



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

**28 SEPTEMBER 2021**

# NOTICE OF MEETING

Please be advised that the next

## Ordinary Meeting of Council

is to be held on

**Tuesday, 28 September 2021**

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 \_\_\_\_\_

**Councillor's Names**

**Councillor's Signature**

_____	_____
_____	_____
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**SHIRE OF CUE  
Ordinary Council Meeting  
AGENDA**

To be held in the Council Chambers, 73 Austin Street Cue on  
Tuesday 28 September 2021 commencing at 6:30pm

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<b>15.</b>	<b>CLOSURE .....</b>	<b>23</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 Liz Houghton

### **STAFF:**

Mr Richard Towell, Chief Executive Officer

Mr Glenn Boyes, Deputy Chief Executive Officer

Mrs Janelle Duncan, Executive Assistant

### **GALLERY:**

**2. APOLOGIES AND APPROVED LEAVE OF ABSENCE**

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Cr Fred Spindler, Council decision 02082021.

**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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<b>Council Decision:</b>	<b>Voting Requirement:</b> Simple Majority
<b>MOVED:</b>	<b>SECONDED:</b>
That the Minutes of the Ordinary Meeting 17 August 2021 are confirmed as a true and correct record of the meeting.	
<b>CARRIED:</b>	

**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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## 10. REPORTS

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### 10.1 ACCOUNTS & STATEMENTS OF ACCOUNTS

APPLICANT: Shire of Cue

DISCLOSURE OF INTEREST: Nil

AUTHOR: Glenn Boyes – Deputy Chief Executive Officer

DATE: 15 September 2021

***Matters for Consideration:***

To receive the List of Accounts Due and Submitted to the Ordinary Council Meeting on 28 September 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 are for the month of August 2021.

Please note the credit card transactions are now shown at the top of the list of accounts in the same format as the Municipal transactions.

***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

**Officer’s Recommendation:**

**Voting Requirement:** Simple Majority

That Council endorse the payments for the period 01 August 2021 to 31 August 2021 as listed at [Appendix 1](#), which have been made in accordance with delegated authority per LGA 1995 S5.42.

**August 2021**

Municipal Fund Bank EFTs	10006 - 10128	\$	629,799.07
Direct Debit Fund Transfer	General	\$	27,655.17
Direct Debit Fund Transfer	Credit Card	\$	1,436.50
Payroll		\$	112,756.70
BPAY		\$	21,518.83
Cheques		\$	0.00
<b>Total</b>		<b>\$</b>	<b>793,166.27</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 August 2021**

#	Type	Date	Name	Description	Amount	Bank	Type
<b>Credit Card</b>							
1	Direct Debit	06/08/2021	POS System	POS business systems cash draw and library scanner (\$307.00)	(307.00)	1	CSH
2	Direct Debit	09/08/2021	Splash Batavia Coast Geraldton	2 x 40m compression ring for SH01 - CEO house plumbing (\$28.00)	(28.00)	1	CSH
3	Direct Debit	16/08/2021	Joondalup Resort Hotel	Joondalup resort accommodation for Works Manager for Local Government management conference (\$1,042.00)	(1,042.00)	1	CSH
4	Direct Debit	25/08/2021	Blue Diamond Mach	Blue diamond mechanical pump seal for P42 - Small engines (\$49.50)	(49.50)	1	CSH
5	Direct Debit	02/08/2021	CBA	Annual card fee (\$10.00)	(10.00)	1	CSH
			<b>Total Credit Card</b>		<b>(1,436.50)</b>		
<b>Direct Debit</b>							
6	Direct Debit	02/08/2021	1 - CBA MERCHANT FEE	CBA MERCHANT FEE	(318.88)	1	FEE
7	Direct Debit	02/08/2021	1 - CBA MERCHANT FEE	CBA MERCHANT FEE	(26.07)	1	FEE
8	Direct Debit	16/08/2021	2 - BANK FEES	BANK FEES	(71.29)	1	FEE
9	Direct Debit	22/08/2021	Superchoice Superannuation Payment - August 21	Payroll Deductions - Superannuation	(25,952.80)	1	CSH
10	Direct Debit	26/08/2021	Ampol (Caltex Australia Petroleum Pty Ltd)	Fuel card purchases July 2021 (\$1,286.13)	(1,286.13)	1	CSH
			<b>Total Direct Debit's</b>		<b>(27,655.17)</b>		
<b>EFT</b>							
11	EFT10006	02/08/2021	Seivys Mechanical Services	Inspection of P89 - Hino Sweeper Truck for licencing (\$202.80), reinspection of P89 - Hino Sweeper Truck for licencing (\$141.50)	(344.30)	1	CSH
12	EFT10007	02/08/2021	Tom Staley Jackson	Rates refund for assessment A4763 Lot 52 Austin Downs Station Lake Austin WA 6640 (\$911.26)	(911.26)	1	CSH
13	EFT10008	03/08/2021	Rovertson Pty Ltd	Labour hire plant operator for 4 x days @ \$70/hour plus GST for Cue-Wondinong Road (\$3,080.00)	(3,080.00)	1	CSH
14	EFT10009	03/08/2021	Aaron Connolly	Reimbursement for HR driving license theory and practical driving assessment (\$138.00)	(138.00)	1	CSH
15	EFT10010	03/08/2021	Bunnings Building Products Pty	2 x 50mm safety ramps, 2 x antenna cable connectors and joiners, entrance knob set and other supplies for Depot (\$503.06)	(503.06)	1	CSH
16	EFT10011	03/08/2021	Cue Roadhouse & General Store	Food items for Youth Centre Program, fuel for P19 Whipper Snippers and P42 Small Engines, oven cleaner for SH01 and Milo for Admin Staff (\$212.63)	(212.63)	1	CSH
17	EFT10012	03/08/2021	Elizabeth Houghton	Elected member expense claim July 21 (\$528.00)	(528.00)	1	CSH
18	EFT10013	03/08/2021	Frederick William Spindler	Elected member expense claim July 21 (\$290.00)	(290.00)	1	CSH
19	EFT10014	03/08/2021	General Terrain Services Pty Ltd	1 x display board and components for Depot (\$660.00)	(660.00)	1	CSH
20	EFT10015	03/08/2021	Ian Dennis	Elected member expense claim July 21 (\$766.00)	(766.00)	1	CSH
21	EFT10016	03/08/2021	Landgate	Landgate cadastre and imagery service fees for Rates Module in Synergy (\$1,419.00)	(1,419.00)	1	CSH
22	EFT10017	03/08/2021	Lawrence Hinrichs	Reimbursement for temporary moving permit and licensing fee for P89 - Sweeper Truck and office supplies (\$184.03)	(184.03)	1	CSH

**List of Accounts Paid as of August 2021**

#	Type	Date	Name	Description	Amount	Bank	Type
23	EFT10018	03/08/2021	Leonie Fitzpatrick	Elected member expense claim July 21 (\$528.00)	(528.00)	1	CSH
24	EFT10019	03/08/2021	Leslie Matthew Price	Elected member expense claim July 21 (\$1,278.16)	(1,278.16)	1	CSH
25	EFT10020	03/08/2021	Office National	10 boxes of 2500 A4 sheet copy paper, 2 x 500 A3 sheet copy paper, 10 x lever arch files and other office supplies (\$494.57), 20 x Marbig Lever arch files, 10 x Uni-ball paint pens, 1 x 10mm 100 pack binding combs and other office supplies (\$201.59)	(696.16)	1	CSH
26	EFT10021	03/08/2021	Professional PC Support Pty Ltd	2 x computer and security systems plus installation at Railway Building and computer system set-up in new Caravan Park Office (\$9,634.90), PPS management services for August 2021 (\$2,314.76), meals while working on computer and system set-up in Shire buildings (\$176.00)	(12,125.66)	1	CSH
27	EFT10022	03/08/2021	Ronald Paul Clive Hogben	Elected member expense claim July 21 (\$766.00)	(766.00)	1	CSH
28	EFT10023	03/08/2021	Western Independent Foods	2 x 12 pack fullcream milk, 1 x Lipton 1200 tea bags, 6 x 48 pack toilet rolls, 2 x coffee and sugar and freight on hydraulic hoses and office supplies (\$480.35), 2 x 2.5kg sausages, 1 x 2.27kg hash browns for Depot and freight on staff uniform (\$144.20)	(624.55)	1	CSH
29	EFT10024	04/08/2021	ATOM Supply	Hi vis reversible yellow taped puffer jacket for outside crew (\$62.00)	(62.00)	1	CSH
30	EFT10025	04/08/2021	Fleet Supplies & Service and Fleet Hydraulics	20 x diehard hydraulic hoses, 6 x hose ends and 3 x S8S-1616 adaptors for P49 - Tandem Axle dolly (\$2,406.91)	(2,406.91)	1	CSH
31	EFT10026	04/08/2021	Great Northern Rural Services	2 x 20L roundup for parks and reserves (\$422.40)	(422.40)	1	CSH
32	EFT10027	04/08/2021	Hersey's Safety Pty Ltd	12V 400L diesel transfer unit for Depot and 55L 12V Silvan spotpak redline sprayer for Tourist Park (\$1,938.00)	(1,938.00)	1	CSH
33	EFT10028	04/08/2021	Hoggy's Civil Works & Concreting Contractor	Lay 5.5 cubic meters of concrete over the electrical cables for the Tourist Park House (\$3,219.93)	(3,219.93)	1	CSH
34	EFT10029	04/08/2021	Hoppys Parts R Us	3 x male high flow coupling, 3 x female hi flow coupling, hydraulic hose fittings and other parts for P49 - Tandem axel dolly (\$618.14), 2 x 76mm type-C aluminium camlocks, 4 x Nitto 1/2 hose couplings, 2 x 3/8 Nitto female couplings and other hydraulic hose parts for Depot (\$244.04)	(862.18)	1	CSH
35	EFT10030	04/08/2021	Industrial Automation Group	50% deposit on automated standpipe with bollards, 100 x access swipe cards and annual operating fee (\$14,914.90)	(14,914.90)	1	CSH
36	EFT10031	04/08/2021	Midwest Chemical and Paper Distributors	2 x 250 pack 73L bin liners, 2 x 16 Tork paper towel and 10 x 8 pack enviro jumbo toilet roll (\$517.99)	(517.99)	1	CSH
37	EFT10032	04/08/2021	Murchison Club Hotel	Meal expense after Special Meeting on the 30/07/2021 (\$294.00)	(294.00)	1	CSH
38	EFT10033	04/08/2021	Office National	Altech vast satellite decoder box for 8 Darlot St (\$309.99)	(309.99)	1	CSH
39	EFT10034	04/08/2021	Precision Laser Systems	Replacement rod bracket for laser level (\$85.00)	(85.00)	1	CSH
40	EFT10035	04/08/2021	Professional PC Support Pty Ltd	3CX Professional 8SC annual renewal (\$554.40)	(554.40)	1	CSH

