



**AGENDA**  
**ORDINARY MEETING**  
**OF COUNCIL**

**15 NOVEMBER 2022**

# NOTICE OF MEETING

Please be advised that the next

## Ordinary Meeting of Council

is to be held on

**Tuesday, 15 November 2022**

commencing at **6:30pm**

in the Council Chambers at 73 Austin Street, Cue



Richard Towell

Chief Executive Officer

### DISCLAIMER

The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

Please note this agenda contains recommendations, which have not yet been adopted by Council.

**SHIRE OF CUE  
DISCLOSURE OF FINANCIAL INTEREST AND INTERESTS AFFECTING IMPARTIALITY  
To: Chief Executive Officer**

As required by section 5.65(1)(a) or 5.70 of the Local Government Act 1995 and Council's Code of Conduct, I hereby declare my interest in the following matter/s included on the Agenda paper for the Council meeting to be held on \_\_\_\_\_(Date)

Item No.	Subject	Details of Interest	Type of Interest Impartial/Financial	*Extent of Interest

(see below)

\* Extent of Interest only has to be declared if the Councillor also requests to remain present at a meeting, preside, or participate in discussions of the decision making process (see item 6 below). Employees must disclose extent of interest if the Council or Committee requires them to.

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**NB**

1. This notice must be given to the Chief Executive Officer prior to the meeting or at the meeting immediately before the matter in which you have declared an interest is discussed, Section 5.65(1) (a) & (b).
2. It remains Councillors'/Employees' responsibility to make further declarations to the Council if a matter arises during the course of a meeting and no previous declarations have been made.
3. It is a Councillor's/Employee's responsibility to ensure the interest is brought to the attention of the Council/Committee when the Agenda item arises and to ensure that it is recorded in the minutes.
4. It remains the Councillor's responsibility to ensure that he/she does not vote on a matter in which a declaration has been made. The responsibility also includes the recording of particulars in the minutes to ensure they are correct when such minutes are confirmed.
5. It is recommended that when previewing Agenda, Councillors mark Agendas with items on which an interest is to be declared and complete the declaration form at the same time.
6. Councillors may be allowed to remain at meetings at which they have declared an interest and may also be allowed to preside (if applicable) and participate in discussions and the decision making process upon the declared matter subject to strict compliance with the enabling provisions of the Act and appropriately recorded resolutions of the Council. Where Councillors request consideration of such Council approval the affected Councillor must vacate the Council Chambers in the first instance whilst the Council discusses and decides upon the Councillor's application.

**Remember: The responsibility to declare an interest rests with individual Councillors / Employees. If in any doubt seek legal opinion or, to be absolutely sure, make a declaration.**

Office Use Only: Date/Initials

1. Particulars of declaration given to meeting \_\_\_\_\_
2. Particulars recorded in the minutes: \_\_\_\_\_
3. Signed by Chief Executive Officer \_\_\_\_\_

**Local Government Act 1995 - SECT 5.23**

**Meetings generally open to the public**

5.23. (1) Subject to subsection (2), the following are to be open to members of the public:

- (a) All Council meetings; and
- (b) All meetings of any committee to which a local government power or duty has been delegated.

(2) If a meeting is being held by a Council or by a committee referred to in subsection (1) (b), the Council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following --

- (a) A matter affecting an employee or employees;
  - (b) The personal affairs of any person;
  - (c) A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;
  - (d) Legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;
  - (e) A matter that if disclosed, would reveal;
    - (i) A trade secret;
    - (ii) Information that has a commercial value to a person; or
    - (iii) Information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government;
  - (f) A matter that if disclosed, could be reasonably expected to;
    - (i) Impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
    - (ii) Endanger the security of the local government's property; or
    - (iii) Prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
  - (g) Information which is the subject of a direction given under section 23 (1a) of the Parliamentary Commissioner Act 1971; and
  - (h) Such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

**SHIRE OF CUE**

**REVOKING OR CHANGING DECISIONS MADE AT COUNCIL MEETINGS**

Local Government (Administration) Regulations 1996 (**Regulation No.10**)

If a previous Council decision is to be changed then support for a revocation motion must be given by an **Absolute Majority** of Councillors (that is at least 4 Councillors) if a previous attempt to rescind has occurred within the past three months or, if no previous attempt has been made the support must be given by at least **1/3rd** of all Councillors (that is at least 3 Councillors).

Regulation 10(1a) also requires that the support for revocation must be in writing and signed by the required number of Councillors, including the Councillor who intends to move the revocation motion.

Any revocation motion must be carried by the kind of vote that put the motion into place in the first instance (that is, if carried originally by an Absolute Majority or Special Majority vote then the revocation motion must also be carried by that same kind of vote).

If the original motion was carried by a Simple Majority vote then any revocation motion must be carried by an Absolute Majority vote.

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To the Presiding Member,

The following Councillors give notice of their support for the bringing forward to the Council meeting to be held on \_\_\_\_\_ of a motion for revocation of Council resolution number \_\_\_\_\_ as passed by the Council at its meeting held on \_\_\_\_\_

<b>Councillor's Names</b>	<b>Councillor's Signature</b>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**SHIRE OF CUE  
Ordinary Council Meeting  
AGENDA**

To be held in the Council Chambers, 73 Austin Street Cue on  
Tuesday 15 November 2022 commencing at 6:30pm

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<b>12.</b>	<b>MOTIONS FOR CONSIDERATION AT THE NEXT MEETING .....</b>	<b>30</b>
<b>13.</b>	<b>NEW BUSINESS OF AN URGENT NATURE.....</b>	<b>30</b>
<b>14.</b>	<b>MATTERS FOR WHICH THE MEETING MAY BE CLOSED.....</b>	<b>30</b>
<b>15.</b>	<b>CLOSURE .....</b>	<b>30</b>

## **1. DECLARATION OF OPENING**

The meeting was opened at

The Presiding Member welcomed those present and read the following disclaimer:

*No responsibility whatsoever is implied or accepted by the Shire of Cue for any act, omission or statement or intimation occurring during this Meeting.*

*It is strongly advised that persons do not act on what is heard at this Meeting and should only rely on written confirmation of council's decision, which will be provided within fourteen (14) days of this Meeting.*

### **PRESENT:**

Councillor Ross Pigdon, Shire President

Councillor Les Price, Deputy Shire President

Councillor Ian Dennis

Councillor Ron Hogben \*

Councillor Leonie Fitzpatrick

Councillor Julie Humphreys

\*via Zoom

### **STAFF:**

Mr Richard Towell, Chief Executive Officer

Mr Glenn Boyes, Deputy Chief Executive Officer

Ms Cheryl Walton, Manager Finance

Mrs Janelle Duncan, Executive Assistant

### **GALLERY:**

**1.1 ATTENDANCE BY ELECTRONIC COMMUNICATION CR HOGBEN**

APPLICANT: Cr Ron Hogben  
 DISCLOSURE OF INTEREST: Nil  
 AUTHOR: Richard Towell –Chief Executive Officer  
 DATE: 9 November 2022

***Matters for Consideration:***

Attendance at Council meeting by electronic communication.

***Background:***

Cr Hogben has requested permission to attend the 15 November Council meeting by electronic communication.

***Comments:***

Nil

***Statutory Environment:***

LOCAL GOVERNMENT ACT 1995 - SECT 5.25

5.25 *Regulations about council and committee meetings and committees*

- (1) *Without limiting the generality of section 9.59, regulations may make provision in relation to —*
  - (ba) *the holding of council or committee meetings by telephone, video conference or other electronic means; and*

LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996 - REG 14A

14A. *Attendance by telephone etc. (Act s. 5.25(1)(ba))*

- (1) *A person who is not physically present at a meeting of a council or committee is to be taken to be present at the meeting if —*
  - (a) *the person is simultaneously in audio contact, by telephone or other means of instantaneous communication, with each other person present at the meeting; and*
  - (b) *the person is in a suitable place; and*
  - (c) *the council has approved\* of the arrangement.*



- (2) *A council cannot give approval under sub regulation (1)(c) if to do so would mean that at more than half of the meetings of the council, or committee, as the case may be, in that financial year, a person (other than a person with a disability) who was not physically present was taken to be present in accordance with this regulation.*
- (3) *A person referred to in this regulation is no longer to be taken to be present at a meeting if the person ceases to be in instantaneous communication with each other person present at the meeting.*
- (4) *In this regulation —*

***disability*** has the meaning given in the ***Disability Services Act 1993 section 3***;

***suitable place*** —

- (a) *in relation to a person with a disability — means a place that the council has approved\* as a suitable place for the purpose of this paragraph; and*
- (b) *in relation to any other person — means a place that the council has approved\* as a suitable place for the purpose of this paragraph and that is located —*
- (i) *in a townsite or other residential area; and*
- (ii) *150 km or further from the place at which the meeting is to be held under regulation 12, measured along the shortest road route ordinarily used for travelling;*

***Policy Implications:***

Nil

***Financial Implications:***

The cost of the communications call will be borne by the Shire. Cr Hogben will be entitled to receive a meeting attendance fee.

***Strategic Implications:***

Nil

***Consultation:***

Shire President – Cr Ross Pigdon

**Officer's Recommendation:**

**Voting Requirement: Absolute Majority**

1. *That Council approves a private office at 1 Calamar Place, Woorree WA as a suitable place for the purposes of Regulation 14A of the Local Government (Administration) Regulations 1996.*
2. *That Council grant approval for Cr Hogben to attend this meeting by instantaneous communications.*

**Council Decision:**

**Voting requirement: Absolute Majority**

**MOVED:**

**SECONDED:**

**CARRIED:**

## 2. APOLOGIES AND APPROVED LEAVE OF ABSENCE

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Cr Elizabeth Houghton

## 3. DISCLOSURE OF MEMBERS' INTERESTS

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## 4. PUBLIC QUESTION TIME

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## 5. CONFIRMATION OF MINUTES

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**Council Decision:**

**Voting Requirement:** Simple Majority

**MOVED:**

**SECONDED:**

That the Minutes of the Ordinary Meeting 18 October 2022 are confirmed as a true and correct record of the meeting.

**CARRIED:**

## 6. APPLICATIONS FOR LEAVE OF ABSENCE

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## 7. DEPUTATIONS

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## 8. PETITIONS

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## 9. ANNOUNCEMENTS WITHOUT DISCUSSION

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Rates Incentive Prize Draw

## 10. REPORTS

### 10.1 ACCOUNTS & STATEMENTS OF ACCOUNTS

APPLICANT: Shire of Cue

DISCLOSURE OF INTEREST: Nil

AUTHOR: Cheryl Walton – Manager Finance

DATE: 10 November 2022

***Matters for Consideration:***

To receive the List of Accounts Due and submitted to the Ordinary Council Meeting on 15 November 2022 as attached – see [Appendix 1](#).

***Background:***

The Local Government under its delegated authority to the CEO to make payments from the municipal and trust funds is required to prepare a list of accounts each month showing each account paid and presented to Council at the next ordinary Council meeting. The list of accounts prepared and presented to Council must form part of the minutes of that meeting.

***Comments:***

The list of accounts is for the month of October 2022.

***Statutory Environment:***

*Local Government (Financial Management Regulations) 1996 – Clause 13.*

***Policy Implications:***

Nil.

***Financial Implications:***

Nil.

***Strategic Implications:***

Nil.

***Consultation:***

Richard Towell, Chief Executive Officer

Glenn Boyes, Deputy Chief Executive Officer

**Officer’s Recommendation:**

**Voting Requirement:** Simple Majority

That Council endorse the payments for the period 1 October 2022 to 31 October 2022 as listed at [Appendix 1](#), which have been made in accordance with delegated authority per LGA 1995 S5.42.

**October 2022**

Municipal Fund Bank EFTs	11377 - 11439	\$	337,547.70
Direct Debit Fund Transfer	General	\$	30,855.07
Direct Debit Fund Transfer	Credit Card	\$	6,453.92
Payroll		\$	116,746.68
BPAY		\$	18,968.32
Cheques		\$	0.00
<b>Total</b>		<b>\$</b>	<b>510,571.69</b>

<b>Council Decision:</b>	<b>Voting requirement:</b> Simple Majority
<b>MOVED:</b>	<b>SECONDED:</b>
<b>CARRIED:</b>	

# APPENDIX 1

**List of Accounts Paid as of October 2022**

#	Type	Date	Name	Description	Amount	Bank	Type
<b>Credit Card</b>							
1	Direct Debit	03/10/2022	Crown Perth	3 x nights accommodation for CEO to attend WA Local Government Convention 2022 from 02/10/22 to 04/10/22 (\$1,025.64)	(1,025.64)	1	CSH
2	Direct Debit	03/10/2022	Crown Towers Perth	4 x nights accommodation for Shire President to attend WA Local Government Convention 2022 from 01/10/22 to 04/10/22	(1,786.05)	1	CSH
3	Direct Debit	07/10/2022	Spotlight Pty Ltd	Face paints and Halloween decorations for kids Halloween Party at Railway Building on 28/10/22 (\$246.00)	(246.00)	1	CSH
4	Direct Debit	03/08/2022	Dick Smith	1 x headphone, 1 x portable vacuum cleaner, 1 x LifeGear USB radio for Youth Centre at Railway Building (\$266.73)	(266.73)	1	CSH
5	Direct Debit	17/08/2022	Big W Online	1 x copper rose smart watch, 1 x Magic Bullet blender for Youth Centre Opening Ceremony at Railway Building on 29/10/22 (\$188.00) and 1 x JCV portable bluetooth speaker, games and various other items for Kids Halloween Party at Railway Building on 28/10/22 (\$177.95)	(365.95)	1	CSH
6	Direct Debit	02/09/2022	Crown Towers Perth	CEO meal expenses at WA Local Government Convention 2022 from 02/10/22 to 04/10/22 (\$438.95)	(438.95)	1	CSH
7	Direct Debit	07/09/2022	Apple Online	Salary sacrifice of an iPhone 14 Pro for staff member #123 (\$1,899.00)	(1,899.00)	1	CSH
8	Direct Debit	07/09/2022	Crown Perth	Shire President meal expenses at WA Local Government Convention 2022 from 01/10/22 to 04/10/22 (\$189.60)	(189.60)	1	CSH
9	Direct Debit	07/09/2022	Bob Jane	Wheel alignment for P1 - Toyota Landcruiser (\$89.00)	(89.00)	1	CSH
10	Direct Debit	07/09/2022	Western Australia Police	Annual corporate firearm licence fee (\$147.00)	(147.00)	1	CSH
			<b>Total Credit Card</b>		<b>(6,453.92)</b>		
11	Direct Debit	02/10/2022	1 - CBA MERCHANT FEE	CBA MERCHANT FEE	(897.49)	1	FEE
12	Direct Debit	02/10/2022	1 - CBA MERCHANT FEE	CBA MERCHANT FEE	(216.23)	1	FEE
13	Direct Debit	18/10/2022	2 - BANK FEES	BANK FEES	(60.00)	1	FEE
14	Direct Debit	17/10/2022	2 - BANK FEES	BANK FEES	(47.92)	1	FEE
15	Direct Debit	17/10/2022	2 - BANK FEES	BANK FEES	(1.21)	1	FEE
16	Direct Debit	17/10/2022	2 - BANK FEES	BANK FEES	(38.14)	1	FEE
17	Direct Debit	27/10/2022	2 - BANK FEES	BANK FEES REFUND	0.23	1	FEE
18	Direct Debit	14/10/2022	Shire of Cue Trust Account	Interest earned on Trust funds for Sep and Oct 2022	(1.86)	1	CSH
19	Direct Debit	21/10/2022	Ampol (Caltex Australia Petroleum Pty Ltd)	Fuel card purchases for September 2022 (\$1,049.64)	(1,049.64)	1	CSH
20	Direct Debit	16/10/2022	Superchoice Superannuation Payment	Payroll Deductions - Superannuation (\$28,542.81)	(28,542.81)	1	CSH
			<b>Total Direct Debit's</b>		<b>(30,855.07)</b>		
<b>EFT</b>							
21	EFT11377	05/10/2022	Viper Holdings Pty Ltd	Refund of overpayment of rates for A4767 (\$3,656.56)	(3,656.56)	1	CSH
22	EFT11378	05/10/2022	Wakeford Holdings	Refund of overpayment of rates for A6306 (\$1,682.70)	(1,682.70)	1	CSH

