



**MINUTES
ORDINARY MEETING
OF COUNCIL**

16 JULY 2019

SHIRE OF CUE
Ordinary Council Meeting
MINUTES

Held in the Council Chambers, 73 Austin Street Cue on
Tuesday 16 July 2019 commencing at 6:30pm

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1. DECLARATION OF OPENING

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 Fred Spindler

Councillor Liz Houghton

STAFF:

Mr Rob Madson, Chief Executive Officer

Mr Richard Towell, Deputy Chief Executive Officer

Mrs Janelle Duncan, Coordinator Community Development

GALLERY:

Mrs Jenni Dennis

1. APOLOGIES AND APPROVED LEAVE OF ABSENCE

Nil

3. DISCLOSURE OF MEMBERS' INTERESTS

Nil

4. PUBLIC QUESTION TIME

Nil

5. CONFIRMATION OF MINUTES

Council Decision: 01072019

Voting Requirement: Simple Majority

MOVED: CR PRICE

SECONDED: CR DENNIS

That the Minutes of the Ordinary Meeting of 25 June 2019 are confirmed as a true and correct record of the meeting.

CARRIED: 7/0

Cr Fitzpatrick requested it be recorded that she did not attend the June meeting.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. DEPUTATIONS

Nil

8. PETITIONS

Nil

9. ANNOUNCEMENTS WITHOUT DISCUSSION

Late items 14.1, 14.2 and 14.3 will be behind closed doors.

10. REPORTS

10.1 ACCOUNTS & STATEMENTS OF ACCOUNTS

APPLICANT: Shire of Cue
DISCLOSURE OF INTEREST: Nil
AUTHOR: Richard Towell – Acting Chief Executive Officer
DATE: 11 July 2019

Matters for Consideration:

To receive the List of Accounts Due & Submitted to Ordinary Council Meeting on 16 July 2019 as attached – see [Appendix 1](#).

Background:

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

Comments:

The list of accounts is for the month of June 2019.

Statutory Environment:

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

Policy Implications:

Nil.

Financial Implications:

Nil.

Strategic Implications:

Nil.

Consultation:

Nil.

Officer's Recommendation:

Voting Requirement: Simple Majority

That Council endorse the payments for the period 1 June – 30 June 2019 as listed at [Appendix 1](#), which have been made in accordance with delegated authority per LGA 1995 S5.42.

Municipal Fund Bank	EFTs	7425 – 7514	\$278,701.61
Direct Debit Fund Transfer			\$ 24,598.33
Payroll			\$100,306.05
BPAY			\$ 19,436.47
Cheques			\$ -
Total			\$423,042.46

Council Decision: 02072019		Voting requirement: Simple Majority	
MOVED: CR SPINDLER		SECONDED: CR HOUGHTON	
That Council endorse the payments for the period 1 June – 30 June 2019 as listed at Appendix 1 , which have been made in accordance with delegated authority per LGA 1995 S5.42.			
Municipal Fund Bank	EFTs	7425 – 7514	\$278,701.61
Direct Debit Fund Transfer			\$ 24,598.33
Payroll			\$100,306.05
BPAY			\$ 19,436.47
Cheques			\$ -
Total			\$423,042.46
CARRIED: 7/0			

10.2 FINANCIAL STATEMENT

APPLICANT:	Shire of Cue
DISCLOSURE OF INTEREST:	Nil
AUTHOR:	Richard Towell – Acting Chief Executive Officer
DATE:	12 July 2019

Matters for Consideration:

The Statement of Financial Activity for the period ended 30 June 2019 including the following reports:

- Statement of Financial Activity
- Significant Accounting Policies
- Graphical Representation – Source Statement of Financial Activity
- Net Current Funding Position
- Cash and Investments
- Major Variances
- Budget Amendments
- Receivables
- Grants and Contributions
- Cash Backed Reserve
- Capital Disposals and Acquisitions
- Trust Fund

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 Statement of Financial Activity is for the month of June 2019. The report excludes year-end adjustments which are yet to be finalised. As such the final closing surplus for the year will differ to that presented once the year end reports are finalised.