**List of Accounts Paid as of August 2021**

#	Type	Date	Name	Description	Amount	Bank	Type
41	EFT10036	04/08/2021	Sun City Plumbing	7 x back flow tests, supply and install replacement relief valve to solar hot water unit at SH03, supply and install reticulation points, valves and connect to water meter at GROH houses and Tourist Park house (\$1,725.45)	(1,725.45)	1	CSH
42	EFT10037	04/08/2021	Toll Ipec Pty Ltd	Freight costs on hydraulic hoses and decals for P9 - CAT Grader, air control valve for P89 - Sweeper truck, door seals for P78 - Prime mover and Depot supplies (\$107.24), freight cost on hydraulic hoses for P9 - CAT Grader and dual control sticker for P89 - Sweeper Truck (\$39.97)	(147.21)	1	CSH
43	EFT10038	04/08/2021	Truckline - Geraldton	Park brake valve assembly for P45 - Prime Mover (\$705.50), 6 x manual slack adjusters for P39 - Water tanker (\$420.29)	(1,125.79)	1	CSH
44	EFT10039	04/08/2021	WesTrac Pty Ltd	3 x seal kits for P9 - CAT Grader (\$417.26); 2 x bit pilot, 12 x locknuts, 10 x bolts and 2 x bolt-hex nuts for P76 - Kubota Tractor (\$396.88)	(814.14)	1	CSH
45	EFT10040	04/08/2021	ATOM Supply	16TC low hydrogen electrodes and welding hammer with spring grip (\$81.09), 2 x Hi Vis yellow/navy shirt with embroidery for outside crew (\$75.92)	(157.01)	1	CSH
46	EFT10041	04/08/2021	Bridgestone Tyre Centre Geraldton	Wheel balance and alignment for P80 - Crew cab ute (\$107.00)	(107.00)	1	CSH
47	EFT10042	04/08/2021	Bunnings Building Products Pty	Ryobi 36V blower vac, Ryobi high pressure corded cleaner and other cleaning supplies (\$899.71), Ryobi power scrubber and attachments, 3 step aluminium ladder step, flat mop refills and other cleaning supplies for cleaner (\$694.15)	(1,593.86)	1	CSH
48	EFT10043	04/08/2021	Challenge Chemicals Australia	20L bubble fresh and 25L pinesan for Tourist Park (\$220.80)	(220.80)	1	CSH
49	EFT10044	04/08/2021	Countrywide Fridge Lines Pty Ltd	Freight costs on tyres for Depot and Walking Trail bollards for Heritage Trail (\$913.00)	(913.00)	1	CSH
50	EFT10045	04/08/2021	Digga West & Earthparts WA	65mm round female to 2 inch hex male adaptor for P76 - Kubota Tractor (\$275.00)	(275.00)	1	CSH
51	EFT10046	04/08/2021	Elite Electrical Contracting	Repair of Airport windsock light (\$198.00)	(198.00)	1	CSH
52	EFT10047	04/08/2021	Geraldton Fuel Company Pty Ltd	10,200L of diesel for Depot inventory at \$1.4207/L (\$14,491.14)	(14,491.14)	1	CSH
53	EFT10048	04/08/2021	Janelle Duncan	Staff house rental for 6 Price Street between 12/07/2021 - 09/08/2021 (\$1,000.00)	(1,000.00)	1	CSH
54	EFT10049	04/08/2021	LO-GO Appointments	Contracting service for Rates Officer for week ending 17 July 2021(\$128.02), Contracting services for Rates Officer for the week ending 24 July 2021 (\$718.08)	(846.10)	1	CSH
55	EFT10050	04/08/2021	Local Government Professionals Australia	Local Government Professionals Australia Annual Membership subscription 21/22 - Finance Manager (\$531.00)	(531.00)	1	CSH
56	EFT10051	04/08/2021	Mega Pacific Pty Ltd	6 x 24v 3/2 HD solenoid valves with L/H and R/H end caps for P87 - Prime Mover (\$975.04)	(975.04)	1	CSH
57	EFT10052	04/08/2021	Moocher Contracting	Hire of prime mover and 2 x side tippers @ \$145/hour from 14/07/2021 - 23/07/2021 (\$15,152.50), Reimbursement for freight costs on tyres (\$286.00cr)	(14,866.50)	1	CSH

**List of Accounts Paid as of August 2021**

#	Type	Date	Name	Description	Amount	Bank	Type
58	EFT10053	04/08/2021	Purcher - International Pty Ltd	2 x filter kits for P31- Dual cab tipper and P75 - Crew cab truck (\$681.47)	(681.47)	1	CSH
59	EFT10054	04/08/2021	Queen of The Murchison Guest House & Cafe	Breakfast at the toolbox meeting for all staff (\$275.00)	(275.00)	1	CSH
60	EFT10055	04/08/2021	Simbay Tyre Distributors (WA) Pty Ltd	8 x Lanvigator performax 111H tyres for P22 - Tipping tray and P80 - Crew cab ute (\$572.00)	(572.00)	1	CSH
61	EFT10056	04/08/2021	Trephleene Pty Ltd T/A Canine Control	Ranger Services on 20/07/2021 (\$1,540.29)	(1,540.29)	1	CSH
62	EFT10057	11/08/2021	Toll Ipec Pty Ltd	Freight on cleaning chemicals, paint for P9 - CAT Grader, seals, decals, breakdram and gasket for P38 - Prime Mover (\$499.83)	(499.83)	1	CSH
63	EFT10058	12/08/2021	LGIS Broking (JLT)	Annual insurance (\$24,892.61), salary continuance (\$5,655.88), marine cargo (\$606.38) and personal accident and sickness (\$18,630.35) for 2021/2022	(24,892.61)	1	CSH
64	EFT10059	12/08/2021	LGIS Insurance Broking	Annual insurance (\$154,268.11), bush fire (\$1,760.00), motor vehicle (\$60,011.17), commercial and cyber crime (\$3,850.61), personal accident (\$467.50), travel (\$825.00) and management liability (\$8,809.70) for 2021/22. First instalment for property (\$35,965.01), public liability (\$14,834.44), workers compensation (\$30,030.77) and membership credit (\$2,286.09cr) for 2021/2022	(154,268.11)	1	CSH
65	EFT10060	12/08/2021	ATOM Supply	8 x Shirt Hi Vis Yellow/Navy, 3 x Cargo Pants, 1 x Hi Vis Jacket all with embroidery for Outside Staff (\$580.65), Hi Vis Jacket protective clothing for Outside Staff (\$91.08)	(671.73)	1	CSH
66	EFT10061	12/08/2021	Aaron Nicholas Hall	Staff Reimbursement - Meals for return freight run to Perth picking up Bulker Cement for C001 (\$66.05)	(66.05)	1	CSH
67	EFT10062	12/08/2021	Atyeo's Environmental Health Services Pty Ltd	Environmental Health Services for the period 21/06/2021 to 26/07/2021 (\$3,240.44)	(3,240.44)	1	CSH
68	EFT10063	12/08/2021	Aussie Sheds	Third & Final Instalment on Shed Kits for GROH Housing and Tourist Park House and Office (\$9,725.00)	(9,725.00)	1	CSH
69	EFT10064	12/08/2021	Australia Post	Postage Supply for the period 01/07/21-31/7/21 (\$51.52)	(51.52)	1	CSH
70	EFT10065	12/08/2021	Bethany Michaela McCall	Staff Electricity Reimbursement 62 days 02/06/21 - 02/08/21 (\$95.23)	(95.23)	1	CSH
71	EFT10066	12/08/2021	Countrywide Fridge Lines Pty Ltd	Freight on backhoe tyres for P23 (\$45.38), tyres for P22 - Isuzu Town Ute (\$74.25) and tyres for P80 - D-Max Crew Ute (\$74.25)	(193.88)	1	CSH
72	EFT10067	12/08/2021	Geraldton Fuel Company Pty Ltd	Supply of 11,000L of Diesel delivered to Shire Depot (\$15,785.00)	(15,785.00)	1	CSH
73	EFT10068	12/08/2021	Kleenheat Gas	LPG Bulk Gas Refills for Tourist Park on 5/7/21 (\$680.88) and 26/7/21 (\$668.29)	(1,349.17)	1	CSH
74	EFT10069	12/08/2021	LO-GO Appointments	Contracting Services for Rates Officer for the Week Ending 31 July 2021 (\$46.33)	(46.33)	1	CSH
75	EFT10070	12/08/2021	Margaret McCracken	Staff Reimbursement - Fuel for P80 return trip to Geraldton for wheel alignment (\$72.95)	(72.95)	1	CSH
76	EFT10071	12/08/2021	Neil William Barnden	Contractor work to extend sewerage dump fence (\$1,529.00), install lawn edging with paving at GROH House (\$1,333.20), additional fencing to front of GROH Houses (\$1,914.00)	(4,776.20)	1	CSH

**List of Accounts Paid as of August 2021**

#	Type	Date	Name	Description	Amount	Bank	Type
77	EFT10072	12/08/2021	Ross William Pigdon	Elected member expense claim July 2021 (\$2,178.00)	(2,178.00)	1	CSH
78	EFT10073	12/08/2021	Spring Rubber	Sofffall for fitness equipment - rubber granules 320kg bulka bag (\$2,376.00), binder glue 200kg drum (\$1,798.50), binder glue 5.8kg bottle (\$396.00)	(4,570.50)	1	CSH
79	EFT10074	12/08/2021	The Glass Co WA Pty Ltd	Glass sliding door with security screen for Aerodrome (\$3,553.00)	(3,553.00)	1	CSH
80	EFT10075	12/08/2021	Toll Ipec Pty Ltd	Freight expense for the delivery of - Chain & Bar for P25 Chainsaw (\$12.68), Stationery Rates Notices (\$19.48), Protective Clothing for Outside Staff (\$25.03), Seal Kit, 2 x Hydraulic Hoses for P9 Cat 140H Grader (\$48.13), Cleaning Chemicals for Tourist Park (\$65.92), Pilot Bit & Adaptor for Auger P76 Kubota Tractor (\$35.57)	(206.81)	1	CSH
81	EFT10076	12/08/2021	URL Networks Pty Ltd	VOIP charges for July 2021 (\$261.12)	(261.12)	1	CSH
82	EFT10077	12/08/2021	WALGA	WALGA Subscriptions 1 July 2021 to 30 June 2022 (\$14,172.99)	(14,172.99)	1	CSH
83	EFT10078	12/08/2021	WesTrac Pty Ltd	Mechanical repairs and replacement of pin connection for R/H joystick for P34 CAT Skid Steer (\$373.89)	(373.89)	1	CSH
84	EFT10079	20/08/2021	Benara Nurseries	4 x Jacaranda trees, 40 x Acacia trees, 14 x Hibiscus bushes, 6 x Grevillea bushes, 10 Delonix trees and other plants for various projects, parks and reserves (\$2,987.70)	(2,987.70)	1	CSH
85	EFT10080	20/08/2021	Countrywide Fridge Lines Pty Ltd	Freight on plants and signs for Depot and sports equipment for Youth Program (\$731.50)	(731.50)	1	CSH
86	EFT10081	20/08/2021	Elizabeth Houghton	Elected member expense claim August 2021 (\$528.00)	(528.00)	1	CSH
87	EFT10082	20/08/2021	Frederick William Spindler	Elected member expense claim August 2021 (\$290.00)	(290.00)	1	CSH
88	EFT10083	20/08/2021	Jade Arthur Cooper	Electricity reimbursement issued 31 July 2021 (\$150.00), Electricity reimbursement issued 03 August 2021 (\$150.00)	(300.00)	1	CSH
89	EFT10084	20/08/2021	LO-GO Appointments	Contracting services for Rates Officer for the week ending 07/08/2021 (\$248.71)	(248.71)	1	CSH
90	EFT10085	20/08/2021	Lawrence Hinrichs	Reimbursement for drone repairs, filters for P84 - Tool Carrier, Tailgate lock for P93 - Amarok Ute, ECU connector harness for P89 - Sweeper Truck and adaptor for Ryobi pressure washer (\$741.90), Reimbursement for 501mm Gas stay for P13 - Nissan Navara, 36 x long life milk, sugar, Ajax spray and wipe for Depot supplies (\$149.93)	(891.83)	1	CSH
91	EFT10086	20/08/2021	Leonie Fitzpatrick	Elected member expense claim August 2021 (\$528.00)	(528.00)	1	CSH
92	EFT10087	20/08/2021	Leslie Matthew Price	Elected member expense claim August 2021 (\$945.11)	(945.11)	1	CSH
93	EFT10088	20/08/2021	Margaret McCracken	Electricity reimbursement issued 03/08/2021 (\$391.58)	(391.58)	1	CSH
94	EFT10089	20/08/2021	Murchison Club Hotel	Meal expense after council meeting on 17/08/2021 (\$392.50)	(392.50)	1	CSH
95	EFT10090	20/08/2021	NAPA Auto Parts	2 x 170mm LED driving lights for P80 - Crew Cab Ute, 2 x 6LED driving light bars and 1 x 50mm head light bull bar mount for P9 - CAT Grader (1 of 4), 1 x Rocker switch for P89 - Sweeper Truck (\$819.50), 1 x 50mm head light bull bar mount for P9 - CAT Grader (2 of 4) (\$35.20), 2 x 50mm head light bull bar mount for P9 - CAT Grader (3,4 of 4) (\$70.40)	(925.10)	1	CSH