**List of Accounts Paid as of October 2022**

#	Type	Date	Name	Description	Amount	Bank	Type
23	EFT11379	14/10/2022	AIT Specialists Pty Ltd	Calculation of Fuel Tax Credit for the period 01/09/2022 - 30/09/2022 (\$95.37)	(95.37)	1	CSH
24	EFT11380	14/10/2022	Australian Taxation Office	BAS payment September 2022 (\$42,443.00)	(42,443.00)	1	CSH
25	EFT11381	17/10/2022	Alcolizer Technology	Alcolizer LE5 6 month calibration service for breathalyser (\$154.00)	(154.00)	1	CSH
26	EFT11382	17/10/2022	Bunnings Building Products Pty	3 x Heavy duty wheelbarrow tubes for Depot supplies (\$75.24)	(75.24)	1	CSH
27	EFT11383	17/10/2022	Caris Dorizzi	Electricity reimbursement for the period 2/08/2022 to 13/09/2022 (\$730.00)	(730.00)	1	CSH
28	EFT11384	17/10/2022	GCM Agencies	1 x Water separator, 1 x oil filter, 1 x fuel filter, primary fuel filter, hydraulic filter, hydraulic return filter and air filter kit for P11-Multipac Multi Trye Roller (\$710.10)	(710.10)	1	CSH
29	EFT11385	17/10/2022	LO-GO Appointments	Contracting services for Rates Officer for the week ending 01/10/2022 (\$292.60)	(292.60)	1	CSH
30	EFT11386	17/10/2022	Leisk Hydraulics Pty Ltd	Fix spa bath leak at Staff House - 15 Allen Street and repair damaged standpipe on Marshall Street (\$880.00)	(880.00)	1	CSH
31	EFT11387	17/10/2022	Local Health Authorities Analytical Committee	Analytical services 2022 - 2023 (\$396.00)	(396.00)	1	CSH
32	EFT11388	17/10/2022	Midwest Windscreens & Windows	Repair stone chip to windscreen for P1 - CEO Landcruiser (\$242.00)	(242.00)	1	CSH
33	EFT11389	17/10/2022	Officeworks Ltd	6 x 1L liquid soap refill, 4 x boxes disposable gloves for Public Toilets, and 6 x 1L foam soap refill for Tourist Park (\$402.91)	(402.91)	1	CSH
34	EFT11390	17/10/2022	XL2 (Professional PC Support Pty Ltd)	PPS management services for August 2022 (\$2,713.32)	(2,713.32)	1	CSH
35	EFT11391	20/10/2022	Canine Control	Murdoch University Sterilisation Program on 17/10/2022 including 17 x microchips @ \$55 each (\$3,152.00)	(3,152.00)	1	CSH
36	EFT11392	20/10/2022	Geraldton Mitchell and Brown	1 x Westinghouse fridge and 1 x Miele vacuum cleaner for Staff House - 19 Burt Place and 1 x Westinghouse fridge for Staff House - 12 Chesson Street (\$2,910.00)	(2,910.00)	1	CSH
37	EFT11393	20/10/2022	OCLC (UK) Ltd	Amlib integrated library system annual fee for period 30/08/2020 - 29/08/2021(\$1,701.00)	(1,701.00)	1	CSH
38	EFT11394	20/10/2022	WALGA	2022 WA Local Government Convention costs for CEO and Partner (\$1,420.00) and 2022 WA Local Government Convention costs for the Shire President (\$1,295.00)	(2,715.00)	1	CSH
39	EFT11395	20/10/2022	Cue Roadhouse & General Store	Refreshments for office, 11.40L fuel for P20 - Weed Sprayer, food for Star Gazing event and 45kg gas for Staff House - 15 Allen Street, 30.66L fuel for whipper snipper and staff thank you voucher (\$570.06)	(570.06)	1	CSH
40	EFT11396	20/10/2022	Easifleet	Easifleet vehicle lease expenses October 2022 (\$1,213.27)	(1,213.27)	1	CSH
41	EFT11397	20/10/2022	Great Northern Rural Services	2 x Green mesh filters for spray unit on P14 - Isuzu D-Max Single Cab Ute (\$90.20)	(90.20)	1	CSH
42	EFT11398	20/10/2022	Mid West Sport Federation	Annual membership to Mid-West Sport Federation 2022/2023 (\$50.00)	(50.00)	1	CSH
43	EFT11399	20/10/2022	Mount Magnet Meats	5kg sausages for Star Gazing event on 19/08/2022 (\$140.00)	(140.00)	1	CSH



**List of Accounts Paid as of October 2022**

#	Type	Date	Name	Description	Amount	Bank	Type
44	EFT11400	20/10/2022	Murchison Club Hotel	1 x night accommodation for Customer on 25/09/2022 due to Tourist Park Cabin 6 was under renovation (\$165.00)	(165.00)	1	CSH
45	EFT11401	20/10/2022	URL Networks Pty Ltd	VOIP charges for September 2022 (\$194.83)	(194.83)	1	CSH
46	EFT11402	20/10/2022	Western Independent Foods	Freight on 2 x TV's for Railway Building, 6 x TV's for Tourist Park cabins and parts for sprayer unit (\$290.77)	(290.77)	1	CSH
47	EFT11403	21/10/2022	Everythingbranded Pty Ltd	100 x Phaser Wireless Charging Stands for Cue Parliament (\$1,683.00)	(1,683.00)	1	CSH
48	EFT11404	21/10/2022	Nick Stevenson	Ongoing stonemasonry works at the Admin Building between 11/10/2022 - 21/10/2022 (\$9,179.50)	(9,179.50)	1	CSH
49	EFT11405	25/10/2022	Five Star	Konica Minolta C454E black/colour meter read for October 2022 (\$571.62)	(571.62)	1	CSH
50	EFT11406	25/10/2022	Hille, Thompson & Delfos Surveyors & Planners	Drone survey over Rubbish Tip, Marshall Street, Wittenoom Street and Tourist Park (\$9,229.00) and boundary re-establishment survey for Lots 602 and 603 Dowley Street (\$4,268.00)	(13,497.00)	1	CSH
51	EFT11407	25/10/2022	LO-GO Appointments	Contracting services for Rates Officer for the weeks ending 24/09/2022 and 08/10/2022 (\$585.20)	(585.20)	1	CSH
52	EFT11408	25/10/2022	Neil William Barnden	Final touch up and install railway sleepers at Railway Building (\$4,851.00)	(4,851.00)	1	CSH
53	EFT11409	25/10/2022	Trepheene Pty Ltd T/A Canine Control	Ranger services on 21/09/2022 and 11/10/2022 (\$3,234.00)	(3,234.00)	1	CSH
54	EFT11410	25/10/2022	WALGA	2022 WA Local Government Convention registration for CEO and Shire President (\$585.00)	(585.00)	1	CSH
55	EFT11411	25/10/2022	LGIS Insurance Broking	2022/23 Annual insurance 2nd instalment and flu vaccination (\$116,321.90), Bush Fire (\$880.00), Commercial Crime and Cyber Liability (\$2,456.95), Property (\$37,734.10), Management Liability (\$4,699.12), Motor Vehicle (\$29,659.83), Personal Accident Volunteers (\$258.34), Public Liability (\$16,210.62), Travel (\$438.90), Workers' Compensation (\$28,056.85) and 2021/22 Insurance credit adjustment (-\$4,425.58) and flu vaccinations in May 2022 (\$352.77)	(116,321.90)	1	CSH
56	EFT11412	26/10/2022	Elizabeth Houghton	Elected member expense claim October 2022 (\$534.00)	(534.00)	1	CSH
57	EFT11413	26/10/2022	Ian Dennis	Elected member expense claim October 2022 (\$534.00)	(534.00)	1	CSH
58	EFT11414	26/10/2022	Janelle Duncan	Staff House rental for 6 Price St between 12/09/2022 - 06/11/2022 (\$2,200.00)	(2,200.00)	1	CSH
59	EFT11415	26/10/2022	Julie Ann Humphreys	Elected member expense claim October 2022 (\$534.00)	(534.00)	1	CSH
60	EFT11416	26/10/2022	Leonie Fitzpatrick	Elected member expense claim October 2022 (\$534.00)	(534.00)	1	CSH
61	EFT11417	26/10/2022	Leslie Matthew Price	Elected member expense claim October 2022 (\$830.37)	(830.37)	1	CSH
62	EFT11418	26/10/2022	Local Government Professionals Australia	Registration for DCEO to attend LG Professionals Annual State Conference from 02/11/2022 to 03/11/2022 (\$1,350.00)	(1,350.00)	1	CSH

**List of Accounts Paid as of October 2022**

#	Type	Date	Name	Description	Amount	Bank	Type
63	EFT11419	26/10/2022	Murchison Club Hotel	Meals and drinks for 8 people following Ordinary Council Meeting on 18/10/2022 (\$365.50) and meal expenses at Council Forum on 11/10/2022 (\$51.00)	(416.50)	1	CSH
64	EFT11420	26/10/2022	Ronald Paul Clive Hogben	Elected member expense claim October 2022 (\$534.00)	(534.00)	1	CSH
65	EFT11421	26/10/2022	Ross William Pigdon	Elected member expense claim October 2022 (\$3,026.95)	(3,026.95)	1	CSH
66	EFT11422	27/10/2022	Water Corporation	Water usage and charges for 63 days between 01/09/2022 - 31/10/2022 (\$15,615.54), 10 Chesson St - Staff House (\$61.32), 12 Chesson St - Staff house (\$129.90), 15 Allen St - Staff House (\$255.63), L22-23 Austin St - Depot (\$973.64), 18 Dowley St - Staff House (\$156.57), 19 Burt Place - Staff House (\$101.33), 2 Chesson St - Tourist Park (\$2,308.94), 23 Allen St - Staff House (\$57.51), 29 Robinson St - Staff House (\$55.84), 33 Robinson St - Brockman Park (\$1,454.44), 47 Dowley St - Staff House (\$22.38), 47 Marshall St - Staff House (\$263.25), 52-58 Dowley St - Tennis Courts (\$5.59), 57 Marshall St - Staff House (\$84.18), L5 Austin St - Median Strip (\$839.10), 72 Austin St - Post Office (\$13.99), 75 Austin St - Admin Office (\$413.96), 79 Austin St - Public Water Access (\$1,241.87), 8 Victoria St Water - Playground (\$416.75), Darlot St - Median Strip (\$39.16), L51 Marshall St - Standpipe (\$3,505.37), L500 Robinson St - Median Strip (\$33.56), L637 Wittenoom St - Reserve (\$2,520.10), Lot 592 Heydon PI (\$48.96), Lot 593 Heydon PI (\$85.84), 46 Dowley St (\$22.38), 64 Austin St (\$27.54), 14 Chesson St - Staff House (\$114.66), 29 Allen St - GROH House (\$46.08), 28 Dowley St - GROH House (\$46.08) and 15 Wittenoom St - Big Bell Camp (\$269.62)	(15,615.54)	1	CSH
67	EFT11423	27/10/2022	Australia Post	Postage expenses for the period 01/09/2022 - 30/09/2022 (\$43.60)	(43.60)	1	CSH
68	EFT11424	27/10/2022	Bell & Co	1 x Christmas voucher and office refreshments (\$111.23)	(111.23)	1	CSH
69	EFT11425	27/10/2022	GHD Pty Ltd	Refuse site management and rehabilitation plan progress payment for works completed in September 2022 (\$3,741.10)	(3,741.10)	1	CSH
70	EFT11426	27/10/2022	Host Direct	12 x white melamine plates for Railway Building (\$59.40)	(59.40)	1	CSH
71	EFT11427	27/10/2022	Midwest Lock & Safe	2 x spare keys cut for Airport gate and terminal (\$65.00)	(65.00)	1	CSH
72	EFT11428	27/10/2022	Murchison Regional Vermin Council	Annual MRVC precepts 2022 / 2023 (\$37,914.80)	(37,914.80)	1	CSH
73	EFT11429	27/10/2022	Toll Ipec Pty Ltd	Freight on rates notices stationery, library books and switch for P70 - Grader (\$271.72)	(271.72)	1	CSH
74	EFT11430	27/10/2022	XL2 (Professional PC Support Pty Ltd)	3 x Surface Pro 8 tablets, 3 x keyboards, 3 x docking stations and 8 x monitors for Admin. 1 x Elitedesk desktop computer, 1 x keyboard, 1 x mouse and 1 x monitor for CCTVs at Police Station (\$16,293.27)	(16,293.27)	1	CSH
75	EFT11431	27/10/2022	Department Of Fire & Emergency Services	2022 / 2023 Annual ESL payment to DFES (\$3,363.19)	(3,363.19)	1	CSH

**List of Accounts Paid as of October 2022**

#	Type	Date	Name	Description	Amount	Bank	Type
76	EFT11432	28/10/2022	Bell & Co	BBQ for Depot Staff, refreshments for Admin Staff and Christmas voucher for period 01/07/22 - 31/07/22 (\$288.25) and refreshments for Staff and Council for the period 01/08/22 - 31/08/22 (\$64.95)	(353.20)	1	CSH
77	EFT11433	28/10/2022	Civic Legal	Legal fees for the drafting of a lease for Lot 539 Heydon Place (\$2,738.12)	(2,738.12)	1	CSH
78	EFT11434	28/10/2022	Cloud Collections Pty Ltd	Rates debt recovery for the periods ending 31/08/2022 and 30/09/2022 (\$25,594.38)	(25,594.38)	1	CSH
79	EFT11435	28/10/2022	Geraldton Burson Automotive Pty Ltd	3 x fan belts and 3 x filters for P13 - Nissan Navarra (\$128.72)	(128.72)	1	CSH
80	EFT11436	28/10/2022	Hoppys Parts R Us	8 x bolts, 8 x nuts and 8 x washers for P69 - Bomag Stabiliser (\$182.66)	(182.66)	1	CSH
81	EFT11437	28/10/2022	Jimfab	Modify the stainless steel basket frame for rubbish catchment at Water Park (\$1,713.80)	(1,713.80)	1	CSH
82	EFT11438	28/10/2022	Leisk Hydraulics Pty Ltd	RPZ yearly backflow test on Robinson St median strip (\$550.00)	(550.00)	1	CSH
83	EFT11439	28/10/2022	Mount Magnet Meats	Sausages for Star Gazing Event on 19/08/22 (\$140.00)	(140.00)	1	CSH
			<b>Total EFT's</b>		<b>(337,547.70)</b>		
<b>BPAY</b>							
84	BPAY	20/10/2022	Horizon Power	Electricity supply for 63 days from 02/08/2022 to 03/10/2022 and for Cue Street Lights for 30 days from 01/09/2022 to 30/09/2022 (\$15,459.08)	(15,459.08)	1	CSH
85	BPAY	05/10/2022	Telstra Corporation Ltd	Phone charges for the period 13/09/2022 - 12/10/2022 (\$3,166.39)	(3,166.39)	1	CSH
86	BPAY	16/10/2022	Telstra Corporation Ltd	Mobile phone charges for the period 27/09/2022 - 26/10/2022 (\$342.85)	(342.85)	1	CSH
			<b>Total BPAY's</b>		<b>(18,968.32)</b>		
<b>CHEQUES</b>							
87	CHEQUES		No Cheques for the month		0.00		
			<b>Total Cheques</b>		<b>0.00</b>		
<b>PAYROLL</b>							
88	PAYROLL	02/10/2022	Payroll Direct Debit of Net Pays	Payroll Direct Debit of Net Pays	(56,322.51)		
89	PAYROLL	16/10/2022	Payroll Direct Debit of Net Pays	Payroll Direct Debit of Net Pays	(60,424.17)		
			<b>Total Payroll</b>		<b>(116,746.68)</b>		
				<b>TOTAL PAYMENTS</b>	<b>(510,571.69)</b>		
				Total Credit Card	(6,453.92)		
				Total Direct Debits	(30,855.07)		
				Total EFTs	(337,547.70)		
				Total BPAY	(18,968.32)		
				Total Cheque	0.00		
				Total Payroll	(116,746.68)		
				<b>TOTAL PAYMENTS</b>	<b>(510,571.69)</b>		

**List of Accounts Paid as of October 2022**

#	Type	Date	Name	Description	Amount	Bank	Type

## 10.2 FINANCIAL STATEMENT

APPLICANT:	Shire of Cue
DISCLOSURE OF INTEREST:	Nil
AUTHOR:	Cheryl Walton – Manager Finance
DATE:	10 November 2022

### ***Matters for Consideration:***

The Statement of Financial Activity is for the period ending 31 October 2022 and includes the following reports:

- Graphical Representation (Source: Statement of Financial Activity)
- Statement of Financial Activity
- Major Variances
- Net Current Funding Position
- Cash and Investments
- Trust Fund
- Cash Backed Reserve
- Receivables
- Capital Disposals
- Borrowings
- Capital Acquisitions
- Rate Revenue
- Grants and Contributions

See [Appendix 2](#).

### ***Background:***

Under the *Local Government (Financial Management) Regulations 1996*, a monthly Statement of Financial Activity must be submitted to an Ordinary Council meeting within two months after the end of the month to which the statement relates. The Statement of Financial Activity presents an overview of the financial position of the local government at the end of each month. The Statement of Financial Activity for each month must be adopted by Council and form part of the minutes.

### ***Comments:***

The Statements of Financial Activity is for the month of October 2022.

### ***Statutory Environment:***

*Local Government (Financial Management Regulations) 1996 – Clause 14.*

**Policy Implications:**

Nil.

**Financial Implications:**

Nil.

**Strategic Implications:**

Nil.

**Consultation:**

Richard Towell – Chief Executive Officer

Glenn Boyes – Deputy Chief Executive Officer

**Officer's Recommendation:**

**Voting Requirement:** Simple Majority

That Council receive the Financial Statement, prepared in accordance with the *Local Government (Financial Management) Regulations 1996*, for the period ending 31 October 2022, as presented at [Appendix 2](#).

