



MINUTES

Ordinary Council Meeting

Thursday 24 October 2019

@ 12.30pm

To be held in the Council Chambers, Hack St Sandstone

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

ORDINARY COUNCIL MEETING NOTICE PAPER

Thursday 24 October 2019 – 12:30 pm

Dear President and Councillors,

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

Eddie PIPER

Acting Chief Executive Officer

11 October 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.*

Eddie PIPER

Acting Chief Executive Officer

11 October 2019

Hack Street, SANDSTONE WA 6639

Tel (08) 9963 5802 Fax (08) 9963 5852

E-mail: ceo@sandstone.wa.gov.au

WRITTEN DECLARATION OF INTEREST IN MATTER BEFORE COUNCIL

NOTE: USE ONE FORM PER DECLARATION

I, (1) _____ hereby declare an interest in the following item to be considered by Council at its Meeting to be held on (2) _____ and regarding

Agenda item (3) _____

The type of interest I wish to declare is (4)

- Financial pursuant to Sections 5.60A of the Local Government Act 1995
- Proximity pursuant to Section 5.60B of the Local Government Act 1995
- Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995
- Impartiality pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulation 2007

The nature of my interest is (5)

The extent of my interest is (6)

I understand that the above information will be recorded in the Minutes of the Meeting and recorded by the Chief Executive Officer in an appropriate Register.

(Signature)

(Date)

RECEIVED BY:

(Chief Executive Officer)

(Date)

- (1) Insert your name.
- (2) Insert the date of the Council Meeting at which the item it to be considered.
- (3) Insert the Agenda Item Number and Title.
- (4) Tick the box(es) to indicate the type of interest (for explanation, see the extracts overleaf from the Act.
- (5) Describe the nature of your interest.
- (6) Describe the extent of your interest (if seeking to participate in the matter under the s.5.68 of the Act)

Financial pursuant to Section 5.60A of the Local Government Act 1995

s5.60A Financial Interest

For the purpose of this Subdivision, a person has a financial interest in a matter if it is reasonable to expect that the matter will if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.

[Section 5.60A inserted by No. 64 of 1998 s. 30; amended by No. 49 of 2004 s. 50.]

Proximity pursuant to Section 5.60B of the Local Government Act 1995

s5.60B Proximity Interest

- (1). For the purposes of this Subdivision, a person has a proximity interest in a matter if the matter concerns –
 - (a). a proposed change to a planning scheme affecting land that adjoins the person's land;
 - (b). a proposed change to zoning or use of land that adjoins that person's land; or
 - (c). a proposed development (as defined in section 5.63 (5)) of land that adjoins the person's land.

- (2). In this section, land ("**the proposal land**") adjoins a person's land if –
 - (a). the proposal land, not being a thoroughfare, has a common boundary with the person's land;
 - (b). the proposal land, or any part of it, is directly across a thoroughfare from, the person's land; or
 - (c). the proposal land is that part of a thoroughfare that has a common boundary with the person's land.

- (3). In this section a reference to a person's land is a reference to any land owned by the person or in which the person has any estate or interest.

[Section 5.60B inserted by No 64 of 1998 s. 30.]

Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995

s5.61 Indirect Financial Interest

A reference in this Subdivision to an indirect financial interest of a person in a matter includes a reference to a financial relationship between that person and another person who requires a local government decision in relation to the matter.

Impartiality pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulation 2007

reg 11 Disclosure of Interest

- (1). In this regulation –
Interest means an interest that could or could reasonably be perceived to; adversely affect the impartiality of the person having the interest arising from kinship, friendship or membership of an association.

- (2). A person who is a council member and who has an interest in any matter to be discussed at a council or committee meeting attended by the member must disclose the nature of the interest –
 - (a). in a written notice given to the CEO before the meeting;
or
 - (b). at the meeting immediately before the matter is discussed.

- (3). Sub-regulation (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4). Sub-regulation (2) does not apply if –
 - (a). A person who is a council member fails to disclose an interest because the person did not know he or she has an interest in the matter; or
 - (b). A person who is a council member fails to disclose an interest because the person did not know the matter in which he or she had an interest would be discussed at the meeting and the person disclosed the interest as soon as possible after the discussion began.
- (5). If, under sub-regulation (2)(a), a person who is a council member discloses an interest in a written notice given to the CEO before a meeting then –
 - (a). Before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
 - (b). At the meeting the person presiding is to bring the notice and its contents to the attention of the persons present immediately before a matter to which the disclosure related is discussed.
- (6). If –
 - (a). Under sub-regulation (2)(b) or (4)(b) a person's interest in a matter is disclosed at a meeting; or
 - (b). Under sub-regulation (5) (b) notice of a person's interest in a matter is brought to the attention of the persons present at a meeting.

