

Business Paper

Extraordinary Council Meeting

10 September 2024



OUR VISION, MISSION AND VALUES



Affirmation of Office

I solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of Bland Shire and the Bland Shire Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgment.

CALENDAR OF MEETINGS

Meeting Dates	Time	Meeting	Location
September 2024			
Tuesday, 10	6.30pm	Extraordinary Council Meeting	Council Chambers

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Council Meeting Agenda

10 September 2024
commencing at 6:30PM

ORDER OF BUSINESS

1. RECORDING OF MEETING STATEMENT

2. ACKNOWLEDGEMENT OF COUNTRY

3. ATTENDANCE AND APOLOGIES FOR NON-ATTENDANCE

4. DISCLOSURES OF INTEREST

5. REPORTS FROM STAFF

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REPORTS FROM STAFF

5.1 Draft Council Financial Statements 2023-24 – Referral For Audit



Our Leadership - A well run Council acting as the voice of the community

DP10.4 Ensure the long term financial sustainability of Council through effective and prudent financial management.

Author: Manager Customer & Financial Services

Introduction

As prescribed under Section 413 of the Local Government Act 1993, Council is required to consider and resolve to refer the 2023/24 Draft Financial Statements for audit as soon as practicable after the end of the financial year. The purpose of this report is to seek formal approval of the current Council for certain activities to be undertaken to allow for the audit process to proceed.

Financial Implications

The audit fee as prescribed by the NSW Audit Office has already been approved in Council's budget.

Summary

The process that Council must follow in the production, audit, issuance, advertising and presentation of the Financial Statements is prescribed in Sections 413-420 of the LGA, and the Audit Office requirements.

The finalised set of audited Financial Statements, including the Auditor's reports will be presented to Council on 19th November 2024.

Advertising and public exhibition of both the audited Financial Statements and Auditor's reports, inviting members of the public to make comment, is expected to commence 31st October to advise the Council's intention to present the documents to the public at its meeting on 19th November 2024.

Council's Draft Financial Statements for 2023/24 have been prepared and will be tabled at the Council meeting on 10th September 2024 to allow for their referral to audit.

The Draft Primary Financial Statements have been prepared in accordance with the format required by the Local Government Act 1993 (LGA), the Code of Accounting Practice and Financial Reporting (Code) issued by the Office of Local Government and the Australian Equivalents to the International Financial Reporting Standards (AIFRS).

The Draft Primary Financial Statements which are required to be audited in accordance with Sections 415, 416 and 417 of the Local Government Act consist of the following General Purpose Financial Statements;

- Income Statement
- Statement of Comprehensive Income
- Statement of Financial Position
- Statement of Changes in Equity
- Statement of Cash Flows

It should be noted that there may be minor or slight variances to the complete documents once checking is fully undertaken and the audit is completed. Any variances will be reported to the Audit Office by the contract auditor.

The Draft Financial Statements also include Draft Special Purpose Financial Statements, which relate to the following business activity of Council;

- Sewerage Services

The following timetable will allow these processes to be satisfied and for the Financial Statements to be adopted by Council;

10th September, 2024	Council approves the draft financial statements for referral to the Audit Office and the Mayor, a Councillor, the General Manager and Responsible Accounting Officer delegated responsibility to sign the statement.
16th September, 2024	Draft financial statements reviewed by Audit, Risk and Improvement Committee
23rd September, 2024	Audit team commences audit of Financial Statements.
28th October, 2024	Audit Office issues Engagement Closing Report and Council signs Management Representation Letter
28th October, 2024	Audit Office issues Independent Auditor's Report in accordance with Section 417 of the LGA.
31st October, 2024	Audit Office issues Management Letter and reports any significant issues in accordance with Section 426 of the LGA.
31st October, 2024	Council Financial Statements submitted to the Office of Local Government.
31st October, 2024	Anticipated date for public advertising notifying that the Financial Statements are available for inspection and advising that the Financial Statements will be formally presented to Council on 19th November 2024.
TBA	Audit team presents Engagement Closing Report to Audit, Risk and Improvement Committee.
19th November, 2024	Ordinary Council meeting for the presentation of Council's audited Financial Statements and Auditor's reports to Council.

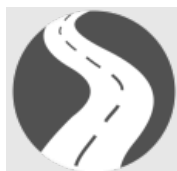
A full report on Council's financial position will be provided to Council at its meeting on 19th November 2024.

