



# Shire of Mukinbudin

## CONFIRMED MINUTES

### Ordinary Meeting of Council

Meeting was held in Council Chambers at  
15 Maddock Street, Mukinbudin  
Commencing at 1.00pm Tuesday 7<sup>th</sup> February 2023

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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by a member or officer of the Shire of Mukinbudin during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Mukinbudin. The Shire of Mukinbudin warns that anyone who has any application lodged with the Shire of Mukinbudin must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Mukinbudin in respect of the application.

**ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST**

Council is committed to a code of conduct and all decisions are based on an honest assessment of the issue, ethical decision-making and personal integrity. Councillors and staff adhere to the statutory requirements to declare financial, proximity and impartiality interests and once declared follow the legislation as required.



Dirk Sellenger  
**CHIEF EXECUTIVE OFFICER**

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12.1 Closure of Meeting

## MINUTES

Minutes of the Ordinary Meeting of Council was held in Council Chambers, Maddock Street, Mukinbudin on 7<sup>th</sup> February 2023.

### 1. Declaration of Opening

The Shire President to declare the Meeting open at 1.00pm

### 2. Record of attendance, apologies, and approved leave of absence

#### 2.1 Present:

Cr G Shadbolt	Shire President
Cr R Nicoletti	Deputy President

Cr G Bent  
Cr C McGlashan  
Cr S Paterson  
Cr J Seaby  
Cr S Ventris  
Cr A Walker

#### 2.2 Staff:

Dirk Sellenger	Chief Executive Officer
Renee Jenkin	Manager of Corporate and Community Services

#### 2.3 Visitors:

#### 2.4 Apologies:

Cr A Farina

#### 2.5 On leave of absence:

Whilst Cr Ventris was granted leave of absence at the December 2022 Ordinary Meeting of Council, she was in attendance due to a change in circumstances.

#### 2.6 Applications for leave of absence:

Nil

### 3. Public Question Time (min 15 minutes)

#### 3.1 Response to previous questions taken on notice.

Nil

#### 3.2 Declaration of public question time opened (minimum 15 mins)

The Shire President to declare public question time open at 1.01 pm.

#### 3.3 Declaration of public question time closed

The Shire President to declare public question time closed at 1.01 pm.

**4. Declarations of Interest**

Cr A Walker, Item number 9.3.4 Football Oval Scoreboard - Impartial

**5. Petitions, deputations, and presentations**

- 5.1 Petitions
- 5.2 Deputations
- 5.3 Presentations

**6. Announcements by the Presiding person without discussion**

**7. Confirmation of the Minutes of previous meetings**

- 7.1 Confirmation of Minutes for the Ordinary Meeting of Council held on the 13<sup>th</sup> December 2022.

**Voting Requirement**

Simple Majority

**OFFICER RECOMMENDATION**

**Council Decision Number – 01 02 2023**

**Moved: Cr Nicoletti      Seconded: Cr Paterson**

**That the Minutes of the Ordinary Meeting of Council held on the 13<sup>th</sup> December 2022 be accepted as a true and correct record of proceedings.**

**Carried 8 / 0**

**8. Committee Meetings**

**8.1 Receipt of Minutes of Committee Meetings**

Nil

**8.2 Recommendations from Committee Meeting for Council Consideration**

Nil

## 9.1 Monthly Information Report

<b>9.1.1 January 2023 Information Report</b>	
Location:	Mukinbudin
File Ref:	ADM 360
Applicant:	Dirk Sellenger, Chief Executive Officer
Date:	2 <sup>nd</sup> February 2023
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger, Chief Executive Officer
Author:	Dirk Sellenger, Chief Executive Officer
Voting Requirements	Simple Majority
Documents Attached	<a href="#">Information Report February 2023</a>
Documents Tabled	Nil

### **Summary**

To allow Council to receive the Monthly Information Report including reports from Aquatic Centre Manager and Caravan Park Manager.

### **Background Information**

Reports are presented to Council on various operational matters within the Shire of Mukinbudin.

### **Officer Comment**

Refer to Information Report.