The nature of the interest is to be recorded in the minutes of the meeting.

Describe the extent of your interest (If seeking to participate in the matter under s.5.68 of the Act)

s5.68 Councils and Committees may allow Members disclosing interests to participate etc. in Meetings

- (1). If a member has disclosed, under section 5.65, an interest in a matter, the members present at the meeting who are entitled to vote on the matter
 - (a). may allow the disclosing member to be present during any discussion or decision-making procedure relating to the matter; and
 - (b). may allow, to the extent decided by those members, the disclosing member to preside at the meeting (if otherwise qualified to preside) or to participate in discussions and the decision-making procedures relating to the matter if –
 - (i) the disclosing member also discloses the extent of the interest; and
 - (ii) those members decide that the interest –
 - (I) is so trivial or insignificant as to be unlikely to influence the disclosing member's conduct in relation to the matter; or
 - (II) is common to a significant number of electors or ratepayers
- (2). A decision under this section is to be recorded in the minutes of the meeting relating to the matter together with the extent of any participation allowed by the council or committee.
- (3). This 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.

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**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)

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**ORDINARY COUNCIL MEETING TO BE HELD ON
THURSDAY 24 October 2019
AGENDA SUMMARY and TABLE OF CONTENTS**

PAGE	AGENDA	ITEM	MINUTE NO.
15	1.0	Declaration of Opening and Announcement of any Visitors	
15	1.A	Election of President	
15	1B	Election of Deputy President	
15	2.0	Announcements from the Presiding Member and/or Councillors (without discussion unless otherwise determined)	
15	3.0	Attendance	
16	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 – 26 September 2019	65/19
17	8.2	Special Budget Meeting – 9 October 2019	66/19
17	9.0	Presentations	
17	10.0	Officer Reports	
17	10.1	Chief Executive Officer's Reports	
17	10.1.1	Status Update Report – September 2019	67/19
20	10.1.2	Tender for Units at Caravan Park	68/19
22	10.1.3	Review of Policy Manual	69/19
23	10.1.4	2019 Local Government Elections – Results for Shire of Sandstone	70/19
25	10.2	Finance	
25	10.2.1	Financial Statements for the Month of September 2019	71/19
27	10.2.2	Accounts Update for the Month of September 2019 (includes for Credit Cards, Caravan Park & Fuel Sales)	72/19
29	10.4	Works and Services	73/19
29	10.4.1	Works Supervisors Report – September 2019	74/19
30	10.4.2	Purchase of Motor Grader	75/19
32	10.4.3	Purchase of Prime Mover	76/19
34	11	Motions of which Previous Notice Has Been Given	
34	12	Questions from Members Without Notice	
34	13	New Business of an Urgent Nature Introduced by Decision of the Meeting	

34	14.1	Meeting Items Closed to the Public	77/19
34		Time and Date of Next Meeting	
35	15	Closure of the Meeting	
35		Certification of the Minutes of the Previous Meeting(s)	

AGENDA and STAFF REPORTS
ORDINARY COUNCIL MEETING TO BE HELD IN
COUNCIL CHAMBERS, SANDSTONE ON THURSDAY 24 October 2019

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF ANY VISITORS

The Acting Chief Executive Officer to open the meeting. He shall invite Ms Margaret Duhig JP to come forward and take the swearing in of the newly elected Councillors.

Following the swearing in ceremony the Acting CEO will call for nominations for the position of President of the Shire of Sandstone.

Following the election of the President the Acting CEO shall resume his chair and the Shire President will take the Shire President's chair and conduct the meeting.

The Shire President shall then call for nominations for the position of Deputy Shire President.

Once completed the Council shall conduct its business.

1A ELECTION OF PRESIDENT

The Acting CEO called for nominations and conduct an election if necessary.

