



# **AGENDA**

## Ordinary Council Meeting

Thursday 22<sup>nd</sup> August 2024  
Commencing at 1.00PM

To be held in the Council Chambers, Hack St Sandstone

PLEASE NOTE:  
THIS PAGE HAS BEEN INTENTIONALLY  
LEFT BLANK



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

**ORDINARY COUNCIL MEETING NOTICE PAPER**

**Thursday 22<sup>nd</sup> August 2024 – 1:00pm**

Dear President and Councillors,

An Ordinary Meeting of Council is called for Thursday 22<sup>nd</sup> August 2024, 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.

  
**Peter Money**

**Chief Executive Officer**

22<sup>nd</sup> August 2024

**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.

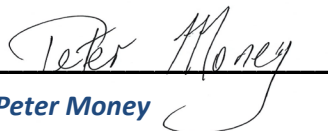
Discussion will not be allowed.



**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.*



**Peter Money**

**Chief Executive Officer**

22<sup>nd</sup> August 2024

Hack Street, SANDSTONE WA 6639

Tel (08) 9963 5802 fax (08) 9963 5852

E-mail: [ceo@sandstone.wa.gov.au](mailto:ceo@sandstone.wa.gov.au)

**ORDINARY COUNCIL MEETING TO BE HELD ON  
THURSDAY 22<sup>nd</sup> AUGUST 2024  
AGENDA SUMMARY and TABLE OF CONTENTS**

**Table of Contents**

<b>AGENDA and STAFF REPORTS</b>	<b>7</b>
1 DECLARATION OF OPENING AND ANNOUNCEMENT OF ANY VISITORS	7
2 ANNOUNCEMENTS FROM THE PRESIDING MEMBER AND/OR COUNCILLORS	7
3 ATTENDANCES	7
3.1 Present	7
3.2 Apologies	7
4 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	8
5 APPLICATIONS FOR LEAVE OF ABSENCE	8
6 DECLARATIONS OF INTEREST	8
6.1 Declarations of Financial Interest	8
6.2 Declarations of Proximity Interest	8
6.3 Declarations of Indirect Financial Interest	8
6.4 Declarations of Impartiality Interest	8
7 PUBLIC QUESTION TIME	8
8 CONFIRMATIONS OF MINUTES FROM PREVIOUS MEETINGS	8
8.1 Ordinary Meeting of Council held on the 27 <sup>th</sup> June 2024	/24 8
8.2 Special Meeting of Council held on the 11 <sup>th</sup> July 2024	/24 9
8.3 Ordinary Meeting of Council held on the 25 <sup>th</sup> July 2024	/24 9
9 PRESENTATIONS	9
9.1 Petitions	9
9.2 Presentations	9
9.3 Deputations	9
9.4 Delegates/Councillor's Reports	10
10 OFFICERS REPORTS	10
10.1 CHIEF EXECUTIVE OFFICER'S REPORTS	10
10.1.1 Status Report Update – July 2024	/24 10
10.1.2 Actions Performed Under Delegated Authority	/24 15
10.1.3 NEW POLICY – 5.8 RUBBISH BINS AND RUBBISH COLLECTIONS	/24 17
10.2 FINANCIAL REPORTS	19
10.2.1 Financial Statement for the month of July 2024	/24 19
10.2.2 Accounts update for the month of July 2024	/24 21
10.3 WORKS AND SERVICES	24
10.3.1 Works Manager's Report July 2024	/24 24
11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	27
12 QUESTIONS FROM MEMBERS WITHOUT NOTICE	27
13 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING	27

## Table of Contents

14	<i>MEETING ITEMS CLOSED TO THE PUBLIC</i>	27
15	<i>CONFIDENTIAL ITEMS</i>	27
16	<i>TIME and DATE of NEXT MEETING</i>	27
17	<i>CLOSURE OF MEETING</i>	27
18	<i>CERTIFICATIONS</i>	27



## AGENDA and STAFF REPORTS

ORDINARY COUNCIL MEETING TO BE HELD IN

COUNCIL CHAMBERS, SANDSTONE ON THURSDAY 22<sup>nd</sup> AUGUST 2024

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

The Presiding Member, Cr Bethel Walton (Shire President) to declare the Meeting open at 1.00pm.

### 2 ANNOUNCEMENTS FROM THE PRESIDING MEMBER AND/OR COUNCILLORS

Without discussion unless otherwise determined.

