



AGENDA

Ordinary Council Meeting

Thursday 28 November 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 28 November 2019 – 12:30 pm

Dear President and Councillors,

An Ordinary Meeting of Council is called for Thursday 28 November 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

12 November 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

12 November 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 is 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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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> .7087 cents per km
Date of Meeting	Type of Meeting	\$170/ \$340	No of km's	Office Use
28/11/2019	Full Council			

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

Total

04109

Total

04100

Line Item 370

TOTAL:

OTHER MEETINGS ATTENDED IN THE MONTH

Date	Meeting	Km's	Vehicle supplied?

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

(Signature)

(Date)

Calculations Checked _____ Date _____

Goods Received / Payment Approved _____

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**ORDINARY COUNCIL MEETING TO BE HELD ON
THURSDAY 28 November 2019
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47	Time and Date of Next Meeting
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AGENDA and STAFF REPORTS
ORDINARY COUNCIL MEETING TO BE HELD IN
COUNCIL CHAMBERS, SANDSTONE ON THURSDAY 28 November 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 (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	CEO	(Sick leave)
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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

8.1 The ordinary meeting held on the 24 October 2019

STAFF RECOMMENDATION

MOVED: Cr

SECONDED: Cr

That the Minutes of the Ordinary Meeting of Council held on 24 October 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 – October 2019

Agenda Reference: CEO 11/19 - 01
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 12/11/2019
Previous References: Various
Author: Eddie Piper ACEO

Summary

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

Attachments

Status Update October 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 October 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.

The October 2019 meeting resolved to instruct the ACEO to advise all Tenderers that no tender would be accepted and that the matter is now finalised.

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 October 2019

CARRIED/NOT CARRIED (??)

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	<p>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.</p> <p>24/04/2019 Left on the table awaiting further information on power at the caravan park.</p> <p>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.</p> <p>31/07/2019 Response received from the Minister but it did not provide any answer</p> <p>24/10/2019 Council resolved not to accept any tender thereby finalising the matter.</p>	

Legend

Category	Status
Not Started	
In Progress	
Completed	

10.1.2 Ambulance Building – Replace Ceiling

Agenda Reference: CEO 11/19 – 02
Location/Address: Shire of Sandstone
Name of Applicant: None
Disclosure of Interest: None
Date of Report: 4 November 2019
Author: Eddie Piper Acting Chief Executive Officer

Summary

The Ambulance building located at 4 Payne Street Sandstone.

Attachments

Quotation for replacing the ceiling

Background

The ambulance building is sited on shire land, however, by prior arrangements the building is the property of St John Ambulance, thus relieving the shire of responsibility for maintenance and repairs. In this case the cost is beyond the financial capability of the local sub branch.

Two quotations were sought however only MTM provided a quote.

Comment

The President brought to the attention of the Acting CEO the state of the ceiling and the fact that it is dangerous if left in the current state. The 2019/20 budget does not include an allowance to replace the ceiling via a donation, however, the Local Government Act 1995 (the Act) allows a local government to expend money on a project regardless of the fact that there is no inclusion in the annual budget, provided that expenditure is authorised by Council at a meeting and carried by an absolute majority. (Local Government Act 1995 section 6.8(1)(b)).

As the building is not on the Shire's Asset Register the shire would need to make a donation to the local sub branch of St John of God Ambulance Service to enable them to carry out the necessary repairs.

To fund this donation an analysis of Rate revenue to the end of October 2019 by the ACEO has established that there is an excess of actual to budget revenue of approximately \$35,000. This could be utilised to fund the donation.

Consultation

Shire President Cr Walton
Ambulance Officer Ms M Duhig

Statutory Environment

Local Government Act 1995 Section 6.8 reads in part as follows:

Expenditure from municipal fund not included in annual budget

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure -
 - (b) Is authorised in advance by resolution*

*By an absolute majority

Policy Implications

Nil

Financial Implications

A donation to the local Sub-Branch of the St John Ambulance is not included in the 2019/20 Budget. A budget amendment is necessary.

Voting Requirements

Absolute majority

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That Council in relation to the replacement of the ceiling in the Ambulance Building:

1. Authorise the Acting CEO to amend the 2019/20 budget by:
 - a) Increase expenditure against account 1041060 (Subscriptions and Donations) by \$15,000 to \$38,295
 - b) Increase Rate Revenue by \$15,000.
2. Authorise the ACEO to make payment on production of an invoice by St John Ambulance Service Sandstone.

