



# **AGENDA**

Ordinary Council Meeting

Thursday 28 October 2021

Commencing at 1.00PM

To be held in the Council Chambers, Hack St Sandstone

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## ORDINARY COUNCIL MEETING NOTICE PAPER

**Thursday 28 October 2021 – 1.00pm**

Dear President and Councillors,

An Ordinary Meeting of Council is called for Thursday 28 October 2021, in the Council Chambers, Hack Street, Sandstone, commencing at 1.00 pm.

### **Councillors please note:**

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

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*Charlie Brown*

**Chief Executive Officer**

22 October 2021

### **PUBLIC QUESTION TIME**

A 15-minute public question time is available to allow members of the public the opportunity of submitting questions to Council on matters concerning them. Questions should be submitted in writing prior to the meeting. The questions will be addressed by the President or their nominated person. Where an answer cannot be given at the meeting, a reply will be given in writing subsequent to the meeting.

Discussion will not be allowed.



### **DISCLAIMER**

*No responsibility whatsoever is implied or accepted by the Sandstone Shire Council for any act, omission, statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Sandstone Shire Council disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission, statement, intimation or otherwise occurring during Council/Committee Meetings or discussions. Any person or legal entity that acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.*

*In particular but without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence or permit, any statement or limitation of approval made by an Elected Member or by a Staff Member of Sandstone Shire Council during the course of any Meeting is not intended to be and is not to be taken as notice of approval from the Sandstone Shire Council. The Sandstone Shire Council warns that anyone who has an application lodged with the Sandstone Shire Council must obtain and only should rely on **WRITTEN CONFIRMATION** of the outcome of the application including any conditions attaching to the decision made by the Sandstone Shire Council in respect of the application.*

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***Charlie Brown***

**Chief Executive Officer**

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22 October 2021

## ORDINARY COUNCIL MEETING TO BE HELD ON

Thursday 28 October 2021

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## **AGENDA and STAFF REPORTS**

### **ORDINARY COUNCIL MEETING TO BE HELD IN**

### **COUNCIL CHAMBERS, SANDSTONE ON THURSDAY 28 OCTOBER 2021**

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

The 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 Chief Executive Officer will call for nominations for the position of President of the Shire of Sandstone.

Following the election of the President the Chief Executive Officer 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 Chief Executive Officer will call for nominations and conduct an election if necessary.

Cr xxxxxxx nominated Crxxxxxxx Seconded by Cr xxxxxxx

Cr xxxxxxx accepted the nomination

Cr xxxx 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 xxxxxxx nominated Cr xxxxxx Seconded by Cr xxxxxxx

Cr xxxxxxx 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

Cr C (Carol) Hodshon

Cr K (Kerry) Key

Cr D (David) Lefroy

Cr V (Vicki) McQuie

**Staff Members**

Mr Charlie Brown                      Chief Executive Officer

**Visitors**

Nil

**3.2 Apologies**

**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 MEETINGS**

8.1 Ordinary meeting of Council held on the 24 September 2021

**STAFF RECOMMENDATION**

Resolution No

**MOVED: Cr**

**SECONDED: Cr**

**That the Minutes of the Ordinary Meeting of Council held on 24 September 2021 be confirmed as a true and accurate record of proceedings.**

**NOT CARRIED/CARRIED (0/0)**

**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 – September 2021

|                                |                    |
|--------------------------------|--------------------|
| <b>Agenda Reference:</b>       | CEO 10/21 - 01     |
| <b>Name of Applicant:</b>      | Shire of Sandstone |
| <b>Disclosure of Interest:</b> | Nil                |
| <b>Date of Report:</b>         | 14/10/2021         |
| <b>Previous References:</b>    | Various            |
| <b>Author:</b>                 | Charlie Brown 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 2021

#### **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 the decision regarding industrial land on the airport reserve and the reduced price for sale of the police house.