Statutory Environment:

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

Policy Implications:

Nil.

Financial Implications:

Nil.

Strategic Implications:

Nil.

Consultation:

RSM Australia Pty Ltd.

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 30 June 2019, as presented at [Appendix 2](#).

Council Decision: 03072019

Voting requirement: Simple Majority

MOVED: CR HOUGHTON

SECONDED: CR HOGBEN

That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ended 30 June 2019, as presented at [Appendix 2](#).

6.57pm Cr Hogben left the chambers

7.00pm Cr Hogben returned to the chambers

CARRIED: 7/0

10.3 REPORT ON AUDIT MATTER

APPLICANT: Shire of Cue
 DISCLOSURE OF INTEREST: Nil
 AUTHOR: Richard Towell – Acting Chief Executive Officer
 DATE: 11 July 2019

Matters for Consideration:

Receiving of the report prepared to address matters identified as significant by the Auditor in the 2017-2018 Audit Report.

Background:

The Shire has received correspondence from the Department of Local Government, Sport and Cultural Industries (Department) dated 20 June 2018 in which the Department considers the Shire's 2017-18 Audit Report from the Auditor General dated 11 December 2018 (Audit Report) to contain a significant matter requiring the Chief Executive Officer to undertake the actions required by *Section 7.12 of the Local Government Act 1995*. This correspondence is attached at [Appendix 3](#).

Comments:

Section 7.12 of the Local Government Act 1995 requires a local government to prepare a report addressing any matters identified as significant by the Auditor in the Audit Report. This report has been prepared and is attached at [Appendix 4](#).

The report has been prepared in the format recommended in Departmental Circular 05-2019, Local Government Auditing to identify the matters and outline actions taken or intended to be taken to address the matters.

The references to the appendices in the report ([Appendix 4](#)) are the same appendices included in this agenda, being [Appendix 3](#), [Appendix 5](#) and [Appendix 6](#).

Statutory Environment:

Local Government Act 1995

7.12A. Duties of local government with respect to audits

- (4) *A local government must —*
- (a) *prepare a report addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters; and*
 - (b) *give a copy of that report to the Minister within 3 months after the audit report is received by the local government.*
- (5) *Within 14 days after a local government gives a report to the Minister under subsection (4)(b), the CEO must publish a copy of the report on the local government's official website.*

Local Government (Audit) Regulations 1996

16. *Functions of audit committee*

An audit committee has the following functions —

- (f) to oversee the implementation of any action that the local government —*
- (ii) has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a);*

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Shire of Cue Strategic Community Plan 2017-2027

Outcome 2.1.3 Maintain accountability and financial responsibility.

Consultation:

Rob Madson – Chief Executive Officer

Travis Bate – RSM Australia Pty Ltd

Julie Humphreys – CRC Coordinator

Committee Decision:

Voting Requirement: Simple Majority

That Council receives the report addressing the significant matters raised in the 2017-2018 Audit Report.

<i>Committee Decision: 04072019</i>	<i>Voting requirement:</i> Simple Majority
<i>MOVED: CR PRICE</i>	<i>SECONDED: CR DENNIS</i>
That Council receives the report addressing the significant matters raised in the 2017-2018 Audit Report.	
<i>CARRIED: 7/0</i>	

10.4 FINANCIAL LOAN FOR CUE HERITAGE DISCOVERY CENTRE

APPLICANT: Shire of Cue
DISCLOSURE OF INTEREST: Nil
AUTHOR: Janet Wicks – Project Officer
DATE: 12 July 2019

Matters for Consideration:

Providing a short term loan to the Cue Community Resource Centre in support of the building of the Cue Heritage Discovery Centre.

Background:

In August 2018 the Cue Community Resource Centre, in consultation with the Shire of Cue, applied for a grant under the Building Better Regions Fund (BBRF) Round 3 to build a Heritage Discovery Centre.