CARRIED/NOT CARRIED (??)

10.1.3	Review of Policy Manual
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Agenda Reference: CEO 11/19 - 03
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 12/09/2019
Author: Eddie Piper, Acting 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

MOVED: Cr

SECONDED: Cr

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

CARRIED/NOT CARRIED (??)

10.1.4 Murchison Regional Vermin Council (MRVC) – Establishment Agreement and Deed of Retiring Municipality

Agenda Reference: CEO 11/19 - 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

Council to formally accept a revised Establishment Agreement and acknowledge the retiring of the Shire of Meekatharra from the MRVC by agreeing to the Deed of Retiring Municipality

Attachments

1. Letter from the CEO of the MRVC
2. Copy of the minutes of the MRVC meeting 19 August 2019
3. Amended Establishment Agreement
4. Draft of a Deed of Withdrawal – Murchison Regional Vermin Council

Background

A letter from the CEO of the MRVC (attached) outlines the fact that the Shire of Meekatharra wished to withdraw from the MRVC and expressed this desire at a meeting on 13 August 2018. The Murchison Regional Vermin Council accepted the withdrawal at that meeting.

The impact of the withdrawal is to require the Establishment Agreement to be amended. The MRVC CEO engaged Civic Legal to undertake the work.

Comment

The amended Establishment Agreement and the Deed of Withdrawal are attached.. In summary the main impact on the Shire of Sandstone is the amended level of contribution to the operating expenditure and capital assets rising from approximately 6.000% to 9.058%.

Provided Council accepts the amended contribution rate there does not appear to be any other impacts on the Shire

Consultation

Mr Dominic Carbone CEO of the MRVC

Statutory Environment

Local Government Act 1995 Schedule 9

Policy Implications

Nil

Financial Implications

SHIRE OF SANDSTONE

There are financial impacts that are included in the 2019/20 Budget to the amount of \$24,000 approximately

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That council;

- 1) advise the Chief Executive Officer of the Murchison Regional Vermin Council that it accepts the Deed of Withdrawal between the Shire of Meekatharra and the MRVC and the amendments to the Establishment Agreement incorporating the revised contribution rate of 9.058%.
- 2) authorise the President to affix and sign the common seal of the Shire of Sandstone in the presence of the Acting CEO to the amended Establishment Agreement – Murchison Regional Vermin Council.

CARRIED/NOT CARRIED (??)

10.1.5 Sandstone Bush Fire Brigade – Appointment of Chief Bush Fire Control Officer

Agenda Reference: CEO 11/19 - 05
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: None
Date of Report: 12 November 2019
Previous References: Nil
Author: Eddie Piper ACEO

Summary

Council needs to appoint a Chief Bush Fire Control Officer to replace Mr David McQuie who has advised the Acting CEO that he can no longer continue to hold the office.

Attachments

Nil

Background

Mr McQuie has held the position of Chief Bush Fire Control Officer of the Sandstone Fire Brigade for many years and in a telephone conversation with the Acting CEO advised that he did not wish to continue to hold the position.

Comment

The Bushfires Act of WA requires that a local government appoint a Chief Bush Fire Control Officer and a Deputy Chief Bush Fire Control Officer. The Acting CEO advises that it seems to be the norm in local government in WA that the CEO is appointed as the Chief Bushfire Officer and some person with in Works area as Deputy, however he has received an expression of interest from a resident of the shire.

Consultation

CEO Shire of Meekatharra Mr Roy McClymont
Mr Ian Comben DEFS

Statutory Environment

Bushfires Act of Western Australia.

Policy Implications

Nil

Financial Implications

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That council Appoint xxxxxxxxxxxxxxxx to the position of Chief Bush Fire Control Officer and xxxxxxxxxxxxxxxx to the position of Deputy Chief Bush Fire Control Officer and instruct the CEO to advise the Department of Fire and Emergency Services accordingly.

CARRIED/NOT CARRIED (??)

10.1.6 Chief Executive Officer Annual Review

Agenda Reference:	CEO 11/19 - 06
Location/Address:	Shire of Sandstone
Name of Applicant:	Shire of Sandstone
Disclosure of Interest:	None
Date of Report:	12 November 2019
Previous References:	Nil
Author:	Eddie Piper ACEO

Summary

Council is to annually carry out a performance review of its Chief Executive Officer (CEO).

