

# CITY OF COCKBURN

## SUMMARY OF MINUTES OF SPECIAL COUNCIL MEETING HELD ON THURSDAY, 29 MARCH 2012 AT 8:00 PM

---

---

	Page
1. DECLARATION OF MEETING .....	1
2. APPOINTMENT OF PRESIDING MEMBER (IF REQUIRED).....	1
3. DISCLAIMER (TO BE READ ALOUD BY PRESIDING MEMBER) .....	2
4. ACKNOWLEDGEMENT OF RECEIPT OF WRITTEN DECLARATIONS OF FINANCIAL INTERESTS AND CONFLICT OF INTEREST (BY PRESIDING MEMBER) .....	2
5. APOLOGIES & LEAVE OF ABSENCE .....	2
6. PUBLIC QUESTION TIME.....	2
7 (SCM 29/03/2012) - DECLARATION BY COUNCILLORS WHO HAVE NOT GIVEN DUE CONSIDERATION TO MATTERS CONTAINED IN THE BUSINESS.....	2
8 (SCM 29/03/2012) - PURPOSE OF MEETING .....	2
9. COUNCIL MATTERS.....	3
9.1 <u>(MINUTE NO 4733)</u> (SCM 29/03/2012) - MINUTES OF THE AUDIT AND STRATEGIC FINANCE COMMITTEE MEETING - 15 MARCH 2012 (FS/A/001) (S DOWNING) (ATTACH) .....	3
10. <u>(MINUTE NO 4734)</u> (SCM 29/03/2012) - RESOLUTION OF COMPLIANCE (SECTION 3.18(3), LOCAL GOVERNMENT ACT 1995) .....	5
11 (SCM 29/03/2012) - CLOSURE OF MEETING.....	5



# CITY OF COCKBURN

## MINUTES OF SPECIAL COUNCIL MEETING HELD ON THURSDAY, 29 MARCH 2012 AT 8:00 PM

---

---

### PRESENT:

#### ELECTED MEMBERS

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

#### IN ATTENDANCE

Mr S. Cain	-	Chief Executive Officer
Mr M. Littleton	-	Director, Engineering & Works
Mr D. Arndt	-	Director, Planning & Development
Ms S. Seymour-Eyles	-	Manager Corporate Communications
Ms V. Viljoen	-	PA to Chief Executive Officer

#### 1. DECLARATION OF MEETING

The Presiding Member declared the meeting open at 8.00pm.

#### 2. APPOINTMENT OF PRESIDING MEMBER (If required)

Not applicable.



**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. APOLOGIES & LEAVE OF ABSENCE**

Nil

**6. PUBLIC QUESTION TIME**

Nil

**7 (SCM 29/03/2012) - DECLARATION BY COUNCILLORS WHO HAVE NOT GIVEN DUE CONSIDERATION TO MATTERS CONTAINED IN THE BUSINESS**

Clr Steven Portelli advised that he had only briefly reviewed the documents and had not had an opportunity to give due consideration to the matters contained therein. At this stage of the meeting, Clr Portelli withdrew from further participation in the meeting.

**8 (SCM 29/03/2012) - PURPOSE OF MEETING**

The purpose of the meeting is to adopt the Minutes of the Audit and Strategic Finance Committee Meeting, which dealt with the Annual Compliance Audit Return, that is required to be adopted by Council by 31 March 2012.



## 9. COUNCIL MATTERS

### 9.1 **(MINUTE NO 4733) (SCM 29/03/2012) - MINUTES OF THE AUDIT AND STRATEGIC FINANCE COMMITTEE MEETING - 15 MARCH 2012 (FS/A/001) (S DOWNING) (ATTACH)**

#### **RECOMMENDATION**

That Council receive the Minutes of the Audit and Strategic Finance Committee Meeting held on 15 March 2012, and adopt the recommendations contained therein.

**TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL**

#### **COUNCIL DECISION**

MOVED Clr T Romano SECONDED Clr L Smith that the recommendation be adopted.

**CARRIED BY ABSOLUTE MAJORITY OF COUNCIL 9/0**

#### **Background**

A meeting of the Audit and Strategic Finance Committee was conducted on 15 March 2012.

#### **Submission**

N/A

#### **Report**

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

1. Local Government Statutory Compliance Audit Return 2011  
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. Appointment of External Auditors – 2012-2015:  
Council is required to appoint an External Auditor to audit the financial statements of the City in accordance with Section 7.2 of the Local Government Act and associated regulations.



The City sought quotations using the Panel Contract established by the Western Australian Local Government Association.

As part of this process Macri Partners were recommended to carry out the Auditing Services – External for a four (4) year period.

3. Internal Audit Project – Fraud Control and Risk Management  
At the November meeting of the Audit and Strategic Finance Committee, it endorsed an Audit Schedule for 2011/12 which covered two areas:

- Risk Review; and
- Fraud Control Review

The Risk Review has been deferred because of the City's progression of a risk management policy and framework.

The Internal Auditor (Deloitte) has now completed the Fraud Control Review project, which the Committee considered at its March Meeting.

### **Strategic Plan/Policy Implications**

#### **Governance Excellence**

- To provide effective monitoring and regulatory services that administer relevant legislation and local laws in a fair and impartial way.

### **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 – 15 March 2012.

### **Advice to Proponent(s)/Submissioners**

N/A



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

Nil.

**10. (MINUTE NO 4734) (SCM 29/03/2012) - 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 C Reeve-Fowkes SECONDED Clr V Oliver that the recommendation be adopted.

**CARRIED 9/0**

**11 (SCM 29/03/2012) - CLOSURE OF MEETING**

THE MEETING CLOSED AT 8.03PM

**CONFIRMATION OF MINUTES**

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

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

