

1.1: AUDIT AND FINANCE COMMITTEE

Proponent : City of Albany
Attachment :

- Confirmed Minutes of the Audit and Finance Committee Meeting held on 11 March 2013.
- Draft Long Term Borrowing Policy

Responsible Officer : Acting Chief Executive Officer (G Foster)

ITEM 1.1: COMMITTEE RECOMMENDATION 1 VOTING REQUIREMENT : SIMPLE MAJORITY

MOVED: COUNCILLOR STOCKS
SECONDED: COUNCILLOR BOWLES

THE CONFIRMED minutes of the Audit and Finance Committee meeting held on 11 March 2013, as previously distributed, be RECEIVED.

CARRIED 11-0

ITEM 1.1: PROCEDURAL MOTION BY COUNCILLOR BOSTOCK

MOVED: COUNCILLOR BOSTOCK
NO SECONDER

THAT this item lay on the table for a period of one month.

MOTION LAPSED

ITEM 1.1: COMMITTEE RECOMMENDATION 2 VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR HORTIN

THAT:

1. The disposal of two Isuzu Giga Trucks be delayed until they are replaced as per the 10 year Financial Plan for Plant; and
2. One Isuzu Giga Truck be reallocated to the Waste Management operations area and the current Nissan Prime Mover - AL13324 (P8) be disposed of.

CARRIED 11-0

ITEM 1.1: COMMITTEE RECOMMENDATION 3
VOTING REQUIREMENT: ABSOLUTE MAJORITY**MOVED: COUNCILLOR SUTTON**
SECONDED: COUNCILLOR STOCKS**THAT:**

1. Provision is made in the 2013/2014 budget for the City's contribution to the Centennial Park redevelopment project of \$3 million in cash and \$1million in kind.
2. Instruct the Chief Executive Officer to submit an application to Regional Development Australia for the Centennial Park Sporting Precinct redevelopment project for an amount to be determined upon the receipt of an independent cost report.

CARRIED 11-0
ABSOLUTE MAJORITY**ITEM 1.1: COMMITTEE RECOMMENDATION 4**
VOTING REQUIREMENT: ABSOLUTE MAJORITY**MOVED: COUNCILLOR CALLEJA**
SECONDED: COUNCILLOR HORTIN**THAT Council ADOPT the Long Term Borrowing Policy.****CARRIED 10-1**
ABSOLUTE MAJORITY**Record of Vote**

Against the Motion: Councillor Bostock



AUDIT & FINANCE COMMITTEE

MINUTES

For the meeting to be held 11 March 2013
 In the Margaret Coates Boardroom, City Office, North Road, Albany

(File Ref: FM.MEE.1/AM1329649)

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:	
G Stocks	Member (Chair)
R Hammond	Member
Y Attwell	Member
S Bowles	Member
D Dufty	Member
G Gregson	Member
C Holden	Member
A Hortin	Member
V Calleja	Member
C Dowling	Member
D Bostock	Member
Staff:	
Chief Executive Officer	G Foster
Executive Director Works & Services	M Thomson
Executive Director Community Services	C Woods
Executive Director Corporate Services	G Adams
Manager Compliance and Community Safety	S Jamieson
Manager Finance	D Olde
Manager Tourism Development and Services	M Bird
Business Analyst/Management Accountant	D Harrison
Minute Taker	E Hubble
Apologies/Leave of Absence:	
R Sutton	Member

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

ITEM 2.0: RESOLUTION

**MOVED: COUNCILLOR CALLEJA
SECONDED: COUNCILLOR BOWLES**

The unconfirmed minutes of the Audit Committee meeting held on Monday 17 December 2012, as previously distributed, be confirmed as a true and accurate record of proceedings.

