

# Special Council Meeting

Minutes for 13 November 2017

**CONFIRMED**



**city of  
kalamunda**

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## MINUTES

### 1.0 OFFICIAL OPENING

The Presiding Member opened the meeting at 5.32pm, welcoming Councillors, Staff and Members of the Public Gallery.

### 2.0 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

#### 2.1 Attendance

##### Councillors

|               |                            |                 |
|---------------|----------------------------|-----------------|
| John Giardina | (Mayor) (Presiding Member) | North West Ward |
| Lesley Boyd   |                            | South West Ward |
| Allan Morton  |                            | South West Ward |
| Sara Lohmeyer |                            | North West Ward |
| Cameron Blair |                            | North Ward      |
| Tracy Destree |                            | North Ward      |

##### Members of Staff

|                 |   |                         |
|-----------------|---|-------------------------|
| Rhonda Hardy    |   | Chief Executive Officer |
| Gary Ticehurst  | Director Corporate & Community Services               |                         |
| Dennis Blair    |   | Director Asset Services |
| Donna McPherson | Executive Research Officer to Chief Executive Officer |                         |

**Members of the Public** 0

**Members of the Press** 0

#### 2.2 Apologies

##### Councillors

|                  |  |                 |
|------------------|--|-----------------|
| Michael Fernie   |  | South East Ward |
| Geoff Stallard   |  | South East Ward |
| Brooke O'Donnell |  | South West Ward |
| Dylan O'Connor   |  | North West Ward |
| David Almond     |  | North West Ward |
| Margaret Thomas  |  | North Ward      |

##### Members of Staff

|                      |   |                               |
|----------------------|---|-------------------------------|
| Natalie Martin Goode |   | Director Development Services |
| Simon Di Rosso       | General Counsel & Executive Advisor, Governance & Legal |                               |

#### 2.3 Leave of Absence Previously Approved

Nil.

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### **3.0 PUBLIC QUESTION TIME**

A period of not less than 15 minutes is provided to allow questions from the gallery on matters relating to the functions of this meeting. For the purposes of Minuting, these questions and answers are summarised.

3.1 Nil.

### **4.0 PETITIONS/DEPUTATION**

4.1 Nil.

### **5.0 ANNOUNCEMENTS BY THE MEMBER PRESIDING WITHOUT DISCUSSION**

5.1

### **6.0 MATTERS FOR WHICH MEETING MAY BE CLOSED**

6.1 Nil.

### **7.0 DISCLOSURE OF INTERESTS**

#### **7.1 Disclosure of Financial and Proximity Interests**

- a. Members must disclose the nature of their interest in matters to be discussed at the meeting. (Section 5.65 of the *Local Government Act 1995*.)
- b. Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Section 5.70 of the *Local Government Act 1995*.)

7.1.1 Nil.

#### **7.2 Disclosure of Interest Affecting Impartiality**

- a. Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the member or employee had given or will give advice.

7.2.1 Nil.

### **8.0 REPORTS TO COUNCIL**

Please Note: declaration of financial/conflict of interests to be recorded prior to dealing with each item.

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**Declaration of financial / conflict of interests to be recorded prior to dealing with each item.**

**SCM 15. Council Meetings Structure – Rescheduling Audit and Risk Committee – November 2017**

|                     |                                       |
|---------------------|---------------------------------------|
| Previous Items      |                                       |
| Responsible Officer | Chief Executive Officer               |
| Service Area        | Governance, Strategy & Legal Services |
| File Reference      | N/A                                   |
| Applicant           | N/A                                   |
| Owner               | N/A                                   |

**EXECUTIVE SUMMARY**

1. The purpose of this report is to consider moving the date of a scheduled Audit and Risk Committee Meeting from the 20<sup>th</sup> November 2017 to 27<sup>th</sup> November 2017.
2. At the Audit and Risk Committee meeting on 20 March 2017, Council resolved to approve the following proposed dates for the Audit and Risk Committee:
  - Monday 19 June 2017
  - Monday 18 September 2017
  - Monday 20 November 2017
3. The request to reschedule the Audit and Risk Committee meeting from 20 November 2017 to 27 November 2017 is to enable Council consideration of the Audit Findings Report prepared by the City's Auditors.

**BACKGROUND**

4. The Audit of the City's Financial Report was undertaken by Grant Thornton who completed an audit of the report for the financial year ended 30 June 2017.
5. The City is currently awaiting a final copy of the Audit Findings Report.
6. The Audit did not identify any material adverse findings affecting the City's operations. The Audit Findings Report contains details of the audit focus areas, audit findings and recommendations.

**DETAILS**

7. Rescheduling the Audit and Risk Committee Meeting from 20 November 2017 to 27 November 2017 will enable the Council to consider all matters relating to the City's 2017 Financial Report and reduce the need to conduct a separate Audit and Risk Committee Meeting.

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## **STATUTORY AND LEGAL CONSIDERATIONS**

8. Section 5.8 of the *Local Government Act 1995* (the Act), provides that a Local Government may establish committees of three or more persons to assist Council to exercise its powers and discharge the duties of the Local Government that can be delegated to committees.
9. It is a requirement of Regulation 12 of the *Local Government (Administration) Regulations 1996* that local public notice be given of the meeting dates.

## **POLICY CONSIDERATIONS**

10. Nil.

## **COMMUNITY ENGAGEMENT REQUIREMENTS**

### **Internal Referrals**

11. Nil.

### **External Referrals**

12. There has been no consultation with any external parties at this stage.

## **FINANCIAL CONSIDERATIONS**

13. Nil.

## **STRATEGIC COMMUNITY PLAN**

### **Strategic Planning Alignment**

14. *Kalamunda Advancing: Strategic Community Plan to 2027*  
  
Strategic Priority 4: Kalamunda Leads – Providing good government and leadership  
OBJECTIVE 4.1: To provide leadership through transparent governance.  
  
Strategy 4.1.1: To provide good governance.

## **SUSTAINABILITY**

### **Social Implications**

15. Nil.

### **Economic Implications**

16. Nil.

### **Environmental Implications**

17. Nil.

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## RISK MANAGEMENT CONSIDERATIONS

18.

**Risk:** Community dissatisfaction with changing the date of the published Audit and Risk Committee Meetings.

| <b>Likelihood:</b> | <b>Consequence</b> | <b>Rating</b> |
|--------------------|--------------------|---------------|
|--------------------|--------------------|---------------|

|          |               |     |
|----------|---------------|-----|
| Unlikely | Insignificant | Low |
|----------|---------------|-----|

**Action/ Strategy**

Ensure that the City's website is updated with details of the revised meeting date.

## OFFICER COMMENT

19. The amended meeting date for the Audit and Risk Committee enables the City to provide the Audit Findings Report to Council for their consideration.

|   |
|---|
| <b>Voting Requirements: Simple Majority</b> |
|---|

RESOLVED SCM 208/2017

That Council:

1. Approve the change of date for the Audit & Risk Committee meeting scheduled for 20 November 2017 to the 27 November 2017.

Moved: **Cr Tracy Destree**

Seconded: **Cr Sara Lohmeyer**

Vote: **CARRIED (6/0)**

**9.0 MEETING CLOSED TO THE PUBLIC**

9.1

**10.0 CLOSURE**

10.1 There being no further business, the Presiding Member declared the meeting closed at 5.34pm.

I confirm these Minutes to be a true and accurate record of the proceedings of this Council.

Signed: \_\_\_\_\_  
Presiding Member

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2017