#### **Consultation**

Nil

#### **Statutory Environment**

Nil

#### **Policy Implications**

Nil

#### **Financial Implications**

Nil

#### **Strategic Implications**

Nil

## Voting Requirements

Simple majority

## Officer Recommendation

## Resolution No

MOVED: Cr

SECONDED: Cr

## That Council accepts the Status Update for September 2021

### Status Update September 2021

The Status Update is used to provide information to Elected Members regarding the Status of decisions made at Council Meetings:

| Meeting Date | Item No | Resolution (Action Required)   | Response (Update)   | Officer | Timeframe |
|--------------|---------|--|---|---------|-----------|
| 31/17        | 10.1.7  | That the plaque recognising George Dent at Hack's mine is reinstated and his family is offered the opportunity for a plaque to be placed in the new Heritage Park. | <b>03/05/2017</b> Letter sent to family of George Dent advising them of Council's decision<br><b>19/03/2018</b> Ceramic photo of George Dent received from his family for inclusion on plaque at Heritage Park<br><b>07/10/2020</b> Article in Midwest Times re lack of recognition of George Dent.   |         |           |
| 85/17        | 10.1.4  | That the right of way behind the power station between Rowe and Black Streets is closed  | <b>06/10/2017</b> letters sent to begin process and advertising as per LAA undertaken.<br><b>06/11/2017</b> letter received from Water Corporation with no objection.<br><b>10/07/2018</b> Submission received from Telstra and application for closure sent to Dept of Lands<br><b>23/11/2018</b> Details of new Council resolution and other information sought sent to Dept of Lands<br><b>13/06/2019</b> More information sought by DOL sent as requested |         |           |
| 76/18        | 10.1.2  | Transfer of management part of reserve 14178 – Caravan Park  | Water Corporation advised. Awaiting the return of the CEO.  |         |           |

|  |   |  |
|--|---|--|
|  | <p><b>17/12/2018</b> Letter accepting part transfer of reserve sent to Water Corporation.</p> <p><b>03/05/2019</b> installation date of early 2020 confirmed for Sandstone plant.</p> <p><b>08/06/2020</b> Documentation sent to DPLH to enable transfer of part of Reserve 14178 to Water Corp</p> <p><b>17/08/2020</b> Amended Stat Dec sent to DPLH to enable completion of transfer</p> <p><b>20/10/2021 DLHP</b><br/>Ref: 03723-1912 Case 2001007</p> <p>I have reviewed the current information and I note that Water Corporation are seeking to move the site, as per the attached plan. Would you please advise whether there are any issues that the proposed relocation may cause. Once there is agreement, the proposed Deposited Plan will then be finalised. This will enable the land assembly processes to be implemented.</p> <p><b><i>Advised that as infrastructure was already in place, no objections</i></b></p> <p><b>20/10/2021 DLHP Advised</b></p> <p>Thank you for the advice, I will endeavour to stay across this one to ensure timely attention.</p> |  |
| <p><b>86/20 10.1.2</b> Request a change to Management Order on Aerodrome Reserve 10898 to allow industrial land to be developed and leased</p> | <p><b>23/10/2020</b> Robert Fenn Development WA advised of Council's decision and asked to send draft letter to DPLH</p> <p><b>26/10/2020</b> Letter sent to DPLH by Development WA</p> <p><b>05/11/2020</b></p> <p>Email rec'd from DPLH advising that land is generally excised</p>   |  |

|              |               |  |  |  |
|--------------|---------------|--|--|--|
|              |               |  | <p>from reserve and leased from the state govt.</p> <p><b>06/11/2020</b> email from Development WA to DPLH arguing for land to remain in reserve and be leased from shire.</p> <p><b>11/11/2020</b> DPLH advised that the shire will be able to lease the airport land but only for a maximum 5 year term.</p> <p><b>14/05/2021</b> Awaiting information and update from Department of DPLH</p>  |  |
| <b>38/21</b> | <b>10.1.4</b> | Ramelius Resources Use of Roads to Cart Ore from Penny West Mine to Mount Magnet | <p>Origen Legal Requested to draw up road user agreement.</p> <p>Origen Legal have been used to have consistency in agreement. (Origen Legal used by Mount Magnet Shire)</p> <p>Requested to accompany Main Roads Department on the inspection of Haul Route.</p> <p>Road User Agreement Draft for Council perusal 13<sup>th</sup> August</p> <p>Road User agreement forwarded to Ramelius for comment.</p> <p>User agreement received back from Ramelius and sent to Origen Legal for comments.</p> |  |