Attachments

Nil

Background

The Local Government Act 1995 Section 5.38(1) requires that the Council must carry out a review of its CEO if the CEO is employed for a term of one (1) year or more.

Comment

The CEO, Harry Hawkins is due to have his review now, however, he is currently on sick leave and once recovered will commence 5 weeks annual leave. This being the case it is unlikely that he will return to work prior to Christmas.

The Acting CEO suggests to Council that the review of Mr Hawkins be left for a period of 2 months (2 meetings) after his return to work.

Consultation

Nil

Statutory Environment

Local Government Act 1995 Section 5.38(1) which reads as follows:

5.38 Annual Review of Employees' Performance

- (1) A local government must review the performance of the CEO if the CEO is employed for a term of more than 1 year.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That council determine that the necessary review of the Shire CEO, Mr Harry Hawkins, be left until his return to work and that the review take place at the second (2nd) Council Meeting following his return to work.

CARRIED/NOT CARRIED (??)

10.1.7 Council Meeting Dates for 2020
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Agenda Reference:	CEO 11/19 - 07
Location/Address:	Shire of Sandstone
Name of Applicant:	Shire of Sandstone
Disclosure of Interest:	None
Date of Report:	12 November 2019
Previous References:	Nil
Author:	Eddie Piper ACEO

Summary

Council is required under the Local Government Act 1995 to adopt and advertise its Council Meeting dates for the ensuing year.

Attachments

Nil

Background

The Acting CEO is seeking Council's endorsement of a schedule of meeting dates for the 2020 year.

Comment

The Local Government Act 1995 Administration Regulations 1996 to adopt the meeting dates for the forth coming year and advertise the dates to the community.

Council traditionally meets on the 4th Thursday of the month and following this tradition the following are proposed.

January 2020	No Meeting
February 2020	Thursday 27 th
March 2020	Thursday 26 th
April 2020	Thursday 23 rd
May 2020	Thursday 28 th
June 2020	Thursday 25 th
July 2020	Thursday 23 rd
August 2020	Thursday 27 th
September 2020	Thursday 24 th
October 2020	Thursday 22 nd
November 2020	Thursday 26 th
December 2020	Thursday 17 th

It is to be noted that the December 2020 Council Meeting is proposed for the 3rd Thursday of December (17th December) as the 4th Thursday is Christmas eve and it is normal that a shutdown would be in place prior to that date.

Consultation

Nil

Statutory Environment

Local Government Act 1995 section 5.25(1)(g)

Local Government (Administration) Regulations Reg 12(1) reads as follows:

At least once each year a local government is to give local public notice of the dates on which and the time and place at which –

- (a) the ordinary council meetings; and
- (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public,

are to be held in the next 12 months.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That Council adopt the following meeting dates for 2020 and advertise them in accordance with the requirements of the Local Government (Administration) Regulations 1996:

January 2020	No Meeting
February 2020	Thursday 27 th
March 2020	Thursday 26 th
April 2020	Thursday 23 rd
May 2020	Thursday 28 th
June 2020	Thursday 25 th
July 2020	Thursday 23 rd
August 2020	Thursday 27 th
September 2020	Thursday 24 th
October 2020	Thursday 22 nd
November 2020	Thursday 26 th
December 2020	Thursday 17 th

all meetings being held at the Council Administration Centre, Hack Street, SANDSTONE in the chambers commencing at 12.30pm.

CARRIED/NOT CARRIED (??)

10.1.8 Continued Employment of Acting Chief Executive

Agenda Reference:	CEO 11/19 - 08
Location/Address:	Shire of Sandstone
Name of Applicant:	Shire of Sandstone
Disclosure of Interest:	Financial Interest – Author is the current Acting CEO
Date of Report:	14 November 2019
Previous References:	Nil
Author:	Eddie Piper ACEO

Summary

Council is requested to extend the engagement of Mr Eddie Piper as Acting Chief Executive Officer

Attachments

Nil

Background

Mr Piper was appointed to the position of Acting CEO for the period 7th October 2019 to 29th November 2019 at a Special Council meeting held on 9th October 2019.

Comment

The CEO, Harry Hawkins remains on extended sick leave and may then take his accrued 5 weeks annual leave once cleared by his Specialist. This being the case a return to work date for Mr Hawkins is difficult to predict.