### **Consultation**

Dirk Sellenger - Chief Executive Officer  
Bob Edwards - Manager of Works  
Tania Sprigg - Caravan Park Manager  
Simon Comerford – Aquatic Centre Manager

**Statutory Environment** Nil

**Policy Implications** Nil

**Financial Implications** Nil

## **OFFICER RECOMMENDATION**

**Council Decision Number – 02 02 2023**

**Moved: Cr Ventris**

**Seconded: Cr Seaby**

**That Council receive the February 2023 Information Report.**

**Carried 8 / 0**

## 9.2 Finance Reports

<b>9.2.1 List of Payments – December 2022</b>	
Location:	Mukinbudin
File Ref:	ADM 007
Applicant:	Edward Nind, Finance Manager
Date:	27 <sup>th</sup> January 2023
Disclosure of Interest:	Nil
Responsible Officer:	Edward Nind – Finance Manager
Author:	Lucia Scari – Finance Officer
Voting Requirements	Simple Majority
Documents Attached	<a href="#">List of Payments – Municipal Account (4 pages)</a> <a href="#">List of Payments – Restricted Muni Account (1 page)</a> <a href="#">Corporate Credit Card Statement December 2022 (6 pages)</a> <a href="#">Credit Card Summary December 2022 (1 page)</a>
Documents Tabled	Nil

***If a Councillor has any questions regarding the enclosed finance report, please see the Finance Manager prior to the meeting so that a researched answer may be provided.***

### **Summary**

List of payments made in December 2022 for endorsement by Council.

### **Background Information**

A list of payments submitted to Council on 7<sup>th</sup> February 2023, for confirmation in respect of accounts already paid or for the authority to those unpaid. (Please refer to Payment listing attached).

### **Officer Comment**

Standard process of obtaining Council endorsement of payments.

### **Strategic & Social Implications**

N/A

### **Consultation**

N/A

### **Statutory Environment**

A list of payments is required to be presented to Council as per section 13 of the Local Government (Financial Management) Regulations 1996.

### **Policy Implications**

Council Policy No. 1.6.5 (e) states that a list of payments is required to be presented to Council each month in accordance with Financial Management Regulations 13(1) for recording in the minutes.



**Financial Implications**

All payments have been made in accordance with the 2022/2023 Budget.

**OFFICER RECOMMENDATION**

**Council Decision Number – 03 02 2023**

**Moved: Cr Bent**

**Seconded: Cr Ventris**

**That the list of payments made in December 2022, be endorsed for payment.**

**Municipal Fund:**

Muni EFTs	EFT 7678	to	EFT 7734	\$117,953.89
Muni Cheques	Chq 31940	to	Chq 31942	\$19,969.50
Muni Direct Debits (Superannuation, loans, leases)	DD 9798.1	to	DD 9890.1	\$62,888.26
Pays on (Not included on payment listing)	07/12/2022 & 21/12/2022			\$84,394.34
<b>Total Municipal Funds</b>				<b>\$285,205.99</b>

**Restricted Muni Fund:**

RMF EFTs	EFT -	to	EFT -	\$0.00
RMF Cheques	Chq -	to	Chq -	\$0.00
RMF Direct Debits	DD 9834.1	to	DD 9875.1	\$27,197.30
<b>Total Restricted Muni Funds</b>				<b>\$27,197.30</b>

**Carried 8 / 0**

<b>9.2.2 Monthly Statement of Financial Activity Report – 31 December 2022</b>	
Location:	Mukinbudin
File Ref:	ADM 005
Applicant:	Edward Nind – Finance Manager
Date:	2 <sup>nd</sup> February 2023
Disclosure of Interest:	Nil
Responsible Officer	Edward Nind – Finance Manager
Author:	Edward Nind – Finance Manager
Voting Requirements	Simple Majority
Documents Attached	<a href="#">Schedules 2 to 14 For the period 1 July 2022 to 31 December 2022 (96 Pages)</a> <a href="#">Statement of Financial Activity – For the period ended 31 December (23 Pages)</a>
Documents Tabled	Nil

***If a Councillor has any questions regarding the enclosed finance report, please discuss these queries with the Finance Manager so that a researched answer may be provided for you.***

### **Summary**

This information is provided to Council on a monthly basis in accordance with provisions of the *Local Government Act 1995 and Local Government (Financial Management Regulations 1996)*.