**Council Decision:**

**Voting requirement:** Simple Majority

**MOVED:**

**SECONDED:**

**CARRIED:**

# APPENDIX 2



**Shire of Cue**

73 Austin Street Cue WA 6640

PO Box 84 Cue WA 6640

(08) 9963 8600

[www.cue.wa.gov.au](http://www.cue.wa.gov.au)

# **SHIRE OF CUE**

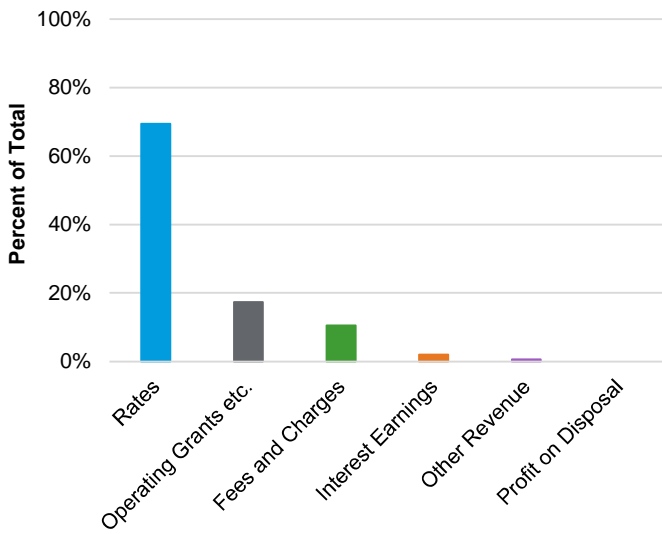
## **MONTHLY FINANCIAL REPORT**

**For the Period Ending 31 October 2022**

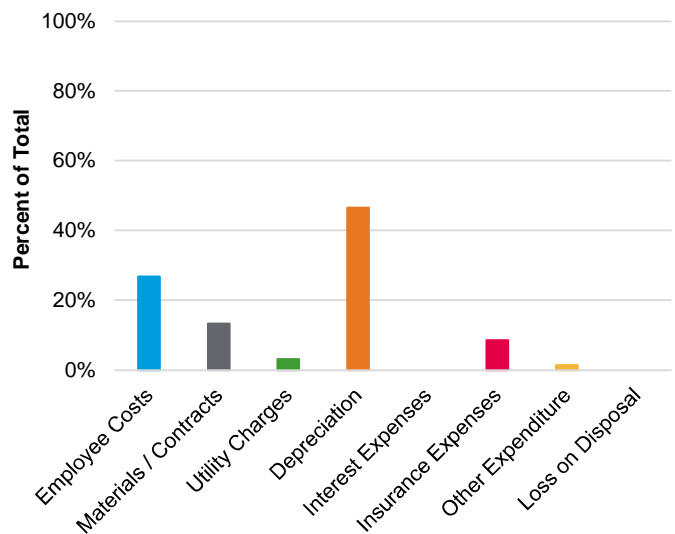


**SHIRE OF CUE**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ending 31 October 2022**  
**SUMMARY GRAPHS - OPERATING**

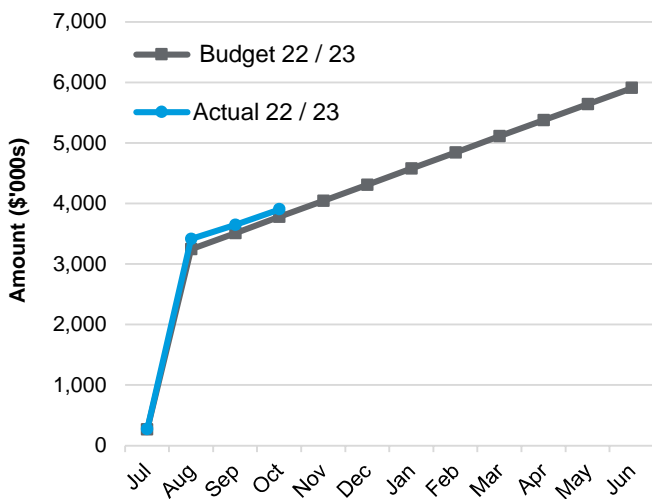
**Operating Revenue**



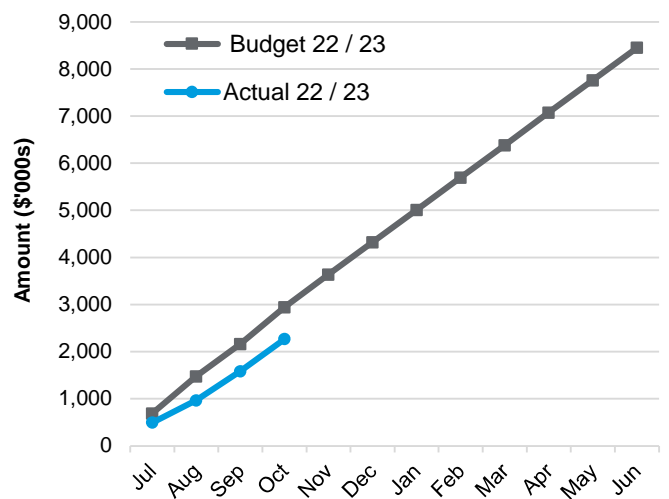
**Operating Expenditure**



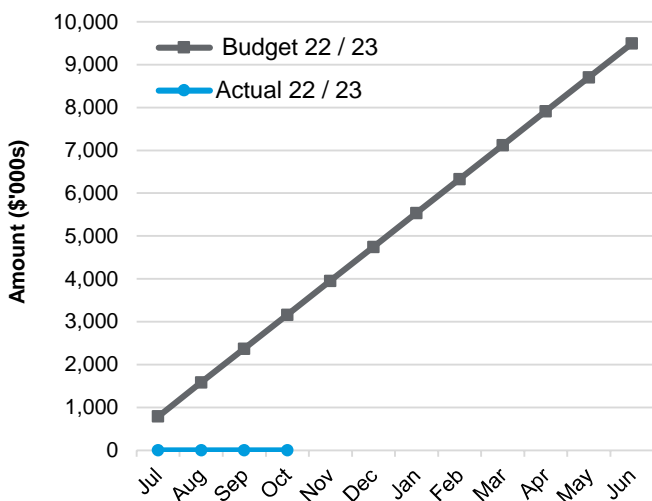
**Operating Revenue**



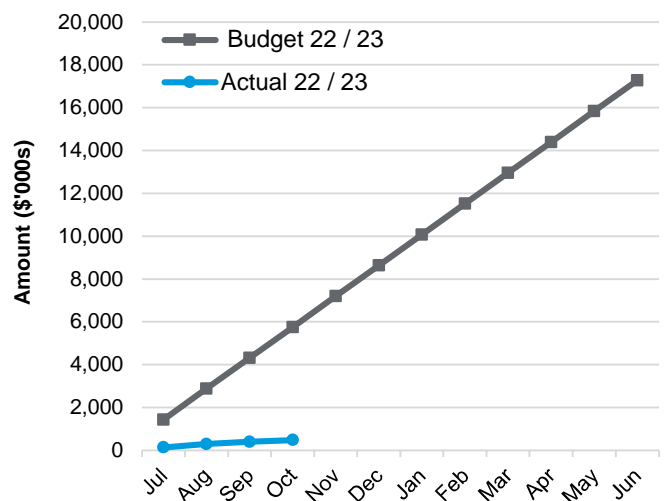
**Operating Expenses**



**Capital Revenue (inc. Flood Damage)**

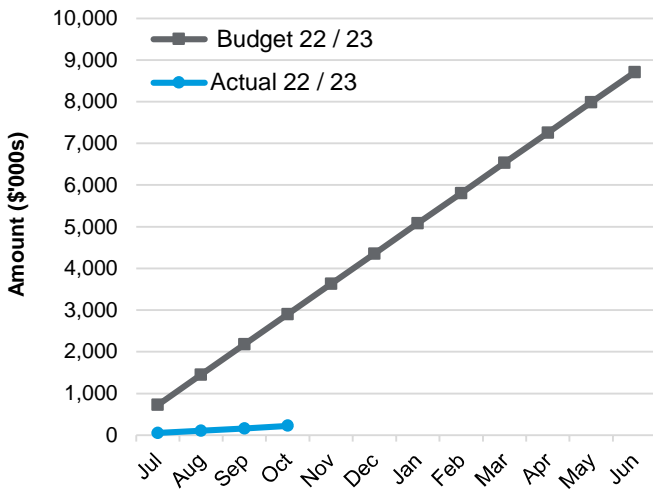


**Capital Expenses (inc. Flood Damage)**

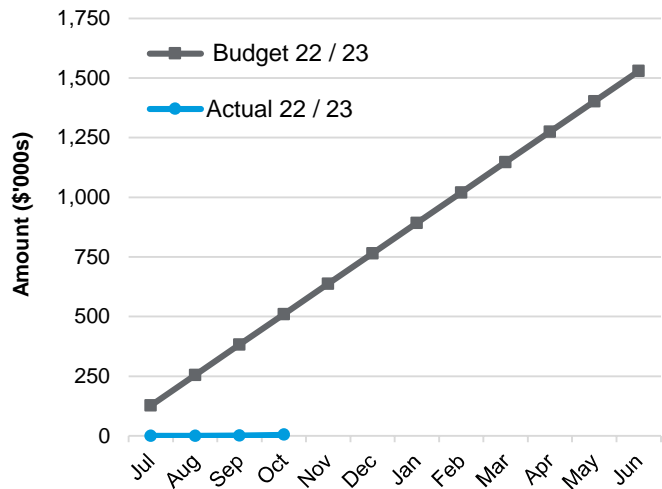


**SHIRE OF CUE**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ending 31 October 2022**  
**SUMMARY GRAPHS - CAPITAL**

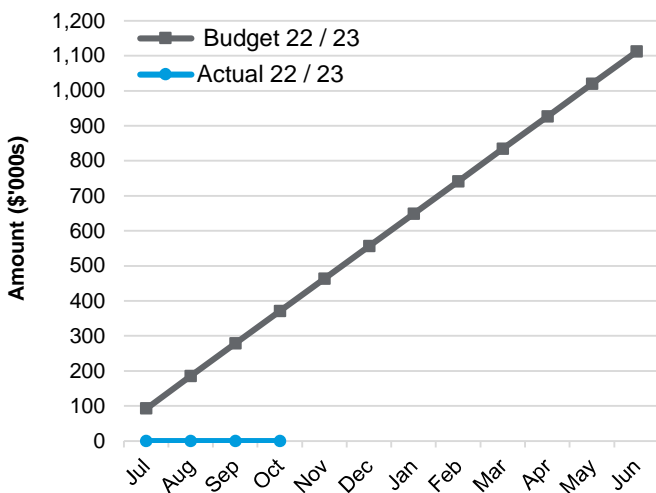
**Land and Buildings (exc. Staff Housing)**



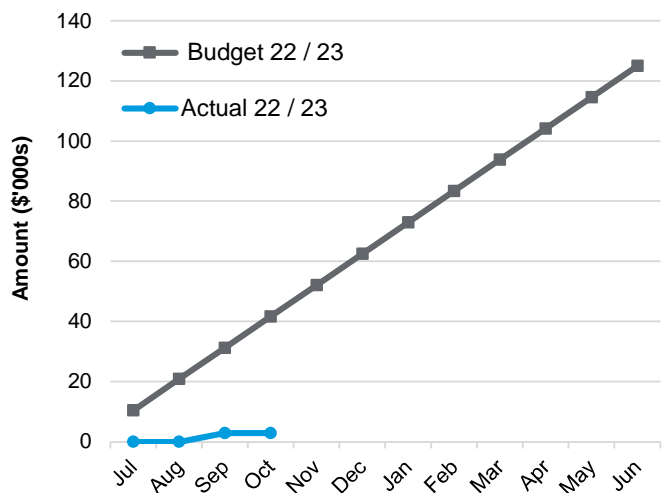
**Staff Housing**



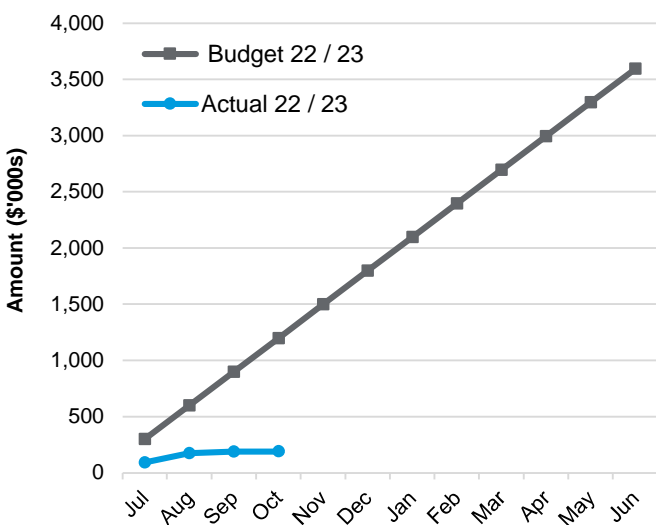
**Plant and Equipment**



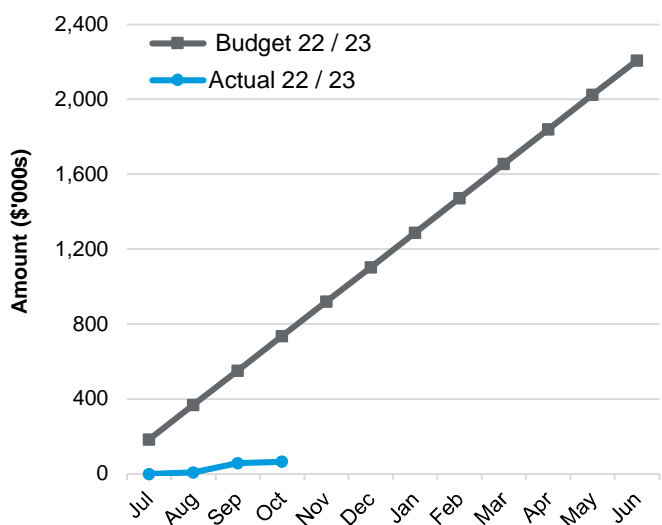
**Furniture and Equipment**



**Roads**



**Other Infrastructure**



**SHIRE OF CUE**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ending 31 October 2022**

**NATURE OR TYPE**

	Note	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var* \$	Var* %
<b>Opening Funding Surplus / (Deficit)</b>	2	6,203,790	6,203,790	6,179,503		
<b>Revenue from Operating Activities</b>						
Rates	9	2,664,410	2,695,077	2,710,409	15,332	1%
Grants, Subsidies and Contributions	10(a)	2,103,250	701,064	677,276	(23,788)	(3%)
Fees and Charges		905,040	301,604	411,019	109,415	36%
Interest Earnings		80,500	26,828	79,162	52,334	195%
Other Revenue		105,000	34,980	25,528	(9,452)	(27%)
Profit on Disposal of Assets	6	48,800	16,264	-	(16,264)	(100%)
		<b>5,907,000</b>	<b>3,775,817</b>	<b>3,903,395</b>		
<b>Expenditure from Operating Activities</b>						
Employee Costs		(2,420,640)	(806,600)	(608,750)	197,850	25%
Materials and Contracts		(1,817,310)	(605,280)	(303,328)	301,952	50%
Utility Charges		(490,750)	(163,520)	(72,521)	90,999	56%
Depreciation on Non-current Assets		(3,168,660)	(1,056,180)	(1,056,165)	15	0%
Interest Expenses	7	(20,000)	(6,664)	-	6,664	100%
Insurance Expenses		(193,900)	(193,900)	(195,259)	(1,359)	(1%)
Other Expenditure		(301,460)	(100,460)	(33,120)	67,340	67%
Loss on Disposal of Assets	6	(39,800)	(13,264)	-	13,264	100%
		<b>(8,452,520)</b>	<b>(2,945,868)</b>	<b>(2,269,144)</b>		
<b>Excluded Non-cash Operating Activities</b>						
Depreciation and Amortisation		3,168,660	1,056,180	1,056,165		
(Profit) / Loss on Asset Disposal		(9,000)	(3,000)	-		
<b>Net Amount from Operating Activities</b>		<b>614,140</b>	<b>1,883,129</b>	<b>2,690,416</b>		
<b>Investing Activities</b>						
Grants, Subsidies and Contributions	10(b)	9,500,290	3,166,748	-	(3,166,748)	(100%)
Proceeds from Disposal of Assets		250,000	83,332	-	(83,332)	(100%)
Land and Buildings	8(a)	(10,238,220)	(3,412,660)	(231,841)	3,180,819	93%
Plant and Equipment	8(b)	(1,112,000)	(370,664)	-	370,664	100%
Furniture and Equipment	8(c)	(125,000)	(41,660)	(2,911)	38,749	93%
Infrastructure Assets - Roads	8(d)	(3,593,500)	(1,197,816)	(190,994)	1,006,822	84%
Infrastructure Assets - Other	8(e)	(2,208,000)	(735,920)	(65,432)	670,488	91%
<b>Net Amount from Investing Activities</b>		<b>(7,526,430)</b>	<b>(2,508,640)</b>	<b>(491,178)</b>		
<b>Financing Activities</b>						
Transfer from Reserves	4	1,253,000	-	3,692,151	3,692,151	
Repayment of Debentures	7	(94,500)	(31,500)	(47,023)	(15,523)	(49%)
Transfer to Reserves	4	(450,000)	-	(3,720,316)	(3,720,316)	
<b>Net Amount from Financing Activities</b>		<b>708,500</b>	<b>(31,500)</b>	<b>(75,188)</b>		
<b>Closing Funding Surplus / (Deficit)</b>	2	-	<b>5,546,779</b>	<b>8,303,552</b>		

\* - Note 1 provides an explanation for the relevant variances shown above.

**SHIRE OF CUE**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**

**For the Period Ending 31 October 2022**

**1. EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2022/23 year is \$25,000 or 10% whichever is the greater.

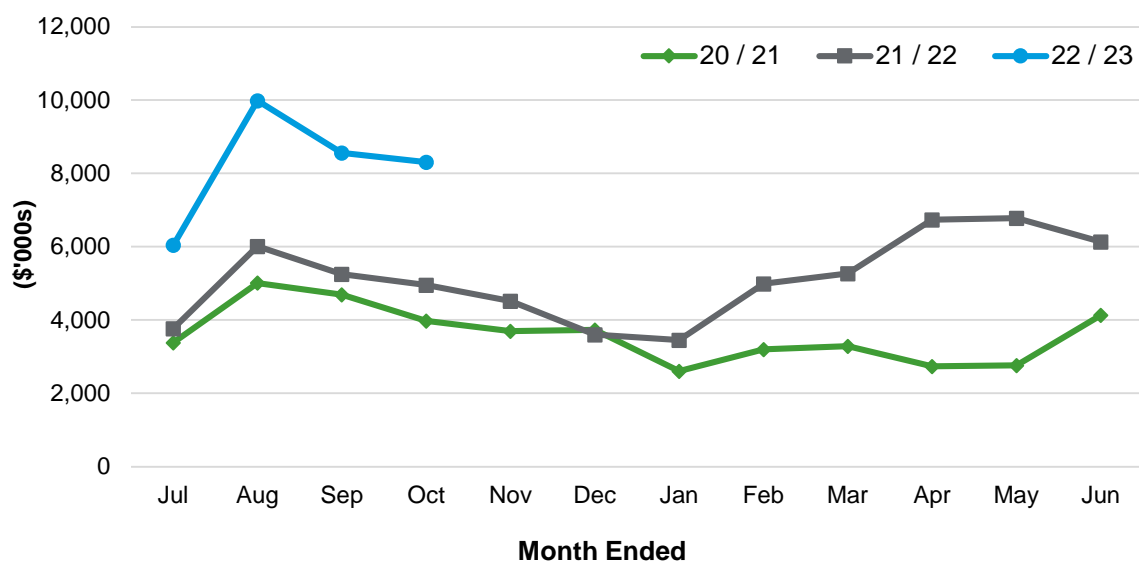
<b>Reporting Program</b>	<b>Var</b>	<b>Var</b>	<b>Var</b>	<b>Timing / Permanent</b>	<b>Explanation of Variance</b>
	<b>\$</b>	<b>%</b>			
<b>Operating Revenues</b>					
Fees and Charges	109,415	36%	▲	Timing	Budget profile of commercial rental income, tourist park fees and rubbish bin charges
Interest Earnings	52,334	195%	▲	Timing	Timing of term deposit maturities, interest rates and payment dates
<b>Operating Expense</b>					
Employee Costs	197,850	25%	▲	Timing	Employee vacancies and staffing levels
Materials and Contracts	301,952	50%	▲	Timing	Expenditure less than budgeted
Utility Charges	90,999	56%	▲	Timing	Expenditure less than budgeted
Other Expenditure	67,340	67%	▲	Timing	Expenditure less than budgeted
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	(3,166,748)	(100%)	▼	Timing	Timing of grants and contributions, including flood damage reimbursements
Proceeds from Disposal of Assets	(83,332)	(100%)	▼	Timing	Timing of disposals
<b>Capital Expenses</b>					
Land and Buildings	3,180,819	93%	▲	Timing	See Note 8 (Timing of projects)
Plant and Equipment	370,664	100%	▲	Timing	See Note 8 (Timing of replacements)
Furniture and Equipment	38,749	93%	▲	Timing	See note 8 (Timing of projects)
Infrastructure - Roads	1,006,822	84%	▲	Timing	See Note 8 (Timing of roads projects and flood damage works)
Infrastructure - Other	670,488	91%	▲	Timing	See Note 8 (Timing of projects)
<b>Financing</b>					
Transfer from Reserves	3,692,151		▲	Timing	Transfer of Reserves to new bank
Transfer to Reserves	(3,720,316)		▲	Timing	Transfer of Reserves to new bank

**SHIRE OF CUE**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ending 31 October 2022**

**2. NET CURRENT FUNDING POSITION**

	Note	31 Oct 22	30 Jun 22
		\$	\$
<b>Current Assets</b>			
Cash Unrestricted	3	7,587,307	6,002,071
Cash Restricted	3	6,680,290	6,597,834
Receivables - Rates	5(a)	569,562	232,013
Receivables - Other	5(b)	80,728	300,932
ATO Receivable		-	-
Provision for Doubtful Debts		(36,480)	(36,480)
Accrued Income / Prepayments		291,039	261,832
Inventories		35,363	34,225
<b>Total Current Assets</b>		<b>15,207,809</b>	<b>13,392,428</b>
<b>Current Liabilities</b>			
Sundry Creditors		(459)	(256,110)
Rates Received in Advance		(17,331)	(22,059)
Revenue Received in Advance		(195,827)	(123,827)
ATO Payable		(31,160)	(54,024)
Deposits and Bonds		(10,019)	(23,000)
Loan Liability		(47,442)	(94,465)
Accrued Expenses		-	(34,456)
Accrued Salaries and Wages		-	(78,153)
<b>Total Payables</b>		<b>(302,237)</b>	<b>(686,094)</b>
Provisions		(192,348)	(192,348)
<b>Total Current Liabilities</b>		<b>(494,585)</b>	<b>(878,442)</b>
Less: Cash Reserves	4	(6,457,113)	(6,428,948)
Less: Loan Liability		47,442	94,465
<b>Net Funding Position</b>		<b>8,303,552</b>	<b>6,179,503</b>

**Net Funding Position**



Refer to Note 3 for the explanation on the movement in the net funding position in August.