It may be prudent for council to consider extending the appointment of Mr Piper until the return of Mr Hawkins with a review, if necessary, at the February 2020 Council meeting.

Consultation

Nil

Statutory Environment

Local Government Act 1995 Section 5.36(1)(a).

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That council extend the appointment of Mr Eddie Piper in the position of Acting Chief Executive Officer under the same conditions as resolved at a Special Meeting of Council on 9th October with the appointment to be reviewed at the February, 2020 Council Meeting if necessary.

CARRIED/NOT CARRIED (??)

10.1.9 Regional Development Assistance Program – Industrial Land Proposal

Agenda Reference:	CEO 11/19 - 09
Title:	Industrial Land Release Investigations
Location:	Shire of Sandstone
Applicant:	Not Applicable
File Reference:	
Disclosure of Interest:	Marc Halsall of Halsall & Associates owns land in Griffiths Street and Payne Street, Sandstone.
Date of Report:	14 November 2019
Author:	Marc Halsall of Halsall & Associates

Summary

Halsall & Associates have been requested to prepare this report documenting background and advice with respect to investigations for industrial development land to support the town.

Council may recall that the Local Planning Scheme was recently reviewed and the new Local Planning Scheme No.2 was gazetted on 15th July 2016.

A key objective of the new Local Planning Scheme was to remove industrial zoning within the main Sandstone town site area and identify new industrial land opportunities on the west side of the Sandstone - Meekatharra Road south of the gymkhana grounds.

The land identified for industrial is therefore separate from the town site such that establishment of industrial uses can be better managed so as to have less impact on residential amenity.

The tenure of the land adjacent to the gymkhana grounds is however not freehold and therefore some land administration processes would need to be followed to make the land available.

This report therefore presents some background with respect to moving forward with making this land available and recommends seeking assistance from Development WA (previously titled Landcorp) and utilising the assistance program offered by that department.

