



# **AGENDA**

Ordinary Council Meeting

Thursday 28 March 2019

@ 12:30 pm

To be held in the Council Chambers, Hack St Sandstone

**PLEASE NOTE:  
THIS PAGE HAS BEEN  
INTENTIONALLY LEFT BLANK**



**SHIRE OF SANDSTONE**  
S E R V E T H E P E O P L E

## ORDINARY COUNCIL MEETING NOTICE PAPER

**Thursday 28 March 2019 – 12:30 pm**

Dear President and Councillors,

An Ordinary Meeting of Council is called for Thursday 28 March 2019, in the Council Chambers, Hack Street, Sandstone, commencing at 12.30pm.

### **Councillors please note:**

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

A handwritten signature in black ink, appearing to read 'H. Hawkins'.

---

***Harry Hawkins***

**Chief Executive Officer**

21 March 2019

### **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**

21 March 2019

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 section 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.

**PLEASE NOTE:  
THIS PAGE HAS BEEN  
INTENTIONALLY LEFT BLANK**



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

Councillor's Name: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/2019

**Urgency:** Low / Medium / High / Strategic

Road / Public Building / Area: \_\_\_\_\_

Request: \_\_\_\_\_

Description:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**OFFICE USE ONLY:**

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

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

Completed: \_\_\_\_/\_\_\_\_/2019

Signature: \_\_\_\_\_

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

**PLEASE NOTE:  
THIS PAGE HAS BEEN  
INTENTIONALLY LEFT BLANK**

# Councilor's Claim for Sitting Fees and Travel

Councilor \_\_\_\_\_

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
28/3/2019	<b>Full Council</b>			

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

Total		Total
04109	Line Item 370	04100
TOTAL:		

## OTHER MEETINGS ATTENDED IN THE MONTH

Date	Meeting	Km's	Vehicle supplied?

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

\_\_\_\_\_ (Signature)                      \_\_\_\_\_ (Date)

Calculations Checked \_\_\_\_\_ Date \_\_\_\_\_

Goods Received / Payment Approved \_\_\_\_\_

**PLEASE NOTE:  
THIS PAGE HAS BEEN  
INTENTIONALLY LEFT BLANK**

## ORDINARY COUNCIL MEETING TO BE HELD ON 28 MARCH 2019

### AGENDA SUMMARY and TABLE OF CONTENTS

PAGE	AGENDA	ITEM	MINUTE No.
15	1.0	Declaration of Opening and Announcement of any Visitors	
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 – 28 February 2019	/19
16	9.0	Presentations	
17	10.0	Officer Reports	
17	10.1	Chief Executive Officer's Reports	
17	10.1.1	Status Update Report – March 2019	/19
19	10.1.2	Compliance Audit Return	/19
20	10.1.3	Appointment of New Works Supervisor	/19
22	10.2	Finance	
22	10.2.1	Financial Statements for the Month of February 2019	/19
23	10.2.2	Accounts Update for the Month of February 2019 (includes for Credit Cards, Caravan Park & Fuel Sales)	/19
25	10.4	Works and Services	
25	10.4.1	Works Supervisors Report	/19
26	10.4.2	Tender Replacement of Service Truck – Lifted From the Table	/19
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)	

**PLEASE NOTE:  
THIS PAGE HAS BEEN  
INTENTIONALLY LEFT BLANK**



**AGENDA and STAFF REPORTS**  
**ORDINARY COUNCIL MEETING TO BE HELD IN**  
**COUNCIL CHAMBERS, SANDSTONE ON THURSDAY, 28 MARCH 2019**

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

The Presiding Member, Cr Bethel Walton (Shire President) to declare the Meeting open at 12.30pm.

