

## EXTRAORDINARY MEETING OF COUNCIL

Held at 12 noon  
On 1 September 2011

### Councillors:

Cr K Ward (Mayor)  
Cr M Pearce (Deputy Mayor)  
Cr K Dusting  
Cr M Dusting  
Cr R Filmer  
Cr S Powley  
Cr R Spreadborough  
Cr I Strutt  
Cr L Wilson

### Attendees:

Mr T O'Connor, General Manager  
Mr R Bell, Director of Engineering Services  
Mrs J Michie, Director of Administrative Services  
Mr W Sellings, Manager of Health and Building Services  
Ms L Cumming, Manager of Planning  
Mrs L Taylor, Manager of Finance  
Mr P Steedman, Minute Clerk

MINUTES

**- TABLE OF CONTENTS -**  
**Meeting held 1 September 2011**  
**EXTRAORDINARY MEETING**

	<b>Page No.</b>
<b>ATTENDANCE .....</b>	<b>2</b>
<b>PRAYER .....</b>	<b>2</b>
<b>ACKNOWLEDGEMENT TO COUNTRY .....</b>	<b>2</b>
<b>APOLOGY .....</b>	<b>2</b>
<b>DECLARATIONS OF CONFLICT OF INTEREST .....</b>	<b>2</b>
<b>PURPOSE OF THE EXTRAORDINARY MEETING .....</b>	<b>2</b>
<b>GENERAL MANAGER'S REPORT .....</b>	<b>3</b>
Item 1.....	3
Adoption of Significant Accounting Policies .....	3
Item 2.....	3
Review of Internal and Net Fund Restrictions, Unexpected Grants, Unaudited Financial Statements, General and Special Purpose Reports and Special Schedules .....	3
Item 3.....	4
Authorisation of Statements by Councillor's and Management.....	4
<b>CLOSURE OF MEETING.....</b>	<b>4</b>

**Assignment of Action Items**

GLOSSARY OF ACTION OWNERS	
<b>GM</b>	Mr T O'Connor, General Manager
<b>DES</b>	Mr R Bell, Director of Engineering Services
<b>DAS</b>	Ms J Michie, Director of Administrative Services
<b>MHBS</b>	Mr W Sellings, Manager of Health and Building Services
<b>MP</b>	Ms L Cumming, Manager of Planning
<b>LT</b>	Mrs L Taylor, Manager of Finance
<b>EA</b>	Mr P Steedman, Executive Assistant

*The meeting commenced at 12:00noon*

## **ATTENDANCE**

Present were the Chairperson Cr K Ward (Mayor), Cr M Pearce, (Deputy Mayor) and Councillors K Dusting, M Dusting, R Filmer, S Powley (from 12:02pm), R Spreadborough, I Strutt, General Manager (Mr T O'Connor), Director of Engineering Services (Mr R Bell), Director of Administrative Services (Mrs J Michie), Manager of Finance (Mrs L Taylor).

## **PRAYER**

## **ACKNOWLEDGEMENT TO COUNTRY**

## **APOLOGY**

An apology was tabled for Cr L Wilson and Cr S Powley was advised as a late arrival.

### **321/11 MOVED/ CARRIED (Crs R Spreadborough / M Dusting)**

That the apology for Cr L Wilson be accepted and the late arrival of Cr S Powley noted.

## **DECLARATIONS OF CONFLICT OF INTEREST**

The General Manager tabled details of the pecuniary and non-pecuniary Conflict of Interest Declarations received in relation to this meeting.