Cr Hodshon nominated Cr Walton Seconded by Cr May

Cr Walton accepted the nomination

Cr Walton having been elected President assumed the Chair

1B ELECTION OF DEPUTY PRESIDENT

The President then called for nominations for Deputy President and will conduct an election if necessary

Cr McQuie nominated Cr Hodshon Seconded by Cr May

Cr Hodshon accepted the nomination

**2 ANNOUNCEMENTS FROM THE PRESIDING MEMBER AND/OR COUNCILLORS
(without discussion unless otherwise determined)**

Nil

3 ATTENDANCE

3.1 Present

Elected Members

Cr B (Beth) Walton Shire President (and Presiding member of this Meeting)

Cr C (Carol) Hodshon Deputy Shire President

Cr F (Freda) May

Cr D (David) Lefroy

Cr K (Kerry) Key

Cr V (Vicki) McQuie

Staff Members

Mr Eddie Piper Acting Chief Executive Officer

Mr David Holland Works Supervisor

Ms Margaret Duhig Office Administrator

3.2 Apologies

Harry Hawkins (on sick leave)

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

Cr Lefroy declared an interest in item 10.2.2B as payment was to his wife

Cr McQuie declared an interest in item 10.2.2.B as she received payment for goods sold on commission.

6.2 Declarations of Proximity Interest

6.3 Declarations of Indirect Financial Interest

Cr McQuie declared an interest in item 10.2.2.B as her daughter received payment for goods sold.

6.4 Declarations of Impartiality Interest

Cr May declared an interest in item 10.2.2B as her daughter received payment for goods sold

Cr Lefroy declared an interest in item 10.2.2.B as he is a member of the Sandstone Golf Club

Cr Walton declared an interest in item 10.2.2.B as she is a member of the Sandstone Golf Club

7 PUBLIC QUESTION TIME

Nil

8 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

8.1 The ordinary meeting held on the 26 September 2019

STAFF RECOMMENDATION

MOVED: Cr Key

SECONDED: Cr McQuie

That the Minutes of the Ordinary Meeting of Council held on 26 September 2019 are confirmed as a true and accurate record of proceedings.

Carried (6/0)

8.2 The Special council meeting held on the 9 October 2019

STAFF RECOMMENDATION

MOVED: Cr May

SECONDED: Cr Lefroy

That the Minutes of the Special Budget Meeting of Council held on 9 October 2019 are confirmed as a true and accurate record of proceedings.

Carried (6/0)

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 – October 2019

Agenda Reference: CEO 07/19 - 01

Name of Applicant: Shire of Sandstone

SHIRE OF SANDSTONE

Disclosure of Interest: Nil
Date of Report: 12/09/2019
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 September 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 July 2019 meeting. A letter was written to the Minister for energy re inability to get a ball park figure for power upgrade at caravan park without paying \$6,195 design fee.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation

MOVED: Cr May

SECONDED: Cr Mcquie

That Council accepts the Status Update for October 2019

Carried (6/0)

Status Update October 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.	03/05/2017 Letter sent to family of George Dent advising them of Council's decision 19/03/2018 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	06/10/2017 letters sent to begin process and advertising as per LAA undertaken. 06/11/2017 letter received from Water Corporation with no objection. 10/07/2018 Submission received from Telstra and application for closure sent to Dept of Lands 23/11/2018 Details of new Council resolution and other information sought sent to Dept of Lands 13/06/2019 More information sought by DOL sent as requested		
20/18	10.1.5	Sale of properties for outstanding rates	04/04/2018 Legal process to allow sale has commenced 05/12/2018 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. 17/12/2018 Letter accepting part transfer of reserve sent to Water Corporation. 03/05/2019 installation date of early 2020 confirmed for Sandstone plant.		
04/19	10.1.2	Caravan Park Units	05/03/2019 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. 20/03/2019 Tender sent to be advertised in the West Australian Sat 22 March 2019. 24/04/2019 Left on the table		

	awaiting further information on power at the caravan park. 23/05/2019 Left on the table as additional information not received. 01/07/2019 Letter written to Minister for energy cc'd to Vince Catania re getting ball park cost for power upgrade. 31/07/2019 Response received from the Minister but it did not provide any answer	
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Legend

Category	Status
Not Started	
In Progress	
Completed	

10.1.2 Tender Caravan Park Units

Agenda Reference: CEO 04/19 – 02
Location/Address: Shire of Sandstone
Name of Applicant: None
Disclosure of Interest: None
Date of Report: 15 April 2019
Author: Harry Hawkins Chief Executive Officer

Summary

Council in resolution 04/19 resolved to purchase 2 units for the Alice Atkinson caravan Park however as the total cost exceeded \$150,000 we were required to call tenders. 7 tenders have been received and the evaluation results are below.