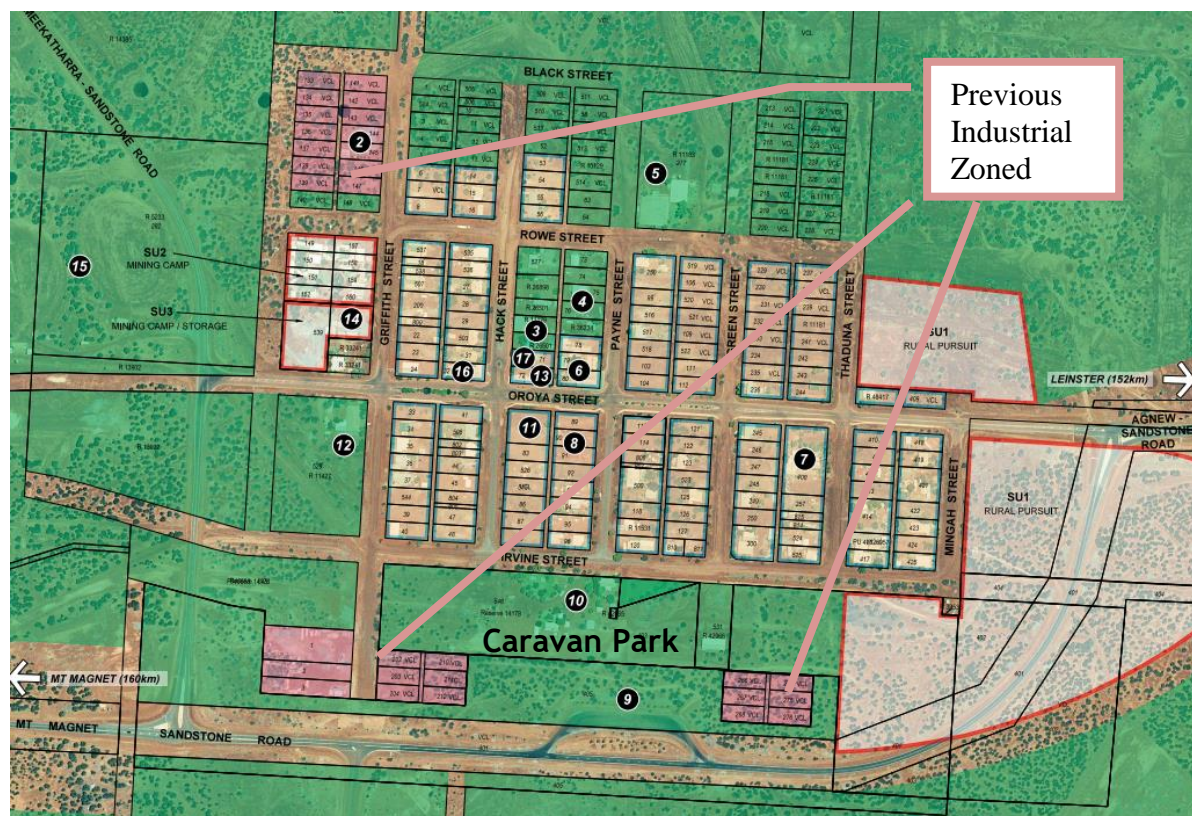
Attachments

Submission Guide – Regional Assistance Development Program (Landcorp)

Background

Under the original Local Planning Scheme No.1 for the Shire of Sandstone industrial land was identified in various locations around the Sandstone town site. The industrial zoned lots under the old Scheme (now revoked) are evident in pink at **Figure 1** below.

Figure 1 – Old Scheme Map Objectives



The new Local Planning Scheme changed the zoning of those lots that were previously identified for industrial to various other purposes including Parks and Recreation, Rural Town Site and Public Reserve for Infrastructure Services. The new Scheme map is included at **Figure 2** below.

Figure 2 – New Scheme Map



As evident above, the industrial land is indicated in purple to the west of town as described previously. Industrial zoning is no longer shown within the main town road network area.

The principle reason for this adjustment was because there was a concern that industrial development could have occurred on land that was considered less desirable for industrial land use given it was close to residential and tourist development (caravan park) and would draw the movement of trucks into the residential areas of the town.

As explained previously the objective to identify industrial land away from the residential areas has invoked consideration of how this land could be released if required and what tenure of land would be most appropriate to deliver given the cost of development. Further, what processes would need to be followed to achieve this.

Comment

Given the objective of establishing industrial away from residential areas is a key objective of the Local Planning Scheme initial correspondence was sent to the Department of Lands and the following response was received:

“Your enquiry has been referred to the Midwest and Gascoyne Case Management Team for preliminary review and advice regarding necessary DPLH statutory processes and procedures.

The graphic depicted in page 2 of your correspondence has been overlaid on Smartplan with the following land tenures identified. Precise locality can only be obtained via provision of GPS reference points.

Preliminary searches of the subject land has identified the parcel as being located within;

- 1. Part Reserve 12100, set aside for the purpose of “Safety Zone” with care, control and management of reserve 12100 being placed in the Department of Mines, Industry Regulation and Safety (DMIRS),*
- 2. Part Reserve 13902, set aside for the purpose of “Camping”, unmanaged.*

Graphics included with your enquiry indicate the subject land’s eastern boundary appears to abut the Sandstone town site boundary but does not impact the northern dedicated road reserve or any unallocated Crown land (UCL) – however, GPS reference points depicting the proposed industrial subdivision will confirm the lands locality and whether this is indeed the case.

Should the Shire wish to proceed the DPLH, as part of a preliminary statutory referral process, will need to obtain the agreement of the DMIRS to the excision of land from Reserve 12100 which is set aside as “Safety Zone” and additionally DMIRS consent to the proposal for freehold conversion of the land by way of S.16 (3) of the Mining Act 1978.

The land parcel is presently subject to registered native title claim WC 1999/010 (Wutha Native Title Claimants) and, should the Shire resolve to proceed with obtaining the land, will be subject to a future act process under Section 29 of the Native Title Act 1993 (Cwth), the “right to negotiate” with the native title claimants or their representative body. The taking of native title rights and interests in the subject land is likely to take a significant period of time. The Shire will be involved in native title negotiations with the claimants and their representative body.

A prerequisite for DPLH commencing a future act process will be Sandstone Shire Council’s agreement to indemnify the State of WA against any costs or charges which may arise from the excision of land from Reserve 12100 and Reserve 13902, including any future native title compensation amount upon the determination of Native Title claim WC1999/010 for the taking of any native title rights and interests determined to exist in the subject land.

The Shire may wish to consider the above information, and should Council resolve to proceed, a revised CLEF containing specific information about the proposal can be submitted to the DPLH Case Assessment Team to enable formal assessment and preliminary investigations to be commenced.”

Following on from receipt of this information Landcorp (now termed Development WA) were contacted and Robert Fenn of this office provided advice.