CARRIED 12-0

DISCLOSURE OF INTEREST

3.0 STANDING ITEMS FOR DISCUSSION

3.1 MONTHLY FINANCIAL REPORT

Reporting Officer: Executive Director Corporate Services

Discussion

- Financial Report for month ending January 2013 distributed to committee with agenda – Executive Director noted the figures were from January 2013 not February as stated in agenda.
- Cash Back Reserves Albany Regional Airport particular high – Capital works scheduled to be completed in the 12/13 budget have not yet been undertaken, funded from reserve, work to be now carried over to 13/14 budget.
- \$361K outstanding rates – to be reduced with instalment date with in week of 11 March 2013. 90 days outstanding has been distorted due to the non-payment of 1 major debtor, SkyWest.

ITEM3.1: RECOMMENDATION

**MOVED: COUNCILLOR CALLEJA
SECONDED: COUNCILLOR BOWLES**

THAT the Monthly Financial Report be NOTED.

CARRIED 12-0

3.2 CAPITAL WORKS AND UNSCHEDULED WORKS REPORT

Reporting Officer: Executive Director Works and Services

Discussion

- From report, Group Projects soon to commence. Soon to see expenditure to works account.
- Emu point car park to be redesigned – consults have commenced with a community group leader. Consideration for cost effective solutions to be included into next budget.
- Suggestion of funding to be sought after from Department of Transport.

ITEM 3.2: RECOMMENDATION

**MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR HOLDEN**

THAT the Capital Works and Unscheduled Works Report be NOTED

CARRIED 12-0

Discussion

- Request of transfer of funds from the Unscheduled Works account for the following reasons;
 - Peace Park Electrical Box not suitable for wet weather
 - Cape Riche BBQ upgrade due to fault
 - Middleton Beach action group purchased sculptures, installation required.
 - Mills Park successful with funding, upgrade to play equipment.

AGENDA ITEM 1.1 REFERS

- Mills Park project was questioned by Councillor Bostock in regards to the money from the Harmony Rise. This money could be used for this upgrade purpose.

ACTION: Executive Director Works and Services/ Manager Finance to investigate money left in the account. .

ITEM 3.2 RECOMMENDATION

MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR DUFTY

THAT Council

- **APPROVE the offer of funding totalling \$52,200 from Lotterywest for the upgrade of Mills Park; and**
- **AUTHORISE the transfer of \$61,155 from job 3157 Unscheduled Works to:-**
 - **The Peace Park Electrical Box Upgrade – (budget \$8,150);**
 - **Cape Riche Camp Grounds BBQ Upgrade – (budget \$13,000);**
 - **Middleton Beach upgrade (CoA contribution \$4,785);**
 - **Upgrade of Mills Park (CoA contribution \$35,220).**

CARRIED 12-0

4.0 ITEMS FOR DISCUSSION

4.1 ANNUAL COMPLIANCE AUDIT RETURN 2012

Reporting Officer: Manager Compliance and Community Safety

Discussion

Committee advised of the areas of concern in the Compliance Audit Return (CAR):

- That the delegations made under Division 4 of Part 5 of the Act must be reviewed by the delegator (Council) at least once during 2011/2012 financial year. Delegations were only reviewed at Committee level.
- Council minute's detail that members who disclosed an interest in a report item before council still participated in the discussion and vote. Council by default has accepted participation by members who have declared an interest. Under the
- Manager Compliance & Community Safety, clarified that the Council appointed an Acting Director of Works and Services and advised that the acting role was not classified a designated employee of council. It has been confirmed that the employee in this role did not have any power of duties delegated under Division 4 of the Act.

ITEM 4.1: RECOMMENDATION

MOVED: COUNCILLOR HORTIN
SECONDED: COUNCILLOR GREGSON

THAT:

1. **The Compliance Audit Return for the City of Albany for the period of 1 January 2012 to 31 December 2012 be ADOPTED; and**
2. **The Certificate contained within the Compliance Audit Return be ENDORSED by the CEO and Mayor and be SUBMITTED to the Department of Local Government before 31 March 2013.**

CARRIED 12-0

4.2 ADOPTION OF THE BUDGET REVIEW FOR THE PERIOD ENDING 31 JANUARY 2013

Reporting Officer: Executive Director Corporate Services

Discussion

- Summary provided of all adjustments made, line item break down in report.