Attachments

Tenders received

Background

Council at its February 2019 meeting discussed a proposal to construct 2 x 2 bedroom self contained units at the Alice Atkinson Caravan Park however the price of the 2 units exceeded the \$150,000 tender threshold and tenders needed to be called. Tenders closed on the 15th April and 7 tenders were received by the submission deadline.

Comment

The 7 tenders received by the tender deadline have been assessed against the selection criteria in the tender documents and a summary is shown below.

Tenderer	Complies with tender requirements	PRICE Ex GST	Previous Experience	Brand reputation in WA
McNally Commercial	Yes	\$269,638	Yes	?
Fox Transportables	Yes	\$165,476	Yes	Good
Evoke Living Homes	Yes	\$207,736	Yes	?
TR Homes	Yes	\$242,313	Yes	Good
Thermal Comfort Homes	Yes	\$216,364	Yes	?
Modular WA	Yes	\$188,252	Yes	Good
Acero Construction	Yes	\$147,157	Yes	?

All tenderers complied with the tender specifications although some included an instantaneous hot water service rather than the storage system specified. All 7 had previous experience in providing transportable buildings to country areas in Western Australia while brand reputation was difficult to assess as some I had not heard of although they may have a reputation with other people more involved in the building industry. The lowest cost option came from Acero Construction at \$147,157 while Fox Transportables had the next lowest price of \$165,476 with the highest tender being \$269,638 from McNally Commercial.

These tenders have been with the Shire since April 2019 and it is almost certain the tenderers would look to revise their tendered price given the time lapsed. The hold-up has been the lack of response by Western Power in providing a non-binding estimate to upgrade the power to the site to allow the installation of the 2 new units. The CEO has made various attempts to draw out a written non-binding estimate without success. An appeal to the Minister has been meet with an unsatisfactory response (copy attached). An initial guess was in the order of \$250,000.

The Council may wish to consider the alternative of not accepting any tender and advise all tenderers accordingly.

Consultation

Nil

Statutory Environment

Local Government Act 1995 Section 3.57 and Local Government Functions and General Regulations Division 2.

Policy Implications

Nil

Financial Implications

Nil, Expenses was included in 6 monthly budget review

Voting Requirements

Simple majority

Officer Recommendation

That Council accept the tender from Fox Transportables for the construction of 2 x 2 bedroom self contained accommodation units at the Alice Atkinson Caravan Park for \$165,476.

MOVED: Cr McQuie

SECONDED: Cr Key

That Council not accept any tender and advise tenderers accordingly.

Reasons for change

Due to the time elapsed since tenders were called.

CARRIED (6/0)

10.1.3	Review of Policy Manual
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Agenda Reference:	CEO 09/19 - 03
Location/Address:	Shire of Sandstone
Name of Applicant:	Shire of Sandstone
Disclosure of Interest:	Nil
Date of Report:	12/09/2019
Author:	Harry Hawkins, Chief Executive Officer

Summary

The full Council Policy manual had not been reviewed since September 2015 and was overdue for an update to reflect the changes made to policies in the last 4 years and going forward.

Attachments

New updated policy manual

Background

Many policy changes have been made by Council in the years since September 2015 and these have been inserted into a live version of the manual as they were made but a review of the full policy manual was considered overdue. This review of the full manual by staff is presented to Council for their review and adoption with or without amendment. Amendments

to the live version of the 2015 policy manual are included in the updated manual attached to this report.

Comment

The amended policy manual as attached has many changes identified by the use of the track changes tool in Microsoft Word however many are simply formatting, date and other minor changes that do not affect the intent of the policy.

Consultation

Works Supervisor

Administration Staff

Other local governments

Statutory Environment

Local Government Act 1995 Section

Policy Implications

All Policies have been reviewed

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

Officer Recommendation

That Council adopt the revised Policy Manual attached to this report after amendments put forward by elected members at the meeting have been included.

MOVED: Cr McQuie

SECONDED: Cr Lefroy

Council to continue to revise the Policy Manual until such time as it is completed, and the matter lay on the table.

Reason for change

Revision not completed.

CARRIED (6/0)

10.1.4 2019 Local Government Elections – Results for the Shire of Sandstone

Agenda Reference: CEO 09/19 - 04
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: None
Date of Report: 16 September 2019
Previous References: Nil
Author: Eddie Piper ACEO

Summary

To formally advise Council of the conduct and results of the 2019 Shire of Sandstone Local Government Election held on Saturday 19th October 2019

Attachments

Nil

Background

The Local Government Act 1995 requires that a local government undertake an election for retiring Elected Members every 2 years and it is to be held on the 3rd Saturday of October in that year.

