



Confirmed Minutes
Burke Shire Council Special Meeting
Monday 30 November 2020
9.00am Council Chambers

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01. Opening of Meeting

The Chair opened the meeting at 9.25am.

02. Record of Attendance

Cr Ernie Camp; Mayor – Chair
Cr Tonya Murray; Deputy Mayor
Cr John Clarke
Cr John Yanner
Cr Rosita Wade

Dan McKinlay; Deputy CEO
Madison Marshall; Executive Assistant (Minutes)

03. Office of the Deputy Chief Executive Officer Report

03.01 Annual Report for the year ended 30 June 2020

DEPARTMENT:	Deputy Chief Executive Officer
RESPONSIBLE OFFICER:	Clare Keenan; CEO
PREPARED BY:	Dan McKinlay; Deputy CEO
DATE REPORT PREPARED:	27 November 2020
LINK TO COUNCIL PLAN/S:	Operational Plan – Good Governance

1. PURPOSE

To adopt Burke Shire Council's Annual Report year ended 30 June 2020.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Under Chapter 5 Part 3 Division 3 Section 182 of the Local Government Regulation 2012, Council is required to adopt the Annual Report for each financial year.

The annual report for the financial year has been prepared for consideration in accordance with the relevant legislative provisions. The report documents Council's financial performance and operational progress for the financial year, presents reports from the Mayor and CEO, and includes background information about Burke Shire and its councillors.

3. PROPOSAL

That Council adopts the 2019-2020 Annual Report.

4. FINANCIAL & RESOURCE IMPLICATIONS

The Deputy CEO and Senior Accountant have briefed Council on the key financial ratios and broader financial statements for the 2019-2020 financial year.

The Audit Committee also reviewed the financial statements and ratios.

5. RISK

Not applicable concerning acceptance of this Report.

6. POLICY & LEGAL IMPLICATIONS

Instrument	Detail	Comment
Corporate Plan 2014-2019 Operational Plan for reporting year	Corporate Planning Framework	The annual report is a key record of Council's performance for the year against the operational plan and the budget.

Local Government Regulation 2012 Chapter 5 Part 3 Division 3 Annual Report	<p>(1) A local government must prepare an annual report for each financial year.</p> <p>(2) The local government must adopt its annual report within 1 month after the day the auditor general gives the auditor-general's audit report about the local government's financial statements for the financial year to the local government.</p> <p>(3) However, the Minister may, by notice to the local government, extend the time by which the annual report must be adopted.</p> <p>(4) The local government must publish its annual report on its website within 2 weeks of adopting the annual report.</p>	<p>Division 3 explains what an annual report for a local government must contain including particulars relating to:</p> <p>Financial statements (s183)</p> <p>Community financial report (s184)</p> <p>Particular resolutions (s185)</p> <p>Councillor information (s186)</p> <p>Administrative action complaints (s187)</p> <p>Overseas travel (s188)</p> <p>Expenditure on grants to community orgs (s189)</p> <p>Other contents e.g.: progress towards the outcomes of the corporate and operational plans; internal audit report; registers; concessions for rates and charges; invitations to change tenders etc. (s190)</p>
Australian Accounting Standard ASA 720 'Other information'	Annual report finalisation and auditing standard – auditor to consider the final version of the annual report before it is tabled.	The aim is to avoid misalignment between the annual report prepared by management and the audited financial report in order to avoid material inconsistencies that could reduce reader confidence, and affect credibility of management and auditor.

7. CRITICAL DATES & IMPLICATIONS

The Annual Report must be adopted within one month after the day the Auditor General gives the Auditor-General's Audit Report about the Local Governments financial statements for the financial year. Council was granted a two week extension.

8. CONSULTATION

Mayor and Councillors and Executive Managers.

The auditor reviewed the final version in accordance with the revised provisions of Australian accounting Standard (ASA) 720 Other Information.

9. CONCLUSION

The Annual Report reflects the Corporate Plan for 2019–2024. The Annual Report is the formal reporting mechanism to the community, respective Government Agencies and other stakeholders.

10. OFFICERS RECOMMENDATION

1. That Council note the contents of the report; and
2. That in accordance with section 182 (1) and (2) of the Local Government Regulation, Council adopts the Burke Shire Council annual report as presented for the financial year ended 30 June 2020; and
3. That the annual report so adopted will be published on Council's website within 2 weeks of this decision, in accordance with section 182 (4) of the Local Government Regulation 2012.

03.01 Annual Report for the year ended 30 June 2020

1. That Council note the contents of the report; and
2. That in accordance with section 182 (1) and (2) of the Local Government Regulation, Council adopts the Burke Shire Council annual report as presented for the financial year ended 30 June 2020; and
3. That the annual report so adopted will be published on Council's website within 2 weeks of this decision, in accordance with section 182 (4) of the Local Government Regulation 2012.

Moved: Cr Camp

Seconded: Cr Yanner

Carried 201130.01 5/0

04. Closure of meeting

The Chair declared the meeting close at 9.37am.

I hereby certify that these pages numbered 1 to 5 – constitute
the Confirmed minutes of the Special Council Meeting of Burke
Shire Council held on Monday 30 November 2020.

Mayor Cr Ernie Camp