A Regional Development Assistance Program is available and documentation explaining this is included at Attachment 1.

In summary, the program provides the following:

- Develops land to support projects that expand the social and economic vitality of regional communities.
- Undertake small land development projects (usually less than 20 lots) in regional Western Australia.
- Is available for projects in towns where there are either limited or no active private developers releasing land.
- Is undertaken on land held by the Crown or the Local Government.
- Requires future landowners to build within a specified period to prevent land speculation, to encourage new building activity and build strong and diverse communities.
- Is active in towns where land supply needs are not currently being met, primarily due to the high servicing costs and low market prices for lots.
- Seeks to rationalise the land bank of lots available throughout regional areas so housing and employment opportunities can coexist.
- Eligibility extends to residential, commercial, tourism and the light industrial developments, with the local authorities permitted to lodge applications for multiple towns within their district or for multiple land uses within a town (priorities will be attached to those applications encouraging economic development and employment opportunities).

The above points appear to be met by the objective to establish the industrial land in accordance with the new Local Planning Scheme and it appears therefore very worthwhile lodging an application with Development WA (Landcorp) seeking assistance to investigate the objective. This is therefore recommended.

Consultation

Should a proposal to establish the land be developed through the assistance program or others methods consultation will likely be part of the process. It should be noted however, given the Local Planning Scheme has been through the public consultation process and has identified and zoned land for Industrial already, consultation would be limited to the development proposed rather than the prospect of it occurring in that location. Liaison with Government Agencies would be pertinent with respect to the land release objective.

Statutory Environment

Local Planning Scheme No.2 zones the land as outlined at **Figure 2** and a review of native title and indigenous heritage as well as other matters as outlined by the Department of Lands will need to be investigated.

Policy Implications

The proposal is directly consistent with the Shire's adopted Local Planning Strategy which is essentially the Shire's policy document guiding future development.

Financial Implications

At this stage financial implications will be limited to engagement of consultants to liaise with Development WA and complete applications and funding works associated and progressing the matter. Development WA advises there is no cost to the Shire to make an application.

Strategy Implications

The objective is directly consistent with the strategic planning for the Shire.

Voting Requirements

Simple majority.

Officer Recommendation

MOVED: Cr

SECONDED: Cr

That Council resolve to:

1. Lodge an application with Development WA under the Regional Development Assistance Program to further prospects for the industrial land as identified under Local Planning Scheme No.2.
2. Grant the CEO delegated authority to engage appropriate professionals to liaise with Development WA and lodge the application and liaise with that agency.

NOT/CARRIED (??)

10.2 FINANCIAL REPORTS

10.2.1 Financial Statements for the month of October 2019
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Location:	Shire of Sandstone
Applicant:	Shire of Sandstone
Disclosure of Interest:	Nil
Date of Report:	14 November 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 October 2019

Background

Summary of Funds – Shire of Sandstone as at: 31 October 2019

Municipal Cheque Account - On-line (BWA)	\$118,973.05
Municipal Investment Account – On-line (BWA)	\$630,898.50
Trust Fund (Bankwest)	\$6,920.00
Reserve Term Deposits (Bankwest)	\$ 5,594,908.36

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 October 2019

NOT/CARRIED (??)

10.2.2 ACCOUNTS UPDATE FOR THE MONTH OF OCTOBER 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

SECONDED: Cr

That Council endorses the October 2019 accounts paid as presented:

Municipal Fund October 2019

- Municipal Printed cheque numbers 105342 - 105350 totalling \$9,986.19
- EFT Payment Numbers 7215 – 7276 totalling \$285,057.79
- Superannuation \$7,432.39, \$9,065.62 and \$10,357.06 totalling \$26,855.07

Trust Fund October 2019

- NIL

Payroll EFT October 2019:

\$32,608.00; \$35,859.00 and \$40,785.00 totalling \$109,252.00

Credit Cards October 2019:

DD 4272.1 totalling \$3149.67

NOT/CARRIED (??)

10.2.3 2019/20 Budget Amendments for Month Ended 30 November 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 allocation of indirect costs was noted in the Monthly Statement of Financial Activity (Statement of Material Variances) for the period ended 31 August 2019 as requiring review, due to a significant variance in expected year to date budget estimates and actual year to date expenditure.