### 3 ATTENDANCES

#### 3.1 Present

##### Elected Members

Cr B (Bethel) Walton	Shire President (and Presiding member of this Meeting)
Cr C (Carol) Hodshon	
Cr D (David) Lefroy	
Cr J (James) Allison	
Cr M (Mark) Kevill	

##### Staff Members

Mr Peter Money	Chief Executive Officer
Ms Tracey Weiss	Acting Deputy Chief Executive Officer
Mr Patrick O'Brien	Works Manager

##### Visitors

Nil

#### 3.2 Apologies

Nil

#### 3.3 Approved Leave of Absence

Cr V (Vicki) McQuie	Deputy Shire President
---------------------	------------------------

**4 RESPONSES 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**

Nil

**6.2 Declarations of Proximity Interest**

Nil

**6.3 Declarations of Indirect Financial Interest**

Nil

**6.4 Declarations of Impartiality Interest**

Nil

**7 PUBLIC QUESTION TIME**

Nil

**8 CONFIRMATIONS OF MINUTES FROM PREVIOUS MEETINGS**

**8.1 Ordinary Meeting of Council held on the 27<sup>th</sup> June 2024**

**/24**

**Officer Recommendation**

That the Minutes of the Ordinary Meeting of Council held on 27<sup>th</sup> June 2024 be confirmed as a true and accurate record of proceedings.

**Resolution No.**

That the Minutes of the Ordinary Meeting of Council held on 27<sup>th</sup> June 2024 be confirmed as a true and accurate record of proceedings.

**MOVED: Cr**

**SECONDED: Cr**

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

**FOR:**

**AGAINST:**



**8.2 Special Meeting of Council held on the 11<sup>th</sup> July 2024**

**/24**

**Officer Recommendation**

That the Minutes of the Special Meeting of Council held on 11 July 2024 be confirmed as a true and accurate record of proceedings.

**Resolution No.**

That the Minutes of the Special Meeting of Council held on 11 July 2024 be confirmed as a true and accurate record of proceedings.

**MOVED: Cr**

**SECONDED: Cr**

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

**FOR:**

**AGAINST:**

**8.3 Ordinary Meeting of Council held on the 25<sup>th</sup> July 2024**

**/24**

**Officer Recommendation**

That the Minutes of the Special Meeting of Council held on 11 July 2024 be confirmed as a true and accurate record of proceedings.

**Resolution No.**

That the Minutes of the Special Meeting of Council held on 11 July 2024 be confirmed as a true and accurate record of proceedings.

**MOVED: Cr**

**SECONDED: Cr**

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

**FOR:**

**AGAINST:**

<b>9 PRESENTATIONS</b>
------------------------

**9.1 Petitions**

Nil

**9.2 Presentations**

Nil

**9.3 Deputations**

Nil

## 9.4 Delegates/Councillor's Reports

### 10 OFFICERS REPORTS

#### 10.1 CHIEF EXECUTIVE OFFICER'S REPORTS

##### 10.1.1 Status Report Update – July 2024

/24

**Agenda Reference:** CEO 08/24 - 01  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 14 August 2024  
**Previous References:** Various  
**Author:** Peter Money, Chief Executive Officer

#### Summary

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

#### Attachments

Nil

#### Background

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

#### Comment

Document has been updated to include Progress made on Council decisions.

#### Status Update

**Resolution No** 31/17

**Item No** 10.1.7

**Action** That the plaque recognizing George Dent at Hacks Mine is reinstated and his family is offered the opportunity for a plaque to be placed in the new heritage park.

#### Responses/ Updates

03/05/2017 Letter sent to the family of George Dent advising Council decision.

19/03/2018 Ceramic photo of George Dent received from family for inclusion on plaque at Heritage Park.

07/10/2020 Article in Midwest Times re lack of recognition of George Dent  
Busy Bee to be arranged.

Wall in Memorial Park Constructed. Information to be displayed on Wall to be determined.

*Need to Determine the Setout of Plaques to be attached to the Wall in Memorial Park. Policy to be created so all plaques are the same.*

*Currently looking at what other Councils may have.*

- 10/01/2024 The family has been contacted and been asked to forward a proposed script for the plaques to be placed at Memorial Park and outside of Hacks Mine. The family has also been advised that the Council does not support the change in the name of Hack Street in Sandstone townsite and no further comment will be made on that matter.
- 31/01/2024 No further correspondence since this date.
- 17/04/2024 This is an item for discussion in the Briefing Session of 24/04/2024.
- 10/05/2024 The applicants have been advised of the Council decision. Shire staff are pursuing suppliers who will make these plaques.
- 15/07/2024 Plaques have been designed and the size of the plaques and the locations need to be confirmed.

