



ANNUAL ELECTORS' MEETING

MINUTES

**The Annual Electors' Meeting of Council was held
in the Council Chambers, Welcome Road, Karratha,
on Monday, 12 December 2016**

A handwritten signature in black ink, appearing to read "Chris Adams", is positioned above a horizontal line.

**CHRIS ADAMS
CHIEF EXECUTIVE OFFICER**



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The City of Karratha warns that anyone who has any application lodged with the City of Karratha must obtain and should only rely on

WRITTEN CONFIRMATION

of the outcome of the application, and any conditions attaching to the decision made by the City of Karratha in respect of the application.

Signed: _____

A handwritten signature in black ink, appearing to read 'Chris Adams', is written over a horizontal line.

Chris Adams - Chief Executive Officer

DECLARATION OF INTERESTS (NOTES FOR YOUR GUIDANCE) (updated 13 March 2000)

A member who has a **Financial Interest** in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest:

- (a) In a written notice given to the Chief Executive Officer before the Meeting or;
- (b) At the Meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- (c) Preside at the part of the Meeting, relating to the matter or;
- (d) Participate in, or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

NOTES ON FINANCIAL INTEREST (FOR YOUR GUIDANCE)

The following notes are a basic guide for Councillors when they are considering whether they have a **Financial Interest** in a matter. I intend to include these notes in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measure in money terms. There are exceptions in the *Local Government Act 1995* but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:
 - 6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the *Local Government Act*; or
 - 6.2 Where the Minister allows the Councillor to participate under s5.69 (3) of the *Local Government Act*, with or without conditions.

INTERESTS AFFECTING IMPARTIALITY

DEFINITION: *An interest that would give rise to a reasonable belief that the impartiality of the person having the interest would be adversely affected, but does not include an interest as referred to in Section 5.60 of the 'Act'.*

A member who has an **Interest Affecting Impartiality** in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest;

- (a) in a written notice given to the Chief Executive Officer before the Meeting; or
- (b) at the Meeting, immediately before the matter is discussed.

IMPACT OF AN IMPARTIALITY CLOSURE

There are very different outcomes resulting from disclosing an interest affecting impartiality compared to that of a financial interest. With the declaration of a financial interest, an elected member leaves the room and does not vote.

With the declaration of this new type of interest, the elected member stays in the room, participates in the debate and votes. In effect then, following disclosure of an interest affecting impartiality, the member's involvement in the Meeting continues as if no interest existed.

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MINUTES

1 OFFICIAL OPENING

The Annual Electors' Meeting held in the Council Chambers, Welcome Road, Karratha on 12 December 2016 was declared open at 6pm. Cr Long acknowledged the traditions of the Ngarluma people, on whose land we are gathered here today.

2 RECORD OF ATTENDANCE / APOLOGIES

Councillors:	Cr Peter Long [Mayor] Cr John Lally [Deputy Mayor] Cr Garry Bailey Cr Margaret Bertling Cr Grant Cucel Cr Geoff Harris Cr Daniel Scott Cr Evette Smeathers Cr Robin Vandenberg Cr Fiona White-Hartig	
Staff:	Chris Adams Phillip Trestrail Simon Kot David Pentz Josie Lanza	Chief Executive Officer Director Corporate Services Director Strategic Projects & Infrastructure Director Development Services Minute Secretary
Apologies:	Cr Bart Parsons	
Absent:		
Members of Public:	Jack Renault	
Members of Media:	Nil	

3 DECLARATIONS OF INTEREST

Nil.

4 CONFIRMATION OF MINUTES AND BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETINGS

COUNCIL RESOLUTION

Res No : 153645

MOVED : Cr Cucel

SECONDED : Cr Harris

That the Minutes of the Annual Electors' Meeting held on Monday, 14 December 2015 be confirmed as a true and correct record of proceedings.

CARRIED 10/0

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Bertling, Cr Cucel, Cr Harris, Cr Scott, Cr Smeathers, Cr Vandenberg, Cr White-Hartig

AGAINST : Nil

5 REPORTS

5.1 ANNUAL REPORT 2015/16

File No:	FM.1
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	DAO Corporate Services
Date of Report:	24 November 2016
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	A copy of the Annual Report 2015/16 including the Annual Financial Report for the Year Ended 30 June 2016 will be available at the Annual Electors' Meeting

PURPOSE

To receive the Annual Report for the financial year ended 30 June 2016.

BACKGROUND

The Annual Report 2015/16 details the activities and performance of the organisation over the past year supported by the Annual Financial Report and Auditor's Report. Reporting is provided against the City's Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. Qualitative and quantitative reporting measures have been used to identify key highlights of the past year under each of the Community Plan outcomes.

Some key achievements from the past year for each of the City's goals are outlined below:

- *Aboriginal and Torres Strait Islander Engagement Strategy* - the City of Karratha formalised its commitment to achieving better results for Aboriginal and Torres Strait Islander people in the region through the development of an Aboriginal and Torres Strait Islander Engagement Strategy.
- *Dampier Community Hub* – the \$18 million Dampier Community Hub opened on 20 June 2016, creating an iconic community hub in the heart of Dampier. The new facility provides a number of indoor and outdoor spaces including a new early learning centre, public library, multipurpose meeting rooms and community spaces, refurbished community hall, a coffee kiosk space and landscaped entrance and parking area.
- *Karratha Arts and Community Precinct (KACP)* – on 11 April 2016 the Hon Malcolm Turnbull MP presented the City of Karratha with a cheque for the Australian Government's \$10 million contribution to the Karratha Arts and Community Precinct following a successful National Stronger Regions Fund application.
- *The City of Karratha and Rio Tinto's Community Infrastructure and Services Partnership* – won the Corporate Social Responsibility Excellence category of the prestigious Australian Institute of Management WA Business Pinnacle Awards in November 2015.
- *Karratha Airport terminal upgrade* – the \$35 million Karratha Airport terminal upgrade was officially opened on 25 September 2015. The new terminal features dual lane security screening, eight arrival and departure gates with seating for 700 people, three

multi-screen digital display spectacular screens, new food and beverage outlets, re-vamped check in area, an 800sqm second level, international capacity including dedicated customs and immigration, expanded baggage systems with sortation, and 36 new bathroom amenities.

