



UNCONFIRMED MINUTES
OF THE SPECIAL MEETING
OF COUNCIL
HELD ON
FRIDAY 5 DECEMBER 2014
AT 1:00PM

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Minutes of the Special Meeting of the Yalgoo Shire Council,
held in the Council Chambers, 37 Gibbons Street, Yalgoo,
on Friday 5 December 2014 at 1:00pm.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President Neil Grinham declared the Special Meeting open at 1.21pm.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

MEMBERS	Cr Neil A Grinham, Shire President Cr M Raul Valenzuela, Deputy Shire President Cr Stanley K Willock Cr Percy Lawson
STAFF	Dr Ross Theedom, Chief Executive Officer (CEO) Heather Boyd, Executive Manager Corporate (EMCC) Silvio Brenzi, Executive Manager Works & Infrastructure (DCEOI) Karen Malloch, Executive Assistant (EA)
GUESTS	
OBSERVERS	
LEAVE OF ABSENCE	Cr Adam B Fawkes
APOLOGIES	Cr Robert W Grinham

3. DISCLOSURE OF INTERESTS

Disclosures of interest made before the Meeting

4. CONFIRMATION OF MINUTES

4.0 Annual Report for the Financial Year ended 30 June 2014 and Annual Electors' Meeting.

File:	ADM375 Annual Report
Author:	Heather Boyd, EMC
Interest Declared:	No interest to disclose
Date:	25 November 2015
Attachments	The Annual Report is provided in a separate document for Councillors to insert into their Councillor manual

Matter for Consideration

To adopt the annual report for the Year Ended 30 June 2014 and confirm the date for the annual electors' meeting, being not more than 56 days after the adoption of the annual report.

Background

A local government must prepare an annual report each financial year that includes:

- President's report
- Chief executive officer's report
- Compliance statements/reports relating to the Plan for the Future, National Competition Policy, Disability Services Plan and Records Keeping Plan
- Audited financial statements
- Auditor's report

Statutory Environment

Local Government Act 1995

- s.5.27 – annual electors meeting to be held within 56 days of acceptance of the annual report on a day selected by Council
- s.5.53 – an annual report must be prepared and details the items that should be included.
- s.5.54 – the annual report must be accepted by the local government not later than 31 December after the financial year or if the auditor's report is not available by this date, not later than 2 months after the auditor's report becomes available.
- s.5.55 – CEO to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted.

Administration Regulations –

- r.15 – Annual report approved by Council to be presented at the elector's meeting

Strategic Implications

The Annual Report provides a permanent record of the operations of the Shire for the previous financial year.

Policy Implications

NA

Financial Implications

The annual financial report presents the financial performance for the past financial year and is scrutinised by an independent audit to ensure compliance with legislation and accounting standards. The financial impact upon the current financial year is that the audited net current assets position becomes the actual brought forward surplus (deficit) for the rate setting standard.

Consultation

- Auditors RSM Bird Cameron
- Accountants UHY Haines Norton

Comment

The auditor provided the audited financial statements to the CEO with the independent auditor's report and audit management report on Tuesday 25 November 2014. The audit report was unqualified.

The CEO presented the reports to the Shire of Yalgoo Audit Committee on Thursday 12 November 2014. The recommendations of the Audit Committee are presented to Council for adoption in a separate item to this agenda.

The Act requires that the adopted annual report be available to the public for a minimum of 14 days before the annual electors' meeting, which must be held within 56 days of Council adopting the annual report.

Council previously set the date of the Annual Electors' Meeting by way of the following decision. It is recommended that this be confirmed.

OFFICER RECOMMENDATION/COUNCIL DECISION #3

C2013-1017 Set Date for Annual Electors' Meeting

That the Annual Electors' meeting will be held at 9:00am on Thursday 05 December 2013 (being the date of the December Ordinary Meeting of Council).

Moved: Cr SK Willock Seconded: Cr MR Valenzuela Motion put and carried 5/0

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

S2014-1201 Annual Report for the Year Ended 30 June 2014

That Council adopts as presented the Annual Report for the year ended 30 June 2014 for presentation at the Annual Electors' meeting to be held at 2:00pm on Thursday 05 December 2014.

Moved: Cr MR Valenzuela

Seconded: Cr PJ Lawson

Motion put and carried 4/0

5. PUBLIC QUESTION TIME

5.0 RESPONSE TO QUESTIONS TAKEN ON NOTICE

5.1 QUESTIONS WITHOUT NOTICE

6. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

7. BUSINESS AS NOTIFIED

7.0 PURPOSE OF MEETING

The purpose of the Special Meeting is to:

Accept the Annual Report for the Financial Year Ended 30 June 2014.

8. MEETING CLOSURE

There being no further business, President Neil Grinham declared the meeting closed at 1:25pm.

DECLARATION

These minutes were confirmed by Council at the Special Meeting held on _____.

Signed: _____

Person presiding at the meeting at which these minutes were confirmed