**Legend**

| Category    | Status |
|-------------|--------|
| Not Started |        |
| In Progress |        |
| Completed   |        |

**CARRIED/NOT CARRIED (0/0)**

|               |   |
|---------------|---|
| <b>10.1.2</b> | <b>Appointment of Delegates/Committee members</b> |
|---------------|---|

|                                |  |
|--------------------------------|--|
| <b>Agenda Reference:</b>       | CEO 10/21 – 02                         |
| <b>Location/Address:</b>       | Shire of Sandstone                     |
| <b>Name of Applicant:</b>      | Shire of Sandstone                     |
| <b>Disclosure of Interest:</b> | Nil                                    |
| <b>Date of Report:</b>         | 14 October 2021                        |
| <b>Author:</b>                 | Charlie Brown, Chief Executive Officer |

### Summary

Following the recent Local Government Elections Council is required to appoint their delegates to a range of groups and committees.

### Attachments

Nil

### Background

The local government election was held on Saturday 16<sup>th</sup> October therefore all positions became vacant and subject to reappointment by the newly elected Council.

### Comment

Every two years half of Council are to retire, and an election is held for those positions on Council. After these biennial elections it is customary for the 'new' Council to consider membership of the various organisations on which this Council is represented.

The following organisations should be considered:

- **Murchison Country Zone Council of WALGA.** The next meeting is on Friday 19<sup>th</sup> November 2021 in Cue. Traditionally the delegates have been the Shire President and Deputy President as is the case with many other local governments.
- **Murchison Regional Vermin Council** – 2 delegates required. Councillors Hodshon and Lefroy have been Council's recent delegates with Councillor Key as proxy
- **Murchison sub-group of the Midwest Regional Road group**  
Current delegate is Cr Walton.
- **Audit Committee** – has been all of Council previously

- **Development Assessment Panel** – 2 members and 2 deputy members. Current members are Councillors B Walton and C Hodshon and with Councillors K Key and F May as Alternate Members.
- **Local Emergency management Committee**  
Currently Cr Walton with Cr May as proxy

## Consultation

Nil

## Statutory Environment

### **Local Government Act 1995 – section 5.8 – 5.11**

#### 5.8. *Establishment of committees*

*A local government may establish\* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.*

*\* Absolute majority required.*

#### 5.9. *Committees, types of*

(1) *In this section —*

**other person** means a person who is not a council member or an employee.

(2) *A committee is to comprise —*

- (a) *council members only; or*
- (b) *council members and employees; or*
- (c) *council members, employees and other persons; or*
- (d) *council members and other persons; or*
- (e) *employees and other persons; or*
- (f) *other persons only.*

#### 5.10. *Committee members, appointment of*

(1) *A committee is to have as its members —*

- (a) *persons appointed\* by the local government to be members of the committee (other than those referred to in paragraph (b)); and*
- (b) *persons who are appointed to be members of the committee under subsection (4) or (5).*

*\* Absolute majority required.*

(2) *At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to*

*include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.*

- (3) *Section 52 of the Interpretation Act 1984 applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the council.*
- (4) *If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.*
- (5) *If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —*
- (a) to be a member of the committee; or*
  - (b) that a representative of the CEO be a member of the committee,*

*the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.*

*[Section 5.10 amended: No. 16 of 2019 s. 18.]*

#### **5.11A. Deputy committee members**

- (1) *The local government may appoint\* a person to be a deputy of a member of a committee and may terminate such an appointment\* at any time.*

*\* Absolute majority required.*

- (2) *A person who is appointed as a deputy of a member of a committee is to be —*
- (a) if the member of the committee is a council member — a council member; or*
  - (b) if the member of the committee is an employee — an employee; or*
  - (c) if the member of the committee is not a council member or an employee — a person who is not a council member or an employee; or*
  - (d) if the member of the committee is a person appointed under section 5.10(5) — a person nominated by the CEO.*
- (3) *A deputy of a member of a committee may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause.*
- (4) *A deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member.*