The Monthly Statement of Financial Activity Report attached for consists of;

Statement of Financial Activity comprising:

1. Acquisition of Assets
2. Disposal of Assets
3. Information on Borrowings
4. Reserves
5. Net Current Assets
6. Rating Information
7. Restricted Municipal and Trust Funds
8. Operating Statement
9. Statement of Financial Position
10. Financial Ratios
11. Grants Revenue
12. Bank Balances & Investment Information

Schedules 2 - 14

### **Background Information**

The new Local Government accounting requirements have been applied to this report to show a Rate Setting Statement by Nature and Type.

Unspent grants and prepayments received are identified in Note 5. "Net Current Assets " within the Statement of Financial Activity.

The NRM Grant conditions required us to recognise interest on the unspent grant.

The "Original Budget" shown is that adopted on 23 August 2022, is based on a surplus carried forward of \$1,419,072 using end of year figures at the time of estimating.

The "Actual" brought forward surplus from 2021/2022 is \$1,397,667. This is the final audited result. This is reduction to the brought forward surplus of \$21,405 from the surplus upon which the budget was based. The factors contributing to this and the detail can be seen in Note 5. of the Financial Statements.

The "Amended Budget" figures are the same as the "Original Budget" as no amendments have been entered.

In April 2022 we received advance Financial Assistant Grant payments for the 2022-2023 financial year, \$795,252 for General Purpose Funding and \$502,419 for Roads making a total advance payment of \$1,297,671.

### **Officer Comment**

A summary of advance and current year Financial Assistant Grant payments is below;

Advance General Purpose grant paid in April 2022:	\$ 795,252
Budgeted remaining General Purpose Grant:	\$ 386,876
Total General Purpose Grant 2022-23:	\$1,182,128
Advance Roads Grant 2022-23:	\$ 502,419
Budgeted remaining Roads Grant 2022:	\$ 128,169
Total Roads Grant 2022-23:	\$ 630,588

At 30 June 2022 the end of month position is a surplus of \$1,397,667, this included the \$1,297,671 advance Financial Assistant Grant payments for the 2022-2023 financial year. Without these advance payments of \$1,297,671 the surplus brought forward would be \$99,996.

the 2021/2022 surplus is the final audited result.

At 31 December 2022 the end of month position is a surplus of \$2,021,695.

The reported variances are those to the Year To Date (YTD) "Amended Budget" at the time of writing.

Reported variations are based on the “Statement Of Financial Activity” variations rather than on the “Rate Setting Statement by Nature and Type”.

The text included in the “Budget Text and Other Information” is largely that from the “Original Budget”

The Grants Revenue report within the Statement of Financial Activity has been adjusted to include income in prior years and brought forward as a liability that was expected to be spent in the current year.

Transactions include the first round of reserve transfers including all budgeted to reserve transactions and any budgeted transfers from reserve for which the related expenditure had been incurred.

### **Strategic & Social Implications**

N/A

### **Consultation**

N/A

### **Statutory Environment**

General Financial Management of Council, Council 2022/23 Budget, *Local Government (Financial Management) Regulations 1996, r34, Local Government Act 1995, section 6.4.*

### **Policy Implications**

Council is required annually to adopt a policy on what it considers to be material as far as variances that require to be reported for Council.

Council adopted a policy on 23 August 2022 that the material variation be set at \$10,000 and 10%.

### **Financial Implications**

There is no direct financial implication in relation to this matter.