**List of Accounts Paid as of August 2021**

#	Type	Date	Name	Description	Amount	Bank	Type
96	EFT10091	20/08/2021	Office National	DPDT Quality joystick push button for P30 - Autopatch Truck (\$17.90)	(17.90)	1	CSH
97	EFT10092	20/08/2021	Repco	Repco Filter Service Kit (incl. Cabin Filter) for P1 - CEO Landcruiser (\$88.00)	(88.00)	1	CSH
98	EFT10093	20/08/2021	Trephleene Pty Ltd T/A Canine Control	Ranger services on 12/08/2021 and 13/08/2021 (\$1,540.29)	(1,540.29)	1	CSH
99	EFT10094	20/08/2021	Truckline - Geraldton	4in spider axle spacer for P39 - Water Tanker (\$194.11)	(194.11)	1	CSH
100	EFT10095	20/08/2021	Westline Contracting	Plant, materials and labour including accommodation for town streets linemarking (\$21,172.80)	(21,172.80)	1	CSH
101	EFT10096	20/08/2021	Angela Pickering	Reimbursement for payment of electricity bill (\$265.02)	(265.02)	1	CSH
102	EFT10097	20/08/2021	BGC (AUSTRALIA) PTY LTD	13 x 1T Bulker Bags GP Grey Cement for Beringarra - Cue Construction Works, 25 x 1T Bulker Bags GP Grey Cement for Austin Downs - Dalgaranga Road Construction Works (\$12,540.00)	(12,540.00)	1	CSH
103	EFT10098	20/08/2021	Bunnings Building Products Pty	1 x Gorilla 3 step steel ladder, 1 x Ryobi laser distance measure, 36 x 350g spray paint marker, 200 x gloves and other materials for Depot supplies (\$675.23), 1 x Dual purpose 2.4m ladder, 1 x 3m aluminium angle strip, 1 x Selley's wet area silicone, 4 x gray slab concrete mix and other materials for Depot supplies (\$536.69)	(1,211.92)	1	CSH
104	EFT10099	20/08/2021	CDC Laser	6 x Full 6mm 1220 x 244mm clear acrylic sheets laser cut to various sizes as per quote for Heritage Centre display cases (\$2,178.00)	(2,178.00)	1	CSH
105	EFT10100	20/08/2021	Dianne Lois Wandmaker	Reimbursement for cleaning products, 6 x toilet brush sets, 2 x buckets, 5 x padlocks and 2 pk 75mm drive bits (\$175.30)	(175.30)	1	CSH
106	EFT10101	20/08/2021	Landgate	Mining tenement chargeable schedule No. M2021/7 dated 11/06/21-06/08/21 (\$150.30)	(150.30)	1	CSH
107	EFT10102	20/08/2021	Midwest Lock & Safe	Re-key office Safe, re-key 15 Allen St staff house plus replace door handle, re-key 10 Chesson St staff house plus replace door handle and deadbolt lock, keys cut for Tourist Park house, keys cut for Railway Building (\$591.00)	(591.00)	1	CSH
108	EFT10103	20/08/2021	Murchison Club Hotel	Food for Council Forum Meeting on 13/7/21 (\$47.00)	(47.00)	1	CSH
109	EFT10104	20/08/2021	Sanwest	24V DC Truck Vibrator for P30 - Autopatch Truck (\$2,750.00)	(2,750.00)	1	CSH
110	EFT10105	20/08/2021	Truckline - Geraldton	6 x hub seals for parallel bearing axles, 12 x tapered roller bearing sets, 6 x Propar quick change brake shoe sets for P48 - Trailer Drop Deck (\$2,047.98)	(2,047.98)	1	CSH

**List of Accounts Paid as of August 2021**

#	Type	Date	Name	Description	Amount	Bank	Type
111	EFT10106	20/08/2021	WesTrac Pty Ltd	Labour and parts to repair diesel injectors on P51 - D6R Dozer (\$2,519.69), Labour and parts to repair diesel injectors on P51 - D6R Dozer - credit on core charge (\$305.95cr), Freight for parts to suit P9 Cat 140H Grader (\$18.54), 2 x Mirrors for P9 - Cat 140H Grader (\$334.49), 2 x Film Stripes to suit P9 Cat 140H Grader (\$288.75), 2 x 6v-9746 O-ring seals for P46 - 950G Wheel Loader (\$3.48), 2 x Hydraulic hoses (125-2809 & 125-2811) for P46 - Wheel Loader (\$401.01), 2 x 4J-5267 O-ring seals for P46 - Wheel Loader (\$4.88)	(3,264.89)	1	CSH
112	EFT10107	20/08/2021	Wheatbelt Services Pty Ltd	37 x galvanised posts, 37 x gal post caps, 10 x brackets with nuts, bolts and washers, 4 x 900x600 Trucks Entering" on swing frame sign, 6 x 900x600 "Water Over Road" on swing frame sign, 6 x 900x600 symbolic worker stickers, 30 x TD1 with cone tips, 60 x 600x600 floodway warning sign (\$6,087.07)	(6,087.07)	1	CSH
113	EFT10108	20/08/2021	Water Corporation	Water Usage and Charges between 10/06/2021 - 13/08/2021 (\$19,025.67), 10 Chesson St - Staff House (\$94.37), 12 Chesson St - Staff House (\$107.81), 15 Allen St - Staff House (\$49.34), L22-23 Austin St - Depot (\$238.51), 18 Dowley St - Staff House (\$630.90), 19 Burt St - Staff House (\$191.54), 2 Chesson St - Tourist Park (\$3,674.19), 23 Allen St - Staff House (\$110.51), 29 Robinson St - Staff House (\$1,286.45), 33 Robinson St - Brockman Park (\$3,034.68), 47 Dowley St - Staff House (\$66.55), 47 Marshall St - Staff House (\$63.96), 52-58 Dowley St - Tennis Courts (\$18.63), 57 Marshall St - Staff House (\$573.25), L5 Austin St - Median Strip (\$1,360.28), 72 Austin St - Post Office (\$10.65), 75 Austin St - Admin Office (\$875.80), 79 Austin St - Public Water Access (\$306.13), 8 Victoria St Water - Playground (\$2,185.50), 15 Wittenoom St (\$703.23), Darlot St - Median Strip (\$45.25), L51 Marshall St - Standpipe (\$303.46), L500 Robinson St - Median Strip (\$26.62), L637 Wittenoom St - Reserve (\$2,393.14), Lot 592 Heydon Place (\$57.33), Lot 593 Heydon Place (\$215.29), 46 Dowley St (\$39.93), 64 Austin St (\$74.92), 14 Chesson - Staff House (\$91.94), 29 Allen St - GROH House (\$105.97), 28 Dowley St - GROH House (\$89.54)	(19,025.67)	1	CSH
114	EFT10109	23/08/2021	AIT Specialists Pty Ltd	Calculation of Fuel Tax Credit for 01/07/2021 - 31/07/2021 (\$612.04)	(612.04)	1	CSH
115	EFT10110	23/08/2021	Central West Pump Service	1 x Mono ASP410 transfer pump, motor bearings and mechanical seal for Tourist Park Maintenance (\$148.50)	(148.50)	1	CSH

**List of Accounts Paid as of August 2021**

#	Type	Date	Name	Description	Amount	Bank	Type
116	EFT10111	23/08/2021	Civic Legal	Legal fees and legal advice for Road user Agreement - Westgold Resources Ltd (\$2,200.00)	(2,200.00)	1	CSH
117	EFT10112	23/08/2021	Cue Roadhouse & General Store	Food for Youth program, 3 x milk for Depot, fuel for P20 - Weed spraying trailer and P42 - Small engines, food for July council meeting and 2 x 45kg gas bottles for SH01 - CEO house (\$640.18)	(640.18)	1	CSH
118	EFT10113	23/08/2021	Easifleet	Easifleet vehicle lease expense for August 2021 (\$1,213.27)	(1,213.27)	1	CSH
119	EFT10114	23/08/2021	Elite Electrical Contracting	Testing and repairing light fixtures over basketball court (\$357.50)	(357.50)	1	CSH
120	EFT10115	23/08/2021	Five Star	Konika Minolta C454E Black/ Colour meter read for 01/07/201 - 31/07/2021 (\$761.27)	(761.27)	1	CSH
121	EFT10116	23/08/2021	Ian Dennis	Elected member expense claim August 2021 (\$528.00)	(528.00)	1	CSH
122	EFT10117	23/08/2021	Janelle Duncan	Staff house rental for 6 Price Street between 09/08/2021 - 06/09/2021 and electricity usage for 62 days between 02/06/2021 - 02/08/2021 (\$1,913.53)	(1,913.53)	1	CSH
123	EFT10118	23/08/2021	Local Health Authorities Analytical Committee	Analytical services for 2021 - 2022 (\$396.00)	(396.00)	1	CSH
124	EFT10119	23/08/2021	Moocher Contracting	Hire of prime mover and 2 x side tippers @ \$145/hour from 11/08/2021 - 20/08/2021 (\$15,551.25), Hire of prime mover and 2 x side tippers @ \$145/hour from 28/07/2021 - 06/08/2021 (\$15,232.25)	(30,783.50)	1	CSH
125	EFT10120	23/08/2021	PERSOLKELLY Australia Pty Ltd	Town planning consultant for the week ending 08/08/2021 for 6hrs (\$915.42), Town planning consultant for the week ending 15/08/2021 for 6hrs (\$915.42)	(1,830.84)	1	CSH
126	EFT10121	23/08/2021	Peter Groom Settlements	Purchase of Lot 407 14 Patterson Street for \$1.00 and settlement fees (\$1,702.17)	(1,703.17)	1	CSH
127	EFT10122	23/08/2021	Professional PC Support Pty Ltd	PPS Management services for September 2021 (\$2,314.76)	(2,314.76)	1	CSH
128	EFT10123	23/08/2021	Robert Shane McMeeken	Staff electricity reimbursement issued 03/08/2021 (\$248.44)	(248.44)	1	CSH
129	EFT10124	23/08/2021	Slater-Gartrell Sports	2 x Spalding 50 acrylic basketball tower, 5 x size 6 basketball shirts, 5 x soft balls, 1 x super soft ball set of 4 and 1 moon ball (\$1,422.08)	(1,422.08)	1	CSH
130	EFT10125	23/08/2021	Toll Ipec Pty Ltd	Freight cost on laser lever bracket and protective clothing for Depot, break shoes, axle seals and bearings for P48 - Trailer Drop Deck (\$253.85), Freight cost on side mirrors for P9 - CAT Grader and on axle spacers for P39 - Water Tanker (\$126.32)	(380.17)	1	CSH
131	EFT10126	26/08/2021	General Terrain Services Pty Ltd	Contract supervision of flood damage works between 08/07/2021 - 21/07/2021 (\$22,708.16), Contract supervision of flood damage works between 22/07/2021 - 27/07/2021 (\$9,871.84)	(32,580.00)	1	CSH
132	EFT10127	26/08/2021	Greenfield Technical Services	Contract administration of AGRN888 flood damage repairs for the period 01/06/2021 - 30/6/2021 (\$12,772.12)	(12,772.12)	1	CSH
133	EFT10128	26/08/2021	Lacy Bros Pty Ltd	Supply of equipment and labour for flood damage repairs from 22/07/2021 - 04/08/2021 (\$119,737.75)	(119,737.75)	1	CSH
			<b>Total EFT's</b>		<b>(629,799.07)</b>		