*[Section 5.11A inserted: No. 17 of 2009 s. 20.]*

#### **Policy Implications**

Nil

#### **Financial Implications**



Nil

**Strategic Implications**

Nil

**Voting Requirements**

Absolute majority

**Officer Recommendation**

**Resolution No**

**MOVED: Cr**

**SECONDED: Cr**

**That, in accordance with Sections 5.10 and 5.11A of the Local Government Act 1995, Council appoint delegates to the groups and committees as listed for 2021 – 2023:**

**Murchison Country Zone of WALGA:** \_\_\_\_\_

**Murchison Regional Vermin Council:** \_\_\_\_\_

**Proxy Cr**

**Murchison sub-group Midwest RRG** \_\_\_\_\_

**Proxy Cr**

**Development Assessment Panel Members:** \_\_\_\_\_

**Development Assessment Panel – Proxies** \_\_\_\_\_

**Local Emergency Management Committee Cr**

**Proxy Cr**

**Audit Committee: All of Council**

**CARRIED/NOT CARRIED by ABSOLUTE MAJORITY (0/0)**

**Agenda Reference:** CEO 10/21 - 03  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 14/10/2021  
**Author:** Charlie Brown, Chief Executive Officer

### Summary

The Shire of Sandstone is required under the *Local Government Act 1995* to perform a holistic review of the Shire's policy manual on a regular basis, being generally every two years.

This report constitutes part of that review.

A copy of the Policy Manual with recommended amendments is provided under separate cover.

### Attachments

New updated policy manual, Section Administration 10.1.2 (A)

### Background

The *Local Government Act 1995* allows for Council to delegate to the Chief Executive Officer to exercise its powers or the discharge of any of its duties under the Act. Generally, the delegations are performed in accordance with established policy as developed and adopted by Council under Section 2.7 of the Act. In context, the policies are compiled into a manual routinely reviewed every two years to ensure the individual remains contemporary and relevant.

### Comment

While this review is being conducted to ensure the Council is meeting its statutory obligations, it is also beneficial for councillors to receive a relevant set of policies that will assist with their decision making.

Importantly, Councillors should feel comfortable about seeking further explanation on the recommended changes and/or requesting further amendments to each policy should this be considered necessary.

Whilst reviewing these policies it was agreed that Policy 2.2 Police Clearance & Medicals and Policy 2.20 Staff Housing, required further review.

The recommendation is presented omitting these two policies and that they be further scrutinized.

### Consultation

Councillors  
Other local governments

**Statutory Environment**

As mentioned, the review of Council Policies is enacted under Section 2.7 of the *Local Government Act, 1995*

**Policy Implications**

All Policies Section 1 Council, have been reviewed

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Voting Requirements**

Simple Majority

**Officer Recommendation**

Resolution No

**MOVED: Cr**

**SECONDED: Cr**

**That Council pursuant to Section 2.7 and Section 6.12(b) of the Local Government Act, 1995 adopt the revised Policy Manual Section Administration, with the except of Policy 2.2 Police Clearance & Medicals and Policy 2.20 Staff Housing, which require further review, as amended, and attached to this report.**

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

## 10.2 FINANCIAL REPORTS

### 10.2.1 Financial Statement for the month of September 2021

|                                |                                       |
|--------------------------------|---------------------------------------|
| <b>Agenda Reference:</b>       | F 10/21 – 01                          |
| <b>Location:</b>               | Shire of Sandstone                    |
| <b>Applicant:</b>              | Shire of Sandstone                    |
| <b>Disclosure of Interest:</b> | Nil                                   |
| <b>Date of Report:</b>         | 09 October 2021                       |
| <b>Author:</b>                 | Charlie Brown Chief Executive Officer |

#### Summary

The Statement of Financial Activity report for the month ending July 2021 is presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

#### Attachments

- 10.2.1 (1) Financial Statements for September 2021
- 10.2.1 (2) Detailed Statements
- 10.2.1 (3) Variance at Sub Program Level
- 10.2.1 (4) Capital Expenditure Summary
- 10.2.1 (5) Investment Register

#### Comments

Total Income reports a 14.86% variance on anticipated budget expectations, largely due to sales in fuel and Caravan Park income being greater than anticipated. If sales continue as they have in the first quarter a budget adjustment will be required in both income and expenditure.

Total Expenditure shows a 0.32% variance

A detailed look at variances at sub program level can be seen in attachment 10.2.1 (3)

Rates were issued on the 2<sup>nd</sup> September with the discount period concluding on 16<sup>th</sup> September.

A Detailed look at Rates can be seen in attachment 10.2.2.

As at the 14<sup>th</sup> October only 12.9% or \$119,818.67 of Non Instalment Payers remain outstanding.

#### Capital Expenditure

A detailed look at capital expenditure can be found in note 8, as well as attachment 10.2.1 (4) showing levels of expenditure.

## Summary of Cash on Hand – Shire of Sandstone as at: 30 September 2021

|  |                |
|--|----------------|
| Municipal Cheque Account - On-line (BWA)     | \$776,417.83   |
| Municipal Investment Account – On-line (BWA) | \$520,201.03   |
| Trust Fund (Bankwest)                        | \$6,445.00     |
| Reserve Term Deposits (Bankwest)             | \$5,025,461.32 |
| Muni Term Deposit                            | \$805,492.61   |

### 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

### Risk Implications

The Financial Activity report is presented monthly and provides a retrospective picture of the activities at the Shire. Contained within the report is information pertaining to the financial cost and delivery of strategic initiatives and key projects.

To mitigate the risk of budget over-runs or non-delivery of projects, the Chief Executive Officer has implemented internal control measures such as regular Council and management reporting and a quarterly process to monitor financial performance against budget estimates. Materiality reporting thresholds have been established at half the adopted Council levels, which equate to \$10,000 for operating budget line items and \$10,000 for capital items, to alert management prior to there being irreversible impacts.

It should also be noted that there is an inherent level of risk of misrepresentation of the financials through either human error or potential fraud. The establishment of control measures through a series of efficient systems, policies and procedures, which fall under the responsibility of the CEO as laid out in the Local Government (Financial Management Regulations) 1996 regulation 5, seek to mitigate the possibility of this occurring. These controls are set in place to provide daily, weekly, and monthly checks to ensure that the integrity of the data provided is reasonably assured.

## **Voting Requirements**

Simple Majority

### **STAFF RECOMMENDATION**

**Resolution No**

**MOVED: Cr**

**SECONDED: Cr**

**That in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996, the Statement of Financial Activity and the Investment Report for the period ending 30 September 2021 be received.**

**CARRIED / NOTCARRIED 0/0**

## 10.2.2 ACCOUNTS UPDATE FOR THE MONTH OF September 2021

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

|                                |   |
|--------------------------------|---|
| <b>Agenda Reference:</b>       | F 10/21 – 02                            |
| <b>Location:</b>               | Shire of Sandstone                      |
| <b>Applicant:</b>              | Shire of Sandstone                      |
| <b>Disclosure of Interest:</b> | Nil                                     |
| <b>Date of Report:</b>         | 14 October 2021                         |
| <b>Author:</b>                 | Rhonda Miles - Finance Officer          |
| <b>Senior Officer:</b>         | Charlie Brown – 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

10.2.2 A to D: The list of accounts (EFT, DD and cheque payments) is attached which will enable Council to see the payments made to the Shire's creditors.

10.2.2 E to G: 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.

### Municipal Fund September 2021

- Cheque Numbers 105503 – 105505 totalling \$733.15
- EFT payment numbers 8444 – 8506 totalling \$223,283.49
- DD Payment numbers 5197.1 – 5238.2 totalling \$23,177.56
- Superannuation \$8,838.34, \$8,646.04 & \$8,055.01 totalling \$25,539.39
- Payroll \$58,052.38 & \$35,168.00 totalling \$93,220.38

### Trust Fund September 2021

- Cheque Number 205136 for \$500.00

### **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**

Resolution No

**MOVED: Cr**

**SECONDED: Cr**

**That the schedule of accounts paid during September 2021 as listed, covering cheques, EFT's, Bank Charges, directly debited payments and wages as numbered from councils Municipal Fund Bank and councils Trust Fund Bank be endorsed by council**