**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	

**Staff Members**

Mr Harry Hawkins	Chief Executive Officer
------------------	-------------------------

**3.2 Apologies**

CR V (Vicki) McQuie

**3.3 Approved Leave of Absence**

Nil

**4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**5 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**6 DECLARATIONS OF INTEREST**

**6.1 Declarations of Financial Interest**

**6.2 Declarations of Proximity Interest**

**6.3 Declarations of Indirect Financial Interest**

**6.4 Declarations of Impartiality Interest**

**7 PUBLIC QUESTION TIME**

Nil

**8 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING**

**STAFF RECOMMENDATION**

**MOVED: Cr**

**SECONDED: Cr**

That the Minutes of the Ordinary Meeting of Council held on 28 February 2019 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 – March 2019

**Agenda Reference:** CEO 03/19 - 01  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 18/03/2019  
**Previous References:** Various  
**Author:** Harry Hawkins CEO

#### **Summary**

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

#### **Attachments**

Status Update March 2019

#### **Background**

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

#### **Comment**

Spreadsheet has been updated to include items from February 2019 meeting. Caravan Park units, pad foot roller and maintenance grader.

#### **Consultation**

Nil

#### **Statutory Environment**

Nil

#### **Policy Implications**

Nil

#### **Financial Implications**

Nil

## Strategic Implications

Nil

## Voting Requirements

Simple majority

## Officer Recommendation

**MOVED:** Cr

**SECONDED:** Cr

That Council accepts the Status Update for March 2019

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

### Status Update March 2019

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
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.	<b>03/05/2017</b> Letter sent to family of George Dent advising them of Council's decision <b>19/03/2018</b> Ceramic photo of George Dent received from his family for inclusion on plaque at Heritage Park		
85/17	10.1.4	That the right of way behind the power station between Rowe and Black Streets is closed	<b>06/10/2017</b> letters sent to begin process and advertising as per LAA undertaken. <b>06/11/2017</b> letter received from Water Corporation with no objection. <b>10/07/2018</b> Submission received from Telstra and application for closure sent to Dept of Lands <b>23/11/2018</b> Details of new Council resolution and other information sought sent to Dept of Lands		
20/18	10.1.5	Sale of properties for outstanding rates	<b>04/04/2018</b> Legal process to allow sale has commenced <b>05/12/2018</b> Current debt collectors are going out of business and new provider once appointed will be contacted for updated advice		
76/18	10.1.2	Transfer of management part of reserve 14178 – Caravan Park	Water Corporation advised. Awaiting the return of the CEO.		

			<b>17/12/2018</b> Letter accepting part transfer of reserve sent to Water Corporation.	
<b>04/19</b>	<b>10.1.2</b>	Caravan Park Units	<b>05/03/2019</b> Resolution 04/19 has been put on hold as the total cost of the 2 units is greater than \$150,000 so tenders have to be called. <b>20/03/2019</b> Tender sent to be advertised in the West Australian Sat 22 March 2019.	
<b>11/19</b>	<b>10.4.2</b>	Sale of Pad Foot Roller	<b>05/03/2019</b> Smith Broughton Advised that permission to sell subject to reserve price of \$140,000	
<b>12/19</b>	<b>10.4.3</b>	Replacement of maintenance Grader	<b>28/02/2019</b> Westrac advised they were successful tenderers for replacement grader.	

### Legend

Category	Status
Not Started	
In Progress	
Completed	

### 10.1.2. Compliance Audit Return

**Agenda Reference:** CEO 03/19 – 02  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** None  
**Date of Report:** 18 March 2019  
**Author:** Harry Hawkins Chief Executive Officer

#### Summary

The Compliance Audit Return was reviewed by the Audit Committee this morning and is referred to Council for final approval and lodgement.

#### Attachments

Nil, return was attached to Audit Committee agenda.

#### Background

Every local government is required to complete a Compliance Audit Return annually for the preceding calendar year and approve and lodge it with the Department prior to the 31<sup>st</sup> March each year. The return is to be reviewed by the Audit Committee before it is approved by Council.

## Comment

Each calendar year the Department of Local Government compiles a list of questions relating to specific areas of compliance to create a Compliance Audit Return, this years completed return is attached. Several questions were answered "No" these were Finance question 15 relating to the Audit Regulation 17 review which is due this year 2019, and questions 2 and 4 under Integrated Planning and Reporting where the internal review is also due this year 2019. All of these reviews are planned for later in the year.

All other areas in the return were either met or not applicable.

## Consultation

Nil

## Statutory Environment

Local Government Audit Regulations 1996

## Policy Implications

Nil

## Financial Implications

Nil

## Voting Requirements

Absolute majority

## Officer Recommendation

**MOVED: Cr**

**SECONDED: Cr**

That the Compliance Audit Return for 2018 is approved by Council for signing and lodgement with the Department of Local Government by the 31<sup>st</sup> March 2019.