**List of Accounts Paid as of August 2021**

#	Type	Date	Name	Description	Amount	Bank	Type
<b>BPAY</b>							
134	BPAY	03/08/2021	Horizon Power	Electricity for 62 Days 02/06/21-02/08/21 (\$17,043.83)	(17,043.83)	1	CSH
135	BPAY	10/08/2021	Telstra Corporation Ltd	Mobile Phone usage and charges for 27/06/21 to 26/08/21 (\$429.95)	(429.95)	1	CSH
136	BPAY	10/08/2021	Pivotal Satellite Pty Ltd	Satellite Phone charges for July 2021 (\$217.92)	(217.92)	1	CSH
137	BPAY	10/08/2021	Telstra Corporation Ltd	Phone charges for the period of 12/07/21 to 13/08/21 (\$3,166.39)	(3,166.39)	1	CSH
138	BPAY	22/08/2021	DHS Official Receipts CSA Account - August 21	Payroll deductions	(660.74)	1	CSH
			<b>Total BPAY's</b>		<b>(21,518.83)</b>		
<b>CHEQUES</b>							
139	CHEQUES		No Cheques for the month		0.00		
			<b>Total Cheques</b>		<b>0.00</b>		
<b>PAYROLL</b>							
140	PAYROLL	08/08/2021	Payroll Direct Debit of Net Pays	Payroll Direct Debit of Net Pays	(55,907.10)		
141	PAYROLL	22/08/2021	Payroll Direct Debit of Net Pays	Payroll Direct Debit of Net Pays	(56,849.60)		
			<b>Total Payroll</b>		<b>(112,756.70)</b>		
				<b>TOTAL PAYMENTS</b>	<b>(793,166.27)</b>		
				Total Credit Card	(1,436.50)		
				Total Direct Debits	(27,655.17)		
				Total EFTs	(629,799.07)		
				Total BPAY	(21,518.83)		
				Total Cheque	0.00		
				Total Payroll	(112,756.70)		
				<b>TOTAL PAYMENTS</b>	<b>(793,166.27)</b>		

## 10.2 FINANCIAL STATEMENT

APPLICANT:	Shire of Cue
DISCLOSURE OF INTEREST:	Nil
AUTHOR:	Glenn Boyes – Deputy Chief Executive Officer
DATE:	15 September 2021

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

The Statements of Financial Activity are for the period ended 31 August 2021 including 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 2 months after the end of the month to which the statement relates. The statement of financial activity is a complex document but presents a complete 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 are for the month of August 2021.

### ***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

***Officer's Recommendation:***

**Voting Requirement:** Simple Majority

That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ended 31 August 2021, 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**

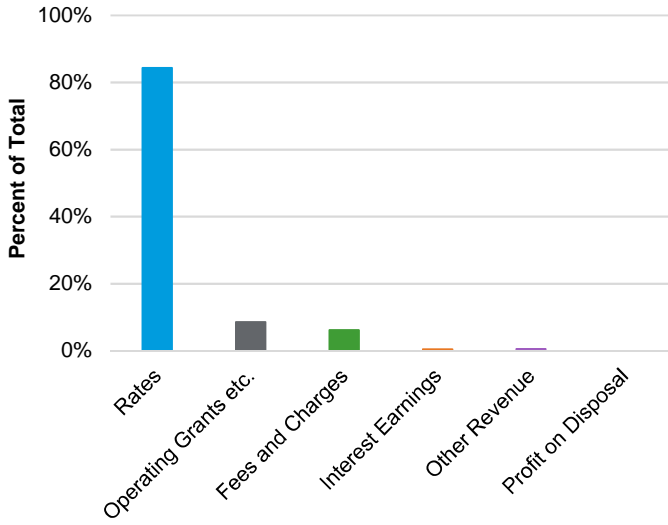
## **MONTHLY FINANCIAL REPORT**

**For the Period Ending 31 August 2021**

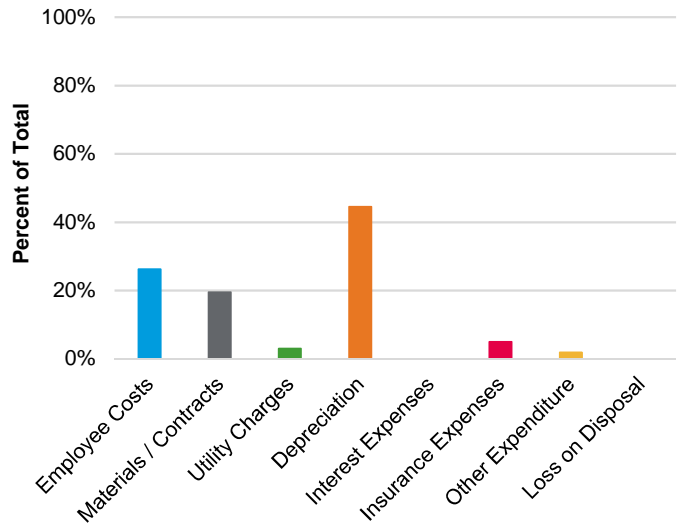


**SHIRE OF CUE**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ending 31 August 2021**  
**SUMMARY GRAPHS - OPERATING**

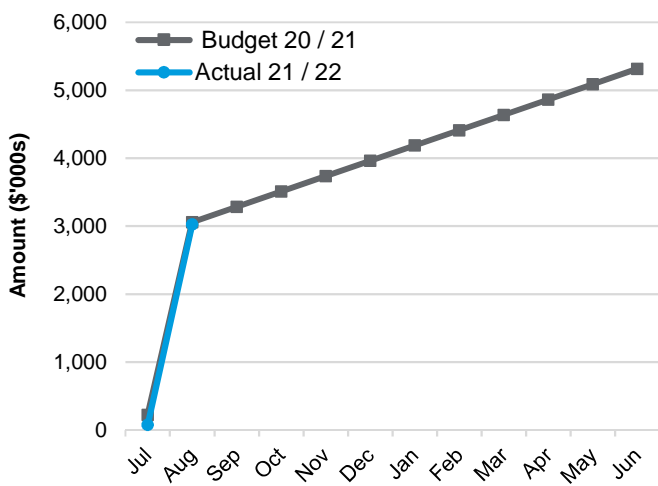
**Operating Revenue**



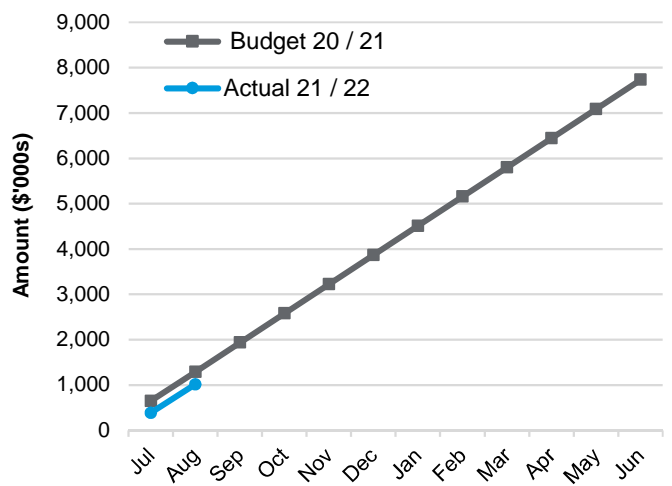
**Operating Expenditure**



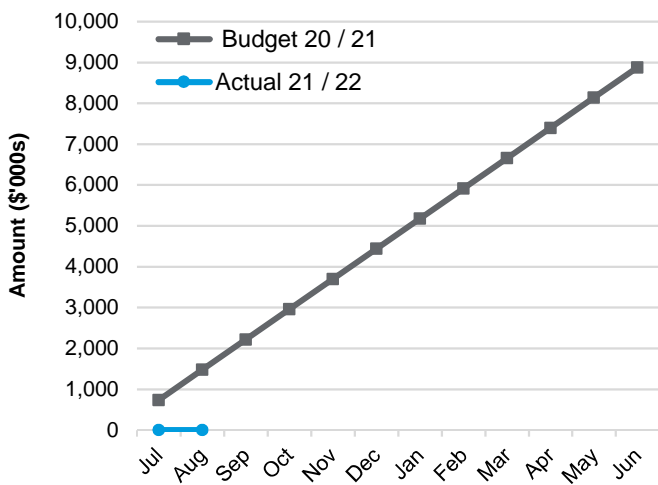
**Operating Revenue**



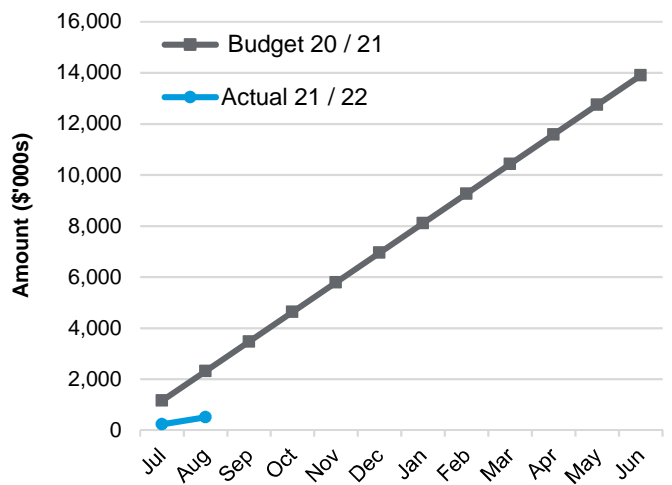
**Operating Expenses**



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

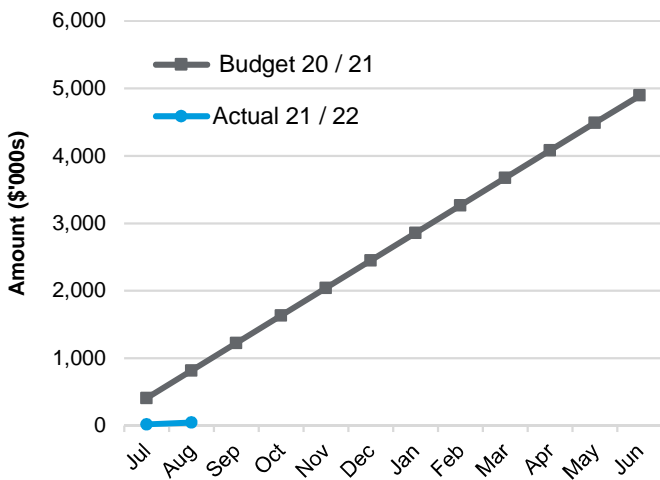


**Capital Expenses (inc. Flood Damage)**

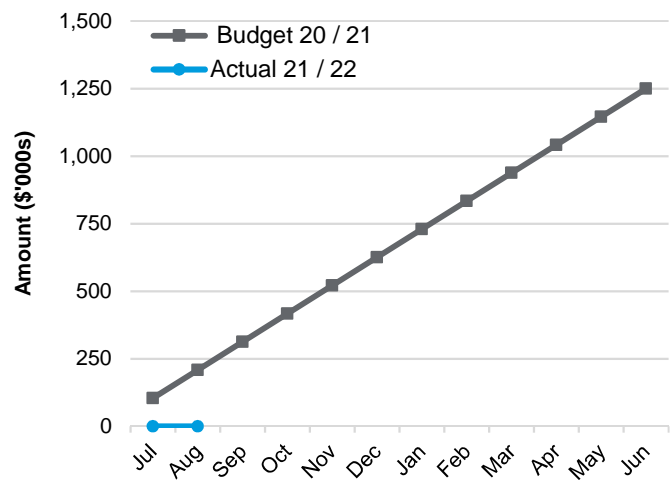


**SHIRE OF CUE**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ending 31 August 2021**  
**SUMMARY GRAPHS - CAPITAL**

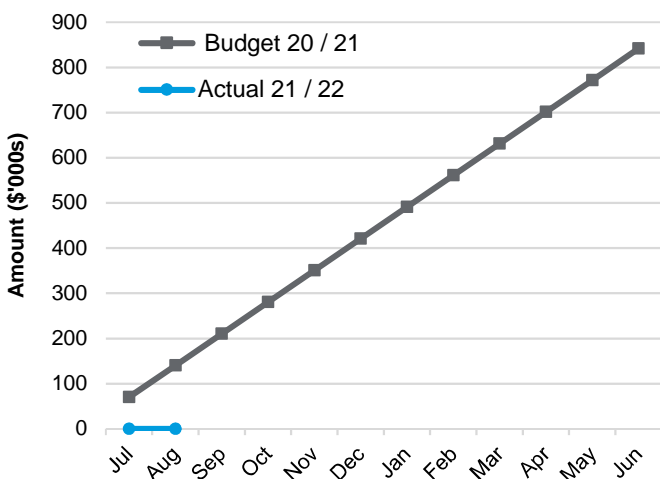
**Land and Buildings (exc. GROH Housing)**