The election due to be held in 2019 was undertaken on the 19th October 2019 with the Chief Polling Place being the Council Administration Office and the count conducted at the Administration Office Council Chambers.

Comment

There were four (4) nominations for three (3) vacant positions on Council and hence there was a necessity to conduct an election. The three (3) retiring members were Cr B Walton, Cr V McQuie and Cr F May. All three nominated for election and a fourth person Mr James David Allison also nominated. The election is for three (3) persons for a four (4) year period expiring on 21st October 2023.

The draw for positions on the ballot paper was duly conducted.

There were 34 ballot papers issued with 30 valid votes and 4 invalid. The valid ballot papers were counted, and 82 votes recorded. They were distributed as below:

Candidate	No of Votes
Mr J.D. Allison	13
Ms V. McQuie	21
Ms F May	20
Ms B Walton	28

The Returning Officer duly advises that the following candidates are elected.

Cr...B Walton.....

Cr...V McQuie.....

SHIRE OF SANDSTONE

Cr...F May.....

The election was conducted in a professional manner and the Acting CEO in his position of Returning Officer would like to thank candidates and council officers for the manner in which they conducted themselves.

Consultation

Mr Phil Richards – Electoral Commission Office.

Statutory Environment

Local Government Act 1995 and its Election Regulations

Policy Implications

Nil

Financial Implications

None

Strategic Implications

Allowance included in the 2019-20 annual budget

Voting Requirements

Simple majority

Officer Recommendation

MOVED: Cr McQuie

SECONDED: Cr Key

That the information regarding the 2019 Shire of Sandstone election be received.

CARRIED (6/0)

10.2 FINANCIAL REPORTS

10.2.1 Financial Statements for the month of September 2019

Location: Shire of Sandstone

Applicant: Shire of Sandstone

Disclosure of Interest: Nil
Date of Report: 14 October 2019
Author: Eddie Piper, Acting Chief Executive Officer

Summary

The Statement of Financial Activity reports for the months ending 30 September 2019 are presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

Attachments

Financial Statements for September 2019

Background

Summary of Funds – Shire of Sandstone as at: 30 September 2019

Municipal Cheque Account - On-line (BWA)	\$148,820.69
Municipal Investment Account – On-line (BWA)	\$730,410.40
Trust Fund (Bankwest)	\$6,920.00
Reserve Term Deposits (Bankwest)	\$ 5,588,344.24

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 Lefroy

SECONDED: Cr May

That Council accepts the financial statements for the periods ending 30 September 2019

CARRIED (6/0)

10.2.2 ACCOUNTS UPDATE FOR THE MONTH OF SEPTEMBER 2019 (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: 14 October 2019
Author: Rhonda Miles – Finance Officer
Senior Officer: Eddie Piper – Acting 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 May

SECONDED: Cr Lefroy

That Council endorses the September 2019 accounts paid as presented:

Municipal Fund September 2019

- Municipal Printed cheque numbers 105334 - 105341 totalling \$21,482.27
- EFT Payment Numbers 7155 – 7214 totalling \$170,566.54
- Superannuation \$7,551.39 and \$7,493.05 totalling \$15,044.44

SHIRE OF SANDSTONE

Trust Fund September 2019

- NIL

Payroll EFT September 2019:

\$30,964.00 and \$30,825.00 totalling \$61,789.00

Credit Cards September 2019:

DD 4238.1 totalling \$3446.71

CARRIED (6/0)

10.4 WORKS and SERVICES

10.4.1 WORKS SUPERVISOR'S REPORT September 2019

Agenda Reference: WS 08/19 – 01
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: None
Date of Report: 15 October 2019
Previous References: Nil
Author: David Holland WS

Summary

1. Crew Movements

The crew have completed the Yeelirrie Rd floodway problem at SLK 48.70 I am now putting out for quotes on the sealing of this and other flood ways and grid aprons.

They are now on the Meekatharra Rd re-sheeting located at SLK8.13 to 10.53.

I will have a combination of contractors and staff doing these works while I am short of staff.

The crew will then complete another floodway near the boundary on the Meekatharra Rd, then onto Paynes Find Rd completing the RRG works and other flooding problems from the past.

