

AGENDA

FOR THE
GREATER SHEPPARTON CITY COUNCIL

SPECIAL COUNCIL MEETING

TO BE HELD ON
TUESDAY 29 OCTOBER, 2013
AT 4.30PM

IN THE COUNCIL BOARD ROOM

COUNCILLORS:

Cr Jenny Houlihan (Mayor)
Cr Les Oroszvary (Deputy Mayor)
Cr Milvan Muto
Cr Dennis Patterson
Cr Michael Polan
Cr Kevin Ryan
Cr Fern Summer

VISION

GREATER SHEPPARTON
AS THE FOOD BOWL OF AUSTRALIA,
A SUSTAINABLE, INNOVATIVE
AND DIVERSE COMMUNITY
GREATER FUTURE

**A G E N D A
FOR THE
SPECIAL COUNCIL MEETING
TO BE HELD ON
TUESDAY 29 OCTOBER, 2013 AT 4.30PM**

**CHAIR
CR JENNY HOULIHAN**

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RISK LEVEL MATRIX LEGEND

Note: A number of reports in this agenda include a section on “risk management implications”. The following table shows the legend to the codes used in the reports.

Likelihood	Consequences				
	Negligible (5)	Minor (4)	Moderate (3)	Major (2)	Catastrophic (1)
Almost Certain (A) Event expected to occur several times per year (i.e. Weekly)	Low	Moderate	High	Extreme	Extreme
Likely (B) Will probably occur at some stage based on evidence of previous incidents (i.e. Monthly)	Low	Moderate	Moderate	High	Extreme
Possible (C) Not generally expected to occur but may under specific circumstances (i.e. Yearly)	Low	Low	Moderate	High	High
Unlikely (D) Conceivable but not likely to occur under normal operations (i.e. 5-10 year period)	Insignificant	Low	Moderate	Moderate	High
Rare (E) Only ever occurs under exceptional circumstances (i.e. +10 years)	Insignificant	Insignificant	Low	Moderate	High

Extreme CEO’s attention immediately required. Possibly avoid undertaking the activity OR implement new controls

High Director’s attention required. Consider suspending or ending activity OR implement additional controls

Moderate Manager’s attention required. Ensure that controls are in place and operating and management responsibility is agreed

Low Operational, manage through usual procedures and accountabilities

Insignificant Operational, add treatments where appropriate

PRESENT:

1. ACKNOWLEDGEMENT

“We the Greater Shepparton City Council, begin today’s meeting by acknowledging the traditional owners of the land which now comprises Greater Shepparton. We pay respect to their tribal elders, we celebrate their continuing culture, and we acknowledge the memory of their ancestors.”

2. APOLOGIES

3. DECLARATIONS OF CONFLICT OF INTEREST

In accordance with sections 77A, 77B, 78 and 79 of the *Local Government Act 1989* Councillors are required to disclose a “conflict of interest” in a decision if they would receive, or could reasonably be perceived as receiving a direct or indirect financial or non-financial benefit or detriment (other than as a voter, resident or ratepayer) from the decision.

Disclosure must occur immediately before the matter is considered or discussed.

4. OFFICE OF THE CHIEF EXECUTIVE OFFICER

4.1 2012-2013 Annual Report

Disclosures of conflicts of interest in relation to advice provided in this report

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Council Officers involved in producing this report

Author: Manager Marketing and Communications

Proof reader(s): Communications Officer

Approved by: Chief Executive Officer

Executive Summary

Section 131 of the *Local Government Act 1989* requires Council to prepare an Annual Report for the financial year just completed. A copy of this report must be provided to the Minister for Local Government within three months of the end of the financial year and the Council must then consider the report at a meeting of the Council within one month of its provision to the Minister. Council's Annual Report for the Financial Year 2012-2013 was forwarded to the Minister on 27 September 2013.

Since that date the Auditor General's representative has been notified that an adjustment to the Standard Balance Sheet is required in relation to Accumulated Surplus. The adjustment is to reduce the value by \$94,080. This adjustment has now been made in the final version of the Annual Report.

RECOMMENDATION

That the Council receives and considers the Greater Shepparton City Council Annual Report 2012-2013 for the year ended 30 June 2013, including the Financial Statements, Standard Statements and Performance Statement, as certified by the Auditor-General

Background

The Victorian Local Government Act (1989) requires all councils to present an Annual Report to the Minister by 30 September each year.

Importantly, the Annual Report provides an account of Council's performance to our community. It details Council achievements against commitments and our performance against stipulated measures. It also provides an account of Council's financial management during the previous financial year.