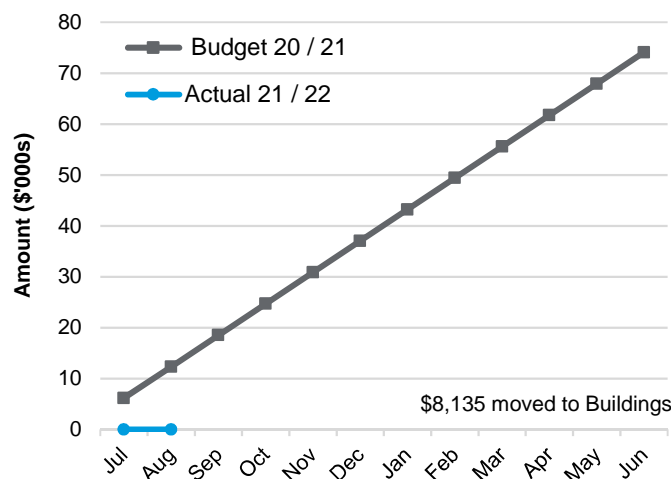
**Staff Housing**



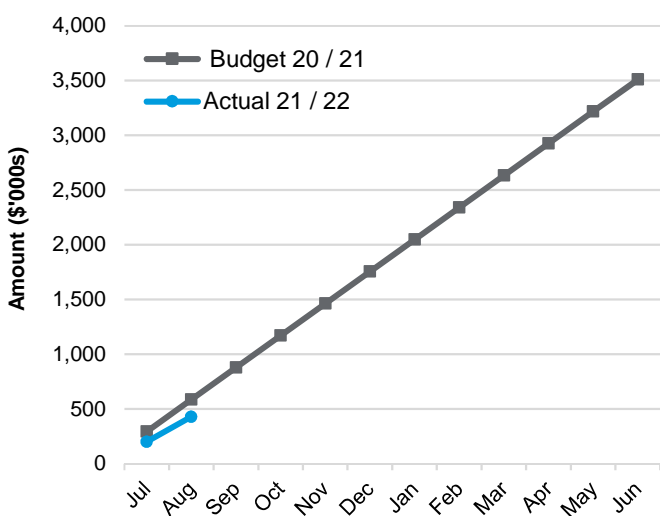
**Plant and Equipment**



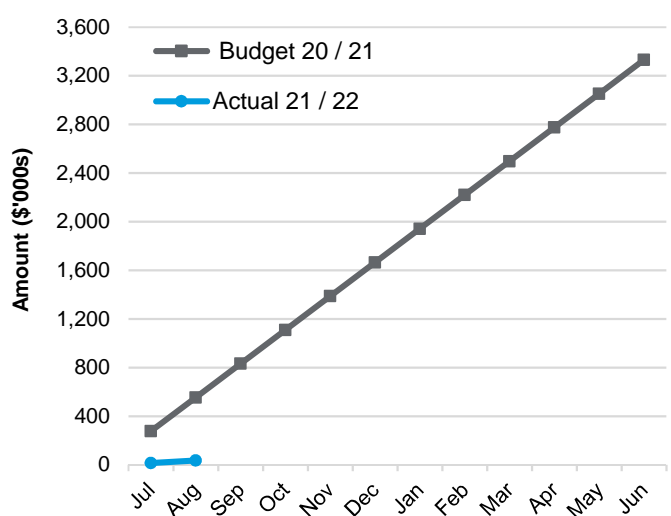
**Furniture and Equipment**



**Roads**



**Other Infrastructure**



**SHIRE OF CUE**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ending 31 August 2021**  
**NATURE OR TYPE**

	Note	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var* \$	Var* %
<b>Opening Funding Surplus / (Deficit)</b>	2	4,130,145	4,130,145	4,130,943		
<b>Revenue from Operating Activities</b>						
Rates	9	2,498,645	2,536,973	2,551,190	14,217	1%
Grants, Subsidies and Contributions	10(a)	1,759,510	293,248	259,831	(33,417)	(11%)
Fees and Charges		855,380	194,105	185,170	(8,935)	(5%)
Interest Earnings		61,280	10,210	13,211	3,001	29%
Other Revenue		100,000	16,660	15,690	(970)	(6%)
Profit on Disposal of Assets	6	40,400	6,732	-	(6,732)	(100%)
		<b>5,315,215</b>	<b>3,057,928</b>	<b>3,025,093</b>		
<b>Expenditure from Operating Activities</b>						
Employee Costs		(2,344,960)	(385,982)	(264,828)	121,154	31%
Materials and Contracts		(1,748,970)	(291,290)	(196,960)	94,330	32%
Utility Charges		(435,800)	(72,596)	(30,140)	42,456	58%
Depreciation on Non-current Assets		(2,703,700)	(450,598)	(450,000)	598	0%
Interest Expenses		(22,500)	(3,750)	-	3,750	100%
Insurance Expenses		(165,750)	(32,314)	(50,400)	(18,086)	(56%)
Other Expenditure		(305,700)	(50,938)	(18,726)	32,212	63%
Loss on Disposal of Assets	6	(5,600)	(932)	-	932	100%
		<b>(7,732,980)</b>	<b>(1,288,400)</b>	<b>(1,011,053)</b>		
<b>Excluded Non-cash Operating Activities</b>						
Depreciation and Amortisation		2,703,700	450,598	450,000		
(Profit) / Loss on Asset Disposal		(34,800)	(5,800)	-		
<b>Net Amount from Operating Activities</b>		<b>251,135</b>	<b>2,214,326</b>	<b>2,464,040</b>		
<b>Investing Activities</b>						
Grants, Subsidies and Contributions	10(b)	8,882,020	1,480,328	-	(1,480,328)	(100%)
Proceeds from Disposal of Assets		160,000	26,666	-	(26,666)	(100%)
Land and Buildings	8(a)	(6,145,500)	(1,024,212)	(46,060)	978,152	96%
Plant and Equipment	8(b)	(842,000)	(140,334)	-	140,334	100%
Furniture and Equipment	8(c)	(74,100)	(12,348)	-	12,348	100%
Infrastructure Assets - Roads	8(d)	(3,508,980)	(584,822)	(428,473)	156,349	27%
Infrastructure Assets - Other	8(e)	(3,331,210)	(555,150)	(35,351)	519,799	94%
<b>Net Amount from Investing Activities</b>		<b>(4,859,770)</b>	<b>(809,872)</b>	<b>(509,884)</b>		
<b>Financing Activities</b>						
Transfer from Reserves	4	1,254,070	209,012	-	(209,012)	(100%)
Repayment of Debentures	7	(92,800)	(15,466)	(46,197)	(30,731)	(199%)
Transfer to Reserves	4	(682,780)	(113,797)	(27,756)	86,040	76%
<b>Net Amount from Financing Activities</b>		<b>478,490</b>	<b>79,749</b>	<b>(73,954)</b>		
<b>Closing Funding Surplus / (Deficit)</b>	2	-	<b>5,614,348</b>	<b>6,011,145</b>		

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

This statement needs to be read in conjunction with the accompanying Financial Statements and Notes.

**SHIRE OF CUE**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**

**For the Period Ending 31 August 2021**

**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 2021/22 year is \$25,000 or 10% whichever is the greater.

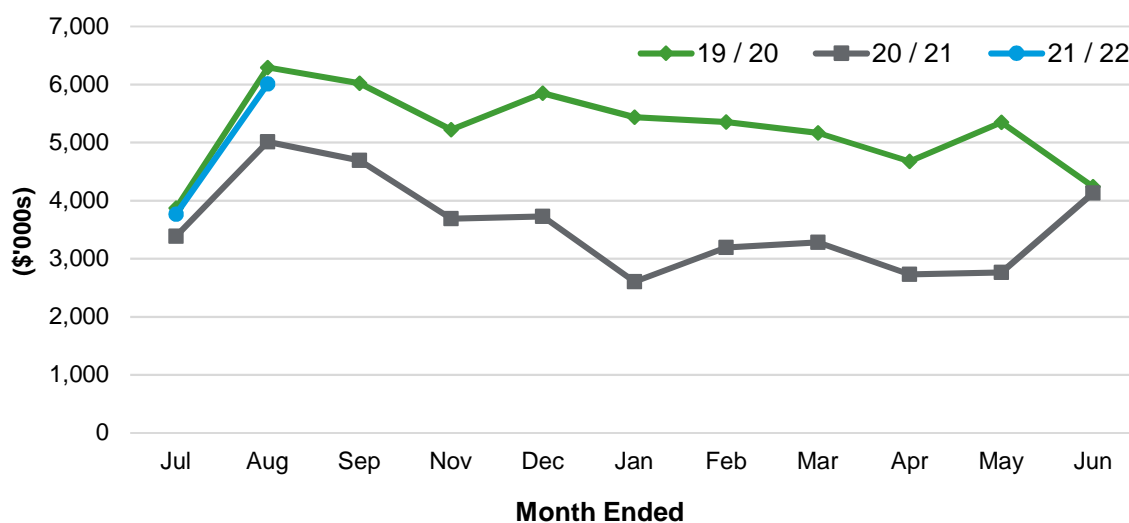
<b>Reporting Program</b>	<b>Var</b>	<b>Var</b>	<b>Var</b>	<b>Timing / Permanent</b>	<b>Explanation of Variance</b>
	<b>\$</b>	<b>%</b>			
<b>Operating Revenues</b>					
Grants, Subsidies and Contributions	(33,417)	(11%)	▼	Timing	Timing of grants
<b>Operating Expense</b>					
Employee Costs	121,154	31%	▲	Permanent	Employee vacancies and staffing levels
Materials and Contracts	94,330	32%	▲	Timing	Expenditure less than budgeted
Utility Charges	42,456	58%	▲	Timing	Expenditure less than budgeted
Other Expenditure	32,212	63%	▲	Timing	Expenditure less than budgeted
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	(1,480,328)	(100%)	▼	Timing	Timing of grants and contributions, including flood damage reimbursements
Proceeds from Disposal of Assets	(26,666)	(100%)	▼	Timing	Timing of disposals
<b>Capital Expenses</b>					
Land and Buildings	978,152	96%	▲	Timing	See Note 9 (Timing of projects)
Plant and Equipment	140,334	100%	▲	Timing	See Note 9 (Timing of plant replacement)
Infrastructure - Roads	156,349	27%	▲	Timing	See Note 9 (Timing of roads projects and flood damage works)
Infrastructure - Other	519,799	94%	▲	Timing	See Note 9 (Timing of projects)
<b>Financing</b>					
Transfer from Reserves	(209,012)	(100%)	▼	Timing	Transfers from reserves delayed until expenditure incurred
Repayment of Debentures	(30,731)	(199%)	▲	Timing	Budget profile of loan funds
Transfer to Reserves	86,040	76%	▲	Timing	Transfers to reserves still to be completed

**SHIRE OF CUE**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ending 31 August 2021**

**2. NET CURRENT FUNDING POSITION**

	Note	31 Aug 21	30 Jun 21
		\$	\$
<b>Current Assets</b>			
Cash Unrestricted	3	2,072,662	3,661,607
Cash Restricted	3	6,899,671	6,868,420
Receivables - Rates	5(a)	2,936,969	291,361
Receivables - Other	5(b)	74,908	129,380
ATO Receivable		61,782	134,935
Provision for Doubtful Debts		(33,910)	(33,910)
Accrued Income / Prepayments		1,164,400	1,123,576
Inventories		42,781	43,665
<b>Total Current Assets</b>		<b>13,219,262</b>	<b>12,219,034</b>
<b>Current Liabilities</b>			
Sundry Creditors		(148,692)	(921,598)
Rates Received in Advance		(1,700)	(3,330)
Revenue Received in Advance		(888,992)	(888,992)
GST Payable		(6,169)	(19,634)
Payroll Creditors		(35,788)	(50,120)
Deposits and Bonds		(23,221)	(8,000)
Loan Liability		(46,608)	(183,981)
Accrued Expenses		-	(86,740)
Accrued Salaries and Wages		-	(33,877)
<b>Total Payables</b>		<b>(1,151,169)</b>	<b>(2,196,272)</b>
Provisions		(169,179)	(169,179)
<b>Total Current Liabilities</b>		<b>(1,320,348)</b>	<b>(2,365,451)</b>
Less: Cash Reserves	4	(5,934,378)	(5,906,621)
Less: Loan Liability		46,608	183,981
<b>Net Funding Position</b>		<b>6,011,145</b>	<b>4,130,943</b>