SHIRE OF CUE  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ending 31 October 2022

3. CASH AND FINANCIAL ASSETS

	Unrestricted	Restricted	Total	Interest	Maturity
	\$	\$	Amount	Rate	Date
(a) Cash and Cash Equivalents	\$	\$	\$	%	
Cash On Hand	970		970	0.00	N/A
Cheque Account	170,670		170,670	0.75	N/A
Online Saver Account	2,622,094		2,622,094	0.85	N/A
Cash Deposit	512,325		512,325	3.54	07 Feb 23
Cash Deposit	1,781,248	223,177	2,004,424	4.23	17 Jul 23
Cash Deposit	500,000		500,000	3.73	21 Feb 23
Cash Deposit	2,000,000		2,000,000	4.65	24 Oct 23
Reserves Deposit (CBA)		1,537,146	1,537,146	3.93	04 Jul 23
Reserves Deposit (CBA)		2,526,769	2,526,769	4.44	27 Oct 23
Reserves Deposit (BoQ)		484,621	484,621	0.75	04 Dec 22
Reserves Deposit (BoQ)		743,196	743,196	2.96	11 Dec 22
Reserves Deposit (NAB)		1,165,383	1,165,383	3.88	04 Jul 23
<b>Total Cash / Financial Assets</b>	<b>7,587,307</b>	<b>6,680,290</b>	<b>14,267,597</b>		

(b) Trust Fund

Description	Opening Balance 01 Jul 22 \$	Amount Received \$	Transferred To Muni \$	Amount Paid \$	Closing Balance 31 Oct 22 \$
Cue LCDC	2,080	2	-	-	2,082
<b>Total Funds in Trust</b>	<b>2,080</b>	<b>2</b>	<b>-</b>	<b>-</b>	<b>2,082</b>

The Trust account is a no fee no interest account. Commonwealth Bank made an error and paid interest to the Trust.

4. CASH BACKED RESERVES

YTD Actual

Reserve Name	Balance 01 Jul 22 \$	Transfers from \$	Interest Received \$	Transfer to \$	Balance 31 Oct 22 \$
Long Service Leave	63,814	(34,818)	279	34,818	64,093
Building Maintenance	602,166	(328,549)	2,638	328,549	604,804
Plant Replacement	521,193	(284,369)	2,284	284,369	523,477
Streetscape	321,696	(175,520)	1,410	175,520	323,106
Sports Facilities	123,864	(67,581)	543	67,581	124,407
Tourist Park Development	255,847	(139,594)	1,121	139,594	256,968
Water Playground	61,537	(33,575)	270	33,575	61,807
Beringarra Road	2,396,664	(1,492,091)	10,500	1,492,091	2,407,164
Tourism	124,961	(68,180)	547	68,180	125,508
Housing / Land Development	219,640	(119,838)	963	119,838	220,603
Heritage	635,476	(346,723)	2,783	346,723	638,259
Road Maintenance	870,779	(475,107)	3,814	475,107	874,593
Infrastructure	231,311	(126,206)	1,013	126,206	232,324
<b>Total Cash Backed Reserves</b>	<b>6,428,948</b>	<b>(3,692,151)</b>	<b>28,165</b>	<b>3,692,151</b>	<b>6,457,113</b>

Matured term deposits transferred to Muni account. Funds to be reinvested with another bank.

**SHIRE OF CUE**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ending 31 October 2022**

**5. RECEIVABLES**

**(a) Rates Receivable**

	<b>31 Oct 22</b>
	<b>\$</b>
Current	366,239
Previous Year	54,229
Second Previous Year	25,731
Third Previous Year or Greater	123,363
<b>Total Rates Receivable Outstanding</b>	<b>569,562</b>

**(b) General Receivables\***

	<b>31 Oct 22</b>
	<b>\$</b>
Current	15,051
30 Days	21,026
60 Days	4,199
90+ Days	40,453
<b>Total General Receivables Outstanding</b>	<b>80,728</b>

\* - Amounts may include GST

**6. DISPOSAL OF ASSETS**

	<b>Annual Budget Profit / (Loss)</b>	<b>YTD Proceeds on Disposal</b>	<b>YTD Actual Profit / (Loss)</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Plant and Equipment</b>			
Caterpillar Skid Steer Loader	18,800	-	-
Mack Trident Prime Mover	(800)	-	-
CAT 301.7D Mini Excavator	17,300	-	-
Kubota Ride-on Mower	(6,600)	-	-
Toyota Coaster Bus	(31,700)	-	-
Works Manager Ute	(700)	-	-
Roads Crew Supervisor Ute	3,000	-	-
Town Crew Supervisor Ute	9,700	-	-
<b>Total Profit or (Loss)</b>	<b>9,000</b>	<b>-</b>	<b>-</b>

**7. INFORMATION ON BORROWINGS**

	<b>Annual Budget</b>	<b>YTD Budget</b>	<b>YTD Actual</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>GROH Housing</b>			
Principal Repayments	94,500	31,500	47,023
Interest and Fees	20,000	6,664	-
<b>Total Repayments</b>	<b>114,500</b>	<b>38,164</b>	<b>47,023</b>

**Principal Outstanding**

Principal Outstanding 01 Jul	751,033	751,033	751,033
Principal Repayments	(94,500)	(31,500)	(47,023)
<b>Principal Outstanding Current Month</b>	<b>656,533</b>	<b>719,533</b>	<b>704,010</b>

**SHIRE OF CUE**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**

**For the Period Ending 31 October 2022**

**8. CAPITAL ACQUISITIONS**

**(a) Land and Buildings**

	<b>Annual Budget</b>	<b>YTD Budget</b>	<b>YTD Actual</b>	<b>YTD Variance</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Staff Unit Housing Development	1,530,000	510,000	4,842	505,158
Pensioner Housing Development	3,889,220	1,296,396	-	1,296,396
Staff Housing	490,000	163,328	4,030	159,298
Great Fingal Mine Office	2,000,000	666,664	-	666,664
Old Railway Building and Youth Centre	90,000	30,000	99,607	(69,607)
Town Hall Upgrades	90,000	29,992	2,339	27,653
Heritage Building Renovations	350,000	116,664	598	116,066
Masonic Lodge	665,000	221,660	-	221,660
Rifle Range Ablutions	25,000	8,332	-	8,332
Bowling Green Upgrade	10,000	3,332	-	3,332
Works Depot Improvements	50,000	16,664	-	16,664
Tourist Park House and Office	70,000	23,328	6,968	16,360
Old Tourist Park House	185,000	61,664	-	61,664
Old Gaol Restoration	150,000	50,000	-	50,000
Heydon Place Industrial Development	250,000	83,328	52,314	31,014
Old Municipal Building Improvements	60,000	19,992	-	19,992
Pension Hut Renovation	150,000	49,992	12,106	37,886
Administration Building Improvements	94,000	31,324	49,037	(17,713)
Heritage Discovery Centre	90,000	30,000	-	30,000
<b>Total Land and Buildings</b>	<b>10,238,220</b>	<b>3,412,660</b>	<b>231,841</b>	<b>3,180,819</b>

**(b) Plant and Equipment**

	<b>Annual Budget</b>	<b>YTD Budget</b>	<b>YTD Actual</b>	<b>YTD Variance</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Prime Mover	340,000	113,333	-	113,333
Community Bus	200,000	66,666	-	66,666
Skid Steer Loader	120,000	40,000	-	40,000
4 x 4 Dual Cab 3 Tonne Truck	100,000	33,333	-	33,333
Mini Excavator	80,000	26,666	-	26,666
Road Maintenance Equipment	65,000	21,667	-	21,667
Works Manager Ute	60,000	20,000	-	20,000
Roads Crew Supervisor Ute	45,000	15,000	-	15,000
Town Crew Supervisor Ute	45,000	15,000	-	15,000
Ride-on Mower	35,000	11,667	-	11,667
Town Maintenance Equipment	12,000	4,000	-	4,000
Workshop Equipment	10,000	3,333	-	3,333
<b>Total Plant and Equipment</b>	<b>1,112,000</b>	<b>370,664</b>	<b>-</b>	<b>370,664</b>



**SHIRE OF CUE**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ending 31 October 2022**

**8. CAPITAL ACQUISITIONS (Continued)**

**(c) Furniture and Equipment**

	<b>Annual Budget</b>	<b>YTD Budget</b>	<b>YTD Actual</b>	<b>YTD Variance</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Council	10,000	3,332	-	3,332
Staff Housing	15,000	5,000	-	5,000
Tourist Park	10,000	3,332	-	3,332
Administration	90,000	29,996	2,911	27,085
<b>Total Furniture and Equipment</b>	<b>125,000</b>	<b>41,660</b>	<b>2,911</b>	<b>38,749</b>

## SHIRE OF CUE

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ending 31 October 2022

## 8. CAPITAL ACQUISITIONS (Continued)

## (d) Infrastructure - Roads

	Annual Budget	YTD Budget	YTD Actual	YTD Variance
	\$	\$	\$	\$
Flood Damage Reimbursement	2,000,000	666,664	-	666,664
Roads to Recovery	303,500	101,164	-	101,164
Construction - Muni Funds Roads	440,000	146,664	7,091	139,573
Regional Roads Group	270,000	90,000	183,903	(93,903)
Cue-Beringarra Road	400,000	133,332	-	133,332
Grid Widening Program	180,000	59,992	-	59,992
<b>Total Infrastructure - Roads</b>	<b>3,593,500</b>	<b>1,197,816</b>	<b>190,994</b>	<b>1,006,822</b>

## (e) Other Infrastructure

	Annual Budget	YTD Budget	YTD Actual	YTD Variance
	\$	\$	\$	\$
Waste Site - Fencing and Improvements	175,000	58,324	8,013	50,311
Deep Sewerage	240,000	80,000	-	80,000
Cemetery Niche Wall	35,000	11,656	-	11,656
Playground Equipment	220,000	73,328	-	73,328
Sporting Facilities	40,000	13,328	1,234	12,094
Oval Infrastructure	50,000	16,664	-	16,664
Walk and Cycle Trails	20,000	6,660	3,046	3,614
Airport Runway Resealing	1,000,000	333,324	435	332,889
Museum Project	80,000	26,660	-	26,660
Streetscape	150,000	49,996	-	49,996
Tourist Park Improvements	40,000	13,328	4,213	9,116
Golf Course and Other Infrastructure	25,000	8,332	-	8,332
CCTV	50,000	16,664	46,553	(29,889)
RV Site	30,000	9,992	-	9,992
Oasis Visitor Parking Project	23,000	7,664	-	7,664
Standpipe Automation	30,000	10,000	-	10,000
Terminal Fence Upgrade	-	-	1,940	(1,940)
<b>Total Infrastructure - Other</b>	<b>2,208,000</b>	<b>735,920</b>	<b>65,432</b>	<b>670,488</b>
<b>Total Capital Expenditure</b>	<b>17,276,720</b>	<b>5,758,720</b>	<b>491,178</b>	<b>5,267,542</b>

**SHIRE OF CUE**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ending 31 October 2022

**9. RATING INFORMATION**

	<b>Rateable Value</b>	<b>Rate in</b>	<b>Number of Properties</b>	<b>Annual Budget Revenue</b>	<b>YTD Actual Revenue</b>
	<b>\$</b>	<b>\$</b>	<b>#</b>	<b>\$</b>	<b>\$</b>
<b>General Rates</b>					
GRV Residential	557,306	0.103088	84	57,452	57,452
GRV Commercial	487,440	0.103088	7	50,249	50,249
GRV Vacant Land	-	0.103088	0	-	-
GRV M & T Workforce	598,432	0.154632	5	92,537	92,537
UV Mining	8,635,328	0.272505	379	2,353,170	2,353,170
UV Pastoral	548,580	0.080990	13	44,429	44,429
<b>Total General Rates</b>				<b>2,597,837</b>	<b>2,597,837</b>
<b>Minimum Rates</b>					
GRV Residential	148,085	477.00	52	24,804	24,804
GRV Commercial	-	477.00	0	-	-
GRV Vacant Land	5,397	477.00	37	17,649	17,649
GRV M & T Workforce	-	477.00	0	-	-
UV Mining	123,532	477.00	142	67,734	67,734
UV Pastoral	16,852	477.00	5	2,385	2,385
<b>Total Minimum Rates</b>				<b>112,572</b>	<b>112,572</b>
<b>Total General and Minimum Rates</b>				<b>2,710,409</b>	<b>2,710,409</b>
<b>Other Rate Revenue</b>					
Rates Written-off				(43,644)	-
Discounts / Concessions				(6,355)	-
Incentive Prize				(1,000)	-
Interim and Back Rates				5,000	-
<b>Total Funds Raised from Rates</b>				<b>2,664,410</b>	<b>2,710,409</b>

## SHIRE OF CUE

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ending 31 October 2022

## 10. GRANTS, SUBSIDIES AND CONTRIBUTIONS

## (a) Operating Grants, Subsidies and Contributions

	Grant Provider	Annual Budget \$	YTD Budget \$	YTD Actual \$
General Commission Grants	WA Government	800,000	266,664	130,416
Roads Commission Grants	WA Government	190,000	63,332	58,499
ESL Grant	FESA	7,500	2,500	5,356
Youth Program Grant		650	216	500
Donations Received		800	264	-
Australia Day Grant		20,000	6,664	-
MRWA RRG Direct Grant	MRWA	138,800	46,264	141,793
Road Use Agreements		900,000	300,000	335,237
Road Maintenance		5,500	1,832	-
Diesel Fuel Rebate		35,000	11,664	5,475
Sundry Income Admin		5,000	1,664	-
<b>Total Grants, Subsidies and Contributions</b>		<b>2,103,250</b>	<b>701,064</b>	<b>677,276</b>

## (b) Non-operating Grants, Subsidies and Contributions

	Grant Provider	Annual Budget \$	YTD Budget \$	YTD Actual \$
Local Roads / Community Infrastructure	Federal	861,570	287,188	-
Pensioner Housing Development	WA Government	3,889,220	1,296,404	-
Deep Sewerage	Royalties for Regions	240,000	80,000	-
Great Fingall Mine Development	WA Government	1,500,000	500,000	-
Great Fingall Mine Development	Contribution	250,000	83,332	-
Bank of WA	RED	120,000	40,000	-
Playground	WA Government	110,000	36,664	-
Flood Damage Reimbursement	DFES	1,846,000	615,332	-
Airport Grants and Contributions	Contribution	200,000	66,664	-
Roads to Recovery	Federal	303,500	101,164	-
RRG - RRG Road Project Grant	RRG	180,000	60,000	-
<b>Total Grants, Subsidies and Contributions</b>		<b>9,500,290</b>	<b>3,166,748</b>	<b>-</b>

**10.3 COUNCIL MEETING DATES 2023 – CHANGE OF START TIME**

APPLICANT: Shire of Cue  
 DISCLOSURE OF INTEREST: Nil  
 AUTHOR: Richard Towell –Chief Executive Officer  
 DATE: 26 October 2022

***Matters for Consideration:***

Consider a change to the start time of 2023 Ordinary Council Meetings from 6.30pm to 6.00pm.

***Background:***

At the ordinary meeting of Council held 20 September 2022, Council resolved to advertise the 2023 meeting dates with meetings commencing at 6.30pm shown below.

<b>Council Decision:04092022</b>	<b>Voting requirement:</b> Simple Majority
<b>MOVED:CR HUMPHREYS</b>	<b>SECONDED:CR HOGBEN</b>
Adopt the following meeting dates for 2023 and advertise them in accordance with the <i>Local Government (Administration) Regulations 1996:</i>	
January	No Meeting
February	Tuesday the 21st
March	Tuesday the 21st
April	Tuesday the 18th
May	Tuesday the 16th
June	Tuesday the 20th
July	Tuesday the 18th
August	Tuesday the 15th
September	Tuesday the 19th
October	Tuesday the 17th
November	Tuesday the 21st
December	Tuesday the 19th
With meetings commencing at 6.30pm	
<b>CARRIED:6/1</b>	
<b>AGAINST: CR HOUGHTON</b>	

A request has been received to consider commencing Council meetings at 6.00pm. If Council decide on a new commencement time, re-advertising of the date and starting time will be required by way of local public notice.