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

### 10.1.3 Appointment of Works Supervisor

**Agenda Reference:** CEO 03/19 – 03  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** None  
**Disclosure of Interest:** None  
**Date of Report:** 25 January 2019  
**Author:** Harry Hawkins Chief Executive Officer

## Summary

The appointment of a new Works Supervisor is within the role of the CEO however as it is a designated senior officer position the appointment must be endorsed by Council.

## **Attachments**

Resume of Appointee

## **Background**

Following the resignation of former Works Supervisor the position was advertised and 4 applications were received. The 3 unsuccessful applicants had,

1. local government experience but no supervisory experience,
2. supervisory experience in the mining industry but no local government experience, and
3. some local government supervisory experience but not for the last 20 years as he was driving road trains.

## **Comment**

As can be seen in his resume (attached) the successful appointee has 30 years experience in local government with the last 15 years being in supervisory roles at various local governments most recently at the Shire Mount Magnet. David also has the education and qualifications required to be able to undertake this position.

Having worked with him at the Shire of Victoria Plains for almost 3 years I have the utmost confidence in his ability to work harmoniously with the current crew and his ability to undertake all of the duties associated with the Works Supervisor role at the Shire of Sandstone.

David is on a higher remuneration package at the Shire of Mount Magnet therefore I have offered him a package of similar value that will fit within our current budget due to periods without a supervisor and not replacing the roller driver. The new Supervisor has requested a Toyota Prado rather than the usual Hilux dual cab as his shire vehicle.

## **Consultation**

Shire President

## **Statutory Environment**

Local Government Act 1995 Section 5.37(2).

## **Policy Implications**

Nil

## **Financial Implications**

Nil, Remuneration offered is within budget and cost of the Prado is similar to the new cost of the current Hilux dual cab.

## **Voting Requirements**

Simple majority

## **Officer Recommendation**

**MOVED: Cr**

**SECONDED: Cr**

That Council,

1. endorse the appointment of David Holland to the position of Works Supervisor as recommended by the CEO.
2. Agree to providing a Toyota Prado as the Works Supervisors shire vehicle instead of the Toyota Hilux dual cab.

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

## **10.2 FINANCIAL REPORTS**

### **10.2.1 Financial Statements for the month of March 2019**

**Location:** Shire of Sandstone  
**Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 12 March 2019  
**Author:** Harry Hawkins, Chief Executive Officer

#### **Summary**

The Statement of Financial Activity reports for the month ending 28 February 2019 are presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

#### **Attachments**

Financial Statements for February 2019

#### **Background**

#### **Summary of Funds – Shire of Sandstone as at: 28 February 2019**

Municipal Cheque Account - On-line (BWA)	\$43,735.02
Municipal Investment Account – On-line (BWA)	\$761,791.37
Trust Fund (Bankwest)	\$9,325.00
Reserve Term Deposits (Bankwest)	\$4,450,632.16

#### **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 28 February 2019

**NOT/CARRIED (??)**

### 10.2.2 ACCOUNTS UPDATE FOR THE MONTH OF FEBRUARY 2019

(Includes Credit Cards, the Caravan Park, Fuel Sales and Rates report)

<b>Location:</b>	Shire of Sandstone
<b>Applicant:</b>	Shire of Sandstone
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	13 March 2019
<b>Author:</b>	Rhonda Miles – Finance Officer
<b>Senior Officer:</b>	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**

None, funds were available to meet the expenditure.

## **Strategic Implications**

Nil

## **Voting Requirements**

Simple majority

## **STAFF RECOMMENDATION**

**MOVED: Cr**

**SECONDED: Cr**



That Council endorses the February 2019 accounts paid as presented:

Municipal Fund February 2019

- Municipal Printed cheque numbers 105282 - 105290 totalling \$11,888.16
- EFT Payment Numbers 6764 – 6804 totalling \$344,133.76
- Superannuation \$6,420.25 & \$7,284.07 totalling \$13,704.32

Trust Fund February 2019

- Trust cheque numbers 205089 - 205091 totalling \$379.55

Payroll EFT February 2019:

\$30,188.00 and \$37,876.14 totalling \$68,064.14

Credit Cards February 2019:

DD3972.1 totalling \$1,424.10

**NOT/CARRIED (??)**

**10.4 WORKS and SERVICES**

**10.4.1 WORKS SUPERVISOR'S REPORT March 2019**

**Agenda Reference:** WS 03/19 – 01  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** None  
**Date of Report:** 18 March 2019  
**Previous References:** Nil  
**Author:** Harry Hawkins CEO

**Summary**

**1. Sandstone-Payne's Find Road: Phase 2 199slk to 216.8slk (17.8kms)**

This project is well under way currently, with the construction crew billeting at the Paynes Find Roadhouse. This project is progressing and will continue until we run out of money as the annual budget did not allow for the full job to be completed.

**2. Contract Maintenance Grader**

This contract grader is continuing but consideration was given for the need for it to be stood down so the shire maintenance grader has work to do as all roads have been graded once and are in a reasonable condition. However with the recent rain the shire maintenance grader driver will be engaged on patch grading floodways and creek crossings which may mean the contractor is kept going a little longer.

**Consultation**

Arthur Wainwright – Leading Hand grader driver

**Statutory Environment**

Local Government Act 1995

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Voting Requirements**

Simple majority

**Officer Recommendation**

**Moved Cr**

**Seconded Cr**

That Council receive the Works Supervisor's Report.

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

<b>10.4.2 Purchase of Service Truck</b>
---

**LIFTED FROM THE TABLE**

**Agenda Reference:** WS 03/19 – 04  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** None  
**Date of Report:** 20th February 2019  
**Previous References:** Nil  
**Author:** Harry Hawkins Chief Executive Officer

**Summary**

The shires dual cab service truck used for transporting staff, fuel, signs and other materials to the job site is due for sale and quotes were called using the WALGA E Quotes system which exempts the shire from having to go to tender. 2 quotes were received and Council is asked to endorse the purchase.

**Attachments**

Quotes from Major Motors and Hino Australia

## Background

The shire's service truck which is used for transporting staff and equipment to job sites is listed on the 10 year plant replacement program as being due for replacement. The truck is also looking old and tired and appears to be almost at its use by date.

The replacement of the truck was included in the annual budget at a price of \$130,000 less a trade in of \$50,000 a net changeover of \$80,000.

## Comment

The original specifications for the tray were drawn up by Danny Humphries and due to the cost they have had to be scaled back with a lot of the items such as the fuel tank, sign rack and grease pump kit will be transferred from the current vehicle to the new one. The specifications have also included a 60ltr Engel fridge fitted inside a toolbox and solar panels on the truck roof to run it at a cost of \$5,000 which although desired by staff is not necessary.

Quotations were received from Major Motors Isuzu and Hino Australia however they both quoted on slightly different specifications although the lowest quote from Hino Australia was lower and included more. Hino Australia quote was for \$141,590 and Major Motors Isuzu was \$176,860.

*Additional Information: The air cleaner on the new Hino truck is at the back of the cab which still makes it vulnerable to dusting therefore it is recommended that a Donaldson pre cleaner (snorkel) is fitted. Cost is quoted at \$1,600. Total adjusted cost of Hino truck with pre cleaner is \$141,590 ex GST. The Isuzu truck quote from Major Motors attached to this item has the pre cleaner (snorkel) already included. The trade in offered on the current service truck is \$50,000 inc GST and is the same for both suppliers.*

## Consultation

Arthur Wainwright Leading Hand Road Construction

## Statutory Environment

Local Government Act 1995

## Policy Implications

Nil

## Financial Implications

Budget has only allowed \$80,000 net change over so will be over budget by \$16,136 if a Hino is purchased or \$51,406 if the Isuzu is purchased.

## Strategic Implications

Nil

## Voting Requirements

Simple majority

## Officer Recommendation

## Moved Cr

## Seconded Cr

That Council approves the purchase of a Hino 500 Dual cab truck to replace the current service truck at the quoted price of \$141,590 ex GST less \$50,000 trade in of the existing Hino service truck.

**CARRIED/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**

**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 23 April 2019.

**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 28 February 2018, as shown, were confirmed as a true and accurate record at the Meeting held on 28 March 2019.

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

Date: 28 March 2019