2. Maintenance Grader

Our operator has completed the Paynes Find Rd to the Lake Barley Rd and is now doing the Menzies Rd to the Heritage trail and completing the Heritage Rd section before going back onto the Wiluna Rd / Meekatharra.

3. Contract Maintenance Grader

This contract grader has completed the Youanmi Rd from the Mount Magnet boundary and is now on to the Paynes Find Rd heading to the Yalgoo boundary he will also complete a grade down the Station Access roads in that area before going onto the Lake Barlee Rd.

SHIRE OF SANDSTONE

4. Employees

With being short of two employees with one being on Workers Compensation and just having shoulder surgery, and the other on other leave, I have been able to get someone to fill in for one of the two employees off on leave that person has been an employee of the Shire in the past and will be employed as a casual for a period of 3 to 6 months depending on the employee on workers compensation rehab program works out.

5. Plant

I have the Grader, Water Truck Prime Mover quotes in from the WALGA eQuote system, the summery and preferred option of these have been added to the attachments.

I have information from the quotes for the purchase of the Multi Tyred Roller, I ask Council to look at and discuss with regards to this matter, as the quotes closed on Wednesday the 16th I was not able to bring an item to council.

The small vehicles that were included in the budget have all been purchased through Midland Toyota, they were the best price on both the vehicles and trade.

6. Council Discussion

I have had a complaint about the Yeelirrie Rd that being the road is breaking up in one of the locations completed through the weather event in previous years, I have completed works on this road to repair sections that were poorly constructed and now there is another section that requires works to be completed as the road is now dangerous.

I ask Council to consider completing these works through the council funded program, I suggest leaving some floodways and grid ramp works out of this year's program to complete this work.

Consultation

Eddie Piper – Acting CEO

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 McQuie

Seconded Cr Lefroy

That Council receive the Works Supervisor's Report.

10.4.2	Purchase of Motor Grader
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Agenda Reference:	WS 02/19 – 03
Location/Address:	Shire of Sandstone
Name of Applicant:	Shire of Sandstone
Disclosure of Interest:	None
Date of Report:	15 th October 2019
Previous References:	Nil
Author:	David Holland WS

Summary

The shires CAT motor grader used for construction grading is due for sale and quotes were called using the WALGA E Quotes system which exempts the shire from having to go to tender. 1 quote was received, and Council is asked to endorse the purchase.

Attachments

Quote from CAT, which is available to council on request.

Background

The shire maintains a 10-year plant replacement program and this financial year 2019/2020, the CAT construction grader is due for sale. The sale of the grader was included in the annual budget with a new purchase price of \$368,000 less trade in of \$120,000 a net change over of \$248,000.

Comment

The 2019-2020 annual budget included the purchase of a new grader for use on construction grading activities and the trade in of the existing CAT grader. The required grader specifications were listed on the WALGA E Quotes system with these preferred suppliers having the opportunity to quote, Hitachi Construction Machinery (Australia), Komatsu Australia Pty Ltd and Westrac Pty Ltd. The quotation period expired on the 9th October 2019 and quotes were received from 1 supplier as per the table below and attached quotes.

Motor Grader	HORSEPOWER	WARRANTY	PRICE	TRADE	NETT
Cat 12M	183 hp 136 kw	60mths/6,000hrs powertrain, hydraulics and technology	\$353,250	\$154,000	\$199,250

The operator of the Construction grader was consulted, and he advised that he favoured the CAT grader as it had a larger cab which meant it was cooler and more comfortable plus with the joy stick controls was faster and easier to turn and manoeuvre around particularly in tight spaces.

There is also the advantage of having both graders the same brand meaning filters and other parts can be interchanged requiring less stock to be held in the workshop.

Consultation

Eddie Piper - Acting CEO

Arthur Wainwright - Leading Hand Road Construction

John McCormack - Mechanic

Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Financial Implications

Budget has allocated \$248,000 as a net change over

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation

Moved Cr McQuie

Seconded Cr May

That Council approves purchase of the CAT 12M grader to replace the CAT 12M Construction Grader at a changeover price of \$199,250

CARRIED (6/0)

10.4.3 Purchase of Prime Mover (Water Tanker)
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Agenda Reference: WS 02/19 – 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: David Holland WS

Summary

The shires Kenworth Prime Mover is due for sale and quotes were called using the WALGA E Quotes system which exempts the shire from having to go to tender. 8 quotes were received, and Council is asked to endorse the purchase.