Presented for the consideration of Council is a list of budget amendments required to properly allocate indirect costs within the 2019/20 Annual Budget including Public Works Overheads (PWOH), Plant Operation Costs (POC), Administration Allocations, Plant Depreciation and Salaries & Wages.

Attachments

Budget Amendment Worksheet for Month Ended 30 November 2019

Background

At the time of adopting the 2019/20 Annual Budget, indirect cost allocations such as PWOH, POC, administration, salaries and wages and plant depreciation had not been fully reconciled within the budget document against individual jobs (including capital works and general works programmes such as parks and gardens etc). This resulted in an imbalance between the nature and type and program classifications of the budget against the various overhead allocations noted above.

To correct these imbalances, Moore Stephens were engaged to examine the allocations and noted a number of allocations had not been fully distributed within the budget.

Further examination of the budget noted some expenses (particularly at capital projects) were intended to be completed utilising Council employees and plant, however the budget allocation was noted as 'service contracts' or 'materials', rather than 'PWOH' 'POC'.

To rectify this, the Works Supervisor provided a budget worksheet for capital works projects, which enabled Moore Stephens to properly calculate the PWOH, POC, plant depreciation, salaries and wages and materials and contracts for these particular jobs, and for adjustments

to be made to properly reflect these expenses within the budget. Many of the changes are fairly straight forward changes to nature and type classifications to reconcile indirect cost allocations within the budget.

Other changes have resulted in some proportionate adjustments to various programs to properly allocate required expenses. For example, where an indirect cost was overallocated through programs, a proportionate adjustment is being recommended to correct and balance this.

To offset these adjustments, available cash in the budget was required to be identified. An examination of salaries and wages allocations within the budget noted the salaries and wages distributed throughout the programs vs the total estimated salaries and wages for 2019/20 had been overallocated. This enabled some adjustments to be made with a minimal impact to operations, by proportionately reducing the salaries and wages component of various jobs within the budget.

After making the necessary adjustments for the indirect cost allocations as noted above, the budget deficit was \$42,572. This balance has been corrected through adjustments to salaries and wages throughout operational programs.

Most of these changes were fairly minor, although there are many required to properly reconcile the allocations and to balance the budget. The attached schedule details the changes required to reconcile the indirect cost allocations within the 2019/20 adopted budget.

Consultation

Moore Stephens
Works Supervisor

Statutory Environment

Local Government Act 1995 Section 6.8 (1) (b)

Requires that a local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure has been authorised in advance by an absolute majority of Council.

The changes required to the annual budget to reconcile the allocation of indirect costs would be considered expenditure for an additional purpose, as the budget requires amendment to properly distribute these expenses.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Absolute Majority

STAFF RECOMMENDATION

MOVED: Cr

SECONDED: Cr

That Council adopt, by absolute majority, the budget amendments as contained within the attached Budget Amendment Worksheet for Month Ended 30 November 2019.

NOT/CARRIED (??)

10.4 WORKS and SERVICES

10.4.1 WORKS SUPERVISOR'S REPORT November 2019

Agenda Reference: WS 11/19 – 01
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: None
Date of Report: 20th November 2019
Previous References: Nil
Author: David Holland WS

Summary

1. Crew Movements

The crew have completed the Meekatharra Rd re-sheeting located at SLK8.13 to 10.53 they have also completed another floodway near the boundary on the Meekatharra Rd, as well as the grid at the vermin fence this will also be sealed as part of the sealing program.

They are now on Paynes Find Rd completing the RRG works and other flooding problems from the past on this section of works and if I have enough funds, I will seal this floodway while there, but as part of the works it will be cement stabilised.

2. Maintenance Grader

Our operator has started the Wiluna Rd / Meekatharra and was nearing the Lake Mason turn off and will continue this road when he gets back from leave.

3. Contract Maintenance Grader

This contract grader is now on to the Paynes Find Rd heading to the Yalgoo boundary, he is now getting through the km's after I spoke to the contractor, he will also complete a grade down the Station Access roads in that area before going onto the Lake Barlee Rd.

4. Employees

With the shortage of employees and with the fill in the program of works has been able to be kept on track and I am pleased with the progress of the construction crew.

5. Plant

I have item for the purchase of the Multi Tyred Roller, I ask Council to consider the item on this as the quotes closed on Friday the 16th and I was not able to bring the item to council I ask that this be finalised.

6. Council Discussion

Nil

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

Seconded Cr

That Council receive the Works Supervisor's Report.