## **OFFICER RECOMMENDATION**

**Council Decision Number – 04 02 2023**

**Moved: Cr McGlashan**

**Seconded: Cr Walker**

**That Council adopt the Monthly Financial Report for the period ending 31 December 2022 and note any material variances greater than \$10,000 and 10%.**

**Carried 8 / 0**

<b>9.2.3 List of Payments – January 2023</b>	
Location:	Mukinbudin
File Ref:	ADM 005
Applicant:	Edward Nind, Finance Manager
Date:	1 <sup>st</sup> February 2023
Disclosure of Interest:	Nil
Responsible Officer:	Edward Nind – Finance Manager
Author:	Lucia Scari – Finance Officer
Voting Requirements	Simple Majority
Documents Attached	<a href="#">List of Payments – Municipal Account (4 pages)</a> <a href="#">List of Payments – Restricted Muni Account (1 page)</a> <a href="#">Corporate Credit Card Statement January 2023 (4 pages)</a> <a href="#">Credit Card Summary January 2023 (1 page)</a>
Documents Tabled	Nil

***If a Councillor has any questions regarding the enclosed finance report, please see the Finance Manager prior to the meeting so that a researched answer may be provided.***

### **Summary**

List of payments made in January 2023 for endorsement by Council.

### **Background Information**

A list of payments submitted to Council on 7<sup>th</sup> February 2023, for confirmation in respect of accounts already paid or for the authority to those unpaid. (Please refer to Payment listing attached).

### **Officer Comment**

Standard process of obtaining Council endorsement of payments.

### **Strategic & Social Implications**

N/A

### **Consultation**

N/A

### **Statutory Environment**

A list of payments is required to be presented to Council as per section 13 of the Local Government (Financial Management) Regulations 1996.

### **Policy Implications**

Council Policy No. 1.6.5 (e) states that a list of payments is required to be presented to Council each month in accordance with Financial Management Regulations 13(1) for recording in the minutes.

### Financial Implications

All payments have been made in accordance with the 2022/2023 Budget.

### OFFICER RECOMMENDATION

Council Decision Number – 05 02 2023

Moved: Cr Ventris

Seconded: Cr McGlashan

That the list of payments made in January 2023, be endorsed for payment.

#### Municipal Fund:

Muni EFTs	EFT 7735	to	EFT 7795	\$162,018.42
Muni Cheques	Chq 31943	to	Chq 31944	\$2,280
Muni Direct Debits (Superannuation, loans, leases)	DD 9881.1	to	DD 9930.10	\$58,365.05
Pays on (Not included on payment listing)	04/01/2023 & 18/01/2023			\$67,703.78
<b>Total Municipal Funds</b>				<b>\$290,367.25</b>

#### Restricted Muni Fund:

RMF EFTs	EFT -	to	EFT -	\$0.00
RMF Cheques	Chq -	to	Chq -	\$0.00
RMF Direct Debits	DD 9878.1	to	DD 9971.1	\$24,549.70
<b>Total Restricted Muni Funds</b>				<b>\$24,549.70</b>

Carried 8 / 0

### 9.3 Chief Executive Officer's Reports

<b>9.3.1 2023 Australian Citizenship Commemorative \$1 Coins</b>	
Location:	All of Shire
File Ref:	ADM 476
Applicant:	Dirk Sellenger, Chief Executive Officer
Date:	2 <sup>nd</sup> February 3, 2023
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger, Chief Executive Officer
Author:	Dirk Sellenger, Chief Executive Officer
Voting Requirements:	Simple Majority
Documents Attached:	Nil
Documents Tabled:	Nil

#### **Summary**

For Council to consider setting the proposed fee of \$11.00ea for the sale of the 2023 Australian Citizenship Commemorative \$1 coins.

#### **Background Information**

The Perth Mint recently advertised for sale a limited range of 2023 Commemorative one dollar (\$1.00) coins (legal tender).



#### **Officer Comment**

The coins were available from the Perth Mint for \$4.95 each inc GST and an order for 100 was placed in late 2022 with the intention of offering these for resale to the Mukinbudin Community.

The CEO requested out of session approval by the Council to set a fee of \$11.00 each inc GST to allow for these coins to be sold in late January around the Australia Day Public Holiday.

