

CITY OF COCKBURN

SUMMARY OF MINUTES OF SPECIAL COUNCIL MEETING HELD ON WEDNESDAY, 27 MARCH 2013 AT 6:00 PM

	Page
1. DECLARATION OF MEETING.....	1
2. APPOINTMENT OF PRESIDING MEMBER (IF REQUIRED)	1
3. DISCLAIMER (TO BE READ ALOUD BY PRESIDING MEMBER).....	1
4. ACKNOWLEDGEMENT OF RECEIPT OF WRITTEN DECLARATIONS OF FINANCIAL INTERESTS AND CONFLICT OF INTEREST (BY PRESIDING MEMBER)	2
5 (SCM 27/3/2013) - APOLOGIES & LEAVE OF ABSENCE.....	2
6. PUBLIC QUESTION TIME	2
7. DECLARATION BY COUNCILLORS WHO HAVE NOT GIVEN DUE CONSIDERATION TO MATTERS CONTAINED IN THE BUSINESS	2
8 (SCM 27/3/2013) - PURPOSE OF MEETING	2
9. COUNCIL MATTERS.....	2
9.1 <u>(MINUTE NO 5008)</u> (SCM 27/3/2013) - MINUTES OF THE AUDIT AND STRATEGIC FINANCE COMMITTEE MEETING - 21 MARCH 2013 (026/007) (S DOWNING) (ATTACH)	2
10. <u>(MINUTE NO 5009)</u> (SCM 27/3/2013) - RESOLUTION OF COMPLIANCE (SECTION 3.18(3), LOCAL GOVERNMENT ACT 1995).....	5
11 (SCM 27/3/2013) - CLOSURE OF MEETING.....	5

CITY OF COCKBURN

MINUTES OF SPECIAL COUNCIL MEETING HELD ON WEDNESDAY, 27 MARCH 2013 AT 6:00 PM

PRESENT:

ELECTED MEMBERS

Mr L Howlett	-	Mayor (Presiding Member)
Mr Y Mubarakai	-	Councillor
Mr S Portelli	-	Councillor
Mrs C Reeve-Fowkes	-	Councillor
Mr T Romano	-	Councillor
Mrs V Oliver	-	Councillor
Mr B Houwen	-	Councillor

IN ATTENDANCE

Mr S. Cain	-	Chief Executive Officer
Mr D. Green	-	Director, Administration & Community Services
Mr S. Downing	-	Director, Finance & Corporate Services
Mr A. Trosic	-	Acting Director, Planning & Development
Ms V. Viljoen	-	PA to Chief Executive Officer

1. DECLARATION OF MEETING

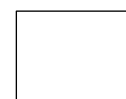
Presiding Member declared the meeting open at 6.02pm.

2. APPOINTMENT OF PRESIDING MEMBER (If required)

N/A

3. DISCLAIMER (To be read aloud by Presiding Member)

Members of the public, who attend Council Meetings, should not act immediately on anything they hear at the Meetings, without first seeking clarification of Council's position. Persons are advised to wait for written advice from the Council prior to taking action on any matter that they may have before Council.



4. ACKNOWLEDGEMENT OF RECEIPT OF WRITTEN DECLARATIONS OF FINANCIAL INTERESTS AND CONFLICT OF INTEREST (by Presiding Member)

Nil

5 (SCM 27/3/2013) - APOLOGIES & LEAVE OF ABSENCE

- Deputy Mayor Kevin Allen - Apology
- Clr Steve Pratt - Apology
- Clr Lee-Anne Smith - Apology

6. PUBLIC QUESTION TIME

Nil

7. DECLARATION BY COUNCILLORS WHO HAVE NOT GIVEN DUE CONSIDERATION TO MATTERS CONTAINED IN THE BUSINESS

Nil

8 (SCM 27/3/2013) - PURPOSE OF MEETING

The purpose of the meeting is to adopt the Minutes of the Audit and Strategic Finance Committee Meeting held on Thursday, 21 March 2013.

9. COUNCIL MATTERS

9.1 (MINUTE NO 5008) (SCM 27/3/2013) - MINUTES OF THE AUDIT AND STRATEGIC FINANCE COMMITTEE MEETING - 21 MARCH 2013 (026/007) (S DOWNING) (ATTACH)

RECOMMENDATION

That receive the Minutes of the Audit and Strategic Finance Committee Meeting held on 21 March 2013, and adopt the recommendations contained therein.

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL



COUNCIL DECISION

MOVED Clr C Reeve-Fowkes SECONDED Clr B Houwen that the recommendation be adopted.

CARRIED BY ABSOLUTE MAJORITY OF COUNCIL 7/0

Background

A meeting of the Audit and Strategic Finance Committee was conducted on 21 March 2013.

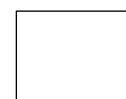
Submission

N/A

Report

The Audit and Strategic Finance Committee received and considered the following items:

1. Local Government Statutory Compliance Audit Return 2012
The annual Compliance Audit Return is to be presented to, and reviewed by a meeting of the Audit and Strategic Finance Committee in accordance with Regulation 14(3A) of the Local Government (Audit) Regulations 1996 and the result of that review be reported to a meeting of Council for adoption.
2. Proposed Amendments to Audit and Strategic Finance Committee Terms of Reference
In February 2013, following recent amendments to reduce the Compliance Audit Return, the Local Government (Audit) Amendment Regulations 2013 will now extend the current role of local government Audit Committees to encompass a review of areas such as risk management, internal control and legislative compliance. These amendments are contained the Minutes.
3. Internal Audit Report – Procurement
Project 1 – Procurement was one of the 2012/13 Projects endorsed by the Audit and Strategic Finance Committee at its July 2012 meeting. This has now been completed and contained within the Minutes of the Committee Meeting.
4. Enterprise Risk Management – Policy and Guidelines
The principle objective of Risk Management is to establish a systematic approach to control risk and the subsequent impacts



on the business. The Policy and Guidelines have been developed to provide a systematic overview of the risks faced by the organisation.

Strategic Plan/Policy Implications

Leading & Listening

- A responsive, accountable and sustainable organisation.
- Manage our financial and infrastructure assets to provide a sustainable future.
- A culture of risk management and compliance with relevant legislation, policy and guidelines

Budget/Financial Implications

As contained in the Minutes.

Legal Implications

As contained in the Minutes.

Community Consultation

N/A

Attachment(s)

Minutes of the Audit and Strategic Finance Committee Meeting – 21 March 2013.

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil.



10. **(MINUTE NO 5009) (SCM 27/3/2013) - RESOLUTION OF COMPLIANCE (SECTION 3.18(3), LOCAL GOVERNMENT ACT 1995)**

RECOMMENDATION

That Council is satisfied that resolutions carried at this Meeting and applicable to items concerning Council provided services and facilities, are:-

- (1) integrated and co-ordinated, so far as practicable, with any provided by the Commonwealth, the State or any public body;
- (2) not duplicated, to an extent Council considers inappropriate, services or facilities as provided by the Commonwealth, the State or any other body or person, whether public or private; and
- (3) managed efficiently and effectively.

COUNCIL DECISION

MOVED Clr T Romano SECONDED Clr V Oliver that the recommendation be adopted.

CARRIED 7/0

11 **(SCM 27/3/2013) - CLOSURE OF MEETING**

MEETING CLOSED AT 6.06PM

CONFIRMATION OF MINUTES

I, (Presiding Member) declare that these minutes have been confirmed as a true and accurate record of the meeting.

Signed: Date:/...../.....

