



SHIRE OF
DOWERIN
TIN DOG TERRITORY

MINUTES

Special Council Meeting

Held in Council Chambers
13 Cottrell Street, Dowerin WA 6461
Tuesday 14 January 2020



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Shire of Dowerin
Special Council Meeting
Tuesday 14 January 2020



1. Official Opening

The President welcomed those in attendance and declared the meeting open at 4.00pm.

2. Record of Attendance / Apologies / Leave of Absence

Councillors:

Cr DP Hudson	President
Cr LG Hagboom	
Cr LH Holberton	
Cr JC Sewell	
Cr BA Ward	

Staff

Ms R McCall	Chief Executive Officer
Ms V Green	Executive & Governance Officer

Members of the Public: Nil

Apologies: Cr JC Chatfield
Ms C Delmage, Manager Corporate & Community Services
Mr G Brigg, Manager Works & Assets

Approved Leave of Absence: Cr AJ Metcalf, Cr RI Trepp (CMRef 0104)

3. Public Question Time

Nil

4. Disclosure of Interest

Nil

5. OFFICER'S REPORTS – CORPORATE AND COMMUNITY SERVICES

5.1 Adoption of the 2018/19 Annual Report

<h2>Corporate & Community Services</h2>		 SHIRE OF DOWERIN TIN DOG TERRITORY
Date:	6 January 2020	
Location:	Not Applicable	
Responsible Officer:	Cherie Delmage, Manager Corporate & Community Services	
Author:	Vanessa Green, Executive & Governance Officer	
Legislation:	<i>Local Government Act 1995, Local Government (Audit) Regulations 1996</i>	
SharePoint Reference:	Organisation/Corporate Management/Reporting/2018-19 Annual Report	
Disclosure of Interest:	Nil	
Attachments:	Attachment 5.1A - 2018/19 Annual Report	

Purpose of Report

Executive Decision

Legislative Requirement

Summary

This Item presents the 2018/19 Annual Report to Council for consideration, and if satisfactory, adoption as well as for Council to consider the date on which to conduct its Annual Electors Meeting.

Background

The annual financial statements for the year ended 30 June 2019 have been completed, as has the annual audit of those financial statements by Council's auditors, AMD Chartered Accountants (AMD).

The Audit & Risk Committee adopted the audited financial report at its December 2019 meeting (CMRef 0121) which also included the exit interview with the Office of the Auditor General (OAG) and AMD. Due to the timing required for the exit interview and meeting of the Audit & Risk Committee, the remaining content of the 2018/19 Annual Report was not complete.

This content has now been finalised and the 2018/19 Annual Report is provided as an Attachment.

Comment

Local governments are required to adopt the annual report within 30 days of receiving the audited financial reports, and conduct an annual electors meeting (AEM) not more than 56 days after adopting the report.

Considering the above legislative timeline, if the 2018/19 Annual Report is adopted at this Special Meeting meeting, the AEM must be held on or prior to Tuesday 10 March 2020.

It is therefore proposed to conduct the AEM on the evening of Council's February 2020 meeting (Tuesday 18 February 2020). The main reasons for recommending this date is it will enable

appropriate time for advertising the AEM as the Despatch will be back in production following the Christmas/New Year period and with the school holidays over it is likely most families will be back in the area.

The previous AEM was conducted at the Dowerin Community Club and, subject to confirming it's availability, it is recommended that this again be the selected venue.

Consultation

Audit & Risk Committee Meeting 19 December 2019

OAG & AMD

Senior Management Group

Policy Implications

Nil

Strategic Implications

Strategic Community Plan

Community Priority: Our Leaders

Objective: A thriving and progressive rural community enabled by innovation in leadership, a focus on continuous improvement and adaptability to evolving community needs

Outcome: 2 & 3

Reference: L3, L4 & L5

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Statutory Implications

Section 5.27 of the *Local Government Act 1995* states that a general meeting of electors is to be held once every financial year on a day selected by the local government but not more than 56 days after the adoption of the annual report.

Section 5.29 of the *Local Government Act 1995* states that the CEO is to convene an electors' meeting by giving 14 days local public notice.

Risk Implications

Council would be contravening the *Local Government Act 1995* if this item was not considered by Council.

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Committee's Resolution

Moved: Cr Metcalf

Seconded: Cr Ward

0121 That, in accordance with *Local Government (Audit) Regulations 1996*, the Audit & Risk Committee:

1. adopts the 2018/19 Audited Financial Report, and receive the Auditor's Report and Management Report, as presented in Attachment 7.1A, from AMD Chartered Accountants for the 2018/19 financial year; and
2. recommends to Council that it adopts the 2018/19 Audited Financial Report, and receives the Auditor's Report and Management Report, as presented in Attachment 7.1A, from AMD Chartered Accountants for the 2018/19 financial year.

CARRIED 3/0

Officer's Recommendation/Resolution

Moved: Cr Ward Seconded: Cr Hagboom

0123 That, pursuant to Sections 5.27 and 5.29 of the *Local Government Act 1995* and Regulations 9 and 10 of the *Local Government (Audit) Regulations 1996*, Council:

1. adopts the 2018/19 Annual Report and receives the audited financial statements, Auditor's Report and Management Report, as presented in Attachment 5.1A, from AMD Chartered Accountants for the 2018/19 financial year; and
2. conducts its Annual Electors Meeting on the evening of Tuesday 18 February 2020 commencing at 6.00pm at the Dowerin Community Club.

CARRIED 5/0

6. Closure

There being no further business the President thanked those in attendance and declared the meeting closed at 4.13pm.