#### **Strategic & Social Implications**

Nil

#### **Consultation**

Hilda Scrivener – Customer Liaison Officer

Lucia Scari – Senior Finance Officer

All Councillors – via group email

## **Statutory Environment**

Local Government Act 1995

### 6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) its intention to do so; and
- (b) the date from which it is proposed the fees or charges will be imposed.

## **Policy Implications**

Nil

## **Financial Implications**

Total expenditure for the purchase of the coins from the Perth mint, \$495.00inc GST, revenue from sale of coins if all sold at \$11.00inc GST each, \$1,078.00inc GST as two coins awarded to 2023 Citizen of the year. Insignificant amounts to be corrected with via minor Budget amendment in early 2023.

## **OFFICER RECOMMENDATION**

**Council Decision Number – 06 02 2023**

**Moved: Cr Seaby                      Seconded: Cr Ventris**

**That Council create and impose a new fee for the sale of the 2023 year Commemorative \$1.00 Coin at \$11.00inc GST per coin.**

**That the new fee be advertised in accordance with section 6.19 of the Local Government Act with the date imposed backdated to 27<sup>th</sup> January 2023 when the first coins went on sale immediately following Australia Day.**

**Carried 8 / 0**



<b>9.3.2 Review of Councillor Representation – Local Government Minister Request</b>	
Location:	All of Shire
File Ref:	ADM 439
Applicant:	Dirk Sellenger, Chief Executive Officer
Date:	2 <sup>nd</sup> February 2023
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger, Chief Executive Officer
Author:	Dirk Sellenger, Chief Executive Officer
Voting Requirements	Absolute Majority
Documents Attached	Nil
Documents Tabled	Nil

### **Summary**

Council is asked to consider public submissions, assess relevant information and determine a recommendation to the Local Government Advisory Board following the Review of Councillor Representation for the Shire of Mukinbudin. This does not impact Mukinbudin as we removed wards in 2011.

### **Background Information**

On the 20<sup>th</sup> September 2022 the Minister for Local Government wrote to Local Governments regarding the impending Local Government Reforms and in particular the reduction in Councillor numbers in line with the reforms, with Local Government with populations of less than 5,000 being required to have between 5–7 Councillors. In addition, Local Governments within Band 3 and 4 will no longer be able to have wards.

The Matter was considered at the November 2022 Ordinary meeting of Council and Council resolved as follows:

### **OFFICER RECOMMENDATION / COUNCIL RESOLUTION**

**Council Decision Number – 12 11 2022**

**Moved: Cr Ventris**

**Seconded: Cr Farina**

**That Council endorse the Review of Councillor Representation Discussion Paper and advertise for Public Submissions for a six (6) week period from 16<sup>th</sup> November 2022 and closing 4.00pm on Wednesday 4<sup>th</sup> January 2023.**

**Carried 5 / 0**

### **Officer Comment**

It would be potentially unreasonable for only 5 Councillors to serve on the Council, Community and Regional committees, delegations, and representations adequately and effectively. In addition, we are based in a strong farming district and reducing to only 5 Councillors would limit our ability to have diversity on the Council. If we had to reduce from 9 to 5 Councillors, we would likely end up with limited diversity on Council and therefore not be providing the diversity our community needs.

Council had resolved to undertake a Review of Councillor Representation - A discussion paper had been prepared for public comment - That Council can meet the deadline of 14th February 2023 - Council's preference to reduce Council numbers from 9 to 7 at 2023 Ordinary Election

- Review of Councillor Representation - Discussion Paper A Discussion Paper was developed and endorsed at the Ordinary Council Meeting on the 20th October 2022. This was made available to the public during the six week consultation period and covered all aspects of the review, and public submissions invited on the matter. This was available via hard copies in the Shire Office reception area, Council's Website or by contacting the Shire to seek a copy.
- Advertising of Review of Councillor Representation Council advertised that it is conducting a review from the 16<sup>th</sup> November 2022 to the 4<sup>th</sup> January 2023.



## Public Notice

### Review of Councillor Representation Clause 7, Schedule 22 Local Government Act 1995

The Shire of Mukinbudin is conducting a review of its system of representation and invites public participation in the review.

