



City of Perth

**Audit and Risk Committee
Minutes**

**27 February 2017
4.30pm**

**Committee Room 1
Level 9
Council House**

APPROVED FOR RELEASE

**MARTIN MILEHAM
CHIEF EXECUTIVE OFFICER**



City of Perth

Audit and Risk Committee Minutes

27 February 2017
4.30pm

Committee Room 1
Level 9
Council House

Minutes to be confirmed at the next **Audit and Risk Committee** meeting.

<p>THESE MINUTES ARE HEREBY CERTIFIED AS CONFIRMED</p> <p>PRESIDING MEMBER'S SIGNATURE</p> <p><i>AM Scapellato</i></p> <p>-----</p> <p>DATE: <i>22. May 2017</i></p> <p>-----</p>

Minutes of the **Audit and Risk Committee** meeting of the City of Perth in Committee Room 1, Ninth Floor, Council House, 27 St Georges Terrace, Perth on Monday, 27 February 2017.

Members in Attendance:

Lord Mayor Lisa-M. Scaffidi - Presiding Member
Cr Davidson
Cr Green

Officers:

Mr Mileham - Chief Executive Officer
Mr Mianich - Director Corporate Services
Mr Ridgwell - Manager Governance
Mr Richards - Manager Finance
Mr Ngara - Risk Management Coordinator
Mr Cheldi - Internal Auditor
Ms Mendoza - Assistant Internal Auditor
Ms Honmon - Governance Officer

Guests and Deputations:

Deputy Lord Mayor Cr Limnios (entered at 5.03pm)

1. Declaration of Opening

4.30pm The Presiding Member declared the meeting open.

2. Apologies and Members on Leave of Absence

Nil

3. Question Time for the Public

Nil

4. Confirmation of Minutes – 31 October 2016 and 22 November 2016

Moved by Cr Davidson, seconded by Cr Green

That the minutes of the meetings of the Audit and Risk Committee held on 31 October 2016 and 22 November 2016 be confirmed as a true and correct record.

The motion was put and carried

The votes were recorded as follows:

For: The Lord Mayor, Crs Davidson and Green

Against: Nil

5. Correspondence

Nil

6. Disclosures of Members' Interests

Nil

7. Matters for which the Meeting may be Closed

The Chief Executive Officer advised that, in accordance with Section 5.23(2) of the *Local Government Act 1995*, the meeting will be required to be closed to the public prior to discussion of the following:

Item No.	Item Title	Reason
Confidential Item 8.2 and Confidential Attachment 8.2A	Appointment of External Member – Audit and Risk Committee	s5.23(2)(e)(iii)
Confidential Item 8.3 and Confidential Attachment 8.3A	2016 Compliance Audit Return	s5.23(2)(e)(iii)
Confidential Item 8.4 and Confidential Attachment 8.4A	Outstanding Internal Audit Recommendations – February 2017	s5.23(2)(a)

The Chief Executive Officer also advised that, in accordance with Section 5.23(2) of the *Local Government Act 1995*, should an Elected Member wish to discuss the content of the confidential attachment/s listed below, it is recommended that Council resolve to close the meeting to the public prior to discussion of the following:

Schedule No.	Item No. and Title	Reason
Confidential Attachments 8.1C and 8.1D	Item 8.1 – Risk Management, and Crisis and Business Continuity Management Framework	s5.23(2)(e)(iii)
Confidential Attachment 8.5A	Item 8.5 – Internal Audit 2016/17 – Contract Payment Review	s5.23(2)(e)(iii)

8. Reports

Item 8.1 Risk Management, and Crisis and Business Continuity Management Framework

Moved by Cr Davidson, seconded by Cr Green

That Council:

- 1. approves the amended Risk Management Framework detailed in Attachment 8.1B;**
- 2. approves the Crisis and Business Continuity Management Framework detailed in Confidential Attachment 8.1C; and**
- 3. notes the update on High and Extreme Risks detailed in Confidential Attachment 8.1D.**

The motion was put and carried

The votes were recorded as follows:

For: The Lord Mayor, Crs Davidson and Green

Against: Nil

In accordance with Clause 7.5A of the City of Perth Standing Orders Local Law 2009, Cr Green stated her objection to not being permitted to discuss reputational risk arising from the current State Administrative Tribunal process. The Presiding Member advised that such matters can be raised in General Business of the meeting.