<b>Submitted By:</b>	<b>Interest Declared:</b>
<i>n/a</i>	<i>Nil declarations received.</i>

## **PURPOSE OF THE EXTRAORDINARY MEETING**

*The General Manager advised the purpose of this Extraordinary Meeting of Council was to consider referral of the Annual Financial Statements, consisting of the General Purpose and Special Purpose Reports and Special Schedules, for the year ended 30 June 2011 to Council's appointed Auditor, Forsyths Chartered Accountants.*

*Cr S Powley, arrived at the meeting at this time (12:02pm)*

**GENERAL MANAGER'S REPORT****Item 1****Adoption of Significant Accounting Policies**

- **General Purpose Note 1, Pages N1 – N13**
- **Special Purpose Note 1, Pages P8 – P10**

**322/11 MOVED/ CARRIED (Crs R Spreadborough / M Pearce)**

That Council adopt the Significant Accounting Policies for the General Purpose Reports as set out on pages N1 to N13 and for the Special Purpose Reports as set out on pages P8 to P10 of the Unaudited Financial Statements for the year ended 30 June 2011.

**GM****Item 2****Review of Internal and Net Fund Restrictions, Unexpected Grants, Unaudited Financial Statements, General and Special Purpose Reports and Special Schedules****PROCEDURAL MOTION****323/11 MOVED/ CARRIED (Crs S Powley / R Spreadborough)**

That Council move to a Committee of the whole, to review Internal Restrictions, Unexpected Grants, Net Fund Restrictions Unaudited Financial Statements, General Purpose Reports, Special Purpose Reports and Special Schedules for the Year Ended 30 June 2011

*The General Manager advised of the following adjustments to the circulated draft of the Unaudited Financial Statements, General Purpose Reports, Special Purpose Reports and Special Schedules for the Year Ended 30 June 2011, due to a miscalculation of the capitalised depreciation in internal Plant allocations:*

- *Contents page - removing the Coalface notation in the footer.*
- *Income Statement (page 2) with the \$399k change to Materials and Contracts and to Depreciation and Amortisation.*
- *Cash Flow Statement (page 6) with the \$439k (\$399k + \$40k GST) adjustment of Materials and Contracts and Purchase of Infrastructure, Property, Plant and Equipment*
- *Note 4 (pages N20 and N21) with the \$399 reduction of Raw Materials and Consumables from \$2,295k to \$1,896K (page N20) and the increase in depreciation with the reduction of the capitalised depreciation from \$604k to \$205k (page N21).*
- *Note 11 (page N31) with the \$399k change to Depreciation etc and the subtotals and totals.*
- *Note 16 (page N38) with the reduction of the variations to budget following the change to capitalised depreciation. (and the date in 1.6 from 2009/2010 to 2010/2011).*
- *Note 18 (page N41) change of the date in the fifth paragraph of item 2 from 30 June 2010 to 30 June 2009.*

*Councillors then undertook a detailed review of Internal Restrictions, Unexpected Grants, Net Fund Restrictions Unaudited Financial Statements, General Purpose Reports, Special Purpose Reports and Special Schedules for the Year Ended 30 June 2011*

**PROCEDURAL MOTION****324/11 MOVED/ CARRIED (Crs R Spreadborough / S Powley)**

That Council resume Standing Orders.

**GENERAL MANAGER'S REPORT (continued)**

**Item 3**

**Authorisation of Statements by Councillor's and Management**

325/11 **MOVED/ CARRIED (Crs R Spreadborough / R Filmer)**

That Council authorise the Mayor, Deputy Mayor and General Manager as General Manager and Principal Accounting Officer to sign the Councillor's and Management Certificate under Section 413 (2) (c) of the Local Government Act for the General Purpose Accounts and Special Purpose Accounts.

**GM**

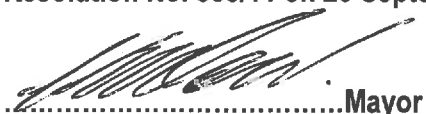
*There being no further business, the Chair declared the meeting closed at 1:10pm.*

**CLOSURE OF MEETING**

*The Meeting closed at 1:10pm*

---

The Minutes of the Uralla Shire Council at an Extraordinary Meeting of Council held on 1 September 2011, consisting of Page 4 and the previous pages, were confirmed by Resolution No. 333/11 on 26 September 2011.

  
.....Mayor