



**AUDIT COMMITTEE
MINUTES**

for the meeting held on Tuesday 9 August 2011 at 6.30pm.
in the Margaret Coates Boardroom

(File Ref: FM.MEE.1, Synergy Ref: AM1119412)

The Chair declared the meeting open at 6.30pm.

1.0 ATTENDANCE:

Elected Members:

Mayor M Evans, JP	(Member)
Cr D Wellington	(Chair)
Cr D Bostock	(Member)
Cr D Duffy	(Member)
Cr D Wolfe	(Member)
Cr C Holden	(Observer)
Cr R Sutton	(Observer)

Staff:

Chief Executive Officer	F James
Acting Executive Director Corporate Services	P Wignall
Executive Manager Business Governance	S Jamieson (Secretariat)

Apologies/Leave of Absence:

Cr M Leavesley	(Member)
Cr J Matla	(Member)
Cr J Bostock	(Member)
Cr R Hammond	(Member)
Cr R Paver	(Observer)

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

ITEM 2.0 –COMMITTEE RECOMMENDATION

**MOVED: MAYOR EVANS
SECONDED: COUNCILLOR WELLINGTON**

The minutes of the Audit Committee meetings held on 28 June 2011, as previously distributed, be confirmed as a true and accurate record of proceedings (Attachment A).

CARRIED 5-0

Councillor D Bostock thanked the Committee for supporting his motion to extend the Committee membership to full Council.

Presiding Member	Councillor Wellington
EMT Member Responsible for Committee:	Chief Executive Officer, Ms Faileen James

3.0 DISCLOSURE OF INTEREST

Nil

4.0 ITEMS FOR DISCUSSION

4.1 FINANCIAL MANAGEMENT SYSTEMS AND PROCEDURES REVIEW

- Reporting Officer: Acting Executive Director Corporate Services.

The Acting Executive Director Corporate Services provided an update to the Committee:

Update: Grant Thornton Australia Limited has completed the Financial Management Systems and Procedures Review in May 2011. The review was conducted in accordance with the requirements of Regulation 5(2)(c) of the *Local Government (Financial Management) Regulations 1996*.

The report is detailed at Attachment B.

4.2 BUDGET - STATUS OF THE ENTERPRISE BARGAINING AGREEMENT NEGOTIATIONS

- Reporting Officer: Chief Executive Officer (CEO)

The CEO provided a confidential briefing on the Collective Bargaining Agreement negotiations.

ITEM 4.2 – COMMITTEE RECOMMENDATION

MOVED: MAYOR EVANS

SECONDED: COUNCILLOR WELLINGTON

- (1) That the City of Albany, Chief Executive Officer, is requested to progress bargaining through Fair Work Australia, through an appropriately qualified and authorised bargaining agent.
- (2) That the City of Albany seeks increased productivity returns and the Council acknowledges that the terms of the City of Albany and Australian Services Union Outside Workers Collective Enterprise Agreement 2010 are not affordable for 65% of the City of Albany Workforce and outside of the budget.

CARRIED 5-0

4.3 COMMUNICATIONS INCLUDING - USE OF SOCIAL MEDIA BY ELECTED MEMBERS

- Reporting Officer: Chief Executive Officer

The Chief Executive Officer provided an update to the Committee:

Background:

It was reported to the Committee at the 14 June 2011 meeting that It appears Community members may be confusing the “private” from the “public” and have been communicating with elected members using social media, including “facebook”.

While elected members need to be responsive to community views, there are considerable legal and other risks with current members’ communications record keeping.

The Committee requested the CEO to seek advice from the City’s insurers and if necessary, a Council Policy position is to be drafted regarding this matter.

Update: The following details the clarification provided by the City’s insurer:

We would advise that Elected Members use a great deal of caution when using these media. The response from LGIS Liability concerning this query is as follows:

"Depending on the type of comments being made. Any comments made that lead to a libel and slander claims against the council would be excluded under the LGIS liability policy. (refer section 10 under exclusion in LGIS protection Policy wording)"

This essentially means that there would be no cover in place for the Elected Members if defamation action is taken against them arising from their use of these media.

Action: Council Policy position is to be prepared.

5 ITEMS TO BE DISCUSSED AT NEXT MEETING

6 DATE OF NEXT MEETING: Tuesday 13 September 2011 at 7.01pm.

7 CLOSURE OF MEETING:

Attachment:

- A. Unconfirmed Confidential Minutes of the 28 June 2011 Audit Committee Meeting
- B. Grant Thornton Limited, Financial Management Systems and Procedures Review.