Attachments

Specifications & Quotes received from Hino Australia, Iveco (goldfields), Iveco Aust, Truck Centre (Mack), Truck Centre (Volvo), Kenworth DAF WA, Purcher – International and Penske (Western Star), which is available to council on request.

Background

The shires Prime Mover which is used for the shires water tanker is listed on the 10 year plant replacement program as being due for replacement.

The replacement of the truck was included in the annual budget at a price of \$290,000 less a trade in of \$80,000 a net changeover of \$210,000.

Comment

The 2019-2020 annual budget included the purchase of a new Prime Mover for use on construction and maintenance activities and the trade in of the existing Kenworth prime mover. The required Prime Mover specifications were listed on the WALGA E Quotes system with preferred suppliers having the opportunity to quote. The quotation period expired on the 9th October 2019 and quotes were received from 8 suppliers as per the table below and attached quotes.

Prime Mover	HORSEPOWER	WARRANTY	PRICE	TRADE	NETT
Hino Australia (Cab Over) alternative quote	479hp	36 months 500,000kms	\$191,030	\$100,000	\$91,030
Iveco (goldfields) (Cab Over)	500hp	24months 500,000kms	\$250,045.45	\$50,000	\$200,045.45
Iveco Aust (Cab Over)	552hp	12 months 200,000 km	\$229,500	\$65,000	\$164,500
Truck Centre (Mack),	500hp	48 months	\$245,000	\$90,000	\$155,000
Truck Centre (Volvo) (Cab Over)	500hp	48 months	\$245,500	\$90,000	\$155,500
Kenworth DAF WA	500hp	On Highway up to 24 months	\$276,329.22	\$120,000	\$156,329.22
Purcher – International (Freightliner)	500hp	3 Years / 800,000 kms	\$246,537	\$0	\$246,537

Penske (Western Star)	550hp	High Way only 24 months unlimited km	\$290,800	\$115,000	\$175,800
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Consultation

Eddie Piper - Acting CEO
 Arthur Wainwright - Leading Hand Road Construction
 John McCormack – Mechanic

Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Financial Implications

Budget has allocated \$210,000 net change over

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation

Moved Cr Key

Seconded Cr Lefroy

That Council approves the purchase of a Kenworth T610 day cab truck to replace the current Kenworth prime mover at the quoted price of \$156,329.22, with the addition of Spring Suspension @ \$12,500 and Auto Transmission @ \$7,200 for a total of \$176,029.22, included in price is the trade in offered for the existing Kenworth prime mover. This is subject to a successful trial by the W/S and either the Mechanic or Leading Hand of the suggested vehicle in Sandstone.

CARRIED (6/0)

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

Officer Recommendation

Moved Cr McQuie

Seconded Cr Lefroy

That Council nominate the following representatives to various committees and organisations.

Murchinson Country Zone

Cr Walton

Cr Hodshon

CEO (Proxy)

MRVC

Cr Hodshon

Cr Lefroy

Cr Key (Proxy)

LEMC

Cr Walton

Cr Hodshon

Cr May (Proxy)

MRRG

Cr Walton

CEO

Cr McQuie (Proxy)

CARRIED (6/0)

Ms Margaret Duhig and Mr David Holland left the chamber at 1.40pm

14 MEETING ITEMS CLOSED TO THE PUBLIC

14.1 Meeting Closed to the Public

Moved Cr McQuie

Seconded Cr May

That Council go behind closed doors to consider a matter affecting an employee.

Officer Recommendation

That Council, in relation to the Contract of Employment between the Shire of Sandstone and Mr David Holland (Works Supervisor), authorise the amendment to clause 12.1 to read 152 hours in lieu of 180 hours.

Moved Cr Lefroy

Seconded Cr McQuie

CARRIED (6/0)

Meeting reopened to the Public

Moved Cr May

Seconded Cr McQuie

14.2 Public Reading of Resolutions to be made Public

TIME and DATE of NEXT MEETING

The next scheduled Ordinary Council Meeting will be held on Thursday 28 November 2019.

15 CLOSURE OF MEETING

There being no further business, the Shire President closed the meeting at 1.55pm

CERTIFICATION

I, _____, certify that the Minutes of the Meetings held on 24 October 2019, as shown, were confirmed as a true and accurate record at the Meeting held on 24 October 2019.

(Presiding Member)

Date: 24 October 2019