\*\*\*\*\*

**Resolution No** 91/21  
**Item No** 10.1.5  
**Action** Reserves Change of Purpose

That Council

1. advise the Department of Planning, Lands and Heritage, that they have no objection to the proposed change of purpose.
2. request that all "Commons" within the Shire, except for the Sandstone Town Common, be relinquished and amalgamated into the adjoining pastoral stations.

<b>Reserve Number</b>	<b>Original Gaz</b>	<b>Original 1</b>	<b>Reserve Class</b>	<b>Reserve Area</b>
9959	3448	24/11/1905	C	15535.8820000000
10022	133	26/01/1906	C	6581.5152000000
14645	4504	4/12/1914	C	1926.3037000000
17984	662	13/04/1922	C	1957.6643000000
17011	1174	16/08/1918	C	5034.3713000000

**Responses/ Updates**

- 29/11/2021** Letter to Department of Planning, Lands and Heritage advising Council resolution as above.
- 31/03/2023** Sought comments again regarding item two.
- 15/07/2023** Followed up this email.
- 15/07/2023** Made enquiries regarding excising part of Reserve 11714 for Industrial/commercial purposes, or having the reserve amended to include PTL.
- 26/07/2023** Discussion with Contract Town Planner regarding Reserve 11714.
- 02/02/2024** There is no further update on this matter.

- 27/02/2024** I contacted Planning Consultant Marc Halsall to ask if he knew at what stage this matter was at. He doesn't know about this matter; it must have been sent direct to the DLPH. However, he advised the Council should reconsider the proposed disposal of this land as he said it is the only land the Council owns around these former townsites. If development should ever happen in the future the Council has no land with which to negotiate with any mining or other developments that might arise. He advised against disposing of these parcels.
- 21/03/2024** Resolution No. 20/24 subsequent to Resolution No. 91/21  
Council resolved to advise the DPLH that all Commons within the Shire are to be retained and not relinquished and amalgamated into adjoining pastoral stations.
- 02/04/2024** Request sent advising of the reversal of the Council decision and asking to cancel any proposed actions. No response received yet.

.....

**Resolution No** 91/21  
**Item No** 10.1.5  
**Action** Adoption of Rates for 2024/2025

That Council:

- 1 Notes that no submissions were received regarding the proposed 2024/2025 Differential Rates and Minimum Payments; and
- 2 Endorses the 2024/2025 Differential General Rate and Minimum Payments as follows, with a view of striking the rates as part of the 2024/2025 Budget adoption:

<i>Land Category</i>	<i>Rate in the \$</i>	<i>Minimum Payment</i>
<i>GRV - SANDSTONE</i>	<i>7.0812</i>	<i>200.00</i>
<i>GRV - MINING / TWF</i>	<i>40.006</i>	<i>200.00</i>
<i>UV - PASTORAL</i>	<i>6.560</i>	<i>400.00</i>
<i>UV - MINING</i>	<i>28.958</i>	<i>400.00</i>

- 3 Pursuant to Section 6.32, 6.33, 6.34, and 6.35 of the *Local Government Act 1995*, impose the above differential general and minimum rates on Gross Rental and Unimproved Values adopted for the purpose of yielding the deficiency disclosed by the Municipal Fund Budget in the Rate Setting Statement, on approval of the Minister for Local Government, Sport and Cultural Industries

- 02/06/2024** Information sent to DLGSC seeking approval for the rates
- 10/06/2024** DLGSC advise that further information is required. They provided a list of 24 requirements needed for consideration of approving differential rates. Further advertising is required closing on 5<sup>th</sup> July 2024.
- 16/07/2024** The approval of the Rates by the Minister is yet to be received.

**24/07/2024** Approval for the differential rates was received. The rates were issued on 5<sup>th</sup> August 2024. This Item is now finalised.

.....