**CARRIED /NOT CARRIED (0/0)**



## 10.4 WORKS and SERVICES

### 10.4.1 WORKS SUPERVISOR'S REPORT SEPTEMBER 2021

|                                |  |
|--------------------------------|--|
| <b>Agenda Reference:</b>       | WS 10/21 – 01                          |
| <b>Location/Address:</b>       | Shire of Sandstone                     |
| <b>Name of Applicant:</b>      | Shire of Sandstone                     |
| <b>Disclosure of Interest:</b> | None                                   |
| <b>Date of Report:</b>         | 10 October 2021                        |
| <b>Previous References:</b>    | Nil                                    |
| <b>Author:</b>                 | Charlie Brown, Chief Executive Officer |

#### Summary

##### 1. Roads Construction

The construction crew has started the Shires 2021/2022 RRG road program, the Sandstone Paynes Find Road from 112.89 SLK to 117.87 SLK

As At 18<sup>th</sup> October;

|        | Regional Road Group Construction | Budget       | Actual       |
|--------|----------------------------------|--------------|--------------|
| RG0002 | Paynes Find Sandstone Road       | \$453,787.00 | \$294,637.63 |

We are currently re-sheeting a section from approximately 110 SLK to 112.89 SLK.

2 Grids are to be replaced, at the Southern end of this road, SLK's to be provided, once they are on hand in Sandstone, which is anticipated to be at the end of this month

##### 2. Maintenance Grader

The Maintenance Grader has just completed the Wiluna Road, Heritage Trail and Hack Street to the Airport, and is currently on the Meekatharra Road, grading the Cogla Downs Road whilst in that area.

Don will be on annual leave from 29/10/2021 till the 07/11/2021 (inclusive).

##### 3. Contract Grader

The Contract Grader is currently on the Youanmi-Mt Magnet Road having completed the southern end of the Sandstone Paynes Find Road.

##### 4. Staff

Mary Baillie is still on workers compensation and has a certificate until 6<sup>th</sup> November.

The Mechanic, John McCormack has agreed to change his days from Tuesday/ Wednesday/ Thursday to Monday/ Tuesday/ Wednesday, which suits our needs in relation to the construction crew.

George Christie has re-joined our workforce due to a vacancy caused by Garry Schubert who resigned for medical reasons.

All performance reviews were carried out on Monday 4<sup>th</sup> October.

## 5. Town

Painting of the Community Centre, Contractors House, and 2A Griffith Street will commence shortly.

### **Fencing**

Contractors will commence around Mid-November (Caravan Park, 2A & B Griffith Street, and between 29 & 31 Hack Streets).

The Fencing at 3 Hack Street and 1 Mingah Street, also need some attention and will be completed at the same time.

### **Caravan Park**

3 Leaks in mains water at the Caravan Park have been rectified.

Investigations into what we believe is a further, very small leak is being carried out.

## 6. Heritage

Currently Gathering information for the Interpretative panels at Pioneer Park and the Flora & Fauna Walk Trail as well as the erection of seating at the mid-point of the trail.

### **Consultation**

All Staff

### **Statutory Environment**

Local Government Act 1995

### **Policy Implications**

Nil

### **Financial Implications**

Nil

### **Strategic Implications**

Nil

### **Voting Requirements**

Simple majority

### **Officer Recommendation**

### **Resolution No**

Moved Cr

Seconded Cr

**That Council receive the Works Supervisor's Report for September 2021.**

**CARRIED/NOT CARRIED (0/0)**

**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**

Nil

**14 MEETING ITEMS CLOSED TO THE PUBLIC**

**14.1 Meeting Closed to the Public**

**CONFIDENTIAL ITEMS**

**14.2 Public Reading of Resolution**

**TIME and DATE of NEXT MEETING**

The next scheduled Ordinary Council Meeting will be held on Thursday 25 November 2021.

**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 Ordinary Council Meeting held on 24 September 2021, as shown, were confirmed as a true and accurate record at the Meeting held on 28 October 2021.

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