**Net Funding Position**



**SHIRE OF CUE**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ending 31 August 2021**

**3. CASH AND FINANCIAL ASSETS**

	Unrestricted	Restricted	Total Amount	Interest Rate	Maturity Date
	\$	\$	\$	%	
<b>(a) Cash and Cash Equivalents</b>					
Cash On Hand	970		970	0.00	N/A
Cheque Account	278,778		278,778	0.00	N/A
Online Saver Account	767,713		767,713	0.20	N/A
Cash Deposit	510,195		510,195	0.37	14 Mar 22
Cash Deposit	302,371		302,371	0.50	04 Dec 21
Cash Deposit	180,000		180,000	0.45	18 Nov 21
Cash Deposit	32,636	965,293	997,929	0.40	24 Sep 21
Reserves Deposit		82,754	82,754	0.45	18 Nov 21
Reserves Deposit		1,531,002	1,531,002	0.35	10 Feb 22
Reserves Deposit		1,161,847	1,161,847	0.50	25 Oct 21
Reserves Deposit		1,343,278	1,343,278	0.55	25 Jul 22
Reserves Deposit		1,159,008	1,159,008	0.55	25 Aug 22
Reserves Deposit		656,487	656,487	0.55	11 Jun 22
<b>Total Cash / Financial Assets</b>	<b>2,072,662</b>	<b>6,899,671</b>	<b>8,972,333</b>		

**(b) Trust Fund**

Description	Opening Balance 01 Jul 21 \$	Amount Received \$	Amount Paid \$	Closing Balance 31 Aug 21 \$
Cue LCDC	2,080	-	-	2,080
<b>Total Funds in Trust</b>	<b>2,080</b>	<b>-</b>	<b>-</b>	<b>2,080</b>

The current interest rate for this type of bank account is 0.00% when funds held are less than \$500,000

**4. CASH BACKED RESERVES**

**YTD Actual**

Reserve Name	Balance 01 Jul 21 \$	Transfers from \$	Interest Received \$	Transfer to \$	Balance 31 Aug 21 \$
Long Service Leave	63,409	-	298	-	63,707
Building Maintenance	598,347	-	2,812	-	601,159
Plant Replacement	517,888	-	2,433	-	520,321
Streetscape	319,655	-	1,502	-	321,157
Sports Facilities	123,079	-	578	-	123,657
Tourist Park Development	254,225	-	1,194	-	255,419
Water Playground	61,147	-	287	-	61,434
Beringarra Road	2,530,506	-	11,894	-	2,542,401
Tourism	124,168	-	584	-	124,752
Housing / Land Development	218,246	-	1,025	-	219,271
Heritage	631,446	-	2,967	-	634,413
Road Maintenance	234,661	-	1,102	-	235,763
Infrastructure	229,844	-	1,080	-	230,924
<b>Total Cash Backed Reserves</b>	<b>5,906,621</b>	<b>-</b>	<b>27,756</b>	<b>-</b>	<b>5,934,378</b>

**SHIRE OF CUE**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ending 31 August 2021**

**5. RECEIVABLES**

**(a) Rates Receivable**

	<b>31 Aug 21</b>
	<b>\$</b>
Current	2,647,087
Previous Year	113,974
Second Previous Year	85,220
Third Previous Year or Greater	90,688
<b>Total Rates Receivable Outstanding</b>	<b><u>2,936,969</u></b>

**(b) General Receivables\***

	<b>31 Aug 21</b>
	<b>\$</b>
Current	42,520
30 Days	-
60 Days	849
90+ Days	31,539
<b>Total General Receivables Outstanding</b>	<b><u>74,908</u></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 226B3SC Skid Steer Loader	17,100	-	-
Mack Trident Prime Mover CD 775	(5,600)	-	-
CAT 301.7D Mini Excavator	17,300	-	-
Town Crew Supervisor Ute	6,000	-	-
<b>Total Profit or (Loss)</b>	<b><u>34,800</u></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	92,800	15,466	46,197
Interest and Fees	22,500	3,750	-
<b>Total Repayments</b>	<b><u>115,300</u></b>	<b><u>19,216</u></b>	<b><u>46,197</u></b>

**Principal Outstanding**

Principal Outstanding 01 Jul	843,839	843,839	843,839
Principal Repayments	(92,800)	(15,466)	(46,197)
<b>Principal Outstanding Current Month</b>	<b><u>751,039</u></b>	<b><u>828,373</u></b>	<b><u>797,642</u></b>

## SHIRE OF CUE

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ending 31 August 2021

## 8. CAPITAL ACQUISITIONS

## (a) Land and Buildings

	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$
Staff Unit Housing Development	1,250,000	208,332	-	208,332
Pensioner Housing Development	1,000,000	166,662	-	166,662
GROH Housing	70,000	11,666	10,096	1,570
Staff Housing	430,000	71,666	1	71,665
Great Fingal Mine Office	2,000,000	333,332	-	333,332
Old Railway Building and Youth Centre	250,000	41,666	9,000	32,666
Town Hall Upgrades	340,000	56,662	-	56,662
Heritage Building Renovations	130,000	21,664	3,429	18,235
Bowling Green Upgrade	10,000	1,666	-	1,666
Works Depot Improvements	50,000	8,332	-	8,332
Tourist Park House and Office	80,000	13,330	16,893	(3,563)
Tourist Park Ablutions	100,000	16,666	-	16,666
Old Gaol Restoration	80,000	13,332	3,383	9,949
Heydon Place Industrial Development	250,000	41,662	1,278	40,385
Old Municipal Building Improvements	60,000	9,996	-	9,996
Pension Hut Renovation	10,500	1,750	-	1,750
Administration Building Improvements	35,000	5,828	-	5,828
Heritage Discovery Centre	-	-	1,980	(1,980)
<b>Total Land and Buildings</b>	<b>6,145,500</b>	<b>1,024,212</b>	<b>46,060</b>	<b>978,152</b>

## (b) Plant and Equipment

	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$
Prime Mover	300,000	50,000	-	50,000
Mini Excavator	200,000	33,333	-	33,333
Caterpillar Skid Steer Loader	120,000	20,000	-	20,000
4 x 4 Dual Cab 3 Tonne Truck	100,000	16,667	-	16,667
Town Crew Tipping Tray Ute	45,000	7,500	-	7,500
Cleaners Van	35,000	5,833	-	5,833
Road Maintenance Equipment	20,000	3,333	-	3,333
Town Maintenance Equipment	12,000	2,000	-	2,000
Workshop Equipment	10,000	1,667	-	1,667
<b>Total Plant and Equipment</b>	<b>842,000</b>	<b>140,334</b>	<b>-</b>	<b>140,334</b>



**SHIRE OF CUE**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ending 31 August 2021**

**8. CAPITAL ACQUISITIONS (Continued)**

**(c) Furniture and Equipment**

	<b>Annual Budget \$</b>	<b>YTD Budget \$</b>	<b>YTD Actual \$</b>	<b>YTD Variance \$</b>
Council	10,000	1,666	-	1,666
Staff Housing	15,000	2,500	-	2,500
Pension Hut	10,000	1,666	-	1,666
Administration	39,100	6,516	-	6,516
<b>Total Furniture and Equipment</b>	<b>74,100</b>	<b>12,348</b>	<b>-</b>	<b>12,348</b>

**SHIRE OF CUE**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ending 31 August 2021**

**8. CAPITAL ACQUISITIONS (Continued)**

**(d) Infrastructure - Roads**

	<b>Annual Budget</b>	<b>YTD Budget</b>	<b>YTD Actual</b>	<b>YTD Variance</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Flood Damage Reimbursement (AGRN888)	1,940,000	323,332	197,612	125,720
Road Train Assembly Area	252,600	42,100	-	42,100
Roads to Recovery	351,880	58,646	40,116	18,530
Construction - Muni Funds Roads	440,000	73,330	12,443	60,887
Regional Roads Group	274,500	45,748	178,302	(132,554)
Cue-Beringarra Road	150,000	25,000	-	25,000
Grid Widening Program	100,000	16,666	-	16,666
<b>Total Infrastructure - Roads</b>	<b>3,508,980</b>	<b>584,822</b>	<b>428,473</b>	<b>156,349</b>

**(e) Other Infrastructure**

	<b>Annual Budget</b>	<b>YTD Budget</b>	<b>YTD Actual</b>	<b>YTD Variance</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Waste Site - Fencing and Improvements	325,000	54,162	-	54,162
Deep Sewerage	240,000	40,000	-	40,000
Cemetery Niche Wall	35,000	5,828	-	5,828
Playground Equipment	220,000	36,662	-	36,662
Sporting Facilities	100,000	16,664	4,155	12,509
Oval Infrastructure	50,000	8,332	-	8,332
Walk and Cycle Trails	27,610	4,600	563	4,037
Airport Runway Resealing	1,200,000	199,996	3,230	196,766
Artificial Lawn and Retic	45,000	7,496	-	7,496
Museum Project	180,000	29,996	-	29,996
Austin Street Development	100,000	16,666	-	16,666
Garden Rock Development	100,000	16,666	-	16,666
Streetscape	75,000	12,496	-	12,496
Tourist Park Improvements	40,000	6,662	35	6,627
CCTV	50,000	8,332	-	8,332
RV Site	30,000	4,996	-	4,996
Oasis Visitor Parking Project	23,000	3,832	-	3,832
Standpipe Automation	60,000	10,000	27,368	(17,368)
LRCIP Funded Projects	430,600	71,764	-	71,764
<b>Total Infrastructure - Other</b>	<b>3,331,210</b>	<b>555,150</b>	<b>35,351</b>	<b>519,799</b>

**Total Capital Expenditure**

<b>13,901,790</b>	<b>2,316,866</b>	<b>509,884</b>	<b>1,806,982</b>
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**SHIRE OF CUE**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ending 31 August 2021**

**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	561,648	0.109067	93	61,257	61,257
GRV Commercial	304,708	0.109067	6	33,233	33,234
GRV Vacant Land	-	0.109067	0	-	-
GRV M & T Workforce	246,750	0.300000	2	74,025	74,025
UV Mining	7,666,802	0.290984	355	2,230,917	2,240,510
UV Pastoral	563,097	0.078631	14	44,277	42,270
<b>Total General Rates</b>				<b>2,443,709</b>	<b>2,451,296</b>
<b>Minimum Rates</b>					
GRV Residential	105,449	463.00	47	21,761	21,761
GRV Commercial	-	463.00	0	-	-
GRV Vacant Land	5,888	463.00	37	17,131	16,668
GRV M & T Workforce	-	463.00	0	-	-
UV Mining	103,631	463.00	130	60,190	60,653
UV Pastoral	12,295	463.00	4	1,852	2,315
<b>Total Minimum Rates</b>				<b>100,934</b>	<b>101,397</b>
<b>Total General and Minimum Rates</b>				<b>2,544,643</b>	<b>2,552,693</b>
<b>Other Rate Revenue</b>					
Rates Written-off				(6,355)	-
Discounts / Concessions				(43,643)	-
Incentive Prize				(1,000)	-
Interim and Back Rates				5,000	(1,503)
<b>Total Funds Raised from Rates</b>				<b>2,498,645</b>	<b>2,551,190</b>