ITEM 4.2: RECOMMENDATION

**MOVED: COUNCILLOR CALLEJA
SECONDED: COUNCILLOR BOWLES**

THAT Council ADOPT the Budget Review for the period ending 31/01/2013.

CARRIED 12-0

4.3 UPDATE ON CDO RETURNS AND ACTIONS

Reporting Officer: Executive Director Corporate Services

Discussion

- \$2.375m returned to the City within the last 2 years. \$1.65m outstanding, legal action still out on this amount and is under appeal. If judgement not over turned, expecting to get back approximately \$750K.

ITEM 4.3: RECOMMENDATION

**MOVED: COUNCILLOR ATTWELL
SECONDED: COUNCILLOR GREGSON**

THAT Council ENDORSE the investment of these funds in accordance with the Investment of Surplus Funds Policy until such time as a decision has been made as to what they should be applied to.

CARRIED 12-0

4.4 ESTIMATE OF EXPECTED COST INCREASES FOR THE 2013/14 BUDGET

Reporting Officer: Executive Director Corporate Services

ITEM MARKED AS CONFIDENTIAL

ITEM 4.4: RESOLUTION

**MOVED: COUNCILLOR CALLEJA
SECONDED: COUNCILLOR BOWLES**

THAT Estimate of Expected Cost Increases for the 2013/14 Budget be NOTED.

CARRIED 12-0

4.5 INSURANCE, LEGAL AND RISK UPDATE

Reporting Officer: Executive Director Corporate Services

ITEM MARKED AS CONFIDENTIAL

ITEM 4.4: RESOLUTION

**MOVED: COUNCILLOR HOLDER
SECONDED: MAYOR WELLINGTON**

THAT Insurance, Legal and Risk Update be NOTED.

CARRIED 12-0

4.6 ALBANY VISITOR CENTRE

Reporting Officer: Manager Tourism Development and Services

Discussion

- City received a letter from the Albany Chamber and Commerce Industry (ACCI), indicating an interest to take over the Albany Visitors Centre. Meeting with representatives from the ACCI and City.
- Mayor informed the committee that ACCI have also approached other tourist attractions in the City to also take over management (i.e Whaleworld, Treetop Walk)
- ACCI identified as one possible appropriate party, if the City was to look at this approach, City in no position to subsidise money towards the new party and would have to be put out to tender.
- No money value to be put on the change of hands.

ITEM 4.4: RESOLUTION

**MOVED: COUNCILLOR CALLEJA
SECONDED: COUNCILLOR GREGSON**

THAT the following recommendation regarding Albany Visitor Centre be NOTED;

CARRIED 12-0

Recommendation

THAT Council to be open to divesting direct management responsibility of the Albany Visitor Centre but to only consider this decision in the context of what may be proposed for a new industry-led Local Tourism Organisation model. That is, at this point in time the ACCI may or may not necessarily be the appropriate entity in which to divest the Visitor Centre and Council should delay any divesting decision until all options can be fully considered.

5 GENERAL DISCUSSION

6.1 RATES FOR THE NEXT BUDGET YEAR (Councillor Bostock)

- Councillor Bostock raised concern and wishes to see no increase in rates for the new budgeted year. People's expectations rise but Cr believes rates should not increase; support was given by Councillor Holden.

6.2 CAMPER VAN/MOTORHOME RALLY 2015 (Councillor Calleja)

- Councillor Calleja along with ACCI CEO has approached the motor home committee of Australia to hold the 2015 Rally in Albany. More information to be presented to Committee at future meetings.

6 DATE OF NEXT MEETING

8 April 2013

7 CLOSURE OF MEETING

Meeting Closed at 8.32pm