

ORDER OF BUSINESS

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Minutes of a Special Meeting of Council held in the Council Chambers on Thursday 24 February 2022 commencing at 11:05am

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Attendance

G Robins	President	Central Ward
B Smoker	Deputy President	West Ward
T Gangell	Councillor	Town Ward
B West – Zoom Video Link	Councillor	West Ward
J Noble	Councillor	Town Ward
R Bowey	Councillor	Town Ward
M Lucchesi	Councillor	Central Ward
C Mullan	Councillor	Central Ward
G Yandle	Chief Executive Officer	
F Murphy	Acting DCEO	
F Jasper	Executive Support Officer	

Apologies

L Varone

3. PUBLIC QUESTION TIME

Nil

4. MATTERS REQUIRING DECISION

- 4.1 Annual Report 2020/21 – Auditors Report
- 4.2 Annual Electors Meeting 2022

5. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

6. NOTICES AND ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

7. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

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9. DATE AND TIME OF NEXT MEETING

10. CLOSURE OF MEETING

4. MATTERS REQUIRING COUNCIL DECISION

4.1 Annual Report 2020/21 – Auditors Report

NAME OF APPLICANT: DCEO
RESPONSIBLE OFFICER: DCEO
FILE REFERENCE: 12.05 Audit Return and Review
STRATEGIC REFERENCE/S: Corporate Business Plan, Civic Leadership 4.1.1 a; CEO KRA 3.3 Financial Management, 3.5 Integrated Planning
AUTHOR: CEO
DISCLOSURE OF INTEREST: Nil

SUMMARY:

The Shire of Kulin Annual Report 2020/21 has been audited by Councils Auditor, AMD on behalf of Office of the Auditor General. The Auditor has provided the Independent Auditor's Report. It should be noted that no issues of inaccuracy or non-compliance with the Shire's Annual Financial Report for the year ended 30 June 2021 have been identified.

BACKGROUND & COMMENT:

Each year, as part of Council's audit process, an Independent Audit is undertaken to assess Council's Annual Financial Report and the legitimacy and accuracy of Council's accounts.

An Independent Audit Report is then produced by the Auditor and provided to the Chief Executive Officer, President and the Minister, Department for Local Government. The Report is included in Council's Annual Report. Any issues arising from the Independent Audit Report are to be investigated and action taken to resolve those issues.

As Councillors were present at the Audit Exit meeting held on Thursday 17 February 2022, the OAG have indicated there is no requirement for representatives from our auditors AMD or the OAG to attend this meeting.

FINANCIAL IMPLICATIONS:

Nil

STATUTORY IMPLICATIONS:

Local Government (Audit) Regulations 1996.
Auditor General Act 2006.

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POLICY IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

AUDIT & RISK COMMITTEE RECOMMENDATION TO COUNCIL:

That the committee recommends to Council that the Auditors Report for the 2020/21 Financial Year be received and the accompanying management letter be noted. Questions arising from the Audit Report and management letter requiring action be addressed by the CEO. The Shire of Kulin Annual Report 2020/21 be received.

VOTING REQUIREMENTS:

Absolute majority required.

SM01/0222

Moved Cr Bowey Seconded Cr Lucchesi that the Auditors Report for the 2020/21 Financial Year be received and the accompanying management letter be noted. Questions arising from the Audit Report and management letter requiring action be addressed by the CEO. The Shire of Kulin Annual Report 2020/21 be received.

Carried by Absolute Majority 8/0

4.2 Annual Electors Meeting

NAME OF APPLICANT: CEO
RESPONSIBLE OFFICER: CEO
FILE REFERENCE: 13.03 Governance
AUTHOR: CEO
DISCLOSURE OF INTEREST: Nil

SUMMARY:

Council is required to hold a general meeting of electors once every financial year. 14 days local public notice of the date, time, place and purpose of the meeting is to be given.

Council's next Ordinary meeting date is Wednesday 16 March 2022.

COMMENT:

Once the Annual Report for 2020/21 has been adopted by Council, then there will be the ability to hold the Annual Electors Meeting on the same day as the scheduled March Meeting.

Proposed to set the time and date for the Annual Electors Meeting to be 12 noon Wednesday 16 March 2022.

Alternatively, it may be worth considering a later date as there may be more information and decisions required regarding COVID-19.

Please note that the latest date the Annual Electors Meeting can be held is Wednesday 21 April 2022.

Section 5.55 of the *Local Government Act 1995* requires the CEO 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.

FINANCIAL IMPLICATIONS:

Nil

STATUTORY AND TOWN PLANNING IMPLICATIONS:

Local Government Act 1995:

- Section 5.27 Electors' general meetings
- Section 5.29 Convening electors' meetings
- Section 5.54 Acceptance of annual reports
- Section 5.55 Notice of annual reports

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

OFFICERS RECOMMENDATION:

That Council confirm the Annual Electors Meeting to be held Wednesday 16th March 2022 at 12 noon.

VOTING REQUIREMENTS:

Simple majority required.

SM02/0222

Moved Cr Noble Seconded Cr Mullan that council confirm the Annual Electors Meeting to be held on the 16th March 2022 at 12 noon.

Carried 8/0

5 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

6 NOTICES AND ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

7 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

8 MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC

Nil

9 DATE AND TIME OF NEXT MEETING

Annual Electors Meeting – 12 noon Wednesday 16 March 2022
Ordinary Council Meeting Wednesday 16 March 2022 at 1.00pm

10 CLOSURE OF MEETING

There being no further business the President declared the meeting closed at 11:11am