



MINUTES OF

**AUDIT AND RISK
COMMITTEE MEETING**

HELD ON

**Monday 9 September 2019
5.30 pm**

IN COUNCIL CHAMBERS - 83 MANDURAH TERRACE MANDURAH

PRESENT:

COUNCILLOR	P JACKSON [CHAIRMAN]	NORTH WARD
COUNCILLOR	P ROGERS	TOWN WARD
COUNCILLOR	R WORTLEY	NORTH WARD
MR	I ILSLEY	EXTERNAL REPRESENTATIVE

OFFICERS IN ATTENDANCE:

MR	M NEWMAN	CHIEF EXECUTIVE OFFICER
MRS	C MIHOVILOVICH	DIRECTOR CORPORATE SERVICES
MR	C JOHNSON	ACTING DEPUTY CHIEF EXECUTIVE OFFICER
MR	R KING	MANAGER HR AND ORGANISATIONAL DEVELOPMENT
MS	P LADLOW	OCCUPATIONAL HEALTH AND SAFETY ADVISOR
MRS	L SLAYFORD	MINUTE OFFICER

OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS [AGENDA ITEM 1]

In the Chairperson's absence the Chief Executive Officer opened the meeting at 5.43pm. Nominations for the position of Chairperson were called for, one nomination was received from Councillor Jackson.

The Chief Executive Officer declared Councillor Jackson Chairperson for the Audit and Risk Committee meeting of 9 September, 2019.

Councillor Jackson took the Chair.

ATTENDANCE AND APOLOGIES [AGENDA ITEM 2]

Committee members Mayor Williams and Hon Councillor Riebeling are apologies. Non-committee members Councillors Schumacher and Lynn Rodgers are on leave of absence. Councillor Jackson deputised for Mayor Williams.

RESPONSE TO QUESTIONS TAKEN ON NOTICE [AGENDA ITEM 3]

Nil.

PRESENTATIONS AND ANNOUNCEMENTS BY CHAIRMAN [AGENDA ITEM 4]

Nil.

CONFIRMATION OF MINUTES [AGENDA ITEM 5]

AR.1/9/19 CONFIRMATION OF MINUTES

RESOLVED: I Illsley / Peter Rogers

That the Minutes of the Audit and Risk Committee meeting of Monday, 8 July 2019 be confirmed.

CARRIED UNANIMOUSLY: 4/0

DECLARATIONS OF FINANCIAL, PROXIMITY AND IMPARTIALITY INTERESTS [AGENDA ITEM 6]

Nil.

BUSINESS LEFT OVER FROM PREVIOUS MEETING [AGENDA ITEM 7]

Nil.

SUSPENSION OF STANDING ORDERS [AGENDA ITEM 8]

Nil.

ITEMS FROM OFFICERS [AGENDA ITEM 9]

AR.2/9/19 OSH ANNUAL REVIEW 2018 - 2019 (PL/RK) (REPORT 1)

The City is now operating under our second Three Year Strategic OSH Plan which has been developed referencing the 2018 LGIS Worksafe Plan Audit recommendations. 2018-2019 has seen a continued focus on improving/reviewing our occupational health and safety systems and culture. Council is requested to note the progress being made in continuing the Three Year Strategic OSH Plan and the ongoing risk identification and management being conducted across the City. Council is also requested to note the City's current OSH performance.

The Manager HR and Organisational Development delivered a visual presentation as per Attachment 1 of the report. Discussion ensued in regard to changes and improvements in the health and safety programs and beneficial effect on the workforce. The Manager HR and Organisational Development, Occupational Health and Safety Advisor and Acting Deputy Chief Executive provided clarification on points discussed. Councillor Peter Rogers requested clarification as to why the number of workplace inspections had reduced from the previous year which was taken on notice.

Discussion in relation to psychological claims ensued. The Chief Executive Officer undertook to include further information in this regard within quarterly reporting to Council.

Councillor Wortley moved with Councillor Peter Rogers seconding the report recommendation.

RESOLVED TO RECOMMEND: R Wortley / Peter Rogers

That Council

- 1. Notes the continuation of the Three Year Strategic OSH Plan.**
- 2. Notes the City's OSH performance for the 2018/19 financial year.**

CARRIED UNANIMOUSLY: 4/0

AR.3/9/19 AUDITOR GENERAL'S REPORT ON BUILDING APPROVALS (CM) (REPORT 2)

The Office of the Auditor General (OAG) has released the findings of the performance audit in relation to Local Government Building Approvals (Report 28 June 2018-19) which was tabled in Parliament on 26 June 2019. The City of Mandurah was selected as one of the local governments to be audited for the regulation, monitoring and enforcement of permits for new houses and major renovations requiring approval for the 2016/17 and 2017/18 financial years. The purpose of the audit was to determine if local government entities effectively regulate residential building permits. The OAG did not review:

- Approvals for planning, demolitions and commercial buildings;
- Other building activities like patios, retaining walls and swimming pools; or
- How builders inspect the quality of their own work.

In accordance with section 7.12A of the *Local Government Act 1995*, it is recommended that the Audit and Risk Committee recommend to Council that the action plan is submitted to the Minister for Local Government that addresses the significant matters arising from the audit relevant to the City of Mandurah and that this is published on the City of Mandurah's website within 14 days of submitting the report to the Minister for Local Government.

Councillor Wortley moved the report recommendation which was seconded by Mr Illsley. Clarification in regard to conflict of interest processes raised were responded to by the Chief Executive Officer and Director Corporate Services who indicated this is currently under review and forms part of the 2020 Work Plan.

RESOLVED TO RECOMMEND: R Wortley / I Illsley

That Council:

- 1. Note the Office of the Auditor General's performance audit in relation to Local Government Building Approvals (Report 28 June 2018-19) as detailed in Attachment 1 of the report;**
- 2. Approve the action plan (as detailed in Attachment 2 of the report) and submit to the Minister for Local Government; and**
- 3. Publish the action plan on the City of Mandurah's website within 14 days of the report being submitted to the Minister for Local Government.**

CARRIED UNANIMOUSLY: 4/0

LATE AND URGENT BUSINESS ITEMS [AGENDA ITEM 10]

Nil.

QUESTIONS AND ISSUES FROM COMMITTEE MEMBERS [AGENDA ITEM 11]

Nil.

REINSTATE STANDING ORDERS [AGENDA ITEM 12]

Nil.

CLOSE OF MEETING [AGENDA ITEM 13]

There being no further business, the Chairman declared the meeting closed at 6.19pm.

CONFIRMED:[CHAIRMAN]