The Annual Report is also an opportunity to acknowledge all the great activities that have been happening across the municipality and note the challenges that have marked the year.

The Annual Report 2012-2013 contains:

- A report on the operations of the Council including highlights throughout the year
- Audited Standard Statements, Financial Statements and Performance Statement
- Other general information required by the Local Government (Finance and Reporting) Regulations 2004 and the Local Government Act

4. OFFICE OF THE CHIEF EXECUTIVE OFFICER

4.1 2012-2013 Annual Report (continued)

On 24th September 2013, Council resolved to approve in principle the Financial Statements, Standard Statements and the Performance Statement for the year ended 30 June 2013, and authorised the Acting Mayor, Cr Les Oroszvary and Cr Michael Polan to sign the statements in their final form after any changes recommended or agreed to by the auditor have been made. These documents were subsequently signed by Cr Oroszvary and Cr Polan.

In reporting on activities from July 2012 to June 2013, it is necessary for the 2012-2013 Annual Report to reflect the status of Council pre and post Council elections. Hence, details are presented for all Councillors serving during this time. The report also reflects the various changes in Council management.

This year the Annual Report is being designed with a view to minimise production costs and maximising its usability. The Financial Report will primarily be made available in electronic format, while the main body of the report is being designed so that it can be used more as a business tool.

A designed copy of the Annual Report will be made available to Councillors, government Ministers and the community once it is completed.

Council Plan/Key Strategic Activity

2013-2017 Council Plan – Goal 5 High Performing Organisation

Council will provide open and transparent internal and external communication through the print, verbal and electronic media, to meet the need of the organisation and the community ensuring at all times value for money and continuous improvement approach.

Risk Management

Any risks associated with this report relate to compliance with the requirements of the Local Government Act.

Policy Considerations

The Annual Report has been prepared in accordance with relevant Council policies including accounting policies and communication guidelines.

Financial Implications

The hard copy and electronic designs of the Annual Report and Financial Report have been quoted at \$10,000. The design and printing of the Annual Report forms part of the marketing and communications annual budget. This year the Annual Report is being designed with a view to minimise production costs and maximising its usability.

	2012/2013 Approved Budget for this proposal*\$	This Proposal \$	Variance to Approved Budget \$	Comments
Revenue				
Expense	10,000	10,000		This is the total cost of design (hard copy and electronic formats) for the Annual and Financial Reports. This excludes final printing cost.
Net Result				

* Amount shown in this column may equal one line item in budget or maybe a component of one budget line item.

4. OFFICE OF THE CHIEF EXECUTIVE OFFICER

4.1 2012-2013 Annual Report (continued)

Legal/Statutory Implications

Section 131 of the *Local Government Act 1989* requires Council to prepare an Annual Report for the financial year just completed. A copy of this report must be provided to the Minister for Local Government within three months of the end of the financial year and the Council must then consider the report at a meeting of the Council within one month of its provision to the Minister.

Environmental/Sustainability Impacts

There are no environmental/sustainability impacts associated with this report.

Social Implications

There are no social implications associated with this report.

Economic Impacts

There are no economic impacts in relation to this report.

Consultation

The Executive Team, Senior Leadership Group and Council officers were all consulted in the preparation of the Annual Report.

Officers consider that appropriate consultation has occurred and this matter is now ready for Council consideration.

Strategic Links

a) Greater Shepparton 2030 Strategy

The Annual Report is consistent with the Greater Shepparton 2030 Strategy and provides a mechanism for reporting against the achievement of strategic goals.

b) Other strategic links

- 2009-2013 Council Plan
This Annual Report marks the final year of the implementation of the 2009-2013 Council Plan.
- 2013/2012 Marketing Strategy
The Annual Report is consistent with the principles of the 2013/2014 Marketing Strategy. This includes increased communication and transparency.

Options for Consideration

This is a Statutory process and there are no options for consideration.

Conclusion

That Council receives and considers the Greater Shepparton City Council Annual Report 2012-2013 for the year ended 30 June 2013, including the Financial Statements, Standard Statements and Performance Statement, as certified by the Auditor-General.

Attachments

- | | |
|--|----------|
| 1. 2012-2013 Annual Report Final with Financial Summary | Page 7 |
| 2. Revised SIGNED FINAL GSCC Standard Statement 22.10.13 | Page 101 |
| 3. SIGNED FINAL GSCC Financial Statements 2012-13 | Page 109 |
| 4. SIGNED FINAL GSCC Performance Statement 2012-13 | Page 155 |
| 5. VAGO Signed Audit Opinion 2012-13 | Page 163 |

5. URGENT AND OTHER BUSINESS NOT INCLUDED ON THE AGENDA