## SHIRE OF CUE

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ending 31 August 2021

## 10. GRANTS, SUBSIDIES AND CONTRIBUTIONS

## (a) Operating Grants, Subsidies and Contributions

	Grant Provider	Annual Budget \$	YTD Budget \$	YTD Actual \$
General Commission Grants	WA Government	712,346	118,724	200,314
Roads Commission Grants	WA Government	164,580	27,430	48,172
ESL Grant	FESA	7,500	1,250	-
National Australia Day Council Grant		-	-	-
Donations Received		800	132	-
MRWA RRG Direct Grant	MRWA	130,284	21,714	-
Airport Grants and Contributions	RADS	-	-	-
Road Maintenance		660,000	110,000	-
Event Contributions		-	-	-
Diesel Fuel Rebate		40,000	6,666	11,345
Sundry Income Admin		44,000	7,332	-
<b>Total Grants, Subsidies and Contributions</b>		<b>1,759,510</b>	<b>293,248</b>	<b>259,831</b>

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

	Grant Provider	Annual Budget \$	YTD Budget \$	YTD Actual \$
Local Roads / Community Infrastructure	Federal	1,239,135	206,522	-
Pensioner Housing Development	WA Government	1,000,000	166,666	-
Deep Sewerage	Royalties for Regions	240,000	40,000	-
Waste Site Development		100,000	16,666	-
Great Fingall Mine Development	WA Government	1,500,000	250,000	-
Great Fingall Mine Development	Contribution	250,000	41,666	-
Railway Building	WA Government	330,000	55,000	-
Playground	WA Government	110,000	18,332	-
Flood Damage Reimbursement (AGRN888)	DFES	1,786,000	297,666	-
Airport Grants and Contributions	RADS	400,000	66,666	-
Airport Grants and Contributions	Contribution	400,000	66,666	-
Roads to Recovery	Federal	351,885	58,646	-
Road User Agreements	Contribution	900,000	150,000	-
RRG - RRG Road Project Grant	RRG	140,000	23,332	-
Heydon Place Industrial Development		135,000	22,500	-
<b>Total Grants, Subsidies and Contributions</b>		<b>8,882,020</b>	<b>1,480,328</b>	<b>-</b>

**10.3 AMENDMENT TO FEES AND CHARGES 2021-2022**

APPLICANT: Shire of Cue  
 DISCLOSURE OF INTEREST: Nil  
 AUTHOR: Glenn Boyes – Deputy Chief Executive Officer  
 DATE: 15 September 2021

***Matters for Consideration:***

Amendment to the Shire of Cue adopted Fees and Charges for 2021-2022.

***Background:***

The Shire of Cue fees and charges were adopted by Council at the ordinary Meeting of Council held on 15 June 2021.

It was noted in the June agenda item that Tourist Park fee increases would be deferred until the end of the tourist season.

The Shire of Cue has a new automated standpipe with a swipe card facility and it is proposed to amend the fees and charges for standpipe water and the issuing of swipe cards to \$12/L and \$15 for a swipe card.

***Comments:***

The standpipe on Marshall Street has been upgraded to a fully automated system. Most customers will now pay up-front for their water usage eliminating the costs associated with debtors. Big Bell and Fenix Resources will continue to be debtors of the Shire for their water usage.

The Tourist Park fees were deferred due to the number of bookings made in advance and to prevent confusion. The season is beginning to wind down and we expect it to end in October. The new fees will come into effect from 01 November 2021.

The Gaol Cell accommodation is not expected to be completed until later in the financial year and the proposed fee is presented in preparation of the accommodation becoming available.

***Statutory Environment:***

*Local Government Act 1995, Section*

1.7 . *Local public notice*

*Where under this Act local public notice of a matter is required to be given, notice of the matter must be —*

- (a) published on the official website of the local government concerned in accordance with the regulations; and*

(b) given in at least 3 of the ways prescribed for the purposes of this section.

6.16. *Imposition of fees and charges*

- (3) *Fees and charges are to be imposed when adopting the annual budget but may be —*
- (a) *imposed\* during a financial year; and*
  - (b) *amended\* from time to time during a financial year.*

*\* Absolute majority required.*

6.19. *Local government to give notice of fees and charges*

*If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —*

- (a) *its intention to do so; and*
- (b) *the date from which it is proposed the fees or charges will be imposed.*

***Policy Implications:***

*Shire of Cue Policy Manual*

***Financial Implications:***

To ensure that the fees and charges being applied to the services offered represent fair value for the community and sufficiently cover the Councils costs of providing the service.

***Strategic Implications:***

*Shire of Cue Strategic Community Plan 2017 -2027*

*Strategies*

2.1.3 *Maintain accountability and financial responsibility*

3.1.3 *Provide, maintain and improve community infrastructure*

***Consultation:***

Richard Towell – Chief Executive Officer

***Officer’s Recommendation:***

***Voting Requirement:*** Absolute Majority

That Council:

By absolute majority, amend the Shire of Cue adopted Fees and Charges for 2021-2022 for the following:

1. Standpipe water from \$90.00 for up to 10,000 litres to

Item	Cost (inc. GST)	Shire Charge (inc. GST)
Swipe Card	\$ 8.25	\$ 15.00
Water Usage per kL	\$ 8.995	\$ 12.00
Water Usage per 10,000L	\$89.95	\$120.00

2. Tourist Park charges

Caravan and Camping Sites		
	Current Fee	Proposed Fee
<b>Weekly rates - pay for six nights stay seven nights</b>		
Powered Site Multi Accommodation Unit Caravan booked for a week	\$180.00	\$210.00
Powered Site	\$27.00	\$32.00
Powered Site - per week (booked as a week)	\$162.00	\$192.00
Powered Site - Pensioners and Seniors	\$20.00	\$25.00
Powered Site - Pensioners and Seniors -per week (booked as a week)	\$120.00	\$150.00
Camp Site - per site per day	\$20.00	\$25.00
Camp Site - per site per week (booked as a week)	\$120.00	\$150.00
Overflow Sites - showers, toilets but unpowered	\$20.00	\$25.00
Gaol Cell – per night	N/A	\$55.00

And give local public notice of the amendment to the Shire of Cue adopted 2021-2022 Fees and Charges to take effect from 1 November 2021

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

**10.4 ADOPTION OF EQUAL OPPORTUNITY MANAGEMENT PLAN AND POLICY STATEMENT**

APPLICANT: Shire of Cue  
 DISCLOSURE OF INTEREST: Nil  
 AUTHOR: Richard Towell – Chief Executive Officer  
 DATE: 15 September 2021

***Matters for Consideration:***

Adoption of the Shire of Cue Equal Employment Opportunity (EEO) Management Plan and Equal Employment Opportunity Policy statement.

***Background:***

During the Equal Employment Opportunity annual collection survey for 2021, it was identified that the Shire of Cue Equal Employment Opportunity Management Plan has expired and is not currently in place. In order to satisfy Section 145 (2) (a)- (h) of the Equal Opportunity Act 1984, the proposed EEO Management Plan and EEO Policy statement are presented to Council for adoption and presented at [Appendix 3](#).

***Comments:***

Public authorities are obligated to monitor and promote equity and diversity outcomes to ensure an inclusive workplace culture and equal employment opportunity. The purpose of this Equal Employment Opportunity (EEO) Management Plan is to comply with the requirements of the Act by identifying and implementing strategies in key areas to eliminate discrimination in the workplace.

The Equal Employment Opportunity (EEO) Management Plan has identified 5 key areas to promote EEO principles and compliance.

1. Policies and Procedures
2. Communication and Awareness'
3. Training and Development
4. Harassment and Grievance Procedures
5. Implementation & Evaluation

These EEO key areas will provide Council and Management with a strategy and mechanism to measure progress in achieving EEO management objectives.

***Statutory Environment:***

*Equal Opportunity Act 1984*

*Division 3 — Equal employment opportunity management plans*

*Section 145. Preparation and implementation of management plans*



- (1) *Each authority shall prepare and implement an equal opportunity management plan in order to achieve the objects of this Part.*
- (2) *The management plan of an authority shall include provisions relating to —*
  - (a) *the devising of policies and programmes by which the objects of this Part are to be achieved; and*
  - (b) *the communication of those policies and programmes to persons within the authority; and*
  - (c) *the collection and recording of appropriate information; and*
  - (d) *the review of personnel practices within the authority (including recruitment techniques, selection criteria, training and staff development programmes, promotion and transfer policies and patterns, and conditions of service) with a view to the identification of any discriminatory practices; and*
  - (e) *the setting of goals or targets, where these may reasonably be determined, against which the success of the management plan in achieving the objects of this Part may be assessed; and*
  - (f) *the means, other than those referred to in paragraph (e), of evaluating the policies and programmes referred to in paragraph (a); and*
  - (g) *the revision and amendment of the management plan; and*
  - (h) *the appointment of persons within the authority to implement the provisions referred to in paragraphs (a) to (g).*
- (3) *The management plan of an authority may include provisions, other than those referred to in subsection (2), which are not inconsistent with the objects of this Part.*
- (4) *The preparation of a management plan shall take place and the implementation of the management plan shall commence without delay and —*
  - (a) *in the case of an authority referred to in section 139(1)(a), (b), (c) or (d), other than an authority which is an institution of tertiary education, on or before such day as is specified in the regulations in respect of that authority and if no day is so specified in respect of an authority on or before the day that is 3 years after the day when this Part comes into operation; and*
- (5) *An authority may, from time to time, amend its management plan.*
- (6) *Each authority shall send a copy of its management plan, and any amendment of the plan, to the Director as soon as practicable after the management plan or the amendment, as the case may be, has been prepared.*

**Policy Implications:**

*Shire of Cue Policy Manual*

**Financial Implications:**

Nil

**Strategic Implications:**

*Shire of Cue Strategic Community Plan 2017 -2027*

*Strategies*

2.1.2 *Continue to improve and review organisational plans*

2.1.3 *Maintain accountability and financial responsibility*

**Consultation:**

Nil

**Officer's Recommendation:**

**Voting Requirement:** Simple Majority

That Council:

Adopt the Shire of Cue Equal Employment Opportunity (EEO) Management Plan and Equal Employment Opportunity Policy statement as presented at [Appendix 3](#).

**Council Decision:**

**Voting requirement:** Simple Majority

**MOVED:**

**SECONDED:**

**CARRIED:**

# APPENDIX 3



**Equal Employment  
Opportunity  
(EEO)  
Management Plan**

## INTRODUCTION

Public authorities are obligated to monitor and promote equity and diversity outcomes to ensure an inclusive workplace culture and equal employment opportunity (EEO).

Each authority shall prepare and implement an Equal Employment Opportunity (EEO) Management Plan to achieve the objectives in *Part IX (Equal Opportunity in Public Employment) of the Equal Opportunity Act 1984*. The EEO Management Plan requirements are based upon Section 145 (2)

*(a)-(h) of the Equal Opportunity Act 1984, as follows:*

*145. Preparation and implementation of management plans*

*(2) The management plan of an authority shall include provisions relating to –*

*(a) The devising of policies and programs by which the objects of this Part are to be achieved;*

*(b) The communication of those policies and programs to persons within the authority;*

*(c) The collection and recording of appropriate information;*

*(d) The review of personnel practices within the authority (including recruitment techniques, selection criteria, training and staff development programs, promotion and transfer policies and patterns, and conditions of service) with a view to the identification of any discriminatory practices;*

*(e) The setting of goals or targets, where these may reasonably be determined, against which the success of the management plan in achieving the objects of this Part may be assessed;*

*(f) The means, other than those referred to in paragraph (e), of evaluating the policies and programs referred to in paragraph (a);*

*(g) The revision and amendment of the management plan; and*

*(h) The appointment of persons within the authority to implement the provisions referred to in paragraphs (a) to (g).*

### **Purpose**

The purpose of this Equal Employment Opportunity (EEO) Management Plan is to comply with the requirements of the Act by identifying and implementing strategies in key areas to eliminate discrimination in the workplace.

The Equal Employment Opportunity (EEO) Management Plan has identified 5 key areas to promote EEO principles and compliance.