**Comments:**

Council is required under the *Local Government (Administration) Regulations 1996* to adopt annual meeting dates and times and advertise them to the community.

Council traditionally meets on the 3<sup>rd</sup> Tuesday of the month at 6.30pm, therefore the dates proposed for 2023 are:

January	No Meeting
February	Tuesday the 21st
March	Tuesday the 21st
April	Tuesday the 18th
May	Tuesday the 16th
June	Tuesday the 20th
July	Tuesday the 18th
August	Tuesday the 15th
September	Tuesday the 19th
October	Tuesday the 17th
November	Tuesday the 21st
December	Tuesday the 19th

With meetings commencing at 6.00pm

**Statutory Environment:**

*Local Government Act 1995 - Sect 5.25*

5.25. *Regulations about council and committee meetings and committees*

- (1) *Without limiting the generality of section 9.59, regulations may make provision in relation to —*
  - (g) *the giving of public notice of the date and agenda for council or committee meetings;*

*Local Government (Administrations) Act 1996 - Reg 12*

12. *Meetings, public notice of (Act s. 5.25(1)(g))*

- (1) *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

**Consultation:**

Nil

**Officer’s Recommendation:**

**Voting Requirement:** Simple Majority

Adopt the following meeting dates for 2023 and advertise them in accordance with the *Local Government (Administration) Regulations 1996*:

January	No Meeting
February	Tuesday the 21st
March	Tuesday the 21st
April	Tuesday the 18th
May	Tuesday the 16th
June	Tuesday the 20th
July	Tuesday the 18th
August	Tuesday the 15th
September	Tuesday the 19th
October	Tuesday the 17th
November	Tuesday the 21st
December	Tuesday the 19th

With meetings commencing at 6.00pm

<b>Council Decision:</b>	<b>Voting requirement:</b> Simple Majority
<b>MOVED:</b>	<b>SECONDED:</b>
<b>CARRIED:</b>	

**10.4 CLOSURE OF LANE OFF MITCHELL STREET**

APPLICANT: Shire of Cue  
 DISCLOSURE OF INTEREST: Nil  
 AUTHOR: Richard Towell –Chief Executive Officer  
 DATE: 26 October 2022

***Matters for Consideration:***

Advertising for the proposed closure of the Lane off Mitchell Street.

***Background:***

A request was received from the owners of Lot 295 (4) Simpson Street for the lane behind their property to be permanently closed, as it is between their property and a lot they wish to purchase from the Department of Planning, Lands and Heritage. It would then be the owners’ intention to fence the newly acquired lot and any portion of the lane they acquire from DPLH into their existing property.

This item was initially considered at the Council meeting of 17 December 2019, where the following resolution was carried:

<b>Council Decision: 05122019</b>	<b>Voting requirement:</b> Simple Majority
<b>MOVED: CR DENNIS</b>	<b>SECONDED: CR HOGBEN</b>
<i>That Council:</i>	
<ol style="list-style-type: none"> <li>1. Agree to the proposed closure of the lane running from Mitchell Street, Cue, along the Eastern boundary of lots 294, 295 &amp; 296.</li> <li>2. Instruct the CEO to initiate formal closure of the lane by publicly advertising the proposal.</li> </ol>	
<b>CARRIED: 6/0</b>	

The proposed closure was advertised in the Dryblower in December 2020, inviting submissions to be lodged by 29 January 2021. No submissions were received. The item was considered again by Council at the Ordinary meeting held on 16 March 2021.

<b>Council Decision: 08032021</b>	<b>Voting requirement:</b> Simple Majority
<b>MOVED: CR DENNIS</b>	<b>SECONDED: CR FITZPATRICK</b>
That Council instruct the CEO to proceed with formal closure of the lane running from Mitchell Street, Cue, along the Eastern boundary of lots 294, 295 & 296.	
<b>CARRIED: 7/0</b>	



Following the lodgement of the request for the lane closure, the Shire was asked to indemnify the Minister for Land against all fees and charges in relation to the road closure and at its meeting on 20 September 2022 the Council resolved as follows:

**Council Decision:05092022**

**Voting requirement:** Simple Majority

**MOVED:CR DENNIS**

**SECONDED:CR HOGBEN**

That Council indemnify the Minister for Lands against all fees and charges incurred in relation to the formal closure of the lane running off Mitchell Street, Cue.

**CARRIED:7/0**

**Comments:**

The Shire has now been advised its advertising of the proposal in the Dryblower does not meet the advertising requirements under Sections 58(2) and (3) of the *Land Administration Act 1997* and Regulation 9 of the *Land Administration Regulations 1998*.

While advertising in the Dryblower does meet the advertising requirements as prescribed in the *Local Government Act 1995* and the *Planning and Development Act 2005*, discussions with DPLH officers have confirmed that the *Land Administration Act 1997* is prescriptive and that only advertising in the West Australian newspaper will meet the requirements of this Act.

As a result of this advice, the Shire is now required to republish the notice in the West Australian newspaper and call for submissions.

Arrangements have now been made for the matter to be published in the Public Notices of the West Australian seeking public comment for a period of 35 days, closing on 5 December 2022. It is recommended that if there are no objections, the CEO be authorised to proceed and finalise the matter. Should there be objections lodged, the matter will be brought again before the Council for determination.

**Statutory Environment:**

LAND ADMINISTRATION ACT 1997

*58. Closure of roads*

*(1) When a local government wishes a road in its district to be closed permanently, the local government may, subject to subsection (3), request the Minister to close the road.*

*(2) When a local government resolves to make a request under subsection (1), the local government must in accordance with the regulations prepare and deliver the request to the Minister.*

*(3) A local government must not resolve to make a request under subsection (1) until a period of 35 days has elapsed from the publication in a newspaper circulating in its district of notice of motion for that resolution, and the local government has considered*

*any objections made to it within that period concerning the proposals set out in that notice.*

LAND ADMINISTRATION REGULATIONS 1998

**9. Local government request to close road permanently (Act s. 58(2)), requirements for**

*For the purposes of preparing and delivering under section 58(2) of the Act a request to the Minister to close a road permanently, a local government must include with the request —*

- a) written confirmation that the local government has resolved to make the request, details of the date when the relevant resolution was passed and any other information relating to that resolution that the Minister may require; and*
- b) sketch plans showing the location of the road and the proposed future disposition of the land comprising the road after it has been closed; and*
- c) copies of any submissions relating to the request that, after complying with the requirement to publish the relevant notice of motion under section 58(3) of the Act, the local government has received, and the local government's comments on those submissions; and*
- d) a copy of the relevant notice of motion referred to in paragraph (c); and*
- e) any other information the local government considers relevant to the Minister's consideration of the request; and*
- f) written confirmation that the local government has complied with section 58(2) and (3) of the Act.*

**Policy Implications:**

Nil.

**Financial Implications:**

Nil.

**Strategic Implications:**

Nil.

**Consultation:**

Dave Foster – Department of Planning, Lands and Heritage

Eugene Ferraro – Contract Town Planner

**Officer's Recommendation:**

**Voting Requirement:** Simple Majority

That Council:

1. Notes that the proposed road closure is being advertised for public comment in the West Australian newspaper for a period of 35 days;
2. Subject to there being no submissions objecting to the proposal:
  - a. Delegate to the Chief Executive Officer the authority to advise the Department of Planning, Lands and Heritage that the matter has been advertised for public comment in the West Australian newspaper and that no objections were received; and
  - b. Authorise the Chief Executive Officer to complete all necessary administrative actions to finalise this matter.

**Council Decision:**

**Voting requirement:** Simple Majority

**MOVED:**

**SECONDED:**

**CARRIED:**

## 10.5 MINERS PASS ROAD (NORTH) – PROPOSED DEDICATION

APPLICANT:	Shire of Cue
DISCLOSURE OF INTEREST:	Nil
AUTHOR:	Richard Towell
DATE:	26 October 2022

### ***Matters for Consideration:***

Formal dedication of Miners Pass North Road (2.594km) between the Beringarra-Cue Road and the Great Northern Highway.

### ***Background:***

One of the additional obligations for the Shire of Cue in the Road Use Agreement with Westgold Resources Ltd is to finalise the gazettal of the Northern section of Miners Pass Road. This will enable haul trucks from Big Bell to access the Great Northern Highway heading North without the need to travel South to Day Dawn before accessing the Highway and passing through the Cue Town site.

Additionally, for many years the Shire has been working on a plan to complete a bypass road for heavy vehicles particularly those associated with the transport of material from the local mining industries. To date, a 2.98km section of this road has been dedicated and sealed between the Great Northern Highway and west of the Beringarra-Cue Road. The final 2.594km will run east from Beringarra-Cue Road and complete the northern bypass joining back on the Great Northern Highway near the intersection of Rifle Range Road. The proposed area is currently formed as a road with guideposts and has been used in the past as a bypass for the Cue Town site. A map showing the proposed area is attached at [Appendix 3](#).

### ***Comments:***

The proposal will see the completion of the Miners Pass Road north of the Cue townsite. While the completion of this road will provide efficiencies for the nearby mining companies, the removal of a number of heavy vehicles moving through the town centre will improve the amenity of the town and reduce the wear and tear on the town's infrastructure.

The proposal to dedicate the existing 2.594km unsealed track between the Beringarra-Cue Road and the Great Northern Highway as a road, will require actions under the Land Administration Act. These administrative actions will include a requirement to survey the road to enable a formal and accurate Deposited Plan to be lodged with the DPLH (Department of Planning, Lands and Heritage).

The first step of the process will be the lodgement of a Crown Land Enquiry with the DPLH. The DPLH will then provide detailed advice as to the steps the Shire will need to undertake to complete the process. Initial advice from the DPLH indicates that the

process of creating the road should be uncomplicated, although a survey will be necessary, as the road will need its own separate Crown Land title.

**Statutory Environment:**

*LAND ADMINISTRATION ACT 1997 - SECT 12*

- 12 . *Powers and duties of Minister restricted in relation to managed reserves and mall reserves*

*The Minister must not exercise a power (other than a power conferred by section 50(1) or (2)) or perform a duty under section 10(1) in respect of the care, control or management of Crown land in a managed reserve or mall reserve without the consent of the relevant management body.*

*LAND ADMINISTRATION ACT 1997 - SECT 56*

- 56 . Dedication of land as road

- (1) If in the district of a local government —

- (a) land is reserved or acquired for use by the public, or is used by the public, as a road under the care, control and management of the local government; or
- (b) in the case of land comprising a private road constructed and maintained to the satisfaction of the local government —
  - (i) the holder of the freehold in that land applies to the local government, requesting it to do so; or
  - (ii) those holders of the freehold in rateable land abutting the private road, the aggregate of the rateable value of whose land is greater than one half of the rateable value of all the rateable land abutting the private road, apply to the local government, requesting it to do so;
 or
- (c) land comprises a private road of which the public has had uninterrupted use for a period of not less than 10 years, and that land is described in a plan of survey, sketch plan or document, the local government may request the Minister to dedicate that land as a road.

- (2) If a local government resolves to make a request under subsection (1), it must —
- (a) in accordance with the regulations prepare and deliver the request to the Minister; and
  - (b) provide the Minister with sufficient information in a plan of survey, sketch plan or document to describe the dimensions of the proposed road.

- (3) On receiving a request delivered to him or her under subsection (2), the Minister must consider the request and may then —
  - (a) subject to subsection (5), by order grant the request; or
  - (b) direct the relevant local government to reconsider the request, having regard to such matters as he or she thinks fit to mention in that direction; or
  - (c) refuse the request.
  
- (4) On the Minister granting a request under subsection (3), the relevant local government is liable to indemnify the Minister against any claim for compensation (not being a claim for compensation in respect of land referred to in subsection (6)) in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.
  
- (5) To be dedicated under subsection (3)(a), land must immediately before the time of dedication be —
  - (a) unallocated Crown land or, in the case of a private road, alienated land; and
  - (b) designated in the relevant plan of survey, sketch plan or document as having the purpose of a road.
  
- (6) If land referred to in subsection (1)(b) or (c) is dedicated under subsection (3)(a), a person with an interest in that land (including a person who has the benefit of an easement created under section 167A of the TLA) is not entitled to compensation because of that dedication.

***Policy Implications:***

*Nil.*

***Financial Implications:***

Dedication of this road will require a survey plan to be prepared. The cost of the survey requirements is estimated to be \$21,000 exc. GST and will be undertaken in the future as part of the DPLH detailed requirements.

With its dedication, Miners Pass Road should form part of the regional road network under the responsibility of the Shire. Consideration will be given in the future to sealing the road to give all weather access and use of the road.

The dedication of this section of Miners Pass Road will complete the northern bypass and result in a reduction of heavy vehicle movements through the town centre, thereby reducing the wear and tear on townsite infrastructure.

**Strategic Implications:**

The proposed action addresses the following objectives contained in the Shire’s Strategic Community Plan 2017-2027.

*Economic Objective*

*Outcome 1.1 Maximise local economic opportunities to benefit the whole community*

*1.1.1 Work with mining and pastoral sectors to grow and support local infrastructure and services*

*Environmental Objective*

*Outcome 4.3 Maintain and improve our built environment*

*4.3.1 Maintain, improve and renew infrastructure*

**Consultation:**

Dave Foster – DPLH

Brad Collard – Hille Thompson & Delfos Surveyors.

Eugene Ferraro – Shire’s consultant town planner

**Officer’s Recommendation:**

**Voting Requirement:** Simple Majority

That Council:

1. Approve a portion of Reserve 7273 to be excised out of the reserve in accordance with section 12 of the Land Administration Act 1997 for the purpose of Road Reserve.
2. Resolves to make a request to the Minister to dedicate the land as a road pursuant to section 56 of the Land Administration Act 1997.
3. Authorises the Chief Executive Officer to undertake the necessary administrative processes to formally dedicate the section of Miners Pass North Road between Beringarra-Cue Road and the Great Northern Highway as a public road.

**Council Decision:**

**Voting requirement:** Simple Majority

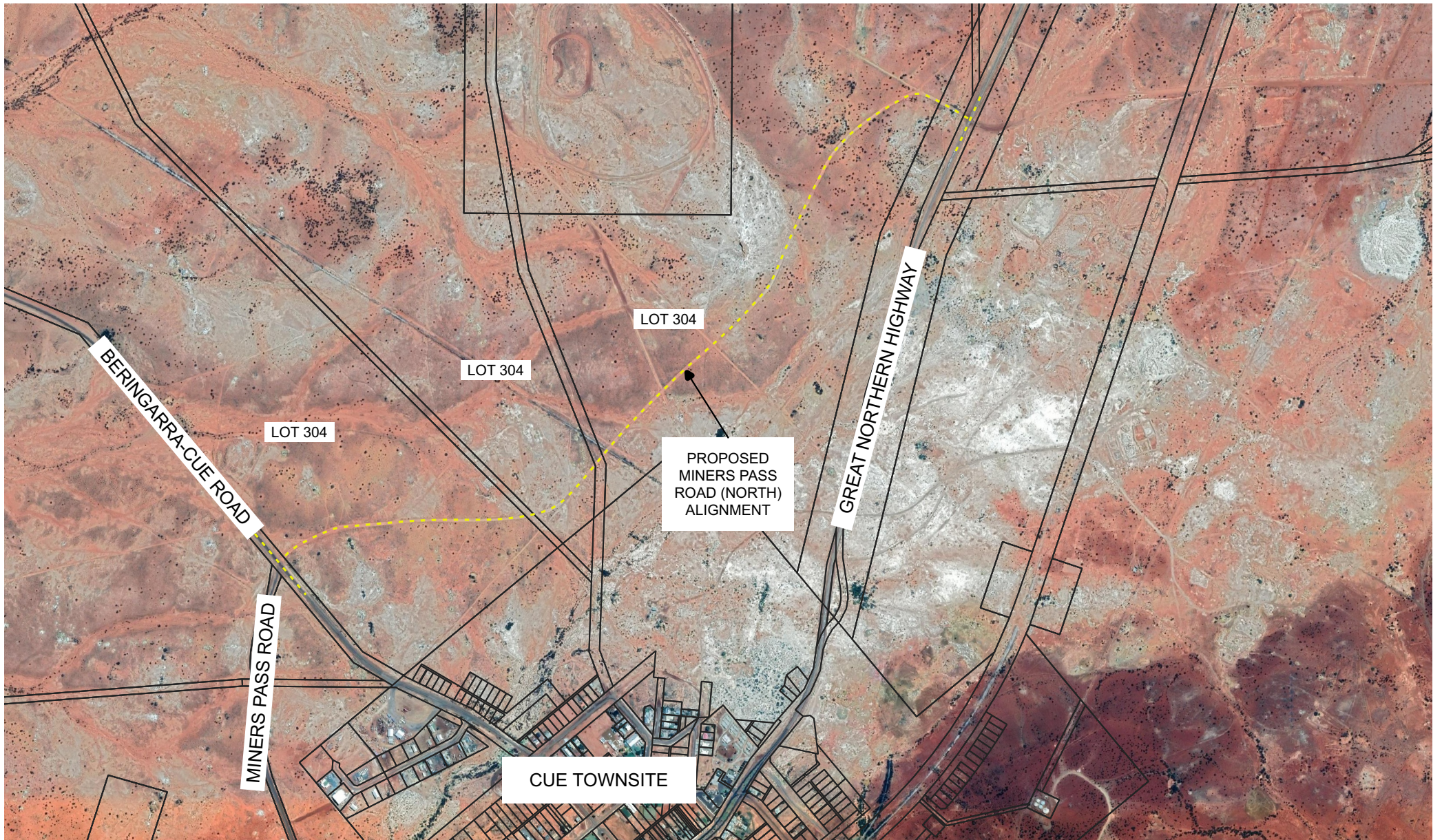
**MOVED:**

**SECONDED:**

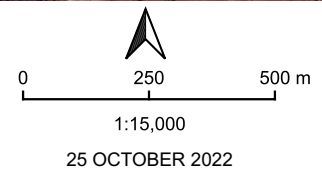
**CARRIED:**

# APPENDIX 3





SHIRE OF CUE  
MINERS PASS ROAD (NORTH) PROPOSAL



## 10.6 WALGA BEST PRACTICE GOVERNANCE REVIEW

APPLICANT: Shire of Cue  
DISCLOSURE OF INTEREST: Nil  
AUTHOR: Richard Towell – Chief Executive Officer  
DATE: 10 November 2022

### ***Matters for Consideration:***

The WA Local Government Association (WALGA) has undertaken a Best Practice Governance Review (BPGR) and is seeking local government feedback.