As the Shire does not have a ward structure, only the number of elected members will be assessed, though this does not limit the matters that the members of the community can raise in relation to the system of representation in the Shire.

This assessment will take into account the views of the community and outline any other matters that may be considered.

A Discussion paper is available outlining the current situation via Council's website, [www.mukinbudin.wa.gov.au](http://www.mukinbudin.wa.gov.au).

Public submissions are invited and must be submitted to the Shire of Mukinbudin at:

In person: 15 Maddock Street, Mukinbudin

Post: PO Box 67 Mukinbudin WA 6479

Email: [ceo@mukinbudin.wa.gov.au](mailto:ceo@mukinbudin.wa.gov.au)

By: Wednesday 4<sup>th</sup> January 2023 at 4.00pm

For further information please contact the CEO Dirk Sellenger at the Shire of Mukinbudin on 08 9047 2100 or [ceo@mukinbudin.wa.gov.au](mailto:ceo@mukinbudin.wa.gov.au).

For a hard copy of the discussion paper, please contact Hilda Scrivener at the Shire of Mukinbudin on 08 9047 2100 or [admin@mukinbudin.wa.gov.au](mailto:admin@mukinbudin.wa.gov.au)

Dirk Sellenger  
CHIEF EXECUTIVE OFFICER

16<sup>th</sup> November 2022

### **Strategic & Social Implications**

Nil

### **Consultation**

Full Council – November 2022 Ordinary Council Meeting  
Mukinbudin Community via Public submission request  
Local Government Advisory Board, Secretary and Research Officer

### **Statutory Environment**

Local Government Act 1995 Schedule 2.2 7(1) & (2).

Reviews

(1) Before carrying out a review a local government has to give local public notice advising —

- (a) that the review is to be carried out; and
- (b) that submissions may be made to the local government before a day fixed by the notice, being a day that is not less than 6 weeks after the notice is first given.

(2) In carrying out the review the local government is to consider submissions made to it before the day fixed by the notice.

Local Government Act 1995 - Sect 2.18

2.18 . Fixing and changing number of councillors

(1) When a local government is newly established the Governor, by order made on the recommendation of the Minister, is to —

- (a) specify the number of offices of councillor on the council of the local government; and
- (b) if the district is to have a ward system, specify the numbers of offices of councillor for the wards.

(2) When an order is made under section 2.2 discontinuing a ward system for a district, the number of offices of councillor on the council remains unchanged unless the order specifies otherwise.

(3) The Governor, on the recommendation of the Minister, may make an order —

- a) changing the number of offices of councillor on a council; or
- (b) specifying or changing the number of offices of councillor for a ward; or
- (c) as to a combination of those matters.

(4) The Minister can only make a recommendation under subsection (1) or (3) if the Advisory Board has recommended under Schedule 2.2 that the order in question should be made.

### **Policy Implications**

Nil

### **Financial Implications**

Reduced elected member number are likely to result in small short term savings to the Council however these savings are considered minimal, approximately \$9,000 in total or \$4,500 each.

## **OFFICER RECOMMENDATION**

**Council Decision Number – 07 02 2023**

**Moved: Cr Ventris**

**Seconded: Cr Walker**

**Following the six-week consultation period which closed on the 4<sup>th</sup> January 2023, Council received no public submissions.**

**That in accordance with schedule 2.2 of the Local Government Act, that the Shire of Mukinbudin recommends to the Local Government Advisory Board that an order be made under S2.18(3) of the Local Government Act 1995 to reduce the number of offices of Councillor on the Council from nine (9) to seven (7).**

**That the reduction of offices of Council to seven (7) be implemented at the 2023 and 2025 Ordinary Election, with the scheduled vacancies of four (4) be set at three (3) for the 2023 Election cycle and scheduled vacancy of five (5) be set at four (4) for the 2025 Election providing a three (3) and four (4) split in election cycle.**

**That in accordance with the direction of the Minister for Local Government that there be no wards for populations under 5000, the Shire of Mukinbudin will remain with the status quo and not implement or reintroduce wards for Council in the future.**