- *The City's 7 Mile Waste Facility and Tip Shop* – was awarded the Waste Authority Infinity Award in the Local Government category. This facility was recognised for demonstrating innovation and commitment to reducing waste and increasing re-use and recycling. The innovative recycling and waste prevention methods in the City of Karratha have also been recognised as the best in the state at the Tidy Town State Awards where the City was announced the category winner for Waste Management and Litter Prevention for its leadership in recycling and disposal services at Seven Mile Landfill Facility.

The Annual Financial Report includes a statement of financial position as at 30 June 2016, a statement of comprehensive income, a statement of changes in equity, a statement of cash flows and a rate setting statement for the year ended 30 June 2016 inclusive of accounting policies and other explanatory notes and statements. The Annual Financial Report has been audited by AMD Chartered Accountants and they have provided an unqualified opinion.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CG-8 Significant Decision Making Policy, this matter is considered to be of moderate significance in terms of Council's ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

Council accepted the Annual Report including the audited Annual Financial Report at the Ordinary Council Meeting held 21 November 2016.

COMMUNITY CONSULTATION

The community was notified of and invited to attend this Annual Electors' Meeting to discuss the contents of the City's Annual Report.

STATUTORY IMPLICATIONS

In accordance with sections 5.53 of the *Local Government Act 1995* the City is required to prepare an Annual Report for each financial year. Section 6.4 details the requirements for the Annual Financial Report.

The Annual Electors' Meeting is held in accordance with Part 5 Division 2 Subdivision 4 of the *Local Government Act 1995* and Part 3 of the *Local Government (Administration) Regulations 1996*.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

In summary, the Annual Financial Report indicates that City had as at 30 June 2015:

	30 June 2016	30 June 2015	Inc / (Dec)
Total Comprehensive Income	\$28,453,924	\$108,665,489	(\$80,211,565)
Net Assets	\$830,271,743	\$822,483,843	\$7,787,900
- Total Assets	\$844,852,800	\$843,397,863	\$1,454,937
- Total Liabilities	\$13,324,454	\$20,914,020	(\$7,589,566)
Loan Liability	\$475,616	\$0	\$475,616
Cash Reserves	\$92,784,461	\$84,089,305	\$8,695,156
Property, Plant & Equipment	\$192,178,474	\$197,959,811	(\$5,781,337)
Infrastructure Assets	\$535,438,397	\$531,091,475	\$4,346,922
Final Surplus (Restricted)	\$3,958,660	0	\$3,958,660
Final Surplus (Unrestricted)	\$1,800,787	\$63,450	\$1,737,337

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular, the Operational Plan 2015-2016 provided for this activity:

- Our Program: 1.f.4.1 Ensure our community has access to up to date information about City's operations and projects.
- Our Services: 1.f.4.1.2 Prepare Council publications and corporate documents.
- Our Program: 4.d.1.3 Provide transparent and accountable financial information required by the *Local Government Act*, Code of Accounting Practice, Australian Accounting Standards and Local Government Regulations.
- Our Services: 4.d.1.3.1 Prepare the Financial Statements and Reports to Council.

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

There is no impact on capacity or resourcing to carry out the Officer's recommendation.

RELEVANT PRECEDENTS

The Annual Report, Annual Financial Report and the Audit Opinion is considered by Council each year. General Electors' Meetings are held annually in December.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer's recommendation.

Option 2

That Electors by SIMPLE Majority pursuant to Section 5.33 of the *Local Government Act 1995* and Regulation 17 of the *Local Government Administration) Regulations 1996* RESOLVE to DEFER consideration of the Annual Report 2015/16 including the audited Annual Financial Report for the Year Ended 30 June 2016 to a meeting to be held prior to 31 December 2016.

CONCLUSION

The Annual Report provides an overview of the performance of the City in terms of statutory obligations, Community Plan outcomes and financial management for the past twelve month period. The Annual Financial Report has been prepared in accordance with the *Local Government Act 1995* and indicates the City's financial position as at 30 June 2016.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153646
MOVED : Cr Vanderberg
SECONDED : Cr Lally

That Electors by SIMPLE Majority pursuant to Section 5.33 of the *Local Government Act 1995* and Regulation 17 of the *Local Government (Administration) Regulations 1996* RESOLVE to NOTE the City of Karratha Annual Report 2015/16 including the audited Annual Financial Report for the Year Ended 30 June 2016.

CARRIED 10/0

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Bertling, Cr Cucel, Cr Harris, Cr Scott,
Cr Smeathers, Cr Vandenberg, Cr White-Hartig
AGAINST : Nil

6 GENERAL BUSINESS

Nil.

7 CLOSURE

The meeting was declared closed at 6:03pm

I, Cr Peter Long, Mayor of the City of Karratha, hereby declare on behalf of the Councillors of the City of Karratha that the enclosed Minutes are a true and accurate record of the Annual Elector's Meeting held on Monday, 12 December 2016.

..... Date ____/____/____