

Special Council Meeting

Agenda for Monday 13 November 2017



**city of
kalamunda**

NOTICE OF MEETING SPECIAL COUNCIL MEETING

Dear Councillors

Notice is hereby given that a Special Meeting of Council will be held in the Council Chambers, Administration Centre, 2 Railway Road, Kalamunda on **Monday 13 November 2017 at 5.30pm.**



Rhonda Hardy
Chief Executive Officer
13 November 2017



Core Values

- Service:** We deliver excellent service by actively engaging and listening to each other.
- Respect:** We trust and respect each other by valuing our differences, communicating openly and showing integrity in all we do.
- Diversity:** We challenge ourselves by keeping our minds open and looking for all possibilities and opportunities.
- Ethics:** We provide honest, open, equitable and responsive leadership by demonstrating high standards of ethical behaviour.

Aspirational Values

- Creativity:** We create and innovate to improve all we do.
- Courage:** We make brave decisions and take calculated risks to lead us to a bold and bright future.
- Prosperity:** We will ensure our District has a robust economy through a mixture of industrial, commercial, service and home based enterprises
- Harmony:** We will retain our natural assets in balance with our built environment

Our simple guiding principle will be to ensure everything we do will make Kalamunda socially, environmentally and economically sustainable.

www.kalamunda.wa.gov.au

city of
kalamunda

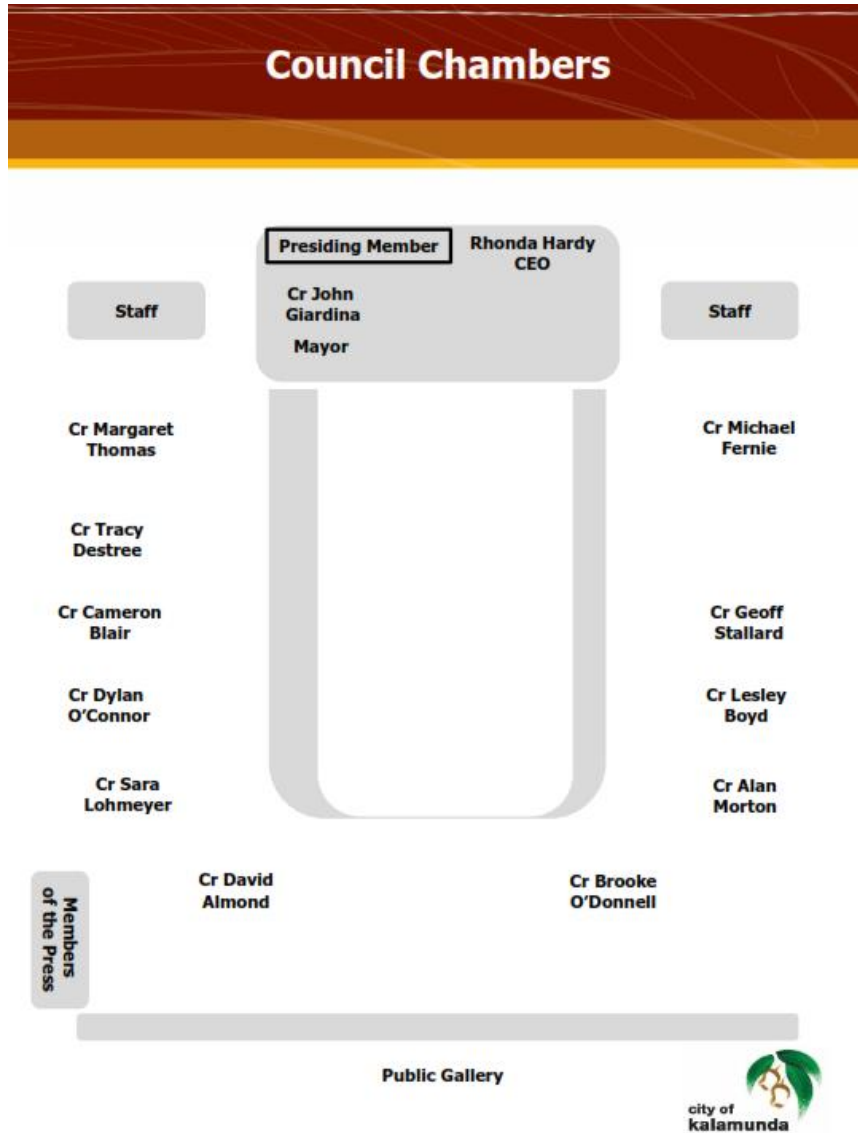


INFORMATION FOR THE PUBLIC ATTENDING COUNCIL MEETINGS

Welcome to this evening's meeting. The following information is provided on the meeting and matters which may affect members of the public.

If you have any queries related to procedural matters, please contact a member of staff.

Council Chambers – Seating Layout



Special Council Meetings – Procedures

1. All Council Meetings are open to the public, except for Confidential Items listed on the Agenda.
2. Members of the public who are unfamiliar with meeting proceedings are invited to seek advice prior to the meeting from a City Staff Member.
3. Members of the public are able to ask questions at a Special Council Meeting during Public Question Time on matters relating to the functions of this meeting.
4. To facilitate the smooth running of the meeting, silence is to be observed in the public gallery at all times except for Public Question Time.
5. All other arrangements are in general accordance with Council's Standing Orders, the Policies and decision of the City or Council.