**Carried 8 / 0**

*Cr Bent departed the meeting at 1:25pm.*

<b>9.3.3 Adoption of the Annual Report 2021/2022 – Annual Electors Meeting</b>	
Location:	All of Shire
File Ref:	ADM 030
Applicant:	Dirk Sellenger, Chief Executive Officer
Date:	2 <sup>nd</sup> February 2023
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger, Chief Executive Officer
Author:	Dirk Sellenger, Chief Executive Officer
Voting Requirements	Absolute Majority
Documents Attached	Nil
Documents Tabled	Nil

### **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 Tuesday 4<sup>th</sup> April 2023.

### **Statutory Environment**

#### *5.53. Annual reports*

- (1) *The local government is to prepare an annual report for each financial year.*
- (2) *The annual report is to contain —*
  - (a) *a report from the mayor or president; and*
  - (b) *a report from the CEO; and*
  - [(c), (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 to continue in the next financial year; and*
  - (f) *the financial report for the financial year; and*
  - (g) *such information as may be prescribed in relation to the payments made to employees; and*
  - (h) *the auditor's report prepared under section 7.9(1) or 7.12AD(1) for the financial year; and*

- (ha) *a matter on which a report must be made under section 29(2) of the Disability Services Act 1993; and*
- (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*
  - (i) *such other information as may be prescribed.*

*[Section 5.53 amended by No. 44 of 1999 s. 28(3); No. 49 of 2004 s. 42(4) and (5); No. 1 of 2007 s. 6; No. 5 of 2017 s. 7(1).]*

#### **5.54. Acceptance of annual reports**

- (1) *Subject to subsection (2), the annual report for a financial year is to be accepted\* by the local government no later than 31 December after that financial year.*

*\* Absolute majority required.*

- (2) *If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.*

*[Section 5.54 amended by No. 49 of 2004 s. 49.]*

#### **5.55. Notice of annual reports**

*The CEO is 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.*

#### **5.55A. Publication of annual reports**

*The CEO is to publish the annual report on the local government's official website within 14 days after the report has been accepted by the local government.*

*[Section 5.55A inserted by No. 5 of 2017 s. 8.]*

#### **Policy Implications**

Nil

#### **Financial Implications**

Nil

## OFFICER RECOMMENDATION

Council Decision Number – 08 02 2023

Moved: Cr Walker                      Seconded: Cr Paterson

**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 Tuesday 21<sup>st</sup> March 2023, at 4.30pm in the Council Chambers, 15 Maddock Street Mukinbudin.**

**Carried 7 / 0**

*Cr Bent returned to the meeting at 1.28pm.*




<b>9.3.4 Football Oval Scoreboard</b>	
Location:	Mukinbudin
File Ref:	ADM 255
Applicant:	Dirk Sellenger, Chief Executive Officer
Date:	2 <sup>nd</sup> February 2023
Disclosure of Interest:	Cr Walker – Impartial
Responsible Officer	Dirk Sellenger, Chief Executive Officer
Author:	Dirk Sellenger, Chief Executive Officer
Voting Requirements	Simple Majority
Documents Attached	Nil
Documents Tabled	Nil

