



UNSCHEDULED COUNCIL MEETING MINUTES – 28 OCTOBER 2022 WEST WIMMERA SHIRE COUNCIL

HELD: Friday 28 October 2022

LOCATION: Microsoft Teams

COMMENCED: 9:00am

PUBLIC ACCESS: Live Streaming from Council's website
www.westwimmera.vic.gov.au

IN ATTENDANCE:**Councillors**

Bruce Meyer OAM, Mayor
Jodie Pretlove, Deputy Mayor
Trevor Domaschenz
Tom Houlihan
Tim Meyer

Executive Leadership Group

David Bezuidenhout
Chief Executive Officer (CEO)

James Bentley
Director, Corporate & Community Services (DCCS)

Ram Upadhyaya
Director, Infrastructure Development & Works (DIDW)

Senior Leadership Group

Melanie Jordan
Chief Financial Officer

Katie Frost
Governance Manager

Kiara Silvester
EA to the CEO

*The West Wimmera Shire Council Governance Rules
set out the meeting procedure rules for this Council Meeting.*

*Members of the public are reminded that they are required to
remain silent during this meeting.*



UNSCHEDULED COUNCIL MEETING MINUTES – 28 OCTOBER 2022 WEST WIMMERA SHIRE COUNCIL

Vision Statement:

Our Wimmera Shire communities are healthy, thriving, diverse, harmonious, prosperous and self-sustaining, with regional and global connectivity

TABLE OF CONTENTS

1.0	WELCOME	3
1.1	ACKNOWLEDGEMENT	3
2.0	OPENING PRAYER – CEO.....	3
3.0	APOLOGIES, LEAVE OF ABSENCE, DECLARATION OF CONFLICT OF INTEREST.....	3
3.1	APOLOGIES	3
3.2	LEAVE OF ABSENCE	3
3.3	DECLARATION OF CONFLICT OF INTEREST	3
4.0	CORPORATE AND COMMUNITY SERVICES	4
4.1	CONSIDERATION OF THE 2021/22 ANNUAL REPORT	4



UNSCHEDULED COUNCIL MEETING MINUTES – 28 OCTOBER 2022 WEST WIMMERA SHIRE COUNCIL

1.0 WELCOME

ACKNOWLEDGEMENT:

The West Wimmera Shire Council acknowledges the traditional custodians of the land on which we meet, and pays respect to their elders, past, present and emerging.

2.0 OPENING PRAYER – CEO

Almighty God, we humbly ask your blessing upon this Council. Guide and prosper our decisions to the advancement of Your Glory and the true welfare of the people of West Wimmera Shire. Amen.

3.0 APOLOGIES, LEAVE OF ABSENCE, DECLARATION OF CONFLICT OF INTEREST

3.1 APOLOGIES

Nil

3.2 LEAVE OF ABSENCE

Nil

3.3 DECLARATION OF CONFLICT OF INTEREST

All Councillors have a personal responsibility to ensure they are aware of the provisions mandated in the Local Government Act 2020 with regard to Conflict of Interest disclosures.

None declared.



UNSCHEDULED COUNCIL MEETING MINUTES – 28 OCTOBER 2022 WEST WIMMERA SHIRE COUNCIL

4.0 CORPORATE & COMMUNITY SERVICES

4.1 CONSIDERATION OF THE 2021/22 ANNUAL REPORT

FILE NUMBER: FM0021

REPORT AUTHOR: MELANIE JORDAN, CHIEF FINANCIAL OFFICER

FOR ENDORSEMENT

Introduction

West Wimmera Shire Council (Council) is required under S.98 of the *Local Government Act 2020* (the Act) to prepare an Annual Report on the operations of Council in respect of each financial year.

West Wimmera Shire Council (Council) is required under S.131 of the *Local Government Act 1989* (the Act) to produce and provide to the Minister for Local Government each year an Annual Report on the operations of Council for the financial year ending 30 June of that year. The Annual Report includes the Annual Financial Statements and the Performance Statement.

Section 100 of the Act prescribes that Council must hold a meeting to consider the Annual Report within 4 months of the end of the financial year.

Council has previously adopted the draft Annual Report and approved the 2021-22 Financial Statements and Performance Statements in principle, at its meeting held 30 September 2022.

Declaration of Interests

No officer declared an interest under the *Local Government Act 2020* in the preparation of this report.

Background

The Annual Report summarises Council operations and provides general information about Council's activities over a 12-month period to 30 June 2022. The report contains statutory requirements and various local government indices along with the audited Financial Statements and the Performance Statement.

The Annual Report also provides a number of departmental reports which provide additional information regarding Council's activities throughout the 2021-22 financial year.



UNSCHEDULED COUNCIL MEETING MINUTES – 28 OCTOBER 2022 WEST WIMMERA SHIRE COUNCIL

Section 98 (2) the Act requires that Council produce as part of its Annual Report, a set of audited Financial Statements and audited Performance Statement for the financial year. Council's external auditors, Crowe Australasia, acting as agents for VAGO, have conducted their 2021-22 final audit.

