28	12	Questions from Members Without Notice	
28	13	New Business of an Urgent Nature Introduced by Decision of the Meeting	
28	14	Meeting Items Closed to the Public	
28		Time and Date of Next Meeting	
28	15	Closure of the Meeting	
28		Certification of the Minutes of the Previous Meeting(s)	

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**AGENDA and STAFF REPORTS**  
**ORDINARY COUNCIL MEETING TO BE HELD IN**  
**COUNCIL CHAMBERS, SANDSTONE ON THURSDAY, 28 SEPTEMBER 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 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 24 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 24 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

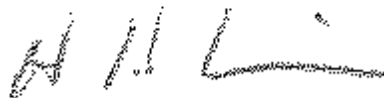


## 10 OFFICERS REPORTS

### 10.1 CHIEF EXECUTIVE OFFICER'S REPORTS

#### 10.1.1 Status Report Update – September 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:** 14/09/2017  
**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 September 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 September 2017

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

### Status Update September 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
85/16	10.1.3	That Council request an inspection of the MRAC houses with a view to purchasing them if structurally sound and price is reasonable.	<b>28/9/2016</b> Keys received and houses inspected. Department Contacted for price and further details. <b>10/03/2017</b> Email sent to officer at the Department of Housing for an update on this proposal. <b>20/03/2017</b> email received from department of housing providing update on progress of proposal <b>29/05/2017</b> update received from MRAC transfer back to Dept. of Housing to be finalised early June <b>19/07/2017</b> Email rec'd asking the shire to take on Head Lease of 18 Green Street <b>28/07/2017</b> Housing Authority advised of Council's decision not to take on Head Lease for 18 Green Street.		
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	<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		

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	
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### Legend

Category	Status
Not Started	
In Progress	
Completed	

## 10.1.2 Heritage Listing Camel Station Sandstone

**Agenda Reference:** CEO 09/17 – 02  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 8 September 2017  
**Author:** Harry Hawkins Chief Executive Officer

### Summary

The Heritage Council has advised of their intention to list Camel Station in sandstone on the State Heritage Register and is seeking any comment from Council.

### Attachments

Draft Assessment Documentation

### Background

Camel Station Sandstone which is a portion of Reserve 29839 on the Sandstone Paynes Find Road next to Narndee Station is the subject of a State Heritage Council resolution that rated it as a place of cultural significance in terms of the Heritage of Western Australia Act 1990 for registration on the State Register of Heritage Places and stakeholders including the Shire of Sandstone should be consulted on the proposal.

The Statement of Significance printed in the attached documents lists the following characteristics;

*Camel Station, Sandstone, comprising a collection of buildings in a ruinous state, including a vernacular stone residence, associated wood structures, timber lined well and concrete tank, has cultural heritage significance for the following reasons:*

the place demonstrates the expansion of Non-Indigenous settlement into the arid interior of the state, and is a rare example of the government's establishment of camel farms to breed as pack and draft animals servicing station outposts;

the place is associated with an infamous crime, the deaths of Louis Carron, James Ryan and George Lloyd by Snowy Rowles between 1929 and 1931, and was part of the development of the 'perfect murder' by Upfield that was a critical part in the concealment of these deaths..

the place demonstrates the nature of remote living, in particular the simple construction methods employed to create the station living quarters.

Camel Station is also listed as a place associated with an infamous crime, as opposed to a place associated with the law and justice response to a crime. It is also a rare example of a government camel breeding station and a rare example of a place directly associated with the use of camels as transport animals in the states interior.

The station is also said to be a place of high authenticity and a moderate to high integrity with the use and organisation still apparent. The station ruin is said to have the ability to be stabilised or even restored back to its original function.

### **Comment**

The area that is to be registered covers an area from just outside Rabbit Proof Fence No.1 and west for approximately 150mtrs and north south for approximately 100mtrs to take in the ruins of the stone hut and the wood structures.

### **Consultation**

Shire President

### **Statutory Environment**

Heritage of Western Australia Act 1990

### **Policy Implications**

Nil

### **Financial Implications**

None

### **Strategic Implications**

Nil

### **Voting Requirements**

Simple Majority

## Officer Recommendation

**MOVED:** Cr

**SECONDED:** Cr

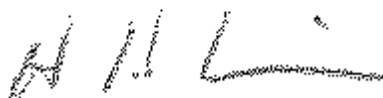
That Council advise the Heritage Council that they support the proposed registration and have no further comment to make on the proposal.

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

### 10.1.3 Christmas 2016 Shutdown

**Agenda Reference:** CEO 9/17 - 03  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** None  
**Date of Report:** 12 September 2017

**Previous References:** Nil  
**Author:** Harry Hawkins CEO  
**Senior Officer:**



**Signature of Author:**

#### **Summary**

To ask Council to approve the shutdown of the depot and Office for the 2017 Christmas New Year break.

