

1.1: AUDIT AND FINANCE COMMITTEE VERSION TWO

Proponent : City of Albany
Responsible Officer : Acting Chief Executive Officer (L Hill)

**ITEM 1.1: COMMITTEE RECOMMENDATION 1
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT the confirmed minutes of the Audit and Finance Committee held on 23 July 2012 be **RECEIVED**.

**ITEM 1.1: COMMITTEE RECOMMENDATION 2
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council **ADOPTS** the Property Management – Leases and Licences Policy, with the following conditions applicable to Policy principles 46:

- No new Commercial Fishing Accommodation Leases or Licences will be granted on waterfront Property.
- All existing Commercial Fishing Accommodation Leases and Licences will be reviewed 12 months prior to expiry balancing environmental protection and prevention of degradation of coastal foreshores with need, prior to considering any renewal.
- Any renewal of existing Commercial Fishing Accommodation Leases and Licences on waterfront Property will be for a maximum 5 year term.

**ITEM 1.1: COMMITTEE RECOMMENDATION 3
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council seek competitive quotes from Hester Property Group and CRL Highbury Consulting for the provision of property services prior to awarding this contract.

**ITEM 1.1: COMMITTEE RECOMMENDATION 4
VOTING REQUIREMENT: SIMPLE MAJORITY**

That the delegations detailed in the Register of Delegations be **ADOPTED**, pending the following delegation amendment:

Institute legal proceedings and representing the City in a Court (Enforcement & Legal Proceedings) is appended with the additional condition (3): That funding is available in the current budget.



AUDIT & FINANCE COMMITTEE

MINUTES

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

(File Ref: FM.MEE.1/AM1263879)

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:

Y Attwell	Member
S Bowles	Member
G Gregson	Member
C Holden	Member
A Hortin	Member
R Sutton	Member
D Bostock	Member

Staff:

Acting Chief Executive Officer	L Hill
Executive Director Works & Services	S Grimmer
Executive Director Corporate Services	G Adams
Minute Taker	J Williamson

Apologies/Leave of Absence:

G Stocks	Member (Chair)
C Dowling	Member
V Calleja	Member
D Dufty	Member
R Hammond	Member

The Presiding Member declared the meeting open at 5.31pm.

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

ITEM 2.0: RESOLUTION

**MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR BOWLES**

The unconfirmed minutes of the Audit Committee meeting held on Monday 28 May 2012, as previously distributed, be confirmed as a true and accurate record of proceedings.

CARRIED 8-0

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]

No Disclosures of Interest were received.

5.35pm: Executive Director Works and Services entered the meeting.

4.0 STANDING ITEMS FOR DISCUSSION

4.1 Monthly Report-Airport Masterplan

Reporting Officer: Executive Director Community Services

Acting Chief Executive Officer, Ms Linda Hill, gave a verbal update to the Committee. A written report will be available at the August Audit and Finance Committee.

4.2 Monthly Capital Works-Works and Services Projects Spreadsheet

Reporting Officer: Executive Director Works and Services

Executive Director Works and Services gave a verbal update in support of the Monthly Capital Works-Works and Services Projects Spreadsheet.

4.3 Monthly Risk Register

Reporting Officer: Chief Executive Officer

Committee noted the Risk Register.

4.4 Quarterly Legal Register Table (Due August 2012)

Reporting Officer: Chief Executive Officer

4.5 Quarterly Major Projects Spreadsheet (Due August 2012)

Reporting Officer: Manager Asset Planning and Major Projects

4.6 Unscheduled Works Register

Reporting Officer: Executive Director Works and Services

Executive Director Works and Services gave a verbal update in support of the Unscheduled Works Register. \$100,000 will be retained as a Reserve for emergency works as they occur.

4.7 Expenditure for Anzac Centenary
Reporting Officer: Chief Executive Officer

Extensive discussion occurred regarding the direction Council wishes to take in regard to the Anzac Centenary celebrations, construction of the Interpretive Centre, and possible external parties interested in management of the Forts Precinct.

5.0 ITEMS FOR DISCUSSION

5.1 Better Practice Review

ITEM 5.1: RECOMMENDATION

MOVED: COUNCILLOR ATTWELL
SECONDED: COUNCILLOR GREGSON

THAT the Best Practice Review implementation progress report is finalised and noted by the Audit and Finance Committee.

CARRIED 8-0

- 5.2 Lockyer Avenue Freehold Lot-Report not available at this time**
- 5.3 Carryover of Works-Flinders Parade Pathway**
- 5.4 CDOs-update for noting only**
- 5.5 Land Swap-Hester Property Solutions-Report not available at this time**
- 5.6 Motion by Councillor Bostock**

The Committee discussed the intent of this motion, and the possible effect it may have on an effective defence being able to be mounted by the City against a possible claim by the former CEO.

6.0 ITEMS TO BE DISCUSSED AT FUTURE MEETINGS

- 6.1 Emergency Management**
- 6.2 Airport Emergency Management**
- 6.3 Investment Strategy with Community Banks**
- 6.4 Emergency Management Services-Risks and Treatment**
- 6.5 OSH Risks and Treatments**
- 6.6 Lockyer Avenue Freehold Lot**
- 6.7 Land Swap-Hester Property Solutions**

7.0 GENERAL DISCUSSION

7.1: Minister for Local Government v City of Albany.

The CEO gave a verbal update to the Committee regarding the Minister for Local Government v City of Albany.

7.2: Payment of Waste Levy

Councillor Attwell asked if there had been any ratepayers becoming the subject of legal action to recover unpaid Waste Levy charges.

Councillor Sutton asked how many ratepayers had not paid the Waste Levy.

Executive Director Corporate Services is to investigate on both these issues and provide a response.

8.0 DATE OF NEXT MEETING: 27 August 2012

9.0 CLOSURE OF MEETING

There being no further business the Deputy Chair declared the meeting closed at 7.09pm.