Following this, Section 99 (3) of the Act requires that the Financial Statements and Performance Statement be certified by two Councillors in their final form after any agreed changes recommended by audit have been undertaken.

Risk Management Implications

Council may be exposed to multiple forms of risk by not adopting its Annual Financial Statements and Performance Statement.

The first of these is in compliance risk. Failure to follow the process as set out under the Act will result in Council breaching its legislative requirements.

Secondly, Council may be exposed to a level of reputational risk if it fails to comply with legislative requirements and/or fails to report on its operations, including its financial performance and position. Council's reputation would be negatively impacted if the Annual Report was not submitted and presented in a professional manner.

Council may also be subject to financial and resource risk if it fails to provide Annual Financial Statements and the Performance Statement by failing to identify financial issues and opportunities, and an inability to be able to effectively plan resource allocation.

Legislative Implications

Section 98(1) of the Act requires Council to prepare an annual report in respect of each financial year. Section 98(2) prescribes that the annual report must contain;

- (a) a report of operations of the Council;
- (b) an audited performance statement;
- (c) audited financial statements;
- (d) a copy of the auditor's report on the performance statement;
- (e) a copy of the auditor's report on the financial statements under Part 3 of the *Audit Act 1994*;
- (f) any other matters prescribed by the regulations.

Per section 99(2) Council, after passing a resolution giving its approval in principle to the performance statement and financial statements, must submit the statements to the auditor for reporting on the audit. Section 100 of the Act prescribes that Council must hold a meeting to consider the Annual Report within 4 months of the end of the financial year.



UNSCHEDULED COUNCIL MEETING MINUTES – 28 OCTOBER 2022 WEST WIMMERA SHIRE COUNCIL

Environmental Implications

Not commented on.

Financial and Budgetary Implications

The draft Annual Financial Statements contain information on Council's financial performance for the 2021-22 financial year.

Policy Implications

This report is supported by the following West Wimmera Shire Council Policy:

Asset Capitalisation Policy
Asset Disposal Policy
Asset Management Policy
Asset Management Strategy
Borrowings Policy
Communications Policy
Community Engagement Policy
Community Support Fund Policy
Corporate Credit Card and Purchase Cards Policy
Council Grants Policy
Fraud & Corruption Control Policy
Guarantor Policy
Investment Policy
Procurement Policy

Council Plan Implications

This report supports the following section/s of the West Wimmera Shire Council Plan 2021-2025:

- Goal 4 – Good Governance

Gender Equality

A Gender Impact Assessment (as defined in the Gender Equality Act 2020) has been undertaken in relation to this matter in accordance with the Gender Equality Act (2020).

Communication Implications

In accordance with section 100 of the Act, public notice via local media and Council's website has been provided 14 days prior to the Council Meeting to consider the Annual Report that Council will consider the Annual Report for 2021-22 at a Council Meeting that is open to the public.



UNSCHEDULED COUNCIL MEETING MINUTES – 28 OCTOBER 2022 WEST WIMMERA SHIRE COUNCIL

The Annual Report will be available for inspection by the public and will be published on Council's website. Copies will also be on display at Councils' Edenhope and Kaniva Customer Service Centres.

Conclusion

The compiled Annual Report for 2021-22 is attached for consideration. Council adopted the draft Annual Report and approved the 2021-22 Financial Statements and Performance Statements in principle at its meeting held 30 September 2022. By adopting the recommendation in this report Council will be fulfilling its obligations under the *Local Government Act 2020*.

It is noted at the time of writing this report, final audit clearance had not been received by the Victorian Auditor General's Office. In accordance with s99(6) of the Act, the auditor is required under Part 3 of the *Audit Act 1994* to report on the financial statements to the Council within 4 weeks and to give a copy of the report to the Minister. Council has met its obligation under the Act to provide the Victorian Auditor General with the 2021-22 Financial Statement and Performance Statements per the resolution passed at its meeting held 30 September 2022.

OFFICER RECOMMENDATION:

- 1. That the 2021-22 Annual Report including the audited Financial Statements and Performance Statement be adopted by Council in accordance with s100 of the *Local Government Act 2020* pending any recommendations by VAGO.**
- 2. That the CEO be authorised to include any recommendations from VAGO into the Annual Report.**



UNSCHEDULED COUNCIL MEETING MINUTES – 28 OCTOBER 2022
WEST WIMMERA SHIRE COUNCIL

Moved: Cr. Trevor Domaschenz

Seconded: Cr. Jodie Pretlove

- 1. That the 2021-22 Annual Report including the audited Financial Statements and Performance Statement be adopted by Council in accordance with s100 of the *Local Government Act 2020* pending any recommendations by VAGO.**
- 2. That the CEO be authorised to include any recommendations from VAGO into the Annual Report.**

Carried (5/0)

Attachments:

No.	Name	RecFind Ref
4.1.1	Annual Report 2021-22	

MEETING CONCLUDED: 9.21AM