



## BUSINESS PAPER

## ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 25 September 2019  
4pm

at

Guyra Council Chambers

### **Members**

Councillor Simon Murray (Mayor)  
Councillor Libby Martin (Deputy Mayor)  
Councillor Peter Bailey  
Councillor Jon Galletly  
Councillor Diane Gray  
Councillor Andrew Murat  
Councillor Debra O'Brien  
Councillor Margaret O'Connor  
Councillor Dorothy Robinson  
Councillor Ian Tiley  
Councillor Bradley Widders

SUPPLEMENTARY AGENDA

INDEX

11	Reports for Decision - Growth, Prosperity and Economic Development	
11.1	FOR DECISION: Draft Financial Statements For The Year Ended 30 June 2019 .....	3
13	Reports for Decision - Our People and Community	
13.2	FOR INFORMATION: Union Picnic Day 2019 .....	5

---

<b>Item:</b>	11.1	<b>Ref:</b> AINT/2019/21536
<b>Title:</b>	FOR DECISION: Draft Financial Statements For The Year Ended 30 June 2019	<b>Container:</b> ARC18/2756
<b>Author:</b>	Kelly Stidworthy, Service Leader - Finance	
<b>Attachments:</b>	1. Draft General Purpose Financial Statements 2. Draft Special Purpose Financial Statements	

**RECOMMENDATION:**

- a) **That the Draft Financial Statements for the Year Ended 30 June 2019 be adopted, as presented, for referral to Council's Auditor in accordance with Section 413(1) of the *Local Government Act 1993*.**
- b) **That the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer be authorised to sign the Statements by Councillors and Management on the preparation of the General Purpose and Special Purpose Financial Statements for the year ended 30 June 2019 as prescribed by Section 413(2)(c) of the *Local Government Act 1993*.**
- c) **That the Chief Executive Officer be delegated the authority to issue the audited Financial Statements for the Year Ended 30 June 2019 immediately upon receipt of the Auditor's Reports subject to there being no material audit changes or audit issues.**

**Context**

Section 416 (1) of the *Local Government Act 1993* requires that a Council's financial reports for a year must be prepared and audited within four months after the end of that financial year. The Responsible Accounting Officer is required to prepare a set of statements in the approved form in accordance with the:

- Australian Accounting Standards;
- *Local Government Act 1993*;
- Local Government Regulations; and
- Local Government Code of Accounting Practice and Financial Reporting.

**Purpose**

Council is required under Section 413(2)(c) of the *Local Government Act 1993*, to resolve that:

The attached draft Financial Statements have been drawn up in accordance with the:

- *Local Government Act 1993* (as amended) and the Regulations;
- Australian Accounting Standards and other pronouncements;
- Local Government Code of Accounting Practice and Financial Reporting; and
- Local Government Asset Accounting Manual.

To the best of Council's knowledge and belief, these reports:

- Present fairly the Council's operating result and financial position for the year; and
- Accord with Council's accounting and other records.

And sign the two declarations for the:

- (i) General Purpose Financial Reports; and
- (ii) Special Purpose Financial Reports.

### **Proposal, Research and Analysis**

The Draft Annual Financial Statements for the Year Ended 30 June 2019 are attached to this report.

There are 3 sets of independent accounts:

- (i) General Purpose Financial Statements;
- (ii) Special Purpose Reports; and
- (iii) Special Schedules.

### **Impact**

Key performance indicators are included in Note 26(a) for the Consolidated entity and Note 26(b) for individual funds in the General Purpose Financial Statements.

The draft Financial Statements have been submitted to the Audit and Risk Committee for review on 18 September 2019.

Once the Statements by Councillors and Management have been signed on 25 September 2019, the completed set of draft Financial Statements will be referred to Council's Auditor.

Upon receipt of the Auditor's Reports, the audited Financial Statements and Auditor's Reports will be placed on public display for comment with written submissions required to be lodged within 7 days.

The signed audited Financial Statements, together with the signed Auditor's Reports will be presented to the public at a Council meeting in accordance with Sections 418(2) and 419(1) of the *Local Government Act 1993*. Council's Auditor will attend the meeting.

The audited Financial Statements will then form part of Council's 2018-2019 Annual Report.

### **Summary**

This report recommends Council adopt and sign the Draft Financial Statements for the Year Ended 30 June 2019 for the purpose of referral to Council's Auditors. The financial statements will then be issued under delegation if there are no material audit changes or audit issues discovered as a result of the audit process.

---

<b>Item:</b>	13.2	<b>Ref:</b> AINT/2019/22496
<b>Title:</b>	FOR INFORMATION: Union Picnic Day 2019	<b>Container:</b> ARC16/0119
<b>Author:</b>	Kim Bryan, General Manager Organisational Development	
<b>Attachments:</b>	1. Operational Policy 101 - Union Picnic Day Holiday	

**RECOMMENDATION:**

- a) **That Council endorses the Union Picnic Day holiday to be held on Tuesday 5 November 2019.**
- b) **That non-union members are required to work on the Union Picnic Day holiday.**
- c) **That Council's administration offices in Armidale and Guyra remain open and where practical, community services facilities also remain open on the Union Picnic Day holiday.**
- d) **That the Armidale Library is closed for the Union Picnic Day holiday.**

**Context**

The United Services Union has confirmed the date for the 2019 Union Picnic Day holiday in accordance with the Local Government (State) Award is to be 5 November 2019.

**Purpose**

The Union Picnic Day holiday is regarded as a holiday for employees of Council who are financial members of the union(s) and who are employed under the Local Government (State) Award. Local Government unions include the United Services Union, Local Government Engineers Association and the Development and Environmental Professionals Association.

Employees of Council who are not financial members of the Union(s) at the time of the Union Picnic Day holiday attend work on the day and maintain services to the community.

**Proposal, Research and Analysis**

Maintaining positive industrial and employee relations helps ensure the organisation operates in a harmonious, effective and efficient way. Staff will be advised by way of e-mail messages, notices on noticeboards, tool box and team meetings.

**Impact**

Current wages and salary budgets take account of the Union Picnic Day holiday as is the case with other holidays such as Easter Friday and Christmas Day, etc.