



## AUDIT & FINANCE COMMITTEE

### MINUTES

for the meeting held from 5.30pm Monday 23 April 2012,  
in the Margaret Coates Boardroom, City Office, North Road, Albany

(File Ref: FM.MEE.1)

**Terms of Reference:** *The Committee is established under section 7.1A of the Local Government Act 1995 (the Act) and its Regulations. The Committee does not have any delegated authority from Council.*

#### 1.0 ATTENDANCE

**Mayor** D Wellington (Deputy Chair)

**Councillors:**

R Hammond	Member
Y Attwell	Member
S Bowles	Member
V Calleja	Member
C Dowling	Member
G Gregson	Member
C Holden	Member
A Hortin	Member
G Stocks	Member (Chair)
R Sutton	Member
D Bostock	Observer

**Staff:**

Chief Executive Officer	F James
Executive Director Works & Services	S Grimmer
Executive Director Community Services	L Hill
Manager Finance	D Olde
Business Analyst/Management Accountant	D Harrison
Manager Asset Planning and Major Projects	A McEwan
Manager Tourism Development and Services	M Bird
Minute Taker	J Williamson

**Apologies/Leave of Absence:**

D Duffy	Member
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**2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**ITEM 2.0: DRAFT COMMITTEE RESOLUTION**

**MOVED: COUNCILLOR GREGSON  
SECONDED: COUNCILLOR SUTTON**

**The unconfirmed minutes of the Audit Committee meeting held on Monday 26 March 2012, as previously distributed, be confirmed as a true and accurate record of proceedings.**

**CARRIED 11-0**

**3.0 DISCLOSURE OF INTEREST**

*[Elected members of Council and staff are asked to use the forms prepared for the purpose, aiding the proceedings of the meeting by notifying the presiding member prior to the conduct of the meeting]*

Mayor Wellington declared an interest in Item 4: Consultant Fees for Deregulated Trading. The Mayor remained in the room and participated in the discussion and vote.

Councillor Hammond tendered his resignation as Chair of the Audit and Finance Committee.

As Deputy Chair, the Mayor then called for nominations for the position of Chair. Councillor Stocks was the only nomination for the Chair of the Audit and Finance Committee, and accepted the nomination.

Carried unanimously by a show of hands.

**4.0 STANDING ITEMS FOR DISCUSSION**

**4.1 Monthly Report-Airport Masterplan-Report will be tabled at the meeting**

**Reporting Officer:** Executive Director Community Services

The Monthly Report-Airport Masterplan, was tabled and discussed.

**4.2 Monthly Capital Works-Works and Services Projects Spreadsheet**

**Reporting Officer:** Executive Director Works and Services

**ITEM 4.2: RECOMMENDATION 1**

**MOVED: COUNCILLOR HOLDEN  
SECONDED: COUNCILLOR SUTTON**

**THAT Option A is adopted, and the funding is returned for allocation elsewhere in the region.**

**CARRIED 11-0**

**ITEM 4.2: RECOMMENDATION 2**

**MOVED: COUNCILLOR SUTTON  
SECONDED: COUNCILLOR BOWLES**

1. **THAT the City further evaluate, design and deliver Option C if it is able to be achieved within the current budget; OR**
2. **If Option C is unable to be accommodated in the current budget, Option B is recommended.**

**CARRIED 11-0**

- 4.3 **Quarterly Budget Review (due June 2012)**  
**Reporting Officer:** Executive Director Corporate Services
- 4.4 **Quarterly Major Projects Spreadsheet (Due June 2012)**  
**Reporting Officer:** Manager Asset Planning and Major Projects
- 4.5 **Quarterly Legal Register Table (next due May 2012)**  
**Reporting Officer:** Chief Executive Officer

**5.0 ITEMS FOR DISCUSSION**

- 5.1 **Rate Modelling Discussion**  
**Reporting Officer:** Business Analyst/Management Accountant

**ITEM 5.1: RECOMMENDATION 1**

**MOVED: COUNCILLOR GREGSON**  
**SECONDED: COUNCILLOR HORTIN**

**THAT COUNCIL:**

1. For 2012-13 rating purposes, **ENDORSE** the introduction of a differential rate for Gross Rental Value – Occupied – Commercial/Industrial land, as per Department of Planning zoning.
2. For 2012-13 rating purposes, **ENDORSE** the introduction of a differential rate for Gross Rental Value – Occupied – Tourism land, as per Department of Planning zoning.
3. For 2012-13 rating purposes, **ENDORSE** the introduction of the Waste Facilities Maintenance Rate.
4. That the revenue raised on differential rates over and above general rates for Commercial/Industrial and Tourism zoned land be applied to a tourism promotion and support reserve.

**CARRIED 11-0**

**ITEM 5.1: RECOMMENDATION 2**

**THAT COUNCIL:**

1. **ENDORSE** the separation of GRV Vacant Land properties into '3% GRV Vacant land properties' and '5% GRV Vacant land properties'.
2. **ENDORSE** combining '3% GRV Vacant land properties' with GRV general residential properties in order to achieve compliance with the minimum rating provisions of the Act.
3. **DIRECT** staff in relation to the percentage increases required.

Council did not reach a consensus on Recommendation 2, and will require further discussion and information prior to setting the proposed rates for 2012-13.

- 5.2 **Middleton Beach Caravan Park**  
**Reporting Officer:** Executive Director Works and Services

Executive Director Works and Services provided an update to Council on the public consultation process surrounding the installation of a new path in the area.

- 5.3 **Street Light Back Billing by Synergy**  
**Reporting Officer:** Chief Executive Officer

The Committee received a verbal update from the CEO regarding this issue.

**5.4 Consultant Fees for Deregulated Trading**

**Reporting Officer:** Executive Director Community Services

**ITEM 5.4: RECOMMENDATION**

**MOVED: COUNCILLOR CALLEJA  
SECONDED: COUNCILLOR HORTIN**

**THAT a Panel comprising of Councillors Calleja and Stocks and one City of Albany officer assess under the City's Evaluation Process the tenders received by the City for consultancy work on Deregulated Trading Hours within the City of Albany.**

**CARRIED 11-0**

**5.5 Anzac Centenary Report/Update**

**Reporting Officer:** Chief Executive Officer

The CEO gave a verbal report to Council.

**5.6 SAT Appeal**

**Reporting Officer:** Chief Executive Officer

**5.7 Lehmann Brothers CDO**

**Reporting Officer:** Chief Executive Officer

The CEO reported that the City expected to receive \$170,000 as a one off payment from the Lehmann Brothers CDO. Further information will be presented to the next Audit and Finance Committee meeting.

**5.8 Writ-Paver/Bostock v City of Albany and Anor**

**Reporting Officer:** Chief Executive Officer

The CEO reported that the matter has settled, the terms of the settlement are to remain confidential. The Defendants will withdraw from the SAT appeal.

**ITEM 5.8: RECOMMENDATION**

**MOVED: COUNCILLOR BOWLES  
SECONDED: COUNCILLOR HAMMOND**

**THAT Given the matter of Paver/Bostock v City of Albany and Anor has settled, Councillor Bostock rejoin the Audit and Finance Committee as a member.**

**CARRIED 11-0**

**6.0 ITEMS TO BE DISCUSSED AT FUTURE MEETINGS**

**6.1 Better Practice Review**

**6.2 Investment Strategy with Community Banks**

**7.0 GENERAL DISCUSSION**

**8.0 DATE OF NEXT MEETING:** 28 May 2012

**9.0 CLOSURE OF MEETING**