#### **Attachments**

Nil

#### **Background**

Each year the shire depot and office shut down for the Christmas and New Year period it is proposed that they be shut down on Thursday 21st December 2017 and reopen on Tuesday 2nd January 2018.

#### **Comment**

By closing down for this period staff will have 3 days for travel and shopping before Christmas Day and return to work immediately after the New Years day Public Holiday Monday.

Staff have advised that having only 1 day to travel and shop for Christmas was insufficient and that they are happy to use the additional days of annual leave for the convenience of the extra days to prepare for the festive season.

The Council meeting for December 2017 is set down for the 21<sup>st</sup> so this may need to be brought forward to allow staff to implement any decisions made at that meeting prior to going off on leave. The meeting does however need to review the November 2017 financials therefore enough time needs to be allowed for them to be prepared prior to the meeting. This is necessary to ensure compliance with regulations that require financials to be reviewed by Council within 2 months of the end of the month as no meeting is held in January. An Audit Committee meeting is usually timed for the same day as the December meeting to receive the audit report and annual financial statements and it is therefore proposed that this meeting is also brought forward.

### **Consultation**

Shire staff

Consultants that prepare Financial Statements

### **Statutory Environment**

Local Government Act 1995

### **Policy Implications**

Nil

### **Financial Implications**

None

### **Strategic Implications**

Nil

### **Voting Requirements**

Simple majority

### **Officer Recommendation Item 10.1.3**

**MOVED: Cr**

**SECONDED: Cr**

That,

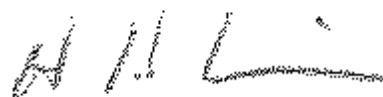
1. The shire administration office and depot shutdown at the conclusion of staff shifts on Thursday 21st December 2017 and reopen on Tuesday 2nd January 2018.
2. The December Council meeting is brought forward to 11.00am Thursday 14<sup>th</sup> December 2017.
3. An Audit Committee meeting is held at 10.00am on Thursday 14<sup>th</sup> December 2017.

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

## 10.2 FINANCIAL REPORTS

### 10.2.1 FINANCIAL STATEMENTS FOR MONTHS OF JULY and AUGUST 2017

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



**Signature of Author:**

#### Summary

The Statement of Financial Activity reports for the month ending 31 July and 31 August 2017 are presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

#### Attachments

Nil

#### Background

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

Municipal Cheque Account - On-line (BWA)	\$237,137.69
Municipal Investment Account – On-line (BWA)	\$145,341.36
Municipal Term Deposit Account (Bankwest)	\$304,735.09
Trust Fund (Bankwest)	\$6,847.30
Reserve Term Deposits (Bankwest)	\$4,787,696.15
New Money Market Term Deposit Accounts	\$775,000.00

#### 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 accepts the financial statements for the periods ending 31 July and 31 August 2017.

**NOT/CARRIED (??)**

<b>10.2.2 ACCOUNTS UPDATE FOR THE MONTH of AUGUST 2017 (Includes Credit Cards, the Caravan Park, Fuel Sales and Rates report)</b>
---

**Location:** Shire of Sandstone  
**Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 13 September 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 August 2017 accounts paid as presented:

### Municipal Fund August 2017

- Municipal Printed cheque numbers 105160 - 105162 totalling \$6,834.31
- EFT Payment Numbers 5587 – 5656 totalling \$622,600.06
- Superannuation \$6,703.22 & \$6,650.40 totalling \$13,353.62

### Trust Fund July 2017

- Trust printed cheque numbers 205042 – 205043 totalling \$3,778.20

### Payroll EFT:

\$32,483.00 & \$31,099.00 totalling \$63,582.00

### Credit Cards:

DD 3350.1 totalling \$4,703.82

**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>	19 <sup>th</sup> September 2017
<b>Previous References:</b>	Previous Council Briefing Sessions
<b>Author:</b>	<b>Danny Humphries, Works and Services Supervisor</b>

### **Summary – ACIVITY REPORT UPDATE**

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

### **Attachments**

Attachment A: 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 are out on the Meekatharra Rd, We have 9.5 klm to form and water bind and put in drainage for the next 6 weeks and take out old culvert's.

#### Maintenance Grading

Maintenance grader has been on the Menzies Rd

#### Flood Damage

Alltrack - I have been told they are now on the Paynes Find Rd

#### Horticulture

Ongoing maintenance.

#### Plant Replacement

All replacements have been done including service truck as well, all gear going good.

#### Plant Maintenance

Ongoing repairs to all machines when required

#### Caravan Park

Minor maintenance and ongoing repairs.

Building Maintenance

Minor maintenance is being done as required.

#### General

When required general catch up on the gear.

### **Statutory Environment**

Nil

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

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

Date: 28 September 2017