**Resolution No** 53/24

**Item No** 13.1

**Action** Land Acquisition/Allocation Application

That Council approves an application to the Department of Lands, Planning and Heritage to seek acquisition / allocation of the following properties as identified in the mapping at attachment 1 :

- Portions of Reserve for Town Common (Lot 302) including:
- the old Main Roads site (3km east of town),
- other land to the west of town (reserve 11714 – includes old borrow pit area),
- Portion of the Town Common on the western side of the entry to the Tip Site,
- Portion of Town Common zoned for Rural Townsite SCA2 east of town.
- Portion reserve 12100 (lot 300), Portion reserve 13902, and Portion of Vacant Crown Land zoned industrial west of town
- Reserve for Explosives Magazine (Reserve 11441) currently vested Dept Mines Industry Regulation and Safety
- Lot 405 Mt Magnet-Leinster Road (UCL) (south of caravan park
- Old Hospital Site (Reserve 10897) – currently vested with Dept of Health
- Portion Lot 402 UCL southeast of the Mt Magnet Leinster Road and telephone tower

#### **Responses/ Updates**

**01/06/2024** Contacted Town Planner Marc Halsall to advise Council’s decision and asked for him to arrange a meeting with DPLH

**17/06/2024** Marc Halsall advised he is arranging a meeting with DPLH for October 2024 to coincide with the WALGA AGM.

#### **Consultation**

Nil

#### **Statutory Environment**

Nil

#### **Policy Implications**

Nil

#### **Financial Implications**

Nil

#### **Strategic Implications**

Nil

**Voting Requirements**

Simple majority

**Officer Recommendation**

That Council accepts the Status Update for the month of July 2024.

**Resolution No.**

That Council accepts the Status Update for the month of July 2024.

**MOVED: Cr**

**SECONDED: Cr**

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

**FOR:**

**AGAINST:**

**Agenda Reference:** CEO 08/24 – 02  
**Location/Address:** None  
**Name of Applicant:** None  
**Disclosure of Interest:** None  
**Date of Report:** 22<sup>nd</sup> August 2024  
**Author:** Peter Money, Chief Executive Officer

### Summary

To report on actions performed under delegated authority for the month of July 2024.

### Attachments

Nil

### Background

To increase transparency this report has been prepared for Council and includes all actions performed under delegated authority.

### Comment

The following table outlining the actions performed within the organisation, relative to delegated authority for the month of July 2024, is submitted to Council for information.

<b>Date</b>	<b>Delegation Ref</b>	<b>Person / Classes Affected</b>
3/07/2024	F1 - D11 Payment Procedure Municipal Fund	PAY CREDITORS
9/07/2024	F1 - D11 Payment Procedure Municipal Fund	09.07.24 CREDITORS
15/07/2024	F1 - D11 Payment Procedure Municipal Fund	15.07.24
17/07/2024	F1 - D11 Payment Procedure Municipal Fund	PAY CREDITORS
19/07/2024	F1 - D11 Payment Procedure Municipal Fund	19.07.24 CREDITORS
19/07/2024	F1 - D11 Payment Procedure Municipal Fund	19.07.24
31/07/2024	F1 - D11 Payment Procedure Municipal Fund	PAY

### Consultation

Nil

### Statutory Environment

*Local Government Act 1995 Section 9.49A*

**Policy Implications**

Nil

**Financial Implications**

Nil

**Voting Requirements**

Simple majority

**Officer Recommendation**

That Council, in accordance with section 5.46 of the *Local Government Act 1995*, accept the report outlining the actions performed under delegated authority for the month of July 2024.

**Resolution No.**

That Council, in accordance with section 5.46 of the *Local Government Act 1995*, accept the report outlining the actions performed under delegated authority for the month of July 2024.

**MOVED: Cr**

**SECONDED: Cr**

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

**FOR:**

**AGAINST:**



<b>Agenda Reference:</b>	CEO 08/24 - 03
<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 <sup>th</sup> August 2024
<b>Author:</b>	Peter Money, Chief Executive Officer

### **Summary**

This item recommends Council adopts a policy governing the provision of rubbish bins and rubbish collections.

### **Attachments**

Draft Policy

### **Background**

Currently Council has no policy governing the provision and ownership of 240 litre rubbish nor a policy on the collection of rubbish bins.

### **Comment**

This Policy is to formalise the ownership of the rubbish bins used in the Sandstone townsite. It will also create a policy for the replacement of damaged, lost or stolen bins. The Policy will also formalise collection days for the towns rubbish.

### **Consultation**

Nil

### **Statutory Environment**

Nil

### **Policy Implications**

Nil

### **Financial Implications**

Nil

### **Strategic Implications**

Strategic Community Plan

### **Voting Requirements**

Simple Majority

**Staff Recommendation**

That Council adopts Policy 5.8 Rubbish Bins and Rubbish Collections as attached.