Emergency Procedures

Please view the position of the Exits, Fire Extinguishers and Outdoor Assembly Area as displayed on the wall of Council Chambers.

In case of an emergency follow the instructions given by City Personnel.

We ask that you do not move your vehicle as this could potentially block access for emergency services vehicles.

Please remain at the assembly point until advised it is safe to leave.

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AGENDA

1.0 OFFICIAL OPENING

2.0 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

Cr Michael Fernie

3.0 PUBLIC QUESTION TIME

A period of not less than 15 minutes is provided to allow questions from the gallery on matters relating to the functions of this meeting. For the purposes of Minuting, these questions and answers will be summarised.

4.0 PETITIONS/DEPUTATIONS

5.0 ANNOUNCEMENTS BY THE MEMBER PRESIDING WITHOUT DISCUSSION

6.0 MATTERS FOR WHICH MEETING MAY BE CLOSED

6.1 Nil.

7.0 DISCLOSURE OF INTERESTS

7.1 Disclosure of Financial and Proximity Interests

- a. Members must disclose the nature of their interest in matters to be discussed at the meeting. (Sections 5.65 of the *Local Government Act 1995*.)
- b. Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Sections 5.70 of the *Local Government Act 1995*.)

7.2 Disclosure of Interest Affecting Impartiality

- a. Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the member or employee had given or will give advice.

8.0 REPORTS TO COUNCIL

Please Note: declaration of financial/conflict of interests to be recorded prior to dealing with each item.

Declaration of financial / conflict of interests to be recorded prior to dealing with each item.

SCM 15. Council Meetings Structure – Rescheduling Audit and Risk Committee – November 2017

Previous Items	
Responsible Officer	Chief Executive Officer
Service Area	Governance, Strategy & Legal Services
File Reference	N/A
Applicant	N/A
Owner	N/A

EXECUTIVE SUMMARY

1. The purpose of this report is to consider moving the date of a scheduled Audit and Risk Committee Meeting from the 20th November 2017 to 27th November 2017.
2. At the Audit and Risk Committee meeting on 20 March 2017, Council resolved to approve the following proposed dates for the Audit and Risk Committee:
 - Monday 19 June 2017
 - Monday 18 September 2017
 - Monday 20 November 2017
3. The request to reschedule the Audit and Risk Committee meeting from 20 November 2017 to 27 November 2017 is to enable Council consideration of the Audit Findings Report prepared by the City's Auditors.

BACKGROUND

4. The Audit of the City's Financial Report was undertaken by Grant Thornton who completed an audit of the report for the financial year ended 30 June 2017.
5. The City is currently awaiting a final copy of the Audit Findings Report.
6. The Audit did not identify any material adverse findings affecting the City's operations. The Audit Findings Report contains details of the audit focus areas, audit findings and recommendations.

DETAILS

7. Rescheduling the Audit and Risk Committee Meeting from 20 November 2017 to 27 November 2017 will enable the Council to consider all matters relating to the City's 2017 Financial Report and reduce the need to conduct a separate Audit and Risk Committee Meeting.

STATUTORY AND LEGAL CONSIDERATIONS

8. Section 5.8 of the *Local Government Act 1995* (the Act), provides that a Local Government may establish committees of three or more persons to assist Council to exercise its powers and discharge the duties of the Local Government that can be delegated to committees.
9. It is a requirement of Regulation 12 of the *Local Government (Administration) Regulations 1996* that local public notice be given of the meeting dates.

POLICY CONSIDERATIONS

10. Nil.

COMMUNITY ENGAGEMENT REQUIREMENTS

Internal Referrals

11. Nil.

External Referrals

12. There has been no consultation with any external parties at this stage.

FINANCIAL CONSIDERATIONS

13. Nil.

STRATEGIC COMMUNITY PLAN

Strategic Planning Alignment

14. *Kalamunda Advancing: Strategic Community Plan to 2027*

Strategic Priority 4: Kalamunda Leads – Providing good government and leadership
OBJECTIVE 4.1: To provide leadership through transparent governance.

Strategy 4.1.1: To provide good governance.

SUSTAINABILITY

Social Implications

15. Nil.

Economic Implications

16. Nil.

Environmental Implications

17. Nil.

RISK MANAGEMENT CONSIDERATIONS

18.

Risk: Community dissatisfaction with changing the date of the published Audit and Risk Committee Meetings.

Likelihood:	Consequence	Rating
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Unlikely	Insignificant	Low
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Action/ Strategy

Ensure that the City's website is updated with details of the revised meeting date.

OFFICER COMMENT

19. The amended meeting date for the Audit and Risk Committee enables the City to provide the Audit Findings Report to Council for their consideration.

Voting Requirements: Absolute Majority

RECOMMENDATION

That Council:

1. Approve the change of date for the Audit & Risk Committee meeting scheduled for 20 November 2017 to the 27 November 2017.

Moved:

Seconded:

Vote:

9.0 MEETING CLOSED TO THE PUBLIC

10.0 CLOSURE