

SHIRE OF MENZIES AGENDA



16 January 2017

SPECIAL COUNCIL MEETING

Agenda for the Special Council Meeting to be held on Monday
16 January 2017 commencing at 1.00pm in the Council Chambers.

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**SHIRE OF MENZIES
NOTICE OF ORDINARY MEETING OF COUNCIL**

Dear Council Member,

A Special Meeting of the Shire of Menzies will be held on 16 January 2017 in the Shire of Menzies council chambers commencing at 1.00pm.

Rhonda Evans
Chief Executive Officer

11 January 2017

DISCLAIMER

No responsibility whatsoever is implied or accepted by the shire of Menzies for any act or 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.

FINANCIAL INTEREST

A financial interest occurs where a Councillor, or person with whom the Councillor is closely associated, has direct or indirect financial interest in the matter. That is, the person stands to make a financial gain or loss from the decision, either now or at some time in the future.

An indirect financial interest includes a reference to a financial relationship between that person and another person who requires a Local Government decision in relation to the matter.

Councillors should declare an interest:

- a) In a written notice given to the Chief Executive Officer (CEO) before the meeting:
or**
- b) At the meeting immediately before the matter is discussed.**

A member who has declared an interest must not:

Preside at the part of the meeting relating to the matter: or

Participate in, or be present during the discussion of decision making procedure relating to the matter unless the member is allowed to do so under Section 5.68 or 5.69 of the Local Government Act 1995.

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- 2 ANNOUNCEMENT OF VISITORS**
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- 4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
- 5 PUBLIC QUESTION TIME**
- 6 APPLICATIONS FOR LEAVE OF ABSENCE**
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- 11 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

12 REPORTS OF OFFICERS

12.1 ANNUAL REPORT

LOCATION:	N/A
APPLICANT:	N/A
DOCUMENT REF:	ADM073; ADM051
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	5 January 2017
AUTHOR:	Jeanette Taylor, Manager Finance & Administration
ATTACHMENT:	12.1 - Annual Report 2015/2016

RECOMMENDATION:

That Council

- 1. Receive the Annual Report for the year ended 30 June 2016**
- 2. Advertise the availability of the Annual Report for the electors of the district; and**
- 3. Set the date of the Annual Elector's meeting for 4:00pm on 9 February 2017.**

VOTING REQUIREMENTS:

Absolute Majority

IN BRIEF:

Annual Financial Report submitted to Council for acceptance as a record of financial activity for the year ended 30 June 2016.

RELEVANT TO STRATEGIC PLAN:

Active civic leadership achieved

- Regularly review plans with community consultation on significant decisions affecting the shire.

STATUTORY AUTHORITY:

Local Government Act 1995

- Section 5.29 - Details the requirements governing the holding of an electors meeting.
- Section 5.53 - Details the contents that the annual report must contain.
- Section 5.54 - Outlines the conditions related to Council accepting the annual report.
- Section 5.55 - Provides guidelines on making the annual report available to the public.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

The final surplus for the 2015/2016 financial year is \$3,811,614. The budgeted surplus was \$2,350,190. The variance of \$1,461,424 was the result of not transferring funds to Reserve prior to the end of year. It is anticipated that this will be undertaken as a part of the half yearly budget review to be presented to the Audit Committee Meeting in February 2017.

RISK ASSESSMENTS:

OP9 Budgets are inaccurately reported with differences in the Budget adopted by Council, and that exercised by Council administration

OP16 Council's statutory reports provide inaccurate financial information.

BACKGROUND:

A local government must prepare an Annual Report for each financial year. The timing of this report is always dependant on receiving the Auditor's report for that period once the financial statements have been prepared.

COMMENT:

The Auditor's Report is to be reviewed by the Audit Committee at the next meeting to be held. The Annual Financial Report for the year ended 30 June 2016 was signed off by the Auditor on 16 December 2016. The Annual Meeting of electors must be held within 56 days of the acceptance of the acceptance of the Annual Report. The Annual Report must be received within two months of the completion of the audit.

- 13 ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAVE
BEEN GIVEN**
- 14 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF
THE MEETING**
- 15 ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS**
- 16 NEXT MEETING**
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