### ***Background:***

WALGAs' 2020-25 Corporate Strategy identified the need for the Association to undertake a best practice governance review. A review Steering Committee was established in March 2022 to consider a new governance model for the association.

A background paper has been prepared by WALGA that analysed other organisations that operate similar to WALGA. The focus areas being;

**Jurisdictional Analysis** – This section compares WALGA to equivalent associations operating in other States. This provides key insights into the size and election processes of WALGA compared to equivalent associations operating in Australia.

**Comparator Organisations** – This section compares WALGA's governance arrangements to five comparator organisations that were agreed at the BPGR Steering Committee meeting. This provides key insights into the size, election processes and recent governance changes of these five comparator organisations.

This lead to the development and endorsement of the Governance Model Principles to provide a structure for understanding how the current governance model of WALGA and any future governance model aligns to these principles.

The Background Paper is attached at [Appendix 4](#).

From here the Steering Committee has developed a consultation paper, presenting four model options and the current model for consideration. The Consultation Paper outlines the structure and roles associated with each governance model. These models are assessed with the Governance Model Principles to compare how they align with each component.

WALGA has requested member feedback, in the form of a Council decision on the governance model options presented in the Consultation Paper. The Consultation Paper is attached at [Appendix 4](#). WALGA have requested a response by 23 December 2022.

**Comments:**

One of the focuses of the review is to reduce the size of the board from the current State Council of 25 members, being one member from each of the 12 regional Zones and 12 members from the five metropolitan zones. This enables equal representation between the regional and metropolitan zones.

Any reduction in the number of representatives will either place an imbalance between the regional and metropolitan representation or result in some of the regional zones having no representation at the State level. It is stated in the principles that the governing body have equal representation between regional and metropolitan members.

Given the size of Western Australia compared to other States and the vast areas it covers, it is expected that the regional zones would outnumber the metropolitan zones. Looking to reduce the number of regional zones through amalgamation only increases the distance between the local governments that make up each zone. Taking Goldfields Esperance zone as an example this covers nearly half of the State and would make a good argument to increase the number of regional zones rather than reduce them as it stretches from Wiluna to Esperance.

All of the four proposed models incorporate the addition of independent representation for the purpose of diversity being skills and experience or cultural diversity. This is a little contradictory where on one hand there is desire to reduce the number of representatives and on the other adding independents to the board. It is my opinion that diversity should be sourced from within the eligible delegates of the constituency.

I am of the view that the current model provides the best option for a governance model that provides the most comprehensive representation across the State. I am aware that reducing the number of members to find the appropriate number of representatives is part of the Governance Principles and for this reason I would consider option one as having merit where the current zones are retained and an overseeing board elected. I am not in support of independent representation on the board.

The concept of option three is also a consideration with the zones being re-mapped to incorporate six metropolitan and six regional zones to provide equal representation. This would need careful consideration as to how extensive each regional zone reaches as the increased distances could have an adverse effect on the value of each zones participation.

**Statutory Environment:**

*Local Government Act 1995*

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Consultation:**

Cr Les Price – Member of WALGA State Council

**Officer's Recommendation:**

**Voting Requirement:** Simple Majority

That Council inform WALGA that it has preference for the following governance models in the following order.

1. Option 5 – Current model
2. Option 1 – Two Tier Model, Existing Zones
3. Option 3 – Board , Amalgamated Zones

and does not support independent representation in the governance model.

**Council Decision:**

**Voting requirement:** Simple Majority

**MOVED:**

**SECONDED:**

# APPENDIX 4

# Best Practice Governance Review

## Background Paper

# Contents

Item	Section	Page
1	Background, Approach and Timeline	<u>3</u>
2	Jurisdictional Analysis	<u>6</u>
3	Comparator Organisations	<u>9</u>
4	Governance Principles	<u>17</u>

# Best Practice Governance Review

## **1. Background, Approach and Timeline**



# Background and Approach

Background and approach that led to the development of the governance principles for the Best Practice Governance Review.

## Background

The Western Australian Local Government Association (WALGA) developed its Corporate Strategy 2020-25, and in doing so identified a key strategic priority, to undertake a Best Practice Governance Review. The objective of the review is to ensure WALGA's governance and engagement models are contemporary, agile, and maximise engagement with members. Other drivers for the review included:

- Misalignment between key governance documents; Constitution, Corporate Governance Charter, State Council Code of Conduct, and Standing Orders – stemming from varying amendments.
- State Council's 3 September 2021 resolution requesting amendment to the Constitution to "*deal with matters related to State Councillors' Candidature for State and Federal elections*".
- Proposed legislative reforms to remove WALGA from being constituted under the *Local Government Act 1995 (WA)*.
- Constitutional requirements for WALGA to become a registered organisation under the *Industrial Relations Act 1979 (WA)*, which would enable WALGA to make applications in its own right to the Western Australian Industrial Relations Commission

In March 2022 State Council commissioned the Best Practice Governance Review (BPGR) and established a Steering Committee to guide the Review.

The BPGR Steering Committee had its first meeting on 5 May 2022. There was wide-ranging discussion on WALGA's current governance model, the need to engage broadly with the membership, and opportunities for change. At the meeting, five comparator organisations were identified to be used in a governance model comparative analysis. Steering Committee meetings 2 to 5 had a focus on the development of governance model principles.

## This document

This document presents the key insights from the jurisdictional and comparator organisation analysis that supported the development of the governance principles. The final section presents the endorsed governance principles.

**Jurisdictional Analysis** – This section compares WALGA to equivalent jurisdictional associations (e.g. LGASA). This provides key insights into the size and election processes of WALGA compared to equivalent associations.

**Comparator Organisations** – This section compares WALGA's governance arrangements to five comparator organisations that were agreed at the BPGR Steering Committee meeting 1. This provides key insights into the size, election processes and recent governance changes of these five comparator organisations.

**Governance Model Principles** – The governance model principles were developed through BPGR Steering Committee meetings 2 to 5. This provides a structure for understanding how the current governance model of WALGA and any future governance model aligns to these principles.

The following slide outlines the timeline of key events and meetings that formed part of the BPGR.



# Timeline

Timeline of key events with a focus on the BPGR Steering Committee meetings throughout May to August 2022

## WALGA Corporate Strategy 2020-25

In 2019, a five-year Corporate Strategy was developed and identified that a governance model was key to delivery of the strategy. 19 interviews and 2 workshops covering 20 Local and State Government leaders informed the strategy.

## Stakeholder Engagement Project, GRA Partners, 2021

45 responses received from Federal and State Government and Opposition.

## WALGA Stakeholder Engagement Project, Marketforce 2021

105 survey responses and 42 interviews were facilitated across 95 Local Governments.

## State Council Performance Assessment, 2020

17 survey responses and comments received from State Councillors.

## Commissioning of Best Practice Governance Review

In March 2022, WALGA commissioned PwC to support the BPGR Project.

## First BPGR Steering Committee meeting held

On 22 May 2022, the first meeting of the BPGR Steering Committee identified five comparator organisations for the Review.

## Third BPGR Steering Committee meeting held

On 28 June 2022, an options paper was reviewed.

## Second BPGR Steering Committee meeting held

On 8 June 2022, the initial draft of comparator organisations was presented and assessment criteria was identified.

## Fourth BPGR Steering Committee meeting held

On 18 July 2022, core principles were decided to guide the BPGR.

## Fifth BPGR Steering Committee meeting held

On 10 August 2022, core principles for the BPGR were finalised.

## State Council updated

On 3 August 2022, an update on the BPGR was provided to State Council.

## Principles shared

In September 2022 agreement on the next steps for sharing the principles with Local Government members.



# Best Practice Governance Review

## 2. Jurisdictional Analysis

# Analysis: Jurisdictional equivalents to WALGA

Jurisdictional equivalents of WALGA have been analysed according to their size and election methods.

## Background

Prior to the BPGR Project commencing in March 2022, work was undertaken to understand governance arrangements in other jurisdictions. The focus of this work was on associations from other Australian states, as well as New Zealand.

The full list of associations are:

- Local Government NSW (LGNSW)
- Municipal Association Victoria (MAV)
- Local Government Association of Tasmania (LGAT)
- Local Government Association of South Australia (LGASA)
- Local Government Association of Queensland (LGAQ)
- Local Government Association of Northern Territory (LGANT)
- Local Government Association of New Zealand (LGNZ)

The assessment of these associations focused on providing insights into the following domains:

- **Size of Board:** How many board members are there in comparison to the 25 WALGA board members?
- **Method of Election of President:** How is the President elected to the board?
- **Method of Election of Board Members:** How are board members elected?

## Key Insights

Key insights following the comparison of WALGA to equivalent associations are outlined below:

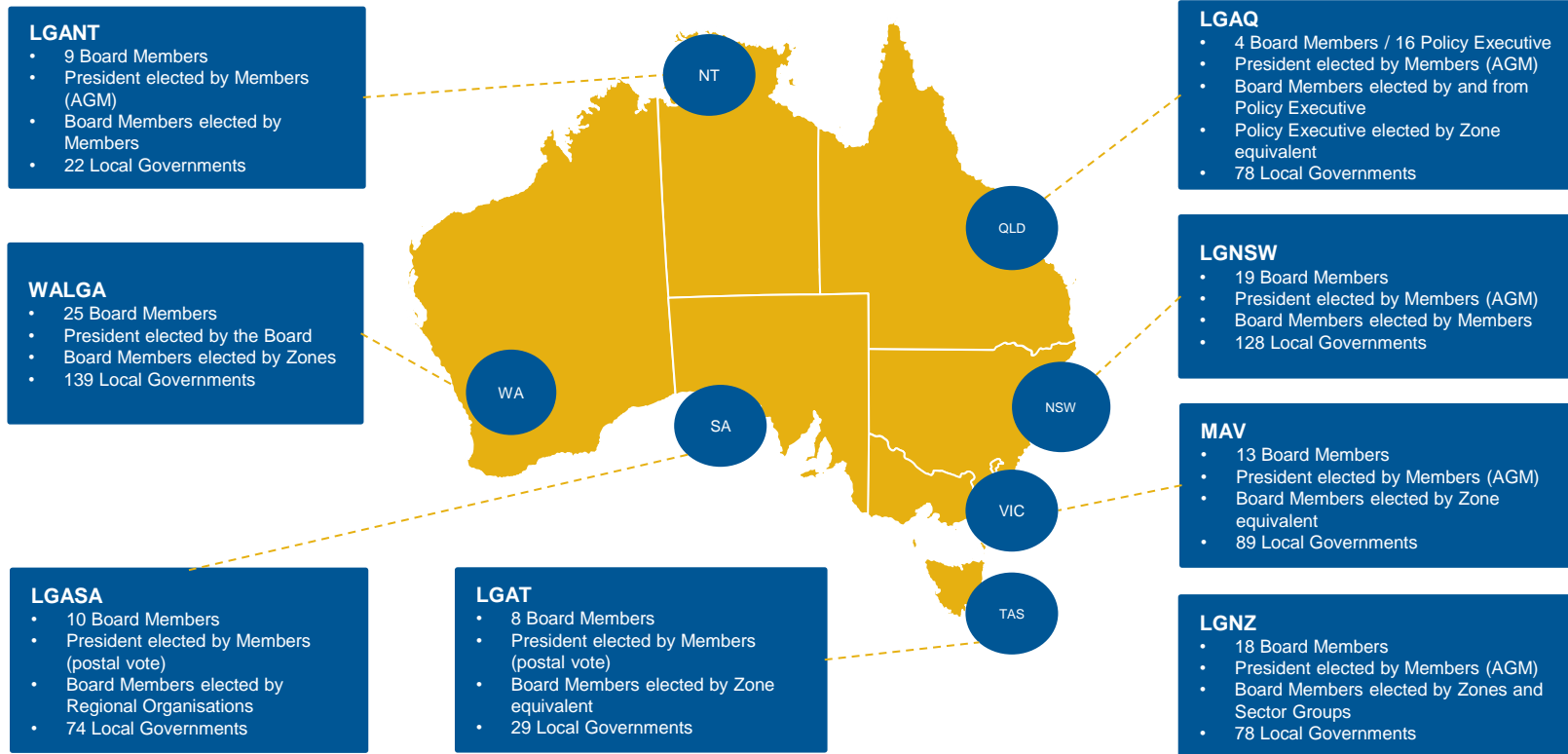
- **Size of Board** – while WALGA's board (State Council) contains the largest number of representatives, it can be seen that boards of Local Government Associations tend to be relatively large. The average board size (using Queensland's policy executive, not board) is 15.4.
- **Method of Election of President** – WALGA is an outlier: all other Presidents are elected directly by the membership. Perhaps this is a reflection of the prevalence of Council elected Mayors and Presidents in WA.
- **Method of Election of Board Members** – The majority of associations use regional groupings (equivalent to our Zones) to elect board members. The New Zealand hybrid model of electing representatives from geographic zones and sector groups (metro, provincial, rural, regional) is of interest.

The following slide presents this information for each of the seven associations.



# Summary: Jurisdictional equivalents to WALGA

Summary of jurisdictional analysis of WALGA equivalents in relation to their Board membership, election methods and number of Local Governments.



# Best Practice Governance Review

## 3. Comparator Organisations

# Comparator organisations

Comparison of WALGA's governance model to the governance models of five comparator organisations.

## Background

The BPGR Steering Committee had its first meeting on the 5 May 2022. There was wide-ranging discussion on WALGA's current governance model, the need to engage broadly with the membership, and opportunities for change.

At the meeting, five comparator organisations were identified to be used in a governance model comparative analysis. The organisations were selected on the basis of their similarity to WALGA as WA member-based peak industry organisations.

The selected organisations were: Australian Medical Association (AMA) WA, Chamber of Commerce and Industry (CCI) WA, Chamber of Minerals and Energy (CME), Australian Hotels Association (AHA) WA and Pharmacy Guild (PG) WA Branch.

## Process

WALGA supplied a range of background documents to assist in undertaking the initial desktop comparison. This included the Constitution, Corporate Governance Charter, Corporate Strategy 2020-2025, Standing Orders, Elected Member Prospectus, Flow Chart – WALGA Zone and State Council Process, Final Report – State Councils and Zone Structure and Process Working Group.

The documentation used for the comparator organisations were typically the:

- Constitution – which serves as the instrument for establishment of the association;
- Annual reports – which contains information about an association's performance over a 12-month period; and
- Organisational website – which may outline the structure and current composition of the board, council and the leadership team of the organisations.

Interviews were successfully arranged with three of the five organisations. They were AMA WA, CCI WA and CME WA. The document analysis and interviews provided insights into the size, election methods and recent changes within these organisations.

## Key insights

Key insights through the comparison of WALGA to the five comparator organisations are outlined below:

- **Size of Board** – WALGA's board (State Council) was larger than all other comparator organisation's boards.
- **Election methods** – election methods varied across the comparator organisations but many involved election through the membership.
- **Change** – three of the five organisations had recently undergone changes or reviews of their governance structures. There were a range of drivers for this change including: to increase the decision making ability of the board; to use specific working groups to focus on specific topics of interest and to increase representativeness of specific groups (e.g. Aboriginal and Torres Strait Islanders).

The following slide presents summary information on the size and election methods of the five comparator organisations. This is then followed by more detailed background into each organisation, their governance structure and any outcomes from conversations with these organisations.



# Summary: Governance structure analysis

WALGA's governance structure was analysed in comparison to five comparator organisations

Organisational Comparisons	Number of Board Members	President Elected by	Board Members elected by
<b>WA Local Government Association (WALGA)</b>	25	The Board	Zones
<b>Australian Medical Association (AMA)</b>	9	AMA WA Members	Members of the Association
<b>Chamber of Commerce and Industry WA (CCIWA)</b>	7 to 10	The Board	<ul style="list-style-type: none"> <li>Up to 12 elected by Members</li> <li>Up to 8 appointed by the Board</li> <li>Up to 8 appointed by the Council</li> </ul>
<b>Chamber of Minerals and Energy (CME)</b>	6 to 11	Ordinary Members	Executive Councillors
<b>Australian Hotels Association (AHA) WA</b>	17	The Branch Committee of Management	The Branch Committee of Management
<b>Pharmacy Guild (PG) – WA branch</b>	16 to 22	The Branch	Financial Members from the same region as the Branch

*Note: The Council, Branch, or Board chosen from the organisations above were chosen for how appropriate their structure is as a comparison to the WALGA State Council.*





# Organisational Analysis: Australian Medical Association (AMA) WA

With over 5,000 members, the AMA (WA) is the largest independent professional organisation for medical practitioners and medical students in the State. Total revenue and other income for AMA nationally in 2020 was reported as \$21,928,000.

## Organisational Information

The AMA (WA) Board was created in 2017 and is comprised of the President, Immediate Past President, two Vice Presidents and five members of Council who are elected to sit on the Board (9 in total).

The AMA (WA) Council consists of four office bearers (President, Immediate Past President, two Vice Presidents). Additionally, there are the Specialty Group Representatives (e.g. General practice, surgery); Practice Group Representatives (e.g. rural doctors, public hospital doctors); Ordinary Council Members; and, Co-opted Council Members. Majority of the representatives and members represent their speciality (e.g. anaesthetics) or group of representative (e.g. medical student society).

The AMA Federal Council meets quarterly and is the AMA's main policy-making body. It is a forum to identify and debate emerging issues of relevance to the membership. The Federal Council's primary role is to: Form the policy of the AMA; Propose changes to existing policy; and Elect representatives to roles and committees. There is one State and one Area nominee from WA on the Federal Council.

The Leadership team consists of seven staff. CEO, CFO, COO, General Manager Training and Recruitment, Operations Manager, General Manager Financial Services and an HR manager.

## Governance Structure\*

The Board comprises of approximately 9 members.

The Board may increase or decrease the number of Advisory Council members as needed. However, it currently has 4 members.

The Board and Council is also supported by Specialty Group Representatives, Practice Group Representatives, Ordinary Council Members, and Co-Opted Council Members.

The Board focuses on governance, managing the Association's conduct and business, and ensuring conformity with the constitution.

The General Council focuses on advocacy, policy making, and representation of the association.

## Outcomes of Organisation Discussion

- **Governance Review:** The 2020 annual report mentions that an organisation-wide review was undertaken with the transformation in the process of being implemented until March 2020 (COVID).
- **Representation:** It is more important to restrict the number of Board members than Councillors. Board members are involved in making policy and governance decisions, requiring a greater decision-making capability; Councillors are more involved in stakeholder engagement and solving specific issues through working groups, therefore Council size has less impact to efficiency and effectiveness of the model.
- **Engagement:** The president is the spokesperson when it comes to policy issues. Councillors represent the views of Specialty Groups, Practice Groups, and the medical profession as a whole.
- **Feedback on the current model:** Board members have previously taken the role because they are passionate, but do not necessarily have the right expertise, resulting in poor governance. Board members who have leadership and governance experience have proven to be effective in the updated model. The Board would benefit from an independent audit partner and increased diversity in speciality, a simplified purpose of the Board and Council Advisory, and a reduced number of meetings each year.

*\*The AMA WA Constitution does not specify the number of Board or Council members. Member numbers are indicative and have been taken from the current Board & Council.*



# Organisational Analysis: Chamber of Commerce and Industry (CCI) WA

CCIWA is a not-for-profit member organisation providing information, professional services and support for businesses in Western Australia, with over 2,000 WA members. Total revenue and other income for 2021 was reported as \$34,270,130.

## Organisational Information

The CCIWA operates as a company limited by guarantee. This came into effect on 11 January 2019. The change in status means that CCIWA is now incorporated under the *Corporations Act 2001* (Cth) rather than the State legislation covering incorporated associations.

Based on the constitution, the number of board members can be between 9-12 (including President & Vice President). The current board has only 6 members including the President and Vice President.

There is a General Council. The constitution states that Councillors can be up to certain numbers depending on who they were elected by. The resulting effect is a council that does not have consistent numbers of members and does not need to fill all positions. This is unlike WALGA's governance model where representatives are elected by zones.

The Board is responsible for the sound governance of the organisation, whereas the General Council provides input to the organisations policy; provides advice to the Board; acts as a point of interface; elects and appoints Council Elected Directors; and passes resolutions relating to specific handling of assets and raising and borrowing funds.

## Governance Structure

The Board comprises of 9 – 12 members.

The Board focuses on strategic priorities, financial performance and compliance issues.

The General Council consists of up to 28 Councillors.

The General Council focuses on developing and being spokespersons on public policy frameworks and positions.

The governance structure is supported by bespoke working groups, formed from Councillors as relevant for specific strategic and policy issues.

## Outcomes of Organisation Discussion

- **Governance Review:** CCIWA conducted a review of their 2018 Constitution, resulting in changes contained in the 2021 Constitution, including: The governance model was revised to increase the decision-making capability of the board; The structure of the General Council was determined to be too generic causing low Councillor attendance. After the review, Councillors were split into bespoke working groups for specific policy issues for the upcoming 12-month period. This resulted in higher councillor attendance, than the previous governance model.
- **Representation:** In the new revision of the constitution, two new types of Councillors were included to increase representation for their respective groups. Future Leader Councillors, from members of University business schools; and First Nations Business Councillors, elected from First Nations Members.
- **Feedback on the current model:** In the current governance model, when a board member leaves, a temporary team member is appointed since board members can only be elected in general meetings.



# Organisational Analysis: The Chamber of Minerals and Energy (CME) WA

CME WA is the peak resources sector representative body in Western Australia whose member companies generate 95% of all mineral and energy production and employ 80% of the sector's workforce in the State.

## Organisational Information

The Corporate Governance Charter (Charter) provides guidance on the respective roles, responsibilities and authorities of members of the Executive Council (Executive Councillors) and members of the Advisory Board (Advisory Board Members) in setting the direction, management and control.

The number of Vice Presidents is determined by the Executive Council, the constitution contains no limit on the number of Vice Presidents and so the number of Vice Presidents is excluded from the diagram to the right.

Executive Councillors are elected by Ordinary Members, and there can be no less than 10.

The Role of the Advisory Board is to act as a traditional board providing strategic oversight on behalf of the Chamber. Key interface with the Executive Management Team on organisational matters, including strategy, operating accounts, governance and risk.

## Governance Structure

Advisory Board comprises of 5-10 members.

The Advisory Board provides strategic oversight and acts as the key interface with the Executive Management team on strategy, operating accounts, governance and risk.

Executive Council (10+ members).

The Executive Council most senior interface to guide and prioritise the agenda of the Chamber and its respective committees and holds final decision-making authority re: annual financial reports/statements.

The governance structure is supported by committees including bespoke working groups, appointed by Executive Council as relevant for specific strategic and policy issues.

## Outcomes of Organisation Discussion

- **Governance Review:** CME recently engaged in a governance review. In April 2020, CME put in place a governance charter. This codified processes and structures, clarified lines of accountability and included a director's code of conduct.
- **Representation:** Members who express an interest, get a seat at the table for the Executive Council. There are approximately 60 ordinary members with 16-20 regularly attending council meetings. This group is intended to provide a litmus check that the broader membership needs are being met.
- **Engagement:** Although the board is strongly engaged in the work and responsibilities it holds, there is the varying engagement of the executive council – this is broadly because due to the large array of issues it covers – the organisation would love to see stronger engagement in this area.
- **Feedback on the current model:** Based on the age of the organisation, the current pyramid structure works. This is successful largely due to the governance charter which provides clarity in role and structure for the organisation.



# Organisational Analysis: Australian Hotels Association (WA)

The Australian Hotels Association (AHA) represents more than 5,000 members across Australia serviced by a network of branches based in every state and territory, plus a Canberra-based National Office. Total revenue and other income for AMA nationally in 2020 was reported as \$2,257,963.

## Organisational Information

AHA was founded in 1892 and now represents more than 80% of the Western Australian hotel and hospitality industry.

The organisation has a branch in each state and territory, including a division in each branch known as the National Accommodation Hotels Division. The organisation and each of its branches have their own set of rules by which they are governed. However, ultimate authority is deferred to the National Board of the organisation.

All issues and opportunities are addressed by The Branch Committee of Management (The Branch). Consisting of six ordinary members, elected by members of the branch, and the president from each of the Territorial and Non-Territorial Divisions of the Branch. This includes a President, Senior Vice President, Vice President, Treasurer, Accommodation President and Country Representative. The President, Senior Vice President (SVP) and Vice President (VP) are elected by The Branch.

AHA developed a subsidiary known as 'Tourism Accommodation Australia (TAA)'. TAA publicly represents and lobbies specifically for accommodation hotels separately from the AHA's general hospitality members. However, membership to both AHA and TAA is granted to accommodation properties. There are 11 Divisional Presidents – 7 represent different Areas/Regions and 4 represent different membership groups.

## Governance Structure\*

Branch Committee of Management has 6 Ordinary members & the president of each Territory/Non-Territory Division (11).

Focuses on staff remuneration/conditions, branch transactions, disbursements, funds and resolves delegated Commonwealth industrial disputes.

There is no council or other governing entity to provide support to the Branch Committee of Management.

## Relevance to WALGA BPGR

AHA was contacted to schedule an interview; however, there was no response following multiple requests. The following insights have been made by research on their publicly available governance information and documentation.

- **Composition:** Similar to WALGA's State Council, the AHA Governance structure only has one governing entity, The Branch Committee of Management. The number of branch members (17) is smaller than WALGA (25).
- **Responsibilities:** The AHA Branch Committee of Management is responsible for financial activities; however, the Rules document does not mention that they are responsible for activities that other comparator organisations governing entities are, such as policy creation or ensuring compliance.
- **Lack of compliance with constitution:** The Rules of the AHA WA Branch document acts as the Association's constitution. However, there are many conflicts between the governance structure in the Branch Rules document, and the governance structure depicted on AHA WA's website. For example, in the document the supreme governing body of the Branch is the Branch Committee of Management, whereas on the website it is the Executive Management team. Additionally, there is no mention of a board in the Rules document, but there is a Board of Management on the website.

*\*The governance structure has been taken from the Rules of the AHA WA Branch document instead of the current governance structure depicted on the website, due to conflicting information.*



# Organisational Analysis: Pharmacy Guild (WA Branch Focus)

Pharmacy Guild supports over 5,800 pharmacies across Australia. It is broken up into Territory Branches with more than 600 pharmacies as members in WA (est. 2017).

## Organisational Information

The Pharmacy Guild's WA Branch's Annual Report can only be viewed by Members of the Organisation.

The Branch consists of the Branch Executive, and the Branch Committee. Where the Branch Executive consists of the Branch President, Branch Vice President(s) and the National Councillor(s). Additionally, in the Branch Executive, the position of Branch President and Vice President can also be held by a National Councillor, resulting in different numbers of Branch Executives between states.

The National council has the power to determine and direct policy, settle disputes, control the national fund, appoint an auditor and other activities relating to being the supreme governing entity.

The constitution does not specify who exactly elects the Branch President, or the Branch Vice Presidents, only that they are elected from the Branch. Whereas Branch Committee Members are elected by financial members in that region.

The Branch and the National Council shall appoint their own auditor. Resulting in potential conflicts of interest, as hypothetically the Branch and the National Council can appoint an auditor who audits in their favour.

## Governance Structure\*

Branch Executive consists of 2 – 6 Executive Members.

All powers and functions of the Branch Committee between meetings of the Branch Committee.

Branch Committee consists of 7 - 14 committee members (excluding the Branch executive).

Control the Branch fund, decide the agenda for and attend special meetings.

There is only one governing entity in WA for Pharmacy Guild, however the WA Branch consists of National Councillors, from the National Council which is the supreme governing body for the Pharmacy Guild. However, the Branch Committee can create subcommittees to carry out particular functions.

## Relevance to WALGA BPGR

Pharmacy Guild WA was contacted to schedule an interview; however, they responded that they do not have time to discuss their governance model. The following insights have been made by research on their publicly available governance information and documentation.

- **Representation:** The interests of members are represented by the Branch Committee Members who are elected by the financial members of the same regions. Additionally, the interests of the National Council are represented in Branches by the National Councillors appointed in each Branch.
- **Composition:** The governance structure of the Branches of the Pharmacy Guild is adaptable to the needs of the Branch. Since the Branch Committee members can decide the number of Committee members needed in their branch, they can do so based on the needs of the Branch at any point in time, making the composition and size of the Branch adaptable to emerging needs. Also, the creation of additional branches and amalgamations of current branches is up to the decision of the National Council, enabling the National Council to alter the composition of the governance model nation-wide as needed. Branches can also create subcommittees as needed.

\*Since the number of members in governance entities is mentioned in the Constitution, the numbers have been estimated based on the current membership as per the Guild's website.



# Best Practice Governance Review

## 4. Governance Principles

# Development of Governance Principles

BPGR Steering Committee (SC) meetings and how they lead to the development of the proposed governance principles.

## BPGR Steering Committee meetings

The BPGR Steering Committee (SC) was established by State Council to guide the review. SC Meetings 2 through to 5 acted as key inputs into the development of the Governance Model principles. The focus of SC Meetings two through to five led to the development of the governance principles.

**SC Meeting 2** - On 8 June 2022, the initial draft of the comparator organisations and their governance structures was presented. The SC identified four assessment criteria for the purposes of assessing potential governance models. The assessment criteria were: (1) representation, (2) efficiency, (3) contemporary, and (4) sustainable. An Options Paper was then developed, using the assessment criteria against two governance model options.

**SC Meeting 3** - On 28 June 2022, a discussion of the DRAFT Options Paper took place. The SC decided that a workshop was required to take a step back and develop the core governance principles (rather than assessment criteria) that needed to underpin any future governance model for WALGA.

**SC Meeting 4** - On 18 July 2022, the SC discussed the principles and identified four principles that should guide WALGA's governance. They were Representative, Responsive, Results Oriented and Renewal. Renewal was the principle that some SC members deemed as optional and is not included as a separate principle. Some elements of renewal are incorporated into the other three principles.

**SC Meeting 5** - On 10 August 2022, the SC discussed and finalised the proposed principles. Discussion focused on the principle components and their likely governance implications. Several activities also occurred around this SC meeting. This include an update to State Council at the Information Forum on 3 August 2022, finalisation of principles on 17 August 2022 to inform AGM Item and finalisation of Agenda Item for 2022 AGM, including approval by State Council.

## Key outcomes

The SC agreed on the proposed governance model principles, their component parts and the implications of these principles. Specifically:

- **Principle definition** – the definition of each of the three principles.
- **Principle component** – the key component parts of each principle.
- **Principle component description** – a description of each principle component.
- **Governance implications** – the governance implications of each of the principle components.

The following slide presents the principles, their components and a description and their governance implications.



# Endorsed Governance Principles

The principles for assessing WALGA's governance model options and governance implications

	Principle	Principle component	Component description	Governance implications
Representative	WALGA unites and represents the entire local government sector in WA and understands the diverse nature and needs of members, regional communities and economies.	Composition	The composition of WALGA's governance model represents Local Government members from metropolitan and country councils.	The governing body will maintain equal country and metropolitan local government representation.
		Size	An appropriate number of members/representatives oversees WALGA's governance.	Potential reduction in the size of the overarching governing body.
		Diversity	WALGA's governance reflects the diversity and experience of its Local Government members.	Potential for the introduction of a mechanism to ensure the governance model comprises an appropriate diversity of skills and experience.
		Election Process	Considers the processes by which WALGA's governance positions are elected and appointed.	Consideration of alternative election and appointment arrangements, with the President to be elected by and from the governing body.
		Timely Decision Making	WALGA's governance supports timely decision making.	WALGA's governance model facilitates responsive decision making.
Responsive	WALGA is an agile association which acts quickly to respond to the needs of Local Government members and stakeholders.	Engaged Decision Making	WALGA's Local Government members are engaged in decision making processes.	WALGA's governance model facilitates clear and accessible processes for Local Government members to influence policy and advocacy with consideration to alternatives to the existing zone structure.
		Agility	Considers the flexibility of WALGA's governance to adapt to changing circumstances.	WALGA's governance model is agile and future proofed for external changes.
		Focus	Considers the clarity and separation of responsibilities and accountabilities of WALGA's governance.	Governance bodies have clearly defined responsibilities and accountabilities, with the capacity to prioritise and focus on strategic issues.
Results Oriented	WALGA dedicates resources and efforts to secure the best outcomes for Local Government members and supports the delivery of high-quality projects, programs and services.	Value Added Decision Making	Facilitates opportunities for value to be added to decision making.	Adoption of best practice board processes, and introduction of governance structures that are empowered to inform decisions.
		Continuous Improvement	Considers regular review processes for components of the governance model, their purpose and achieved outcomes.	WALGA's governance is regularly reviewed every 3 to 5 years to ensure the best outcomes are achieved for Local Government members.



# Thank you

For more information, visit our [website](#) or contact Tim Lane, Manager Association and Corporate Governance, at [tlane@walga.asn.au](mailto:tlane@walga.asn.au) or 9213 2029.

# Best Practice Governance Review

## Consultation Paper – Model Options

# Contents

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# Best Practice Governance Review

## 1. Introduction

# Introduction

## Background

The Western Australian Local Government Association (WALGA) developed its Corporate Strategy 2020-25, and in doing so identified a key strategic priority, to undertake a Best Practice Governance Review. The objective of the review is to ensure WALGA's governance and engagement models are contemporary, agile, and maximise engagement with members.

Other drivers for the review included: misalignment between key governance documents; constitution amendments for State Councillors' Candidature for State and Federal elections; and legislative reforms for the *Local Government Act 1995*, and for the *Industrial Relations Act 1979*.

In March 2022, State Council commissioned the Best Practice Governance Review (BPGR) and established a Steering Committee to guide the Review.

The BPGR Steering Committee had five meetings between 5 May 2022 and 10 August 2022. There was wide-ranging discussion on WALGA's current governance model, the need to engage broadly with the membership, and opportunities for change. Key outputs from the BPGR Steering Committee meetings included:

- Agreement on five comparator organisations – Australian Medical Association (AMA) WA, Chamber of Commerce and Industry (CCI) WA, Chamber of Minerals and Energy (CME), Australian Hotels Association (AHA) WA and the Pharmacy Guild (PG).
- Review of governance models of Local Government Associations in other Australian States and Territories, and New Zealand.
- Drafting of governance principles that will underpin future governance models.
- Finalisation of governance principles and principle components across the domains of: **Representative, Responsive and Results Oriented**.

These activities are outlined in more detail in the Background Paper.

## This document

This document outlines:

**Principles:** The governance model principles and principle components across the domains of: Representative, Responsive and Results Oriented. The principles were endorsed at the WALGA AGM on 3 October 2022.

**Governance model options:** Presents four potential governance model options and the structure and roles associated with each option. The four options are:

- **Option 1:** Two tier model, existing zones
- **Option 2:** Board, regional bodies
- **Option 3:** Board, amalgamated zones
- **Option 4:** Member elected board, regional groups
- **Option 5:** Current model

**Alignment to principles:** Each of these options are then assessed as to whether they align with the principles and their components. The assessment considers the option and whether it meets, partially meets or does not meet the principle component. Alongside this assessment are some discussion points. An example of this relates to diversity.

Diversity is a component of the governance model being representative. Diversity here may include consideration of whether the governance model comprises an appropriate diversity of skills and experience. It also provides opportunity to consider whether the governance model provides opportunity for members of diverse backgrounds e.g. people of Aboriginal and Torres Strait Islander descent, people with Culturally and Linguistically Diverse backgrounds.

Within all the model options, direct relationship with WALGA and regional / subregional collaboration would continue to be encouraged.

