

SHIRE OF CUBALLING

*A progressive, diverse and caring community,
with access to modern services and infrastructure,
in a unique part of the world*

AGENDA

for the

Special Meeting of Council

to be held at

5.00PM, Wednesday 27 February 2019

Shire of Cuballing
Council Chambers
Campbell Street, Cuballing

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1. DECLARATION OF OPENING:

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:

2.1.1 Attendance

Cr Mark Conley
Cr Eliza Dowling
Cr Scott Ballantyne
Cr Tim Haslam
Cr Dawson Bradford

President
Deputy President

Mrs Bronwyn Dew

Acting Chief Executive Officer

2.1.2 Apologies

Cr Roger Newman

Mr Gary Sherry

Chief Executive Officer

2.1.3 Leave of Absence

3. STANDING ORDERS:

OFFICER'S RECOMMENDATION:

That Standing Orders be suspended for the duration of the meeting to allow for greater debate on items.

4. PUBLIC QUESTION TIME:

4.1 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE:

Nil.

4.2 WRITTEN QUESTIONS PROVIDED IN ADVANCE:

Nil

4.3 PUBLIC QUESTIONS FROM THE GALLERY:

5. APPLICATIONS FOR LEAVE OF ABSENCE:

Nil at this time

6. CONFIRMATION OF MINUTES:

Nil.

The confirmation of minutes from the last Ordinary Meeting of Council will be included in the Agenda for the next Ordinary Meeting to be held at 2pm, Wednesday 20th March 2019.

**7. PETITIONS/DEPUTATIONS/PRESENTATIONS/
SUBMISSIONS:**

Nil

8. DISCLOSURE OF FINANCIAL INTEREST:

DISCLOSURE OF FINANCIAL INTEREST AND PROXIMITY INTEREST

Members must disclose the nature of their interest in matters to be discussed at the meeting.

Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting.

DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the Member or employee has given or will give advice.

Nil at this time.

9. REPORTS OF OFFICERS AND COMMITTEES:

9.1 DEPUTY CHIEF EXECUTIVE OFFICER:

9.1.1	Annual Report 2017/2018
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Applicant:	N/A
File Ref. No:	ADM108
Disclosure of Interest:	Nil
Date:	26 th February 2019
Author:	Bronwyn Dew, Deputy CEO
	9.1.1A 2017/2018 Management Report
Attachments:	9.1.1B 2017/2018 Audit Report
	9.1.1C 2017/2018 Annual Report – Included separately

Summary

Council is to consider the recommendations of the Audit Committee from their meeting to be held at 5pm on Wednesday 27 February 2019 that will consider the Auditors 2017/2018 Management Report, the 2017/2018 Audit Report and the 2017/2018 Annual Report.

Background

The Audit has been conducted in accordance with the Australian Audit Standards to ensure that during the reporting period the Shire of Cuballing complied with all statutory requirements, including the Local Government Act 1995 and associated Regulations. Butler Settineri completed their final Audit of Council's functions and operations for the 2017/2018 Financial Year in February 2019.

The Annual Report has been compiled and is provided for adoption by Council.

Comment

The Auditor has provided a report of their findings and it is included separately in Councillor information Packs.

Strategic Implications - Nil

Statutory Environment

Local Government Act 1995

5.27 Electors' general meetings

- (1) A general meeting of the electors of a district is to be held once every financial year.
- (2) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.
- (3) The matters to be discussed at general electors' meetings are to be those prescribed.

5.29 Convening electors' meetings

- (1) The CEO is to convene an electors' meeting by giving —
 - (a) at least 14 days' local public notice; and
 - (b) each council member at least 14 days' notice, of the date, time, place and purpose of the meeting.

- (2) The local public notice referred to in subsection (1)(a) is to be treated as having commenced at the time of publication of the notice under section 1.7(1)(a) and is to continue by way of exhibition under section 1.7(1)(b) and (c) until the meeting has been held.

5.53 Annual reports

- (1) The local government is to prepare an annual report for each financial year.
- (2) The annual report is to contain —
 - (a) a report from the mayor or president;
 - (b) a report from the CEO;
 - [(c), (d) deleted]*
 - (e) an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year;
 - (f) the financial report for the financial year;
 - (g) such information as may be prescribed in relation to the payments made to employees;
 - (h) the auditor's report for the financial year;
 - (h(a)) a matter on which a report must be made under section 29(2) of the *Disability Services Act 1993*;
 - (h(b)) details of entries made under section 5.121 during the financial year in the register of complaints, including —
 - (i) the number of complaints recorded in the register of complaints;
 - (ii) how the recorded complaints were dealt with; and
 - (iii) any other details that the regulations may require; and
 - (i) such other information as may be prescribed.

5.54 Acceptance of annual reports

- (1) Subject to subsection (2), the annual report for a financial year is to be accepted* by the local government no later than 31 December after that financial year.

* Absolute majority required.

- (2) If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.

5.55 Notice of annual reports

The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

Policy Implications - Nil

Financial Implications - Nil

Economic Implication - Nil

Environmental Considerations - Nil

Consultation - Nil

Options

At this time, it is anticipated that the Audit Committee will adopt the Officer's Recommendation. Any changes in this recommendation will be provided to Council.

The Officer Recommendation to the Audit Committee allows for Council to:

1. Accept the 2017/2018 Management Report
2. Accept the 2017/2018 Audit Report;
3. Accept the 2017/2018 Annual Report;

4. Hold the Annual Electors Meeting at 6.30pm on Wednesday 20th March 2019 in the Shire of Cuballing Council Chambers.

Voting Requirements – Absolute Majority

AUDIT COMMITTEE RECOMMENDATION:

That Council:

1. **Accept the Management Report for the financial year ended 30th June 2018;**
2. **Accept the Audit Report for the financial year ended 30th June 2018;**
3. **Accept the Annual Report for the financial year ended 30th June 2018;**
4. **Hold the Annual Electors Meeting at 6.30pm on Wednesday 20th March 2019 in the Shire of Cuballing Council Chambers.**

9.2 CHIEF EXECUTIVE OFFICER:

Nil

9.3 MANAGER OF WORKS REPORT:

Nil

10. ELECTED MEMBERS' MOTION OF WHICH PREVIOUS MOTION HAS BEEN GIVEN:

Nil

11. URGENT BUSINESS WITHOUT NOTICE WITH THE APPROVAL OF THE PRESIDENT OR MEETING:

Nil at this time

12. CONFIDENTIAL ITEM:

Nil

13. NEXT MEETING

Ordinary Meeting of Council to be held on Wednesday 20th March 2019

14. CLOSURE OF MEETING: