

TAMALA PARK
Regional Council

Meeting of Council

AGENDA

Thursday 13 October 2011
City of Stirling, 6.00pm

TAMALA PARK
REGIONAL COUNCIL
(TPRC)
COMPRISES THE
FOLLOWING
COUNCILS:

Town of Cambridge
City of Joondalup
City of Perth
City of Stirling
Town of Victoria Park
City of Vincent
City of Wanneroo

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TAMALA PARK REGIONAL COUNCIL

Councilors of the Tamala Park Regional Council are advised that the ordinary meeting of Council will be held in the Parmelia Room at the City of Stirling, 25 Cedric Street, Stirling at **6.00pm** on Thursday 13 October 2011.

The business papers pertaining to the meeting follow.

Your attendance is requested.

Yours faithfully



TONY ARIAS
Chief Executive Officer

MEMBERSHIP

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Mayor Simon Withers	
City of Joondalup	Cr Geoff Amphlett Cr Tom McLean	
City of Perth	Cr Eleni Evangel	
City of Stirling	Cr Leonie Getty Cr Giovanni Italiano (CHAIRMAN) Cr David Michael Cr Stephanie Proud	
Town of Victoria Park	Mayor Trevor Vaughan	
City of Vincent	Mayor Nick Catania	
City of Wanneroo	Cr Dianne Guise Cr Glynis Monks (DEPUTY CHAIRMAN)	Mayor Jon Kelly Cr Brett Treby

NB: Although some Councils have nominated alternate members, it is a precursor to any alternate member acting that a Council carries a specific resolution for each occasion that the alternate member is to act, referencing Section 52 of the Interpretation Act. The current Local Government Act does not provide for the appointment of deputy or alternate members of Regional Councils. The DLGRD is preparing an amendment to rectify this situation.

PRELIMINARIES

1. OFFICIAL OPENING

DISCLOSURE OF INTERESTS

2. PUBLIC STATEMENT/QUESTION TIME

3. APOLOGIES AND LEAVE OF ABSENCE

4. PETITIONS

5. CONFIRMATION OF MINUTES

Council Meeting – 18 August 2011

5A. BUSINESS ARISING FROM THE MINUTES

6. ANNOUNCEMENTS BY CHAIRMAN (WITHOUT DISCUSSION)

7. MATTERS FOR WHICH MEETING MAY BE CLOSED

8. REPORTS OF COMMITTEES

- *Management Committee Meeting – 22 September 2011*
- *Audit Committee Meeting – 13 October 2011*

9. ADMINISTRATION REPORTS AS PRESENTED (ITEMS 9.1 – 9.9)

9.1 BUSINESS REPORT – PERIOD ENDING 13 OCTOBER 2011

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: N/A

Recommendation

That the Council RECEIVE the Business Report to 13 October 2011.

Voting Requirements

Simple Majority

Report Purpose

To advise Council of matters of interest not requiring formal resolutions.

Relevant Documents

Appendix: Nil
Available for viewing at the meeting: Nil

Background

The business of the Council requires adherence to many legislative provisions, policies and procedures that aim at best practice. There are also many activities that do not need to be reported formally to the Council but will be of general interest to Council members and will also be of interest to the public who may, from time to time, refer to Council minutes.

In context of the above, a Business Report provides the opportunity to advise on activities that have taken place between meetings. The report will sometimes anticipate questions that may arise out of good governance concerns by Council members.

Comment

1. WAPC – Phase 1 Subdivision Application

The Phase 1 Subdivision Application was lodged with the WAPC in February 2011 and proposed to create the following;

- 271 residential zoned lots,
- A group/multiple dwelling site (0.46ha),
- The Biodiversity Conservation Area lot (6.2ha),
- Public open space and drainage areas of 2.2ha,
- Local roads and connections to Marmion Avenue and Neerabup Road.

The Phase 1 subdivision area for Catalina covers approximately 25.73ha of land located on the north-west corner of Neerabup Road and Marmion Avenue.

The WAPC issued conditional approval to the Phase 1 Subdivision Application in August 2011.

2. Project Status – Phase 1

Following the City of Wanneroo approval to Development Application – Phase 1 Bulk Earthworks on 9 August 2011 works have commenced on site. The following provides a brief outline of progress of key works components to date;

- Phase 1 Fauna relocation completed,
- Phase 1 Grass tree and Zamia Palms relocation complete,
- Phase 1 clearing and mulching complete,
- Biodiversity Conservation Area construction fencing complete,
- Bulk Earthworks commenced,
- Preliminary Marketing commenced with media editorials, on site signage installed.

9.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTH OF AUGUST 2011

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 12.66.401.0

Recommendation

That the Council RECEIVE and NOTE the Statement of Financial Activity for the month ending 31 August 2011.

Voting Requirements

Simple Majority

Report Purpose

Submission of the Statement(s) of Financial Activity required under the Local Government Act.

Relevant Documents

Appendix: Monthly Statement of Financial Activity for the month ending 31 August 2011
Available for viewing at the meeting: Nil

Local Government Act/Regulation

- Local Government Act 1995: Sect 6.4(1): Financial Report Required
- Local Government (Financial Management) Regulations 1996: Regulation 34
Composition of Report
- Local Government (Financial Management) Regulations 1996: Regulation 34 (5)
Material Variance Reports [10%]
- Local Government (Audit) Regulations 1996: Regulation 14 Compliance Audit Item

Background

It is a mandatory requirement that the Council receives, reviews and records in the Regional Council's public minutes a statement of financial activity showing annual budget estimates and the figures for budget estimates, income and expenditure and variances at the end of each month. The report is also to show the composition of assets and other relevant information.

Comment

The detailed Statements contained in the Appendices reflect the budget proposals and direction adopted by the Council.

Variances at August 2011 exceeding 10% were experienced in relation to the following:

Agenda TPRC Meeting of Council – 13 October 2011

Interest Earnings	There were a number of investments that matured in August 2011. Interest earnings also reflect that at the present time expenditure is below budget projections.
Employee Costs	The positive variance relates to employee costs for proposed Project Manager (yet to be appointed).
Materials & Contracts MTC	The positive variance reflects that at the present time expenditure is below budget projections, this is expected to rectify over the next 2-3 months as significant construction claims are lodged.
Materials & Contracts Other	The variance is due to timing of payments associated with stage 1 and 2 civil works. This will be brought back into budget over the next 2 months.
Other	The variation is due to payment of Councillor fees which will be balanced over the next 3 months.
Professional/Consultant Fees	The variance is due to timing of payments associated with stage 1 and 2 civil works. This will be brought back into budget over the next 2 months.

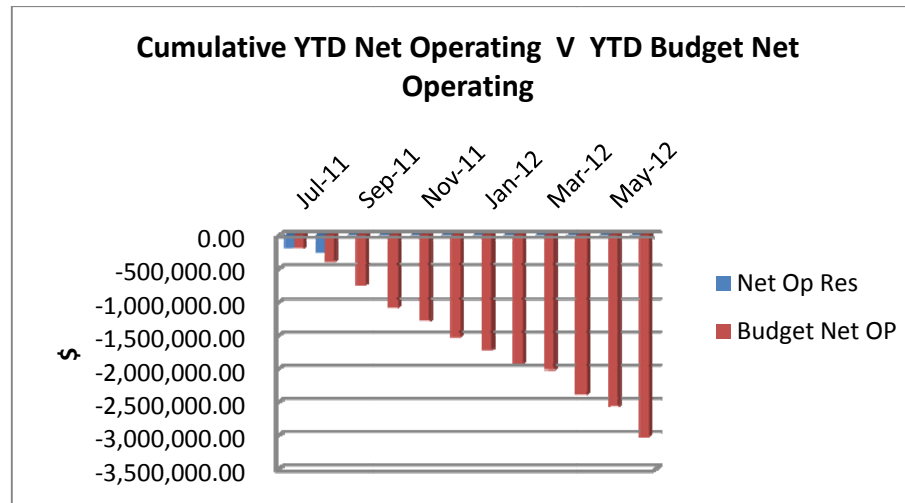
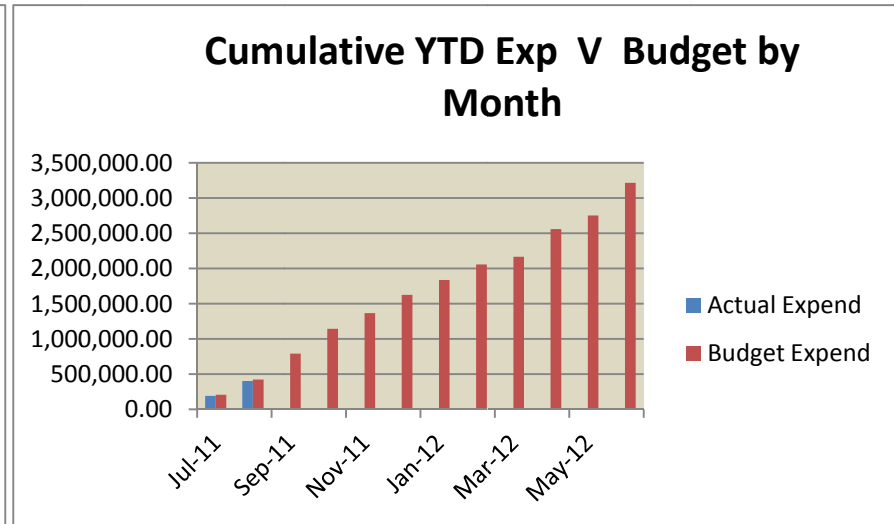
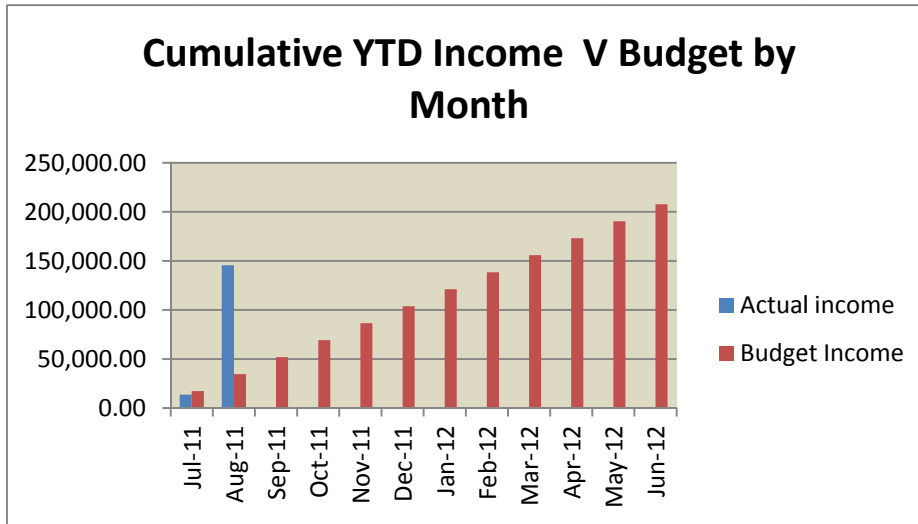
The information in the appendices is summarised in the tables below.

Financial Snapshot as at 31 August 2011

	Jul - Aug 11	YTD Budget	\$ Over Budget	Variance	Annual Budget
Revenue					
Interest Earnings	127,322.24	-41,540.00	85,784.93	-206.51%	-207,700.00
Other Revenue	8,762.00				-1,894,752.00
Total Revenue	136,084.24	-41,540.00	94,546.93	-227.6%	-2,102,452.00
Expenses					
Depreciation	0.00	810.00	-810.00	-100.0%	4,501.00
Employee Costs	61,909.90	98,252.00	36,342.10	36.99%	569,370.00
Insurance	6,959.28	0.00	6,959.28	0.0%	7,400.00
Materials & Contracts MTC	5,346.00	199,214.00	-193,868.00	-97.32%	1,261,316.00
Materials & Contracts Other	70,928.52	32,252.00	38,676.52	119.92%	229,958.00
Other	24,625.00	0.00	24,625.00	0.0%	118,500.00
Professional/Consultant Fees	256,013.36	19,800.00	236,213.36	1,193.0%	445,000.00
Utilities	0.00	0.00	0.00	0.0%	0.00
Total Expenses	425,782.06	350,328.00	37,169.14	10.61%	2,636,045.00
Unclassified	-383,116.14	0.00	-383,116.14	0.0%	0.00
TOTAL	178,750.16	308,788.00	-308,788.00	-100.0%	533,593.00

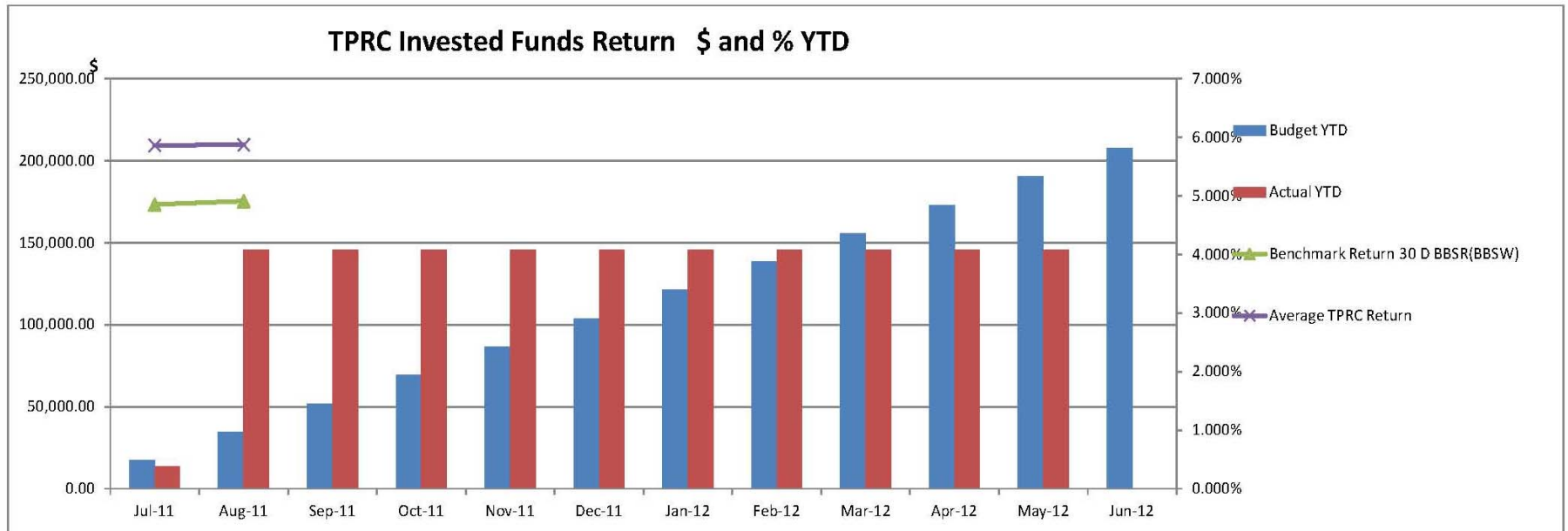
Balance Sheet Summary as at 31 August 2011

	Jul 31, 11	Jun 30, 11	\$ Change	% Change	Jul 31, 11
Cash and Investments	14,545,780.91	14,832,167.37	-286,386.46	-80.29%	15,098,997.32
Accounts Receivable	18,518.59	18,518.59	0.00	0.00%	36,364.68
Other Current Assets	1,000.00	1,000.00	0.00	0.00%	1,000.00
Total Current Assets	14,565,329.50	14,851,715.96	- 286,386.46	-1.93%	15,136,392.00
Fixed Assets	2,013,564.88	2,013,564.88	0.00	0.00%	2,013,762.88
Total Assets	16,578,894.38	16,865,280.84	- 286,386.46	-1.70%	17,150,154.88
Less Current Liabilities	5,438.35	100,642.65	-95,204.30	-94.60%	45,933.91
Less Long Term Liabilities	13,046.69	13,046.69	0.00	0.00%	6,918.42
Total Liabilities	18,485.04	113,689.34	-95,204.30	-83.74%	52,852.33
Net Assets	16,560,409.34	16,751,591.50	- 191,182.16	92.90%	17,097,302.55



Tamala Park Regional Council
 TPRC Investments Summary
 1 July 2011 - 31 July 2011

		Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12
Budget	I032030 · Interest on Investment	17,308.33	17,308.33	17,308.33	17,308.33	17,308.33	17,308.33	17,308.33	17,308.33	17,308.33	17,308.33	17,308.33	17,308.33
Actual	I032030 · Interest on Investment	13,806.54	131,703.24										
	Budget YTD	17,308.33	34,616.66	51,924.99	69,233.32	86,541.65	103,849.98	121,158.31	138,466.64	155,774.97	173,083.30	190,391.63	207,699.96
	Actual YTD	13,806.54	145,509.78	145,509.78	145,509.78	145,509.78	145,509.78	145,509.78	145,509.78	145,509.78	145,509.78	145,509.78	145,509.78
Invested Funds													
A(-1+)	A01102 · Unrestricted At Call	595.24	596.28										
A(-1+)	A01106/7/8/9 · Fixed Term Deposits	14,475,550.14	14,193,715.44										
Act Invest 09-10		14,476,145.38	14,194,311.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00



9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTH OF AUGUST 2011

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 12.66.401.0

Recommendation

That the Council RECEIVE and NOTE the list of accounts paid under Delegated Authority to the CEO for the month of August 2011:

- **Month ending 31 August 2011 (Total \$225,199.30)**
- **Total Paid - \$225,199.30**

Voting Requirements

Simple Majority

Report Purpose

Submission of the list of payments made under the CEO's Delegated Authority for the month ending 31 August 2011.

Relevant Documents

Appendix: Cheque Detail for Month Ending 31 August 2011
Available for viewing at the meeting: Nil

Local Government Act/Regulation

- Local Government Act 1995: Sect 5.42 - Delegation given for Payments
- Local Government (Financial Management) Regulations 1996: Regulation 13(1) - Monthly Payment list required
- Local Government (Audit) Regulations 1996: Regulation 13 - Compliance Audit Item

Background

A list of accounts paid under delegation or submitted for authorisation for payment is to be submitted to the Council at each meeting.

It is a specific requirement of Regulations that list state the month (not the period) for which the account payments or authorisation relates.

Comment

Payments made are in accordance with authorisations from Council, approved budget, TPRC procurement and other relevant policies.

Payments are reviewed by TPRC Accountants Haines Norton following completion of each months accounts.

**Tamala Park Regional Council
Summary Payment List
August 2011**

Date	Num	Name	Description	Amount
02/08/2011	CH-200229	Westpac Bank	Cheque Account Bank Fees August 2011	-20.25
11/08/2011	ET-971	Tony Arias	TA allowance for home office for period July 2011 to June 2012	-1,070.00
11/08/2011	ET-972	Employee Costs	Wages 28/7/11 to 10/8/11	-7,265.23
11/08/2011	ET-968	National Australia Bank	TA 9% superannuation for period 28/7/11 to 10/8/11 (less \$50.94 for overpayment in Feb 2011)	-918.63
11/08/2011	ET-969	National Australia Bank	TA Salary Sacrifice superannuation for period 28/7/11 to 10/8/11	-1,424.57
11/08/2011	ET-970	WALGSP	KJ 9% superannuation for period 28/7/11 to 10/8/11	-137.59
11/08/2011	ET-964	Amcom	ADSL Direct for period 1 August to 1 October 2011	-158.00
11/08/2011	ET-965	Haines Norton	Accounting Services July 2011	-847.00
11/08/2011	ET-966	Neverfail	Office water	-24.65
11/08/2011	ET-967	Telstra	TPRC office landline usage charges to 27/7/11 + services/equip rental to 27/8/11	-115.17
11/08/2011	CH-200222	Reckon	Quickbooks Premier 2011/12 Direct subscription	-639.00
11/08/2011	ET-974	ATO	IAS Payment to ATO for July 2011	-7,224.00
11/08/2011	ET-975	Kyocera Mita	Photocopying - BW & colour copies to 11/7/11	-393.02
15/08/2011	CH-200230	Westpac Bank	Payment CEO & EA Credit Card August 2011	-104.60
22/08/2011	CH-200231	ANZ	Bank Charges ANZ Bank Account August 2011	-32.00
25/08/2011	ET-997	Employee Costs	Wages for period 11/8/11 to 24/8/11	-7,265.23
25/08/2011	ET-994	WALGSP	KJ superannuation for period 11/8/11 to 24/8/11	-137.59
25/08/2011	ET-995	National Australia Bank	TA 9% superannuation for period 11/8/11 to 24/8/11	-969.57
25/08/2011	ET-996	National Australia Bank	TA SS superannuation for period 11/8/11 to 24/8/11	-1,424.57
25/08/2011	EFT-976	Action Couriers	Couriers Councilors documents	-122.29
25/08/2011	ET-977	Amphlett, Geoff	Composite allowance for May/June/July 2011	-1,750.00
25/08/2011	ET-978	Chappell Lambert Everett	Invoices 2228:4086 & 2228:4085	-40,348.81
25/08/2011	ET-979	Cossill & Webley	Provision of consulting engineering services for period June 2011	-93,500.00
25/08/2011	ET-980	Evangel, Eleni	Composite allowance for May/June/July 2011	-1,750.00
25/08/2011	ET-981	Getty, Leonie	Composite allowance for May/June/July 2011	-1,750.00
25/08/2011	ET-982	Guise, Dianne	Composite allowance for May/June/July 2011	-1,750.00
25/08/2011	ET-983	Italiano, Giovanni	Composite allowance for May/June/July 2011	-5,000.00
25/08/2011	ET-984	McLean, Tom	Composite allowance for May/June/July 2011	-1,750.00
25/08/2011	ET-985	McMullen Nolan Surveyors	Display village plan	-5,346.00
25/08/2011	ET-986	Michael, David	Composite allowance for May/June/July 2011	-1,750.00
25/08/2011	ET-987	Monks, Glynis	Composite allowance for May/June/July 2011	-2,125.00
25/08/2011	ET-988	Strategen	Catalina Tamala Park Conservation Area Management Plan	-594.00
25/08/2011	ET-989	Telstra	TA mobile usage & service to 13/9/11	-38.85
25/08/2011	ET-990	Uloth & Associates	Tamala Park Structure Plan Additional Work	-3,162.50
25/08/2011	ET-991	Vaughan, Trevor	Composite allowance for May/June/July 2011	-1,750.00
25/08/2011	ET-992	WALGA	Invoice I3007640	-530.66
25/08/2011	ET-993	Withers, Simon	Composite allowance for May/June/July 2011	-1,750.00
25/08/2011	CH-200224	Proud, Stephanie	Composite allowance for May/June/July 2011	-1,750.00
25/08/2011	CH-200225	Catania, Nick	Composite allowance for May/June/July 2011	-1,750.00
25/08/2011	CH-200226	City of Stirling	Rent MR1 SCC for MRC Meeting 6/10/11	-117.00
25/08/2011	CH-200227	City of Stirling	Rent August 2011 MR2 & MR3 SCC	-1,019.52
25/08/2011	CH-200223	City of Wanneroo	Application for approval to commence development Cutting and rejoining high voltage underground power cables in Neerabup Road to allow earthworks	-576.00
29/08/2011	CH-200228	Western Power		-25,048.00
				-225,199.30

9.4 MEETING SCHEDULE 2012

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 13.44.657

Recommendation

1. That the schedule of meetings dates be **APPROVED** for 2012 as follows:
 - 16 February 2012 (City of Wanneroo)
 - 12 April 2012 (Town of Cambridge)
 - 21 June 2012 (City of Joondalup)
 - 16 August 2012 (City of Stirling)
 - 11 October 2012 (Town of Victoria Park)
 - 13 December 2012 (City of Vincent)
2. That the schedule of meeting dates be **ADVERTISED** as required by the Local Government Act.
3. That the commencement time for meetings **BE 6.00pm**.
4. That Council meetings be **HELD** on a rotational basis at participant Council premises.

Voting Requirements

Simple Majority

Report Purpose

To set ordinary Council meeting dates for 2012 to facilitate advertising by the LGA.

Relevant Documents

Appendix: Schedule of meetings 2012
Available for viewing at the meeting: Nil

Policy Reference

N/A

Local Government Act/Regulation

- Local Government Act Section 5.25(g)
- Local Government Administrative Regulation 12 - Publication of meetings open to public

Previous Minutes

- Ordinary meeting of Council (15 October 2009) – Item 9.7: Meeting schedule 2010

- Ordinary meeting of Council (4 December 2008) – Item 9.5: Meeting dates 2009
- Ordinary meeting of Council (6 December 2007) – Item 13.4: Meeting dates 2008
- Ordinary meeting of Council (5 October 2006) – Item 9.5: Meeting dates for 2006/07

Background

Councils are required to advertise dates of all Council and some other classes of meetings where delegated authority of the Council may be exercised. Advertising is required to provide the opportunity for members of the public to attend meetings and be informed about governance of the local authority. Where an advertised meeting date is changed re-advertising is required.

In the case of a Regional Council advertising occurs by publication in a newspaper circulating in the Regional Council area, by publication on the notice board on each of the participant local governments and publication of each of the libraries of the participant Councils.

Comment

Council meetings are mainly held on a Thursday, non-coincident with meetings of the MRC and the North Zone meetings of WALGA. A schedule of meeting dates which satisfies the above criteria is shown in the appendix and is submitted for approval of the Council.

The Council has previously set the time for commencement of meeting of 6.00pm as this seems to suit the convenience of most Council members.

Meetings have previously been held at participant Council premises on a rotational basis. This provides an equal opportunity for each of the Councils to host the Regional Council and the greatest opportunity over a period of 12 months for residents and ratepayers of all of the participant local authorities to attend at least one Council meeting.

9.5 ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2011

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 4.144.49.0

Recommendation

That the Annual Report of the TPRC for the year ended 30 June 2011 be ADOPTED.

Voting Requirements

Absolute Majority

Report Purpose

To review the draft Annual Report for the TPRC for the year ended 30 June 2011.

Relevant Documents

Appendix: Draft format of TPRC Annual Report 2010/11
Available for viewing at the meeting: Nil

Policy Reference

N/A

Local Government Act/Regulation

- Local Government Act 1995: S5.3 Requires Local Government to prepare an annual report, with prescribed inclusions, for each financial year.
- Local Government Act 1995: S5.4 Requires Local Government to accept the Annual Report by 31 December.
- Local Government Act 1995: S5.5 Requires availability of report to be advertised following report adoption by Local Government.
- Local Government (Audit) Regs 1996: Reg 14 Compliance Audit Item.

Previous Minutes

- Ordinary meeting of Council (14 October 2010) – Item 9.5: Annual Report
- Ordinary meeting of Council (4 December 2008) - Item 9.8: Annual Report
- Ordinary meeting of Council (16 October 2008) - Item 9.7: Annual Report
- Ordinary meeting of Council (11 October 2007) - Item 8.2: TPRC Annual Report for the year 1 July 2006 to 30 June 2007

Background

The Council has a statutory obligation to provide an Annual Report of its operations including the following:

- Report by the Chairman of the Council

- Report by the CEO
- Detail of completion of statutory requirements
- Detail of expenses paid to members
- The audit report and completed financial report of the Council for the year under review

The annual financial report is to be made available for public inspection.

Comment

The TPRC Annual Report for the year ending 30 June 2011 will be the fifth annual report produced by the Council. The report contains significant information on the Council formation and operation and the Tamala Park Local Structure Plan, to provide maximum exposure of the Council's proposals for public information. The Annual Report is attached at Appendix 9.5.

The report is required to be adopted by the Council by 31 December in each year and a copy of the adopted report must be provided for the Executive Director of the Department of Local Government.

The report will include some of the information contained in the TPRC Future Plan as there is limited knowledge of the work and objectives of the TPRC. The Annual Report is an opportunity to promote the Council and the proposed urban development of Tamala Park.

The Annual Report contains the audit report and the annual financial report both of which have been completed. The current agenda contains a separate item in relation to the annual financial report (refer item 9.6).

The report has been referred to the Audit Committee meeting of 13 October 2011 for review and comments from the Committee. Any comments or recommendations will be presented for Council's consideration.

9.6 TPRC ANNUAL FINANCIAL REPORT FOR THE YEAR 1 JULY 2010 TO 30 JUNE 2011

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 12.66.48.0

Recommendation

That the financial report for the year ended 30 June 2011 be RECEIVED and INCLUDED in the Annual Report of the TPRC Council.

Voting Requirements

Simple Majority

Report Purpose

To provide for review the audited financial report of the TPRC for the year ended 30 June 2011.

Relevant Documents

Appendix: Audited Financial Report for the year ended 30 June 2011
Available for viewing at the meeting: Nil

Previous Minutes

- Council Meeting – 14 October 2010 (Item 9.6: TPRC Annual Financial Report for the Year 1 July 2009 to 30 June 2010)
- Council Meeting - 15 October 2009 (Item 9.16: TPRC Annual Financial Report for the Year 1 July 2008 to 30 June 2009)
- Council Meeting - 14 August 2008 (Item 9.9: Annual Financial Report for the year 1 July 2007 to 30 June 2008 – receipt of financial report and referral to Audit Committee)

Policy Reference

TPRC Audit Charter: Scope includes review of annual financial report and recommendation of adoption by the Council

Local Government Act/Regulation

- Local Government Act 1995: S6.4 - Requires Local Government to prepare annual Financial Report in prescribed form; balanced accounts and Financial report for preceding year to be submitted to Auditor by 30 September.
- Local Government Act 1995: S7.2 - Requires accounts and financial report to be audited by an auditor appointed [according to prescribed procedures] by the Local Government.
- Local Government Act 1995: S7.9 - Requires Auditor to provide report on accounts and financial report to Chairman, CEO and Minister by 31 December.
- Regs - Local Government (Audit) 1996 R 9 Sets out Criteria for Conduct of Audit.

- Guideline 18 - Financial Ratios - Describes Financial Ratios required in financial reports.
- Regs - Local Government (Financial Management) 1996: R36-49 prescribes report inclusions.
- Regs - Local Government (Financial Management) 1996: R50 - CEO to forward copy of Financial Report to Executive Director within 30 Days of Audit.
- Local Government (Audit) Regs 1996: Reg 14 Compliance Audit Item.

Background

A financial report is required to provide a comprehensive outline of financial activities of the TPRC for the public record and public inspection.

A series of legislative requirements must be observed in preparing the annual financial report.

The Council's Audit Charter requires review of the report by the Audit Committee.

The report must be completed by 30 September, submitted for audit and included in the Council annual report for adoption no later than 31 December.

Comment

The accounts for the financial year have been balanced, the financial report prepared and reviewed by Dom Carbone & Associates. The accounts and report have been submitted to the appointed Auditor for review.

The Auditor has completed audit of the documents and has provided the required management report which is required to be presented to the Chairman of the Council, the CEO and the Minister for Local Government. The report is considered in Item 9.7.

The accounts are in balance and there are no adverse comments or notifications from Council's accountants. The Council continues to utilise investment funds to operate the TPRC office.

The report has been referred to the Audit Committee meeting of 13 October 2011 for review and comments from the Committee. Any comments or recommendations will be presented for Council's consideration, particularly in relation to the financial information contained in the report.

9.7 REVIEW OF THE AUDITOR'S REPORT FOR THE FINANCIAL YEAR ENDED 30 JUNE 2011

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 12.19.382.0

Recommendation

- 1. That the Auditor's report for the financial year ended 30 June 2011 be RECEIVED.**
- 2. That it be NOTED that the Audit Report does not note or make recommendations on any matter requiring attention from the Annual Audit for the year ended 30 June 2011.**

Voting Requirements

Simple Majority

Report Purpose

To facilitate review of the auditor's report and a meeting with the external auditor as required by Regulation.

Relevant Documents

Appendix: Audit Report for Financial Year ended 30 June 2011
Available for viewing at the meeting: Nil

Previous Minutes

- Council Meeting – 14 October 2010 (Item 9.7: Review of the Auditor's Report for the Financial Year Ended 30 June 2010)
- Council meeting – 15 October 2009 (Item 9.19: Review of the Auditor's Report for the Financial year Ended 30 June 2009)
- Audit Committee meeting – 4 December 2008 (Item 9.2: Review of the Auditor's Report for the Financial Year ended 30 June 2008)

Policy Reference

TPRC Audit Charter 6(f) and (h)

Local Government Act/Regulation

- Local Government Act Section 7.9(3) – Auditor is to provide a copy of the audit report within 30 days of completion to the Chairman, the CEO and the Minister.
- Local Government Act Section 7.12(3) – Local Government required to take action on matters raised in Audit Report.
- Local Government (Audit) Regulations 10.4 – Auditor may prepare a Management Report in addition to the Audit Report and copy to Chairman, the CEO and the Minister.

Background

The primary objective of the Audit Committee is to accept responsibility for the annual external audit and liaise with the local government's auditor so that Council can be satisfied with the performance of the local government in managing its financial affairs.

The Audit Committee is charged with the review of the Auditor's report.

Comment

For the financial year ending 30 June 2011 there are no adverse comments raised by the external auditor.

The statutory obligation for the auditor to meet with the Local Government at least once per annum has been discharged through meetings of the audit partner and senior audit manager with the CEO.

The report has been referred to the Audit Committee meeting of 13 October 2011 for review and comments from the Committee. Any comments or recommendations will be presented for Council's consideration.

10. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN
11. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN
12. URGENT BUSINESS APPROVED BY THE CHAIRMAN
13. MATTERS BEHIND CLOSED DOORS
14. GENERAL BUSINESS
15. FORMAL CLOSURE OF MEETING

APPENDICES