**Resolution No.**

That Council adopts Policy 5.8 Rubbish Bins and Rubbish Collections as attached.

**MOVED: Cr**

**SECONDED: Cr**

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

**FOR:**

**AGAINST:**

## 10.2 FINANCIAL REPORTS

### 10.2.1 Financial Statement for the month of July 2024

/24

<b>Agenda Reference:</b>	F 08/24 – 01
<b>Location:</b>	Shire of Sandstone
<b>Applicant:</b>	Shire of Sandstone
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	15 <sup>th</sup> August 2024
<b>Author:</b>	Debby Barndon, Accountant

#### Summary

The Statement of Financial Activity report for the month ending 31<sup>st</sup> July 2024 is presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

#### Attachments

10.2.1 (1) Financial Statements July

10.2.1 (2) Detailed Statements July

#### Comments

Total Income reports a 50.18% variance on anticipated budget expectations.

Total Expenditure shows a 18.18% variance.

#### Capital Expenditure

A detailed look at capital expenditure can be found in note 8 in the financial statements.

#### Summary of Cash on Hand – Shire of Sandstone on 31<sup>st</sup> July 2024

Municipal Cheque Account - On-line (BWA)	\$2,543,391
Municipal Investment Account - On-line (BWA)	\$360
Trust Bank Term Deposit	\$251,903
Cash on Hand	\$1,450
Reserve Term Deposits (Bankwest)	\$5,355,223

#### Consultation

Chief Executive 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 Chief Executive Officer 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

### **Officer Recommendation**

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 31<sup>st</sup> July 2024 be received, and all other statements noted.

### **Resolution No.**

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 31<sup>st</sup> July 2024 be received, and all other statements noted.

**MOVED: Cr**

**SECONDED: Cr**

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

**FOR:**

**AGAINST:**

<b>Agenda Reference:</b>	F 08/24 – 02
<b>Location:</b>	Shire of Sandstone
<b>Applicant:</b>	Shire of Sandstone
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	15 <sup>th</sup> August 2024
<b>Author:</b>	Debby Barndon, Accountant
<b>Senior Officer:</b>	Peter Money, Chief Executive Officer

### **Summary**

Presented for Council's information is the list of accounts paid in July 2024 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) List of Accounts paid via EFT July
- 10.2.2 (B) List of Accounts paid via Direct Debit July
- 10.2.2 (C) List of Accounts paid via Cheque N/A
- 10.2.2 (D) Corporate Credit Card Payments July
- 10.2.2 (E) Caravan Park Takings July
- 10.2.2 (F) Town Fuel Sales July
- 10.2.2 (G) Rates Reconciliation July

### **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 Chief Executive Officer 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.

Month	Cheque	EFT's	Direct Debits	Credit Card	Payroll	Total Payments
July	\$ -	\$ 222,009.02	\$ 61,547.84	\$ 3,287.28	\$ 205,649.08	\$ 492,493.22
August						\$ -
September						\$ -
October						\$ -
November						\$ -
December						\$ -
January						\$ -
February						\$ -
March						\$ -
April						\$ -
May						\$ -
June						\$ -
<b>Totals</b>	\$ -	\$ 222,009.02	\$ 61,547.84	\$ 3,287.28	\$ 205,649.08	\$ 492,493.22

### 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

### Officer Recommendation

That the schedule of accounts paid during July 2024 as listed, covering Cheques, EFTs, Bank Charges, directly debited payments and wages as numbered from Councils Municipal Fund Bank and Council's Trust Fund Bank be endorsed by Council.

**Resolution No.**

That the schedule of accounts paid during July 2024 as listed, covering Cheques, EFTs, Bank Charges, directly debited payments and wages as numbered from Councils Municipal Fund Bank and Council's Trust Fund Bank be endorsed by Council.

**MOVED: Cr**

**SECONDED: Cr**

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

**FOR:**

**AGAINST:**

## 10.3 WORKS AND SERVICES

### 10.3.1 Works Manager's Report July 2024

/24

<b>Agenda Reference:</b>	WM 08/24 - 01
<b>Location/Address:</b>	Various - Shire of Sandstone
<b>Name of Applicant:</b>	Shire of Sandstone
<b>File Reference:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	14 <sup>th</sup> August 2024
<b>Previous References:</b>	Nil
<b>Author:</b>	Patrick O'Brien, Works Manager

#### Summary

To provide Council with an Activity Report on the operations of Council's Infrastructure Division since the last meeting.

