



SHIRE OF YORK

**MINUTES OF THE
FINANCE, RISK & AUDIT
COMMITTEE MEETING
HELD ON 23 JUNE, 2014
COMMENCING AT 5.08PM
IN THE YORK RECREATION &
CONVENTION CENTRE**

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SHIRE OF YORK

THE FINANCE, RISK & AUDIT COMMITTEE MEETING
HELD ON MONDAY, 23 JUNE 2014, COMMENCING AT
5.08PM IN THE YORK RECREATION & CONVENTION CENTRE

The York Shire Council acknowledges the traditional owners of the land on which this meeting will be held.

1. OPENING

1.1 Declaration of Opening by the Chief Executive Officer

Michael Keeble, Chief Executive Officer, opened the meeting at 5.08pm and congratulated community members Guy Lehmann and Yva Kane on their appointment to the Committee.

1.2 Election of a Chairman

Michael Keeble, Chief Executive Officer declared the chair vacant and called for nominations.

Cr Pat Hooper moved to nominate Matthew Reid
Cr Tony Boyle seconded the motion

CARRIED: 8/0

The Finance, Risk & Audit Committee elected Cr Matthew Reid as the Presiding Member as per the Local Government Act 1995 Section 5.12 which states:

Local Government Act 1995 -

5.12. Presiding members and deputies, election of

(1) *The members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1 as if the references in that Schedule —*

- (a) *to “office” were references to “office of presiding member”; and*
- (b) *to “council” were references to “committee”; and*
- (c) *to “councillors” were references to “committee members”.*

1.3 Disclaimer

The Committee Chairperson advised the following:

"I wish to draw attention to the Disclaimer Notice contained within the agenda document and advise members of the public that any decisions made at the meeting today, can be revoked, pursuant to the Local Government Act 1995.

Therefore members of the public should not rely on any decisions until formal notification in writing by Council has been received. Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material."

1.4 Suspension of Standing Orders –

Clause 3.2 – Order of Business

Moved: Cr Pat Hooper

Seconded: Cr David Wallace CARRIED:8/0

1.5 Announcement of Visitors

Nil

1.6 Declarations of Interest that Might Cause a Conflict

Financial Interests

Nil

Disclosure of Interest that May Affect Impartiality

Nil

2. ATTENDANCE

2.1 Committee Members

Cr Matthew Reid (Chair), Cr David Wallace, Cr Denese Smythe, Cr Tony Boyle, Cr Pat Hooper, Cr Mark Duperouzel, Guy Leeman, Yva Kane

2.2 Staff

Michael Keeble, Chief Executive Officer; Tabatha Bateman, Financial Controller; Esmeralda Harmer (Secretariat)

2.3 Apologies

Nil

2.4 Leave of Absence Previously Approved

Nil

2.5 Number of People in Gallery at Commencement of Meeting

There were 7 people in the Galley at the commencement of the meeting.

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

The Presiding Member to read the following statement in full at the commencement of Public Question Time:

Statement by the Presiding Member at the Opening of Public Question Time at Committees of Council

“Public Question Time is provided for under the provisions of Section 5.24 of the Local Government Act and the Local Government (Administration) Regulations 1996.

To provide equal opportunity for people to ask questions a limit of two (2) questions per person per time will be applied. If there is time available in Public Question Time people may be given the opportunity to ask a further two (2) questions at a time.

Procedures

- Questions submitted in writing prior to the meeting will be dealt with initially.
- Questions from the floor will be taken in the order recorded in a register.
- Statements, opinions and attachments will not be recorded in the minutes.
- Questions may be deemed inappropriate because they contain defamatory remarks or offensive language, they question the competency of elected members or staff, they relate to the personal affairs of elected members or staff, they relate to legal processes and confidential matters or they have been responded to previously and these will not be accepted or recorded in the Minutes.
- The minutes may only record a summary of the question asked and the response given.
- Where possible questions asked should be submitted in writing at the completion of question time or at the end of the meeting.
- At Special Council Meetings questions must relate to the items on the Agenda.
- Shire of York guidelines for Public Question Time are included on the meeting agenda.”

PRESIDING OFFICER

4.1 Written Questions – Current Agenda

Nil

4.2 Public Question Time

- *Questions from the floor will be taken in the order recorded in a register.*
- *Statements, opinions and attachments will not be recorded in the minutes.*
- *Questions requiring research will be taken on notice and a response will be prepared in a reasonable timeframe.*

Public Question time commenced at 5.14pm

Ms Darlene Barratt

Question:

Will the Finance, Risk and Audit Committee be in charge of discussing legal action for the Shire to and for?

Response:

If it is in the scope of the committee for example a Finance, Risk or Audit related enquiry it will be tabled and discussed.

No further public questions were asked and public question time was closed at 5.17pm

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6. PETITIONS / PRESENTATIONS / DEPUTATIONS

Nil

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Nil

8. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

9. PRESENTATIONS

9.1 Presentations

Overview of the Committee by the Chief Executive Officer

Audit Presentation by the Chief Executive Officer – Appendix Attached

Risk Presentation by the Chair – Appendix Attached

Finance Presentation by the Chief Executive Officer – Appendix Attached

Budget Overview by the Chief Executive Officer – Appendix Attached

10. ADJOURNMENT OF MEETING

RESOLUTION

010614

As the allotted time has expired the Committee will adjourn until:

Date: Monday 30 June

Place: York Recreation and Convention Centre

Time: 5.00pm

When the budget discussion shall resume.

Moved: Cr Pat Hooper

Seconded: Cr Tony Boyle

CARRIED 8/0

Meeting was adjourned at 6.31pm