# Best Practice Governance Review

## 2. Governance Principles

# Governance Principles

The following Governance Principles were endorsed by members at the 2022 AGM

Representative

Responsive

Results Oriented

Principle	Principle component	Component description	Governance implications
WALGA unites and represents the entire local government sector in WA and understands the diverse nature and needs of members, regional communities and economies.	Composition	The composition of WALGA's governance model represents Local Government members from metropolitan and country councils.	The governing body will maintain equal country and metropolitan local government representation.
	Size	An appropriate number of members/representatives oversees WALGA's governance.	Potential reduction in the size of the overarching governing body.
	Diversity	WALGA's governance reflects the diversity and experience of its Local Government members.	Potential for the introduction of a mechanism to ensure the governance model comprises an appropriate diversity of skills and experience.
	Election Process	Considers the processes by which WALGA's governance positions are elected and appointed.	Consideration of alternative election and appointment arrangements, with the President to be elected by and from the governing body.
WALGA is an agile association which acts quickly to respond to the needs of Local Government members and stakeholders.	Timely Decision Making	WALGA's governance supports timely decision making.	WALGA's governance model facilitates responsive decision making.
	Engaged Decision Making	WALGA's Local Government members are engaged in decision making processes.	WALGA's governance model facilitates clear and accessible processes for Local Government members to influence policy and advocacy with consideration to alternatives to the existing zone structure.
	Agility	Considers the flexibility of WALGA's governance to adapt to changing circumstances.	WALGA's governance model is agile and future proofed for external changes.
WALGA dedicates resources and efforts to secure the best outcomes for Local Government members and supports the delivery of high-quality projects, programs and services.	Focus	Considers the clarity and separation of responsibilities and accountabilities of WALGA's governance.	Governance bodies have clearly defined responsibilities and accountabilities, with the capacity to prioritise and focus on strategic issues.
	Value Added Decision Making	Facilitates opportunities for value to be added to decision making.	Adoption of best practice board processes, and introduction of governance structures that are empowered to inform decisions.
	Continuous Improvement	Considers regular review processes for components of the governance model, their purpose and achieved outcomes.	WALGA's governance is regularly reviewed every 3 to 5 years to ensure the best outcomes are achieved for Local Government members.
















# Best Practice Governance Review

## 3. Options and Current Model






# Options and Current Model

Five options, including the Current Model, with details of each of their key governance bodies

Option 1 – Two tier model, existing Zones	Option 2 – Board, Regional Bodies	Option 3 – Board, Amalgamated Zones	Option 4 – Member elected Board, Regional Groups	Option 5 – Current Model
 <p><b>Board</b> (11 members) 8 elected from Policy Council, incl. Board elected President Up to 3 independents</p>	 <p><b>Board</b> (11 members) 8 elected from Regional Bodies, incl. Board elected President Up to 3 independents</p>	 <p><b>Board</b> (15 members) 12 elected from Zones, incl. Board elected President Up to 2 independents</p>	 <p><b>Board</b> (11 members) 8 elected via direct election, incl. Board elected President Up to 3 independents</p>	 <p><b>State Council</b> (25 members) 24 State Councillors 1 President</p>
 <p><b>Policy Council</b> (25 members) 24 members plus President</p>	 <p><b>Regional Bodies</b> (4 metro, 4 country)</p>	 <p><b>Zones</b> (6 metro, 6 country)</p>	 <p><b>Policy Teams / Forums / Committees</b></p>	 <p><b>Zones</b> (5 metro, 12 country)</p>
 <p><b>Zones</b> (5 metro, 12 country)</p>	 <p><b>Policy Teams / Forums / Committees</b></p>	 <p><b>Policy Teams / Forums / Committees</b></p>	 <p><b>Regional Groups</b></p>	 <p><b>Policy Teams / Forums / Committees</b></p>

# Option 1 – Two Tier Model, Existing Zones




A description of the governance body structure and role for Option 1

Governance Body	Structure	Role
 <b>Board</b>	11 members: 8 representative members elected from and by the Policy Council (4 Metro, 4 Country). The Board then elect the President from the representative members. The Board will appoint up to 3 independent, skills or constituency directors.	Meet 6 times per year. Responsible for governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy priorities, employment of CEO, etc.
 <b>Policy Council</b>	24 members plus President. Members elected by and from the Zones (12 from 5 Metro Zones, 12 from 12 Country Zones).	Meet at least 2 times per year to contribute to policy positions and advocacy for input into Board, and to liaise with Zones on policy and advocacy. The Policy Council can form Policy Teams, Policy Forums and Committees, which would have responsibility for specific functions, such as policy development.
 <b>Zones</b>	5 Metro, 12 Country.	Meet at least 2 times per year to raise policy issues, elect representatives to the Policy Council, and undertake regional advocacy and projects as directed by the Zone.






# Option 2 – Board, Regional Bodies

A description of the governance body structure and role for Option 2

Governance Body	Structure	Role
 <b>Board</b>	11 members: 8 representative members elected from and by the Regional Bodies (4 Metro, 4 Country). The Board then elect the President from the representative members. The Board will appoint up to 3 independent, skills or constituency directors.	Meet 6 times per year responsible for governance of WALGA including strategy, financial oversight, policy development, advocacy priorities, employment of CEO, etc.
 <b>Regional Bodies</b>	Metro: North, South, East and Central. Country: Mining & Pastoral, Agricultural, Peel/South West/Great Southern, Regional Capitals. <i>Note: Local Governments can nominate their preferred regional body, with membership of the regional bodies to be determined by the board.</i>	Meet at least 2 times per year to contribute to policy development and advocacy, and to elect Board members (1 from each of the Metro Regional Bodies and 1 from each of the Country Regional Bodies).
 <b>Policy Teams / Forums / Committees</b>	Membership drawn from the Board and Regional Bodies with some independent members.	Responsible for specific functions – such as policy development – as determined by the Board.




# Option 3 – Board, Amalgamated Zones

A description of the governance body structure and role for Option 3

Governance Body	Structure	Role
 <b>Board</b>	15 members: 12 elected from the Zones (6 from Metro/Peel, 6 from Country). President to be elected by the Board. The Board will appoint up to 2 independent, skills or constituency directors.	Meet 6 times per year. Responsible for the governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy priorities, employment of CEO, etc.
 <b>Zones</b>	<p>Metro/Peel:</p> <ul style="list-style-type: none"><li>• Central Metropolitan</li><li>• East Metropolitan</li><li>• North Metropolitan</li><li>• South Metropolitan</li><li>• South East Metropolitan</li><li>• Peel</li></ul> <p>Country*:</p> <ul style="list-style-type: none"><li>• Wheatbelt South</li><li>• Wheatbelt North</li><li>• Mid West / Murchison / Gascoyne</li><li>• Pilbara / Kimberley</li><li>• South West / Great Southern</li><li>• Goldfields / Esperance</li></ul> <p><i>*indicative, re-drawing required</i></p>	Meet at least 2 times per year to contribute to policy development and advocacy, and to elect Board members.
 <b>Policy Teams / Forums / Committees</b>	Membership drawn from Board with some independent members.	Responsible for specific functions – such as policy development – as determined by the Board.




# Option 4 – Member Elected Board, Regional Groups

A description of the governance body structure and role for Option 4

Governance Body	Structure	Role
 <b>Board</b>	11 members: 8 representative members elected via direct election, with each member Local Government to vote (4 elected by and from Metropolitan Local Governments, 4 elected by and from Country Local Governments). President elected by the Board from among the representative members. The Board will appoint up to 3 independent, skills or constituency directors.	Meet 6 times per year and responsible for governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy priorities, employment of CEO, etc.
 <b>Policy Teams / Forums / Committees</b>	Membership drawn from Board with some independent members.	Meet at least 2 times per year. Responsible for specific functions – such as contributing to policy development – as determined by the Board.
 <b>Regional Groups</b>	Determined by members to suit needs. E.g. Regional Capitals, GAPP, VROCs, CEO Group, existing Zones.	Feed into policy development processes and undertake advocacy and projects as determined by the groups.

# Option 5 – Current Model

A description of the governance body structure and roles for the Current Model

Governance Body	Structure	Role
 <b>State Council</b>	24 members plus the President. Members elected by and from the Zones (12 from 5 Metropolitan Zones, 12 from 12 Country Zones).	Responsible for the governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy, employment of CEO, etc.
 <b>Zones</b>	5 Metro, 12 Country.	Consider the State Council Agenda, elect State Councillors, and undertake regional advocacy / projects as directed by the Zone.
 <b>Policy Teams / Forums / Committees</b>	Membership drawn from State Council with some independent members.	Responsible for specific functions – such as contributing to policy development, financial oversight etc. – as determined by State Council.



# Best Practice Governance Review

## 4. Alignment to Principles

# Option 1 – Two Tier Model, Existing Zones

Option 1 and its alignment to the principles

## Option 1 – Two tier model, existing Zones

	<p><b>Board</b> (11 members) 8 elected from Policy Council, incl. Board elected President Up to 3 independents</p>
	<p><b>Policy Council</b> (25 members) 24 members plus President</p>
	<p><b>Zones</b> (5 metro, 12 country)</p>

Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points	
<b>Representative</b>	Composition	Meets	<ul style="list-style-type: none"> <li>Board will have equal metropolitan and country membership</li> </ul>
	Size	Meets	<ul style="list-style-type: none"> <li>Board is smaller</li> </ul>
	Diversity	Meets	<ul style="list-style-type: none"> <li>Consideration of appointment processes for independent members</li> </ul>
<b>Responsive</b>	Election Process	Meets	<ul style="list-style-type: none"> <li>Board to be elected from Policy Council</li> </ul>
	Timely Decision Making	Meets	<ul style="list-style-type: none"> <li>Meeting frequency aligned to governing body roles</li> </ul>
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> <li>Board meetings are not dependent on other governing body meetings</li> </ul>
<b>Results Oriented</b>	Agility	Partial	<ul style="list-style-type: none"> <li>Board is future-proofed from external changes</li> <li>Zone structures still underpin Council</li> </ul>
	Focus	Partial	<ul style="list-style-type: none"> <li>Prioritisation and focus may be a challenge</li> </ul>
<b>Results Oriented</b>	Value Added Decision Making	Meets	<ul style="list-style-type: none"> <li>Best practice board approaches will be adopted</li> </ul>
	Continuous Improvement	Meets	<ul style="list-style-type: none"> <li>Board would be responsible for ongoing reviews of governance body roles in consultation with members</li> </ul>






# Option 2 – Board, Regional Bodies


Option 2 and its alignment to the principles

## Option 2 – Board, Regional Bodies




**Board**  
(11 members)  
8 elected from  
Regional Bodies, incl.  
Board elected  
President  
Up to 3 independents

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**Regional  
Bodies**  
(4 metro,  
4 country)

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**Policy Teams  
/ Forums /  
Committees**


	Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points
<b>Representative</b>	Composition	Meets	<ul style="list-style-type: none"> <li>Board will have equal metropolitan and country membership</li> <li>How to establish regional body membership is a consideration</li> </ul>
	Size	Partial	<ul style="list-style-type: none"> <li>Board is smaller</li> <li>Number of regional bodies is a consideration</li> </ul>
	Diversity	Meets	<ul style="list-style-type: none"> <li>Consideration of appointment processes for independent members</li> </ul>
	Election Process	Meets	<ul style="list-style-type: none"> <li>Board election from regional bodies</li> </ul>
<b>Responsive</b>	<b>Timely Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Meeting frequency aligned to governing body roles</li> </ul>
	<b>Engaged Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Board meetings are not dependent on regional body meetings</li> </ul>
	<b>Agility</b>	Meets	<ul style="list-style-type: none"> <li>Board and regional bodies are future proofed from external changes</li> </ul>
	<b>Focus</b>	Partial	<ul style="list-style-type: none"> <li>There may be challenges defining accountabilities and responsibilities of regional bodies</li> </ul>
<b>Results Oriented</b>	<b>Value Added Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Best practice board approaches will be adopted</li> </ul>
	<b>Continuous Improvement</b>	Meets	<ul style="list-style-type: none"> <li>Board will be responsible for ongoing reviews of governing body roles in consultation with members</li> </ul>



# Option 3 – Board, Amalgamated Zones


Option 3 and its alignment to the principles

## Option 3 – Board, Amalgamated Zones




**Board**  
(15 members)  
12 elected from Zones, incl. Board elected President  
Up to 2 independents

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**Zones**  
(6 metro, 6 country)

---



**Policy Teams / Forums / Committees**


	Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points
<b>Representative</b>	<b>Composition</b>	Partial	<ul style="list-style-type: none"> <li>Board will have equal metropolitan and country membership</li> <li>There may be composition challenges for amalgamated zones</li> </ul>
	<b>Size</b>	Partial	<ul style="list-style-type: none"> <li>Board is smaller</li> <li>Amalgamation of zones to 12 in total</li> </ul>
	<b>Diversity</b>	Meets	<ul style="list-style-type: none"> <li>Consideration of appointment processes for independent members</li> </ul>
	<b>Election Process</b>	Meets	<ul style="list-style-type: none"> <li>Board election from zones</li> </ul>
<b>Responsive</b>	<b>Timely Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Meeting frequency aligned to governing body roles</li> </ul>
	<b>Engaged Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Board meetings are aligned to zone meetings</li> </ul>
	<b>Agility</b>	Meets	<ul style="list-style-type: none"> <li>Board is future proofed from external changes</li> </ul>
<b>Results Oriented</b>	<b>Focus</b>	Partial	<ul style="list-style-type: none"> <li>Prioritisation and focus may be a challenge</li> </ul>
	<b>Value Added Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Best practice board approaches will be adopted</li> </ul>
	<b>Continuous Improvement</b>	Meets	<ul style="list-style-type: none"> <li>The Board would be responsible for ongoing reviews of governance body roles in consultation with members</li> </ul>



# Option 4 – Member Elected Board, Regional Groups


Option 4 and its alignment to the principles

**Option 4 –  
Member elected Board,  
Regional Groups**




**Board**  
(11 members)  
8 elected via direct election, incl. Board elected President  
Up to 3 independents

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**Policy Teams / Forums / Committees**

---




**Regional Groups**

Principle & component		Principle alignment (Meets, partial, does not meet)	Discussion points
<b>Representative</b>	<b>Composition</b>	Partial	<ul style="list-style-type: none"> <li>Board will have equal metropolitan and country membership</li> <li>Membership of regional groups dynamic and ad hoc</li> </ul>
	<b>Size</b>	Partial	<ul style="list-style-type: none"> <li>Board is smaller</li> </ul>
	<b>Diversity</b>	Meets	<ul style="list-style-type: none"> <li>Consideration of appointment processes for independent members</li> </ul>
	<b>Election Process</b>	Meets	<ul style="list-style-type: none"> <li>Board election from a general meeting</li> </ul>
<b>Responsive</b>	<b>Timely Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Meeting frequency aligned to governing body roles</li> </ul>
	<b>Engaged Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Board meetings are not dependent on policy teams / regional group meetings</li> </ul>
	<b>Agility</b>	Meets	<ul style="list-style-type: none"> <li>Board is future-proofed from external changes</li> </ul>
<b>Results Oriented</b>	<b>Focus</b>	Partial	<ul style="list-style-type: none"> <li>Policy teams / Regional Group meetings to influence priorities</li> </ul>
	<b>Value Added Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Best practice board approaches will be adopted</li> </ul>
	<b>Continuous Improvement</b>	Meets	<ul style="list-style-type: none"> <li>Board would be responsible for ongoing reviews of governing body roles in consultation with members</li> </ul>

# Option 5 – Current Model


Current model and its alignment to the principles

## Option 5 – Current Model




**State Council**  
(25 members)  
24 State Councillors  
1 President

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**Zones**  
(5 metro,  
12 country)

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**Policy Teams**  
/ Forums /  
Committees

Principle & component		Principle alignment (Meets, partial, does not meet)	Discussion points
<b>Representative</b>	Composition	Meets	<ul style="list-style-type: none"> <li>State Council has equal metropolitan and country membership</li> </ul>
	Size	Partial	<ul style="list-style-type: none"> <li>State Council will retain 25 members</li> </ul>
	Diversity	Partial	<ul style="list-style-type: none"> <li>No control of diversity of State Council</li> </ul>
	Election Process	Meets	<ul style="list-style-type: none"> <li>State Council election from zones</li> </ul>
<b>Responsive</b>	<b>Timely Decision Making</b>	Partial	<ul style="list-style-type: none"> <li>Meeting frequency aligned to governing body roles</li> </ul>
	<b>Engaged Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>State Council meetings are aligned to zone meetings</li> </ul>
	<b>Agility</b>	Partial	<ul style="list-style-type: none"> <li>State Council is not future proofed from external changes</li> </ul>
	<b>Focus</b>	Partial	<ul style="list-style-type: none"> <li>Prioritisation and focus may remain a challenge</li> </ul>
<b>Results Oriented</b>	<b>Value Added Decision Making</b>	Partial	<ul style="list-style-type: none"> <li>Best practice board approaches will not be adopted</li> </ul>
	<b>Continuous Improvement</b>	Meets	<ul style="list-style-type: none"> <li>State Council would continue to be responsible for ongoing reviews of governance body roles in consultation with members</li> </ul>

# Best Practice Governance Review

## **5. Consultation Process and Next Steps**

# WALGA Best Practice Governance Review

## Consultation Process and Next Steps

### Consultation Process

#### Council Position

Member Local Governments are asked to consider this paper and the governance model options put forward and provide a Council endorsed position to WALGA.

It is suggested that Councils endorse a preferred model (which could be the Current Model) and provide a ranking in terms of an order of preference.

Submissions to WALGA are sought by **23 December 2022**.

#### Supplementary Market Research

An independent market research company has been engaged to ascertain insights from Elected Members and Chief Executive Officers about WALGA's governance model. Qualitative interviews and a quantitative survey will be undertaken to supplement Council positions.

#### Workshops and Forums

Requests for presentations on the work undertaken by the Steering Committee and the model options, as well as facilitation of workshops and discussions will be accommodated where practicable.

### Next Steps

#### Timetable

- Consultation and engagement with Members on this paper and governance model options will be undertaken from October 2022 until 23 December 2022.
- The Steering Committee will consider the outcomes of the consultation process during January 2023.
- A Final Report with a recommended direction will be the subject of a State Council Agenda item for the March 2023 State Council meeting.

# Thank you

For more information, visit our [website](#) or contact Tim Lane, Manager Association and Corporate Governance, at [tlane@walga.asn.au](mailto:tlane@walga.asn.au) or 9213 2029.

**11. MOTIONS BY MEMBERS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

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**12. MOTIONS FOR CONSIDERATION AT THE NEXT MEETING**

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**13. NEW BUSINESS OF AN URGENT NATURE**

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**14. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

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**15. CLOSURE**

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The Presiding Member thanked those present for attending the meeting and declared the meeting closed at

**To be confirmed at Ordinary Meeting on the 20 December 2022.**

**Signed:.....**

**Presiding Member at the Meeting at which time the Minutes were confirmed.**