

SHIRE OF BRUCE ROCK

MINUTES – SPECIAL COUNCIL MEETING 22 DECEMBER 2022

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**SHIRE OF BRUCE ROCK**

**MINUTES – SPECIAL MEETING 22 DECEMBER 2022**

**1. Declaration of Opening**

The Shire President Cr SA Strange declared the meeting open at 4.55pm.

**2. Record of Attendance / Apologies / Leave of Absence (Previously Approved)**

President	Cr SA Strange
Councillors	Cr PG Negri Cr R Rajagopalan Cr J Verhoogt Cr BJ Waight
Chief Executive Officer	Mr DRS Mollenoyux
Manager of Finance	Mrs JL Bow
Apology	Cr AR Crooks Cr KP Foss Cr NC Kilminster Cr RA Waye

**3. Declaration of Purpose of Meeting**

**4. Declarations of Interest**

In accordance with Section 5.65 of the Local Government Act 1995 the following disclosures of **financial** interest were made at the Council meeting.

Date	Name	Item No	Reason

In accordance with Section 5.65 of the Local Government Act 1995 the following disclosures of **Closely Association Person and Impartiality** interest were made at the Council meeting.

Date	Name	Item No	Reason

In accordance with Section 5.60B and 5.65 of the Local Government Act 1995 the following disclosures of **Proximity** interest were made at the Council meeting.

Date	Name	Item No	Reason

**5. Response to Previous Public Questions Taken on Notice**

**6. Public Question Time**

**7. Announcements by Presiding Member**

## 8. Reports of Officers

### Agenda Reference and Subject:

**8.1** Acceptance of the Annual Report 2021-22

### File Reference:

### Reporting Officer:

Jennifer Bow, Manager of Finance

### Author:

Jennifer Bow, Manager of Finance

### Disclosure of Interest:

Nil

### Attachments:

*Item 8.1 Attachment A – Annual Report 2021-22*

### Summary

Council is asked to accept the Annual Report for the period ending 30 June 2022 and set a date for the Annual Electors' Meeting.

### Background

The Annual Report for the financial year ending 30 June 2022 is to be provided to Councillors for their consideration and acceptance. The Audited Financial Statements and the Independent Audit Report are also included in the Annual Report.

### Comment

Following the acceptance of the Annual Report, Council is required to give public notice of the availability of the Annual Report as soon as practicable. It must also be posted on our website within 14 days of being adopted.

It is also a requirement that a General Meeting of Electors is to be held on a day set by Council not more than 56 days after acceptance of the Annual Report, with 14 days local public notice of the meeting being given. The last day that the Annual Electors Meeting could be held is Thursday 16 February 2023.

### Consultation

Darren Mollenoyux, Chief Executive Officer  
Alan O'Toole, Deputy Chief Executive Officer  
Julian Goldacre, Environmental Health Officer  
Dave Holland, Manager of Works and Services

### Statutory Implications

The Local Government Act 1995 Section 5.53 advises that the Annual Report is to contain the following:

- a) A report from the President;
- b) A report from the Chief Executive Officer;
- c) *Deleted*
- 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 continue in the next financial year,
- f) The financial report of 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;
- ha) a matter on which a report must be made under section 29(2) of the Disability Services Act 1993;
- hb) 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; and
  - ii. How the recorded complaints were dealt with; and
  - iii. Any other details that the regulations may require; and

iv. such other information as may be prescribed.

The Local Government (Administration) Regulations 1996 regulation 19B has been amended to include additional information required in the annual report for the year commencing 1 July 2020;

- a) Number of employees entitled to annual salary of \$130,000 or more;
- b) Number of employees entitled to annual salary that falls within each band of \$10,000 over \$130,000
- c) Any remuneration or allowance paid under Schedule 5.1 clause 9, which refers to Standards Panels
- d) Any amount ordered under s5.110(6)(b)(iv) which refers to Standards Panels
- e) Remuneration paid or provided to the CEO during the financial year
- f) Number of council and committee meetings attended by each Councillor
- g) If available, the gender, linguistic background and country of birth of council members
- h) If available, the number of councillors who are aged;
  - i. 18 to 24 years
  - ii. 25 to 34 years
  - iii. 35 to 44 years
  - iv. 45 to 54 years
  - v. 55 to 64 years
  - vi. 64 years and over
- i) If available, number of councillors who identify as Aboriginal or Torres Strait Islander;
- j) Details of any modifications to Strategic Community Plan during financial year; and
- k) Details of any modifications made to the Corporate Business Plan during the financial year.

**Policy Implications**

Nil

**Risk Implications**

<b>Risk:</b> That the Annual Report is not accepted by Council.		
<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>
Rare	Moderate	Moderate
<b>Action / Strategy</b>		
It is a statutory requirement that the Annual Report is accepted by Council so that it can be submitted to the Department of Local Government and made available to the Bruce Rock Community.		

**Financial Implications**

Nil

**Strategic Implications**

Shire of Bruce Rock – Strategic Community Plan 2022-2032

**Governance**

4.3 – Proactive and well governed Shire

**Voting Requirements**

**Absolute Majority**

**Officer Recommendation**

**That Council;**

- 1. Accepts the Annual Report for 2021-22 including the Audited Financial Report for period ended 30 June 2022, and that local public notice of its availability be given as soon as practicable; and**
- 2. Holds the Annual Meeting of Electors on Thursday 16 February 2023, at 10.30am in the Jack Stewart Room.**

**COUNCIL DECISION**

**Resolution SCM Dec 22 – 9.1**

**Moved: Cr Rajagopalan**

**Seconded: Cr Verhoogt**

**That Council;**

- 1. Accepts the Annual Report for 2021-22 including the Audited Financial Report for period ended 30 June 2022, and that local public notice of its availability be given as soon as practicable; and**
- 2. Holds the Annual Meeting of Electors on Thursday 16 February 2023, at 10.30am in the Jack Stewart Room.**

**CARRIED BY ABSOLUTE MAJORITY 5/0**

**9. Confidential Items**

**10. New Business of an urgent nature introduced by discussion of the meeting.**

**11. Closure of Meeting**

The Shire President Stephen Strange thanked everyone for their attendance and declared the meeting closed at 5.26pm.

These minutes were confirmed at a meeting on

\_\_\_\_\_  
Cr Stephen Strange  
Shire President