MOTION TO CLOSE THE MEETING

Moved by Cr Davidson, seconded by Lord Mayor Scaffidi

That the Audit and Risk Committee resolves to close the meeting to the public to consider Confidential matters in accordance with Section 5.23(2)(e)(iii) of the Local Government Act 1995.

The motion was put and carried

The votes were recorded as follows:

For: The Lord Mayor, Crs Davidson and Green

Against: Nil

4.39pm The meeting was closed with no members of the public in attendance.

Item 8.2 Appointment of External Member – Audit and Risk Committee

Moved by Cr Davidson, seconded by Lord Mayor Scaffidi

The Council approves the appointment of Mr Rob Maurich as the external member to the Audit and Risk Committee.

The motion was put and carried

The votes were recorded as follows:

For: The Lord Mayor, Crs Davidson and Green

Against: Nil

Item 8.3 2016 Compliance Audit Return

Moved by Cr Davidson, seconded by Cr Green

That Council adopts the completed 2016 Compliance Audit Return as detailed in Confidential Attachment 8.3A for certification by the Lord Mayor and the Chief Executive Officer in accordance with Regulation 15(2) of the Local Government (Audit) Regulations 1996.

The motion was put and carried

The votes were recorded as follows:

For: The Lord Mayor, Crs Davidson and Green

Against: Nil

Item 8.4 Outstanding Internal Audit Recommendations – February 2017

Moved by Cr Davidson, seconded by Cr Green

That Council receives the report summarising the status of outstanding internal audit recommendations as at February 2017.

(Cont'd)

The motion was put and carried

The votes were recorded as follows:

For: The Lord Mayor, Crs Davidson and Green

Against: Nil

Item 8.5 Internal Audit 2016/17 – Contract Payment Review

Moved by Cr Davidson, seconded by Cr Green

That Council approves the Contract Payment Review as part of the Internal Audit Plan 2016/17 as detailed in Confidential Attachment 8.5A.

The motion was put and carried

The votes were recorded as follows:

For: The Lord Mayor, Crs Davidson and Green

Against: Nil

MOTION TO RE-OPEN THE MEETING

Moved by Cr Davidson, seconded by Cr Green

That the Audit and Risk Committee resolves to re-open the meeting to the public.

The motion was put and carried

The votes were recorded as follows:

For: The Lord Mayor, Crs Davidson and Green

Against: Nil

5.02pm The meeting was re-opened at 5.02pm and no members of the public returned.

Therefore, in accordance with clause 5.2(6)(b) of the *City of Perth Standing Orders Local Law 2009*, the Committee resolutions for Items 8.2 to 8.5 were not read aloud but are recorded in the meeting minutes.

9. Motions of which previous notice has been given

Nil

5.03pm **The Deputy Lord Mayor entered the meeting.**

10. General Business

10.1 Responses to General Business from a Previous Meeting

Nil

10.2 New General Business

Potential Reputational Risks – Current Proceedings Being Considered By The State Administrative Tribunal (SAT)

Cr Green requested information regarding potential risks and actions for the City of Perth resulting from the eventual outcome of the current proceedings before the State Administrative Tribunal.

The Chief Executive Officer advised that the City of Perth would not form a position on the proceedings as the matter is currently before the State Administrative Tribunal. The Chief Executive Officer and the Manager Governance advised that the City will comply with any statutory procedures as required in accordance with the *Local Government Act 1995*.

Insurance Services for the City of Perth

The Director Corporate Services advised the Audit and Risk Committee that a tender for insurance services for the City of Perth will soon be advertised. Procurement Australia has assisted in drafting specifications for the tender. The tender evaluation will be presented to Council for consideration in the future.

11. Items for consideration at a future meeting

Outstanding Items:

Nil

12. Closure

5.16pm There being no further business, the Presiding Member declared the meeting closed.