



**AGENDA**

**FOR THE**

**SPECIAL COUNCIL MEETING**

**TO BE HELD ON**

**TUESDAY, 13 NOVEMBER 2012**

**PLEASE READ THE FOLLOWING DISCLAIMER BEFORE PROCEEDING**

Members of the public are cautioned against taking any action on Council decisions, on items in this Agenda in which they may have an interest, until such time as they have been advised in writing by Council staff.

# NOTICE OF MEETING

PLEASE BE ADVISED THAT A  
SPECIAL COUNCIL MEETING  
TO CONSIDER ADOPTION OF THE 2011 / 2012  
ANNUAL REPORT.

COMMENCING AT 4.00PM

WILL BE HELD ON

TUESDAY, 13 NOVEMBER 2012

IN COUNCIL CHAMBERS AT  
13 WALDECK STREET, DONGARA WA



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Darren Simmons  
Chief Executive Officer

9 November 2012

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## **DISCLAIMER**

The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

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**AGENDA FOR THE SPECIAL COUNCIL MEETING  
TO BE HELD IN THE COUNCIL CHAMBERS ON  
TUESDAY, 13 NOVEMBER 2012  
COMMENCING AT 4.00PM**

**PRESENT:**

Councillors

Cr S C Chandler (Shire President)  
Cr K J Hepworth (Deputy President)  
Cr J B Fitzhardinge  
Cr R T McClurg  
Cr J A R Porteus  
Cr B C Scott  
Cr M T Smith  
Cr I F West

Staff

Mr D J Simmons - Chief Executive Officer  
Mr G M Peddie – Director Corporate and Community  
Mr G F Coaker – Manager Planning Services  
Mr F A Neuweiler – Manager Community Safety  
Mr A S Wootton – Manager Works  
Mrs H M Sternick – Manager Corporate Services  
Mrs C M Palmer – Manager Community Services  
Mr L G Smith – Manager Recreation Services  
Mrs N M Nelson – Manager Library and Tourism  
Services  
Miss E Greaves – Executive Assistant

**GUESTS:**

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**APOLOGIES:**

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**LEAVE OF ABSENCE:**

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- 1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**
  - 2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**
  - 3. PUBLIC QUESTION TIME (MUST RELATE TO THE PURPOSE OF THE MEETING)**

#### 4. REPORTS

##### CORPORATE AND COMMUNITY

SCC01 – 11/12

**Subject:** 2011/12 Annual Report and Auditor's Report  
**Reporting Officer:** Manager Corporate Services  
**Date of Report:** 8 November 2012  
**File Reference:** CM.RE.1/FM.AD.11.12  
**Voting Requirements:** Absolute Majority

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##### Report Purpose:

To consider and accept the 2011/12 Shire of Irwin Annual Report.

##### Officer's Recommendation:

1. That Council receives the Audit Report from Council's Auditors, UHY Haines Norton, for the year ending 30 June 2012.
2. That Council accept the 2011/12 Annual Report, as circulated, for the year ended 30 June 2012.

##### Background:

The Local Government Act 1995 requires Councils to prepare and accept an Annual Report for each financial year by 31 December after that financial year.

##### Officer's Comment:

The Annual Report, prepared in accordance with the requirements of the Local Government Act, is enclosed with the agenda papers for Councillors' perusal, consideration and acceptance.

Council's Auditors, UHY Haines Norton, have completed an audit of Council's financial records and have forwarded an audit report to the Shire President as well as a management letter.

Council has given local public notice of the availability of the Annual Report.

##### Financial Implications:

Nil

##### Statutory Environment:

- *The Local Government Act 1995 Section 5.54 provides that the Annual Report is to contain the following:*
  - A report from the Shire President;
  - A report from the Chief Executive Officer;
  - 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,
  - The financial report for the financial year;
  - Such information as may be prescribed in relation to the payments made to employees;
  - The auditor's report for the financial year;
  - Such other information as may be prescribed.
- *The Local Government Act 1995 Section 7.2 provides:*
  - The accounts and annual financial report of a local government for each financial year are required to be audited by an auditor appointed by each local government.
- *The Local Government (Audit) Regulations Section 10 provides:*

1. An auditor's report is to be forwarded to the persons specified (Mayor or President, CEO and Minister) within 30 days of completing the audit.
2. The report is to give the auditor's opinion on —
  - a. the financial position of the local government; and
  - b. the results of the operations of the local government
3. The report is to include —
  - a. any material matters that in the opinion of the auditor indicate significant adverse trends in the financial position or the financial management practices of the local government;
  - b. any matters indicating non-compliance with Part 6 of the Act, the Local Government (Financial Management) Regulations 1996 or applicable financial controls in any other written law;
  - c. details of whether information and explanations were obtained by the auditor; and
  - d. a report on the conduct of the audit.
4. Where it is considered by the auditor to be appropriate to do so, the auditor is to prepare a management report to accompany the auditor's report and to forward a copy of the management report to the persons specified (Mayor or President, CEO and Minister) with the auditor's report.

**Policy Implications:**

Nil

**Strategic Implications:**

Strategic Community Plan - Outcome 4.2.1 *Ensure compliance whilst embracing innovation and best practice principles*

**5. CLOSURE**

There being no further business, the Presiding Member declared the meeting closed at  
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