1. Policies and Procedures
2. Communication and Awareness'
3. Training and Development
4. Harassment and Grievance Procedures
5. Implementation & Evaluation

These EEO key areas will provide Council with a strategy and mechanism to measure our progress in achieving EEO management goals.

## STRATEGY 2 - COMMUNICATION AND AWARENESS

**Objective:** That all employees are informed of and understand these EEO principles and their rights and responsibilities in the workplace.

Action	Target Group	Target Date	Responsibility	Performance Indicator
Make available all EEO Management Plan Documents and EEO Policies	All Employees	Ongoing	Chief Executive Officer	All EEO documentation is available on the internal T: Drive. All documents are made available in hard copy
All Managers and Supervisors are aware of their responsibilities at commencement of employment	Managers and Supervisors	Ongoing	Chief Executive Officer	All new Managers and Supervisors sign off to confirm their awareness of EEO Management Plans and Policies within one month of commencement.
All aspects of EEO covered in the inductions process	New Employees	Ongoing	Chief Executive Officer	Ensure all EEO information can be found in the induction handbook. Ensure all policies are communicated as part of the induction process and employees are aware of their obligations.

## STRATEGY 4 - HARASSMENT AND GRIEVANCE PROCEDURES

**Objective:** Provide and promote effective grievance policy and procedures.

<b>Action</b>	<b>Target Group</b>	<b>Target Date</b>	<b>Responsibility</b>	<b>Performance Indicator</b>
<b>Review and update grievance policy</b>	<b>Council</b>	<b>As required as part of Policy/Procedures Review</b>	<b>Chief Executive Officer</b>	<b>Review current grievance policy and cross reference to EEO policy/plan</b>
<b>Provide information to all employees about what constitutes an EEO grievance handling procedure</b>	<b>All employees</b>	<b>Ongoing</b>	<b>Chief Executive Officer</b>	<b>Provide access to all employees of the EEO policy/plan and grievance procedures. Information to be included in the induction handbook</b>
<b>Provide training in bullying and harassment awareness</b>	<b>All employees</b>	<b>Ongoing</b>	<b>Chief Executive Officer</b>	<b>All employees attend bullying and harassment awareness as required</b>

## POLICIES, PROCEDURES, PROCESSES AND OTHER INFORMATION

The Equal Employment Opportunity Management Plan is to be read in conjunction with the following information:

- Equal Employment Opportunity Policy
- Grievance, Investigations and Resolution Policy
- Workplace Display Material
- Complaints against Employees
- Equal Employment Opportunity

The Shire of Cue is committed to a policy of equal employment opportunity, fair treatment and non-discrimination for all existing and future employees.

All employment practices (recruitment, selection, training and employment, promotion and transfer and all other terms and conditions of service) will be based on the merit of the individual against specific job requirements. Existing and future employees will not be discriminated against in their employment on the grounds of gender, race, disability, age, pregnancy or potential pregnancy, marital status, family status or family responsibility, political or religious conviction, gender history or sexual orientation.

Council will, through its Equal Employment Opportunity Management Plan, ensure any discriminatory practices are progressively removed from its policies and procedures and will recognise and encourage its employees on the basis of their abilities, aptitudes, qualifications and skills, through the implementation and monitoring of effective Human Resources policies and procedures.

The Equal Employment Opportunity (EEO) policy also aims to eliminate all forms of workplace harassment. Council will use the implementation of the EEO policy and plan to create a more productive workplace and will result in better services to the community.

### **Purposes**

The purposes of Council's EEO policy are:

- √ To eliminate and ensure the absence of discrimination in employment on the grounds of gender, race, impairment or disability, age, marital status or family status, political or religious conviction, gender history or sexual orientation;
- √ To promote equal employment opportunity for women, indigenous Australians, people with disabilities, youth and people from culturally diverse backgrounds or minority groups within Council; and
- √ EEO is the principle which ensures that all employees and potential employees are treated equally and fairly, regardless of their gender,



race, impairment or disability, age marital or family status, political or religious conviction, sexual orientation or gender history.

Disability harassment is when a person is threatened, abused, offended or excluded because of their disability.

The Shire of Cue considers any sexual, racial, disability or other form of harassment as unacceptable behavior and which will not be tolerated under any circumstances.

## **Victimisation**

Any employee who has made a complaint or is a witness to a complaint in relation to discrimination, harassment or bullying will not be discriminated against or suffer any other disadvantage for having made a complaint in good faith.

## **Vilification**

Vilification generally refers to any act that happens publicly as opposed to privately; and that could incite others to hate, have serious contempt for, to have serious ridicule for you or a group of people because of race, ethnic, religious or national origin, sexual orientation or transgender status (including references to HIV or AIDS status).

## **Jurisdiction**

EEO policies and practices apply to all employees. All employers are obliged to follow non-discriminatory practice in the workplace. Hence, it is Council (as the responsible employer) that is legally accountable for equal opportunity and non-discrimination in employment matters.

## **Responsibility/Accountability**

All Staff:

- Are responsible for upholding the EEO principles outlined in this policy. However it specifically lays with line managers and supervisors to prevent discrimination and to promote equal opportunity in the workplace.
- Have the right to seek advice from the Anti-Discrimination Board.

Managers/Supervisors:

- Are responsible for ensuring that the principles covered in this Policy are upheld by the staff for which they are responsible.
- Are responsible for ensuring equality of employment opportunity is extended to all staff and that no unlawful discrimination occurs in employment practices.
- Ensure that Council's EEO Policy and Plan is implemented within their

division.

- Ensure that all staff with supervisory responsibilities are aware of employee's rights and obligations under Councils EEO Policy and relevant legislation.

### Policy Statement:

- Council is committed to resolving grievances wherever possible through mediation consultation, cooperation and discussion.
- All grievances will be handled in the utmost confidentiality. Only the people directly involved will have access to information about the complaint.
- All procedures will be impartial. No assumptions will be made, and no action will be taken until all the relevant information has been collected, investigated and considered.
- Council is committed to ensure that no repercussions or victimisation occurs against anyone who makes a complaint.
- Seeking redress of trivial, frivolous or vexatious issues through a grievance procedure will not be tolerated.
- Complaints will be dealt with in a timely matter.

### Responsibilities:

**Chief Executive Officer:** for serious and complex grievances which could involve possible fraud, corruption, physical danger or serious misconduct of a senior staff member.

**Managers/Supervisors:** In general, all managers/supervisors are to be the first point of receipt and will be responsible for the investigation and resolution of all staff grievances.

**Management:** are to provide advice and assistance and where necessary receive and investigate the grievance, particularly if the grievance relates to discrimination, harassment or a personnel/industrial matter.

Using the Grievance Procedure does not eliminate the right of a staff member or Council as an employer in gaining advice or assistance from unions, professional associations or any other external agency.

### Grievance Procedures

- In general the grievance should first be discussed with or put in writing to the supervisor for resolution. This would not apply where the issue directly relates to the activities of the supervisor.
- The relevant investigator should obtain the facts and clarify issues with the staff member lodging the grievance.
- Where a Contact Officer or investigator believes they cannot handle the grievance objectively or where they lack the power to resolve the

particular complaint, they may refer it to the Human Resource Manager.

A person who is subject of a complaint has the right to:

- Be informed verbally of what behavior they are being accused of;
- Respond to the allegations and cite witnesses if appropriate;
- Fair treatment and procedures; and
- Be heard by an unbiased person.

The person receiving a report/ complaint should:

- Advise the complainant that their complaint will be treated sensitively, confidentially and without victimisation.
- In the case of harassment complaints, establish whether the complainant has advised the alleged harasser that their behavior is unwelcome.
- In the case of harassment complaints, advise the Human Resource Manager that a complaint has been made.
- Ensure that a written report is obtained from the complainant, containing appropriate details, witness reports etc.
- Approach the subject of the complaint or alleged harasser to seek a response to the allegations made about their behavior. This approach should be made either in the company of the person's supervisor or the Human Resource Manager.
- Conduct a confidential interview and seek reports from any identified witnesses.

## Disciplinary Procedures

Should a grievance and its subsequent investigation indicate the need for disciplinary action, the relevant Manager is to be advised and Council's Disciplinary Policy and Procedures are to be followed.

In the case of discrimination/harassment complaints the following disciplinary procedure will apply:

### **If the behaviour is admitted:**

- Where the behavior is admitted and is of a single visually or auditory offensive nature (e.g. sexist/racist poster or language rather than a sexual proposition or a physically threatening approach) then a first disciplinary interview should be conducted and a written warning issued to the harasser together with reinforcement of Council's policy.
- If the behavior has been admitted and consisted of repeated incidents of physical approaches etc., a first and final warning should be issued.
- The admitted harasser should be cautioned that they should take no action which could be construed a victimisation, as this will lead to further disciplinary action.

- If the harasser is the complainant's immediate supervisor, the harassers' manager must be consulted on any decisions regarding promotion, job rotation etc. involving the complainant and the harasser should be offered counselling to avoid further incidents.
- A copy of any disciplinary letters shall be placed on the harasser's file

## **G23. EQUAL EMPLOYMENT OPPORTUNITY POLICY**

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### **Policy Statement**

The Shire of Cue recognises its legal obligations under the *Equal Opportunity Act 1984*, and will actively promote equal employment opportunity based solely on merit to ensure that discrimination does not occur on the grounds of gender, marital status, pregnancy, race, disability, religious or political convictions.

### **Detail**

All employment training with the Shire of Cue will be directed towards providing equal opportunity to all employees provided their relevant experience, skills and ability meet the minimum requirements for such training.

All promotional policies and opportunities with the Shire of Cue will be directed towards providing equal opportunity to all employees provided their relevant experience, skills and ability meet the minimum requirements for such promotion.

All offers of employment within the Shire of Cue will be directed towards providing equal opportunity to all employees provided their relevant experience, skills and ability meet the minimum requirements for such engagement.

The Shire of Cue will not tolerate harassment within its workplace. Harassment is defined as any unwelcome, offensive action or remark concerning a person's race, colour, language, ethnicity, political or religious convictions, gender, marital status or disability.

The equal opportunity goals of the Shire of Cue are designed to provide an enjoyable, challenging, involving, harmonious work environment for all employees where each has the opportunity to progress to the extent of their ability.

**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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**Council Decision:** **Voting requirement:** Simple Majority

**MOVED:** **SECONDED:**

That the meeting be closed to members of the public to discuss confidential matters.

**CARRIED:**

**14.1 LOT 593 HEYDON PLACE CUE**

APPLICANT: Shire of Cue  
DISCLOSURE OF INTEREST: Nil  
AUTHOR: Richard Towell – Chief Executive Officer  
DATE: 15 September 2021

***Matters for Consideration:***

That Council consider the officers recommendations contained in the confidential report.

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

## 14.2 PURCHASE OF CARGO VAN

APPLICANT: Shire of Cue  
DISCLOSURE OF INTEREST: Nil  
AUTHOR: Richard Towell – Chief Executive Officer  
DATE: 15 September 2021

***Matters for Consideration:***

Consider the purchase of a cargo van for use as a cleaners van.

<b><i>Council Decision:</i></b>	<b>Voting requirement:</b> Simple Majority
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<b>MOVED:</b>	<b>SECONDED:</b>
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**14.3 MINERS PASS AND BERINGARRA ROAD RE-SEALING WORKS**

APPLICANT: Shire of Cue  
 DISCLOSURE OF INTEREST: Nil  
 AUTHOR: Richard Towell – Chief Executive Officer  
 DATE: 24 September 2021

***Matters for Consideration:***

Consideration of accepting to undertake the re-sealing works on Miners Pass and Beringarra Road as private works for Westgold Resources Ltd and accepting a quote for the supply and laying of 132,000<sup>2</sup> of bitumen.

<b><i>Council Decision:</i></b>	<b>Voting requirement:</b> Absolute Majority
<b>MOVED:</b>	<b>SECONDED:</b>

<b><i>Council Decision:</i></b>	<b>Voting requirement:</b> Simple Majority
<b>MOVED:</b>	<b>SECONDED:</b>
That the meeting be reopened to members of the public.	
<b>CARRIED:</b>	

**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 19 October 2021.**

**Signed:.....**

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