



**MINUTES
ORDINARY MEETING
OF COUNCIL**

28 SEPTEMBER 2021

SHIRE OF CUE
Ordinary Council Meeting
AGENDA

Held in the Council Chambers, 73 Austin Street Cue on
Tuesday 28 September 2021 commenced at 6:30pm

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1. DECLARATION OF OPENING

The meeting was opened at 6.30pm.

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:

Mrs Jenni Dennis

Ms Julie Humphreys

2. APOLOGIES AND APPROVED LEAVE OF ABSENCE

The Shire President paid tribute to our dearly departed Councillor, Fred Spindler. A minutes silence was held in the chamber to honour Cr Spindler.

3. DISCLOSURE OF MEMBERS' INTERESTS

Nil

4. PUBLIC QUESTION TIME

Nil

5. CONFIRMATION OF MINUTES

Council Decision:01092021

Voting Requirement: Simple Majority

MOVED:CR HOUGHTON

SECONDED:CR HOGBEN

That the Minutes of the Ordinary Meeting 17 August 2021 are confirmed as a true and correct record of the meeting.

CARRIED:6/0

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. DEPUTATIONS

Nil

8. PETITIONS

Nil

9. ANNOUNCEMENTS WITHOUT DISCUSSION

Nil

10. REPORTS

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
Total		\$	793,166.27

Council Decision:02092021

Voting requirement: Simple Majority

MOVED:CR FITZPATRICK

SECONDED:CR DENNIS

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
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Direct Debit Fund Transfer	Credit Card	\$	1,436.50
Payroll		\$	112,756.70
BPAY		\$	21,518.83
Cheques		\$	0.00
Total		\$	793,166.27

CARRIED:6/0

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:03092021

Voting requirement: Simple Majority

MOVED:CR DENNIS

SECONDED:CR PRICE

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](#).

CARRIED:6/0

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
Weekly rates - pay for six nights stay seven nights		
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

Council Decision:04092021

Voting requirement: Absolute Majority

MOVED:CR FITZPATRICK

SECONDED:CR PRICE

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
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2. Tourist Park charges

Caravan and Camping Sites		
	Current Fee	Proposed Fee
Weekly rates - pay for six nights stay seven nights		
Powered Site Multi Accommodation Unit Caravan booked for a week	\$180.00	\$210.00
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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

CARRIED:5/1

AGAINST:CR HOUGHTON

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:05092021

Voting requirement: Simple Majority

MOVED:CR FITZPATRICK

SECONDED:CR DENNIS

That Council:

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

CARRIED:6/0

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

Nil

12. MOTIONS FOR CONSIDERATION AT THE NEXT MEETING

Nil

13. NEW BUSINESS OF AN URGENT NATURE

Nil

14. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Council Decision:06092021

Voting requirement: Simple Majority

MOVED:CR PRICE

SECONDED:CR HOGBEN

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

CARRIED:6/0

7.14pm Mrs Jenni Dennis & Ms Julie Humphreys left the chambers.

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.

*7.26pm Mrs Janelle Duncan left the chambers.
 7.28pm Mrs Janelle Duncan returned to the chambers.*

Council Decision:07092021 **Voting requirement:** Simple Majority

MOVED:CR DENNIS **SECONDED:CR HOGBEN**

That council authorises the Chief Executive Officer to draw up a lease agreement for Lot 593 Heydon Place for the current occupant to continue occupancy of the premises.

The agreement is to include the following;

- The agreement is for a period of one year with the option to extend for 2 one year periods at the discretion of Council.
- Rent of \$15,600 per annum (\$300 per week) payable monthly in advance.
- Power, water, outgoings including rates and all other charges relating to the property, including the cost of the lease agreement are to be paid by the tenant within the trading terms of the account.
- A bond of one month’s rent is to be paid on commencement of the lease.
- Acknowledgement of the power and water debt still outstanding on the property that is to be paid for by the tenant.
- Acknowledgement of the period of occupancy the tenant has currently assumed.

The Chief Executive Officer is authorised to terminate the occupancy if the agreement is not executed within 28 days of the tenant receiving it.

CARRIED:6/0

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.

*8.05pm Cr Hogben left the chambers.
 8.07pm Cr Hogben returned to the chambers.*

Council Decision:08092021	Voting requirement: Simple Majority
MOVED:CR FITZPATRICK	SECONDED:CR DENNIS
That Council approve the purchase of an LDV G10 cargo van for use as a cleaner’s van.	
CARRIED:6/0	

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 132,000² of bitumen.

Council Decision:09092021 **Voting requirement:** Absolute Majority

MOVED:CR DENNIS **SECONDED:CR HOGBEN**

That Council accept the quote from Bitutek Pty Ltd to supply and lay 132,000m² of bitumen on Miners Pass and Beringarra Road.

And

Authorise the Chief Executive Officer to undertake the re-sealing works as private works for Westgold Resources Ltd.

CARRIED:5/1

AGAINST: CR HOUGHTON

Council Decision:10092021 **Voting requirement:** Simple Majority

MOVED:CR PRICE **SECONDED:CR FITZPATRICK**

That the meeting be reopened to members of the public.

CARRIED:6/0

8.33pm meeting reopened to the public.

15. CLOSURE

The Presiding Member thanked those present for attending the meeting and declared the meeting closed at 8.33pm.

To be confirmed at Ordinary Meeting on the 19 October 2021.

Signed:.....

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