### **Summary**

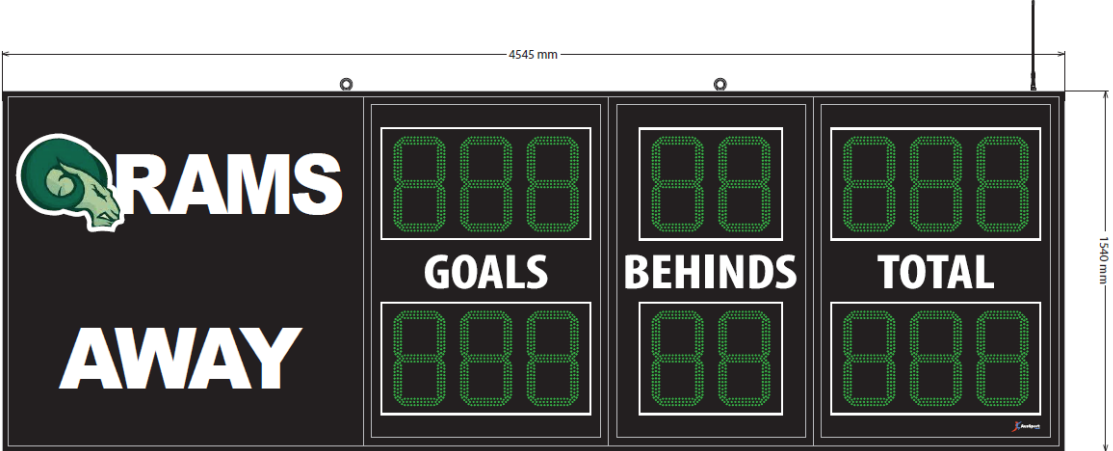
To allow Council to consider a request from the Mukinbudin Football Club to work collaboratively together to allow for the purchase and installation of a new outdoor digital scoreboard.

### **Background Information**

The CEO received a request from the Mukinbudin Football Club Secretary, Mr Ashley Walker concerning the possible upgrade of the scoreboard from the current manual system to a modern wireless outdoor unit. Example follows:



**PROPOSAL**  
Ph: 02 6581 2105 E: admin@aussport.com.au



Mukinbudin FC - FBC-400-NC

Quote #9283 - 15/11/2022


### **Officer Comment**

The Author understands the club has carried out due diligence concerning the suitability of the proposed unit at the Mukinbudin Oval which included speaking with other Football Club with the same unit as the one proposed for Mukinbudin.

The following correspondence and financial commitment towards the project is provide below by Mr Ashley Walker, Mukinbudin Football Club Secretary on behalf of the Club:


#### Mukinbudin Football Club Electronic Scoreboard




Ashley Walker <Ashley.Walker@Nutrien.com.au>  
To  Dirk Sellenger



9:04 AM

 This sender Ashley.Walker@Nutrien.com.au is from outside your organization.

 You replied to this message on 3/02/2023 9:11 AM.

Good morning Dirk,

I have followed up with the Mukinbudin Football Club committee members and we are all in agreement that the Mukinbudin Football Club contributes 50% or up to \$10,000 towards the electronic scoreboard if we are successful with the proposal.

Thank you Ash

***Ashley Walker***

### **Consultation**

Mr Ashley Walker – Mukinbudin Football Club Secretary

### **Statutory Environment**

Nil

### **Policy Implications**

Nil

### **Financial Implications**

Whilst Council did not Budget for the \$20,000 (twenty thousand dollars) for the total expense or the \$10,000 (ten thousand dollar) revenue contribution towards to the purchase of a new digital scoreboard by the Football Club.

Council does have some Federal Local Roads and Community Infrastructure (LRCI) funding remaining to be allocated. Given the Football clubs willingness to make a 50% contribution towards to total cost towards this project which is considered significant the Author believes this upgrade should be supported.

*Cr A Walker, declared an impartial interest on item number 9.3.4.*

## **OFFICER RECOMMENDATION**

**Council Decision Number – 09 02 2023**

**Moved: Cr Seaby**

**Seconded: Cr Paterson**

**That Council allocate \$20,000 (twenty thousand dollars) for the purchase and installation of a new digital scoreboard as quoted by AusSport.**

**That Council make a Budget amendment at the 2022/2023 mid-year Budget review to allow for this \$20,000 (twenty thousand dollars) to be expensed from surplus Local Roads and Community Infrastructure Funding as well as an allowance of \$10,000 (ten thousand dollars), being the financial contribution by the Mukinbudin Football Club.**

**Carried 7 / 1  
Cr Nicoletti against.**

**10. Elected Members Motions of which previous notice has been given**

10.1 Nil

**11. Urgent Business Approved by Person Presiding or by Decision**

11.1 Nil

**12. Closure of Meeting**

12.1 The Chairperson thanked Elected Members and Staff for attending and declared the meeting closed at 1.46pm.