Recommendation:

That:

1. Pursuant to the provisions of Section 413 of the Local Government Act 1993, Council hereby declares that it has prepared the General Purpose Financial Statements for the 2023/24 financial year ending 30 June 2024 and has formed an opinion, based on the advice of Council officers, that these reports;
 - (a) Have been prepared in accordance with;
 - (i) The Local Government Act 1993 (as amended) and the Regulations made thereunder;
 - (ii) The Australian Accounting Standards and professional pronouncements; and
 - (iii) The Local Government Code of Accounting Practice and Financial Reporting.
 - (b) Present fairly the operating result and financial position of the Bland Shire Council for the year ended 30 June 2024; and
 - (c) Accords with Council's accounting and other records and policies.
 2. The Special Purpose Financial Statements have been drawn up in accordance with the Local Government Code of Accounting Practice and Financial Reporting.
 3. The General and Special Purpose Financial Statements be certified by the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer, in accordance with Section 413(2)(c) of the Local Government Act.
 4. The Financial Statements (including General Purpose and Special Purpose Reports) for the year ending 30 June 2024 be reviewed by Bland Shire Council's Audit, Risk and Improvement Committee at an extraordinary meeting on 16 September 2024.
 5. Pursuant to the provisions of Section 413 of the Local Government Act 1993, Council hereby declares that the Financial Statements (including General Purpose and Special Purpose Reports) for the year ending 30 June 2024 be referred for audit.
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5.2 Tivoli Theatre – Sewer System Update



Our Places - Maintain & improve the Shire's assets & infrastructure

DP5.1 Facilitate the delivery of accessible services and infrastructure

Author: Director Technical Services

Introduction

Council at its meeting of 19 December 2023 considered a report regarding an issue with the sewer at the Tivoli Theatre in West Wyalong, and resolved as follows:-

23122023 RESOLVED that Council contribute up to \$20,000 to the West Wyalong Community Theatre for the expenses incurred in the repair of the sewer connection from the revised sewer maintenance budget, payable on presentation of invoice. McGlynn/Lord CARRIED

In early 2020, Council commenced work on the upgrades to the Masonic Lodge building at 16 - 18 Court St, West Wyalong. These works were part of a grant funded project to develop a community theatre in West Wyalong now known as The Tivoli.

Since the theatre commenced operations there have been issues with the drainage in the ladies toilets, with constant backing up and flooding on the floors.

In October 2023 Council staff attended the site with a plumber where the cause of the problem was determined to be related to the installation of the new sewer line to enable the development of the new units in England St. Prior to the relocation of this sewer main, there were 2 sewer connections for the Masonic Lodge building, the main line which was mapped and the second line which fed the ladies toilets which was unmapped and not obvious. The second line was required as the ladies toilets would not be able to be connected to the main connection and still achieve fall.

When the sewer line was originally relocated the ladies toilet connection was flowing into the blocked off old main which had been working like a tank. The line eventually filled and began to surcharge into the ladies toilets causing some flooding.

The most effective method of rectifying this system was to reconnect this line into the existing connection which required a pump due to the difference in heights.

Council at its meeting of 19 December 2023 were advised of estimated costs to rectify the works. At that stage The Tivoli had received invoices to the total of \$15,295 (including GST) with an estimate of a further \$850 invoices outstanding. Council then set an upper limit on the reimbursement of \$20,000 Including GST.

Since then finalised costs have been received as follows:

Item	Cost (\$ inc GST)
New Septic Pump	2,394.70
Pump Cover	662.80
Earthworks / excavation	2,768.00
Plumbing repairs and installation	13,325.50
Landscape restoration	6960.69
Total (\$ Inc GST)	25,111.09

BUSINESS PAPER FOR THE EXTRAORDINARY MEETING OF THE COUNCIL OF BLAND HELD IN THE COUNCIL CHAMBERS WEST WYALONG ON 10 SEPTEMBER 2024

Financial Implications

Costs incurred by the West Wyalong Community Theatre include the plumbing repairs (new connection, new piping and the pump system), as well as a new electrical connection to the pump, pump cover in the footpath plus restoration of the landscaping which was damaged as part of the reconnection to the sewer.

To date invoices have been received and paid for by the West Wyalong Community Theatre totalling \$18,150.40 (including GST), with a quotation for the landscaping repairs yet to be undertaken amounting to \$6,960.69 (inc GST) with final invoices still pending. To cover all costs it is recommended that Council reimburse the West Wyalong Community Theatre to the total amount of \$25,111.09 (inc GST) with this reimbursement payable on invoice. As the issue relates to the Sewer Main relocation, it is appropriate that these costs are covered within the sewer main maintenance budget with an amendment to be requested during a future quarterly budget review process.

Summary

In October the West Wyalong Community Theatre engaged a plumber to investigate the issue, the plumber excavated key locations on site and found the second connection and contacted Council. After investigating on site it was determined that the best solution was to connect the ladies toilet line into the existing connection with the installation of a pump as the required levels would not allow gravity flow.

This repair incurred significant cost to the West Wyalong Community Theatre at no fault of their own or the owners of the building, being the Masonic Lodge. The second connection was not obvious and would not be expected and was not at the fault of the developer who undertook the development of the England St units. Council authorised the sewer main relocation prior to it becoming commissioned.

Council originally considered the request based on estimated costs, however since then further works have been undertaken and a more accurate final cost is known

It is therefore reasonable that Council reimburse the West Wyalong Community Theatre for the expenses incurred

Recommendation:

That Council contribute up to \$25,500 (including GST) to the West Wyalong Community Theatre for the expenses incurred in the repair of the sewer connection from the revised sewer maintenance budget, payable on presentation of invoice.