CARRIED/NOT CARRIED (?!?)

10.4.3	Purchase of Multi Tyred Roller
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Agenda Reference:	WS 11/19 – 02
Location/Address:	Shire of Sandstone
Name of Applicant:	Shire of Sandstone
Disclosure of Interest:	None
Date of Report:	20 th November 2019
Previous References:	Nil
Author:	David Holland WS

Summary

The shire is in need of a multi tyred to be used for construction and maintenance of shire roads, quotes were called using the WALGA E Quotes system which exempts the shire from having to go to tender. 5 quotes were received, and Council is asked to endorse the purchase.

Attachments

Quote from CAT, Conplant (2), Tutt Bryant and Dynapac which is available to council on request.

Background

The shire maintains a 10-year plant replacement program and this financial year 2019/2020, the Multi Roller was included. The outright purchase was included in the annual budget with an estimated purchase price of \$156,000.

Comment

The 2019-2020 annual budget included the purchase of a new Multi Roller for use on construction and maintenance activities without a trade in of an existing roller. The required Multi Tyred Roller specifications were listed on the WALGA E Quotes system with these preferred suppliers having the opportunity to quote, Hitachi Construction Machinery (Australia), BT Equipment Pty Ltd t/a Tutt Bryant Equipment, CJD Equipment Pty Ltd, CONPLANT PTY LTD, JCB Construction Equipment Australia and Westrac Pty Ltd. The quotation period expired on the 16th October 2019 and quotes were received from 5 supplier as per the table below and attached quotes.

ROLLER	TONNAGE	WARRANTY	PRICE	BUDGETED	DISCOUNT	NETT
Conplant AP 240h	18,945kg	24 months/ 2000 hrs	\$162,000	\$156,000		+\$6,000
Conplant AP 240	18,945kg	24 months/ 2000 hrs	\$155,000	\$156,000		-\$1,000
Westrac CAT	20,000 kg	84 months/ 4000 hrs	\$168,100	\$156,000	\$2,500	+\$9,600
Tutt Bryant Bomag	18,450 kg min	36 months/ 3000hrs	\$157,000	\$156,000		+\$1,000
Dynapac CP2100W	21,000 kg	48 months/ 4000 hrs	\$182,500	\$156,000		+\$26,500

After discussions with our leading hand, mechanic and roller operators, of the three chosen to look at those being; the two from Conplant, CAT and Bomag, and where two had similar features those are the CAT and Conplant 240h, the Bomag having most of the same features of the CAT and 240h but not the 90^o turn of the seat, and the Conplant 240 having more moving parts and requiring more maintenance.

It was advised that the favoured machines were the CAT and Bomag rollers as they both had a large cab which meant it was more comfortable to move around in and the vision was excellent plus with the controls one that turned 90° and the other with a slide seat it was easier for the operator to turn and manoeuvre in both forward and reverse movements. Both these machines have easy access for servicing and ease of maintenance from the ground no climbing on the machines for servicing and daily maintenance, and there for eliminating falls and working at heights.

There may be an advantage of having another CAT machine as we have two graders and one roller of the same brand meaning filters and other parts can be purchased easily and may be interchanged requiring less stock to be held in the workshop and with the long warranty period of 84 months or 4000hrs it has the added benefits of a trouble-free service on warranty parts and repairs.

As council has had a Bomag machine in the past and is a very good machine with parts and servicing well sourced through the Perth dealership a good warranty period and price of the machine is also a consideration for council, but both machines should serve council well.

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 \$156,000 for the purchase of this machine and will require additional funding of \$9,600 (CAT) or \$1,000 (Bomag), with the extra allocation being taken from savings made from other purchases made this year to fund the purchase.

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation

Moved Cr

Seconded Cr

That Council approves purchase of the;

Options are;

1. CAT Multi Tyred Roller for a total price of \$165,600, this value includes the warranty of 84 months or 4000 hours and a reduction in price of \$2,500 or
2. Bomag BR27 RH for a total price of \$157,000, this value includes the warranty of 36 months or 3000 hours.

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

TIME and DATE of NEXT MEETING

The next scheduled Ordinary Council Meeting will be held on Tuesday 17 December 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 Meetings held on 24 October 2019, as shown, were confirmed as a true and accurate record at the Meeting held on 28 November 2019.

(Presiding Member)

Date: 28 November 2019