As part of the application process it was noted that the funding was applied in arrears, and on discussion with the CRC and the Shire several options were discussed to secure up front funding, including a short term bank loan by the CRC, a self-supporting loan with funding secured by the Shire or a forwarding of funding from the Shire to the CRC as a loan arrangement.

The conditions attached to the loan, regardless of where the funding came from included –

- Strict time lines for completion of the project (by 21 November 2019).
- Strict time lines for acquittals to be completed (by 30 March 2020) to ensure timely repayment of the funding.
- Loan costs be paid by the Cue Community Resource Centre as part of the agreement.

Comments:

Forward funding for the completion of the building of this infrastructure is imperative to the success of the project. Without secured funding, the CRC is unable to absorb the value of the funding from the BBRF.

The location of the Cue Heritage Discovery Centre will be positioned at the back of the Post Office building lot and will become an asset of the Shire of Cue on completion.

The BBRF funding for the project is \$133,865. The Shire of Cue 2019-2020 Draft Budget has allocated an amount of \$140,000 under tourism and area promotion capital expenditure for the development of a museum area and outdoor artefact display. It is proposed that this allocation be utilised to first fund the Cue Heritage Discovery Centre project and when the funds are reimbursed be utilised for the budgeted project.

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

The Building Better Regions Grant funding for the project is \$133,865. The total project cost is \$212,644 with other funding from Lotterywest of \$68,000. Westgold Resources of \$5,000 and the Cue Community Resource Centre contributing the difference of \$5,779. There will be one progress claim eligible on forty percent completion of the project.

Strategic Implications:

Adopted Corporate Business Plan 2017 – 2021

1.2.3 Develop New Tourism attractions to enhance and encourage visitors to stay longer.

1.2.3.4 Develop a local museum

Consultation:

Rob Madson – Chief Executive Officer

Richard Towell – Deputy Chief Executive Officer

Officer’s Recommendation: **Voting Requirement:** Simple Majority

That Council approve the Chief Executive Officer to provide loan funds to the Cue Community Resource Centre to fund the Cue Heritage Discovery Centre project. The funds will be provided from Municipal funds and be reimbursed by the Building Better Regions Fund grant payments for the project.

Council Decision: 05072019	Voting requirement: Simple Majority
MOVED: CR DENNIS	SECONDED: CR HOGBEN
<p>That Council approve the Chief Executive Officer to provide loan funds up to \$133,865 to the Cue Community Resource Centre to fund the Cue Heritage Discovery Centre project and obtain a copy of the grant approval letter and an agreement be drawn up between the two parties. The funds will be provided from Municipal funds and be reimbursed by the Building Better Regions Fund grant payments for the project.</p>	
CARRIED: 7/0	

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: 06072019 **Voting requirement: Simple Majority**
MOVED: CR HOUGHTON **SECONDED: CR SPINDLER**
 That the meeting be closed to members of the public to discuss a confidential matter.
CARRIED: 7/0

7.19pm Mr Richard Towell and Mrs Janelle Duncan left the meeting.

14.1 CONFIDENTIAL ITEM – LEGAL MATTER #1

14.2 CONFIDENTIAL ITEM – LEGAL MATTER #2

14.3 CONFIDENTIAL ITEM – LEGAL MATTER #3

Council Decision: 07072019 **Voting requirement: Simple Majority**
MOVED: CR FITZPATRICK **SECONDED: CR HOUGHTON**
 That items 14.1, 14.2 and 14.3 be laid on the table
CARRIED: 7/0

Council Decision: 08072019 **Voting requirement: Simple Majority**
MOVED: CR DENNIS **SECONDED: CR HOGBEN**
 That the meeting be reopened to members of the public.
CARRIED: 7/0

15 CLOSURE

The Presiding Member thanked those present for attending the meeting and declared the meeting closed at 7.52pm.

To be confirmed at Ordinary Meeting on the 20 August 2019

Signed:.....

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