#### Attachments

None

#### Background

Below comprises a summarised activity progress report relating to outside staff and road works construction and Maintenance crew, within council's operation since last meeting.

#### Comment

##### *Construction*

Road works crew on Sandstone-Yeelirrie Road - RN 7010010 - are progressing. Works are primarily between SLK 42.70 and 88.30, consisting of improvements to address water flow and crossing points, installation of numerous whoa boys, 5 levee banks (SLK 74.50 to 81.70) and additional flood ways. Gravel sheeting works in two priority areas (approximately 3 kms) are also included as well as pulling in and reforming of road formation. There was some sheeting material laid out previously that didn't go down well - this will be re-mixed and incorporate calcrete material.

The two previous projects have had Guide-posts / signage installed – require additional chevron signs for grids on the Meekatharra Road – these are on order.

Gravel pushing of calcrete - Yeelirrie Road (SLK 66.12), install a turkey nest at council bores (SLK 64.25 / 36.50). Pushing a new trench at the Rubbish tip has been completed.

Clean sand is also being sourced (Kaluwiri Access Road) and trucked into Town Stockpile laydown area for backfill of trenching / septic etc.



### *Maintenance Grading*

Contract maintenance grader is working on Southern end of Paynes Find Road, working from Shire Boundary northwards, including Pindabunna Access Road. Council's Maintenance Grader is also on the Sandstone-Paynes Find Road at approximately SLK 80 / 90 progressing Southwards.

### *Town works/Gardens / Council projects*

Pioneer Park - lower pool style fencing for around the displays is to be retro fitted - has been ordered.

Caravan Park new units – steel material for Veranda's and carport have been picked up whilst truck was in Geraldton. Electrical installation works are nearing completion. Sourcing of septic / plumbing works quotes is ongoing.

Quantifying of concrete (various projects) is ongoing. These include Veranda pads, footpaths, shed floor pad in depot and caravan park bays. We are also following up with quotes for re-mesh for concrete works.

Peter Denny look-out – has had 4 new 240 L bins with secured posts / handles installed. This provides an extra bin and allows for ease of emptying / loading rubbish into rubbish truck.

Clean up of rubbish and mowing of grass in Truck bay at rear of Caravan Park – ongoing.

Post Office Café - residence kitchen sink water has a sub-standard drainage system. This requires further investigation and repair work.

Rubbish tip – new signage installed.

Youanmi Road condition sign for intersection - awaiting order.

### *Plant Maintenance/ workshop*

Cat Smooth Drum roller – S010, has been to Westrac Geraldton for repair works – due to an oil leak on vibrating drum drive.

Service whiteboard has been installed / implemented to assist with service schedules in a timely manner.

Electrical testing / tagging has been carried out around councils' various locations.

Semi Water Tanker (S793) is having the brake shoes replaced.

Some follow up is being carried out with replacement of Hino Service truck – looking at possible replacement of truck on a Cab chassis basis – effectively reducing the overall cost without replacing all the required gear on the tray.

### **Consultation**

Not applicable

**Statutory Environment**

Not applicable

**Policy Implications**

Not applicable

**Financial Implications**

No financial impost is associated with the activity report as it is retrospective

**Strategic Implications**

Long-term objectives may be developed from time to time

**Voting Requirements**

Not required

**Officer Recommendation**

That the contents of the Works Manager’s Report be accepted by Council.

**Resolution No.**

That the contents of the Works Manager’s Report be accepted by Council.

**MOVED: Cr**

**SECONDED: Cr**

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

**FOR:**

**AGAINST:**

**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**

Nil

**15 CONFIDENTIAL ITEMS**

Nil

**16 TIME and DATE of NEXT MEETING**

The next scheduled Ordinary Council Meeting will be held on Thursday 26<sup>th</sup> September 2024.

**17 CLOSURE OF MEETING**

There being no further business, the Shire President closed the meeting at \_\_\_\_\_pm.

**18 CERTIFICATIONS**

I, \_\_\_\_\_, certify that the Minutes of the Ordinary Council Meeting held on 27<sup>th</sup> June 2024, the Special Council Meeting held on 11<sup>th</sup> July and the Minutes of the Ordinary Council Meeting held on 25<sup>th</sup> July 2024, as shown, were confirmed as a true and accurate record at the Meeting held on 22<sup>nd</sup> August 2024.

---

**(Presiding Member)**