

Minutes of Audit and Risk Committee Meeting

Held on

Monday 7 October 2024 at 5.30pm

Held at Council Chamber, 83 Mandurah Terrace, Mandurah

PRESENT:

COUNCILLOR	P ROGERS [Chairperson]	TOWN WARD
COUNCILLOR	A KEARNS	EAST WARD
COUNCILLOR	S WRIGHT	EAST WARD
COUNCILLOR	C KNIGHT [Deputy Mayor]	NORTH WARD
COUNCILLOR	A ZILANI	NORTH WARD
COUNCILLOR	R BURNS	TOWN WARD
MAYOR	R WILLIAMS	
MR	J SETH	INDEPENDENT MEMBER
MR	W TICEHURST	INDEPENDENT MEMBER

ELECTED MEMBERS OBSERVING:

COUNCILLOR J SMITH (electronic attendance)

GUESTS:

MS	C MIHOVILOVICH	CHIEF EXECUTIVE OFFICER
MRS	T JONES	DIRECTOR BUSINESS SERVICES
MR	M HALL	DIRECTOR BUILT AND NATURAL ENVIRONMENT
MS	J THOMAS	DIRECTOR PLACE AND COMMUNITY
MR	J CAMPBELL-SLOAN	DIRECTOR STRATEGY AND ECONOMIC DEVELOPMENT
MRS	L BARKER	MINUTE OFFICER

1. OPENING OF MEETING

The Chairperson declared the meeting open at 5.32pm.

2. ACKNOWLEDGEMENT OF COUNTRY

Councillor Rogers acknowledged that the meeting was being held on the traditional land of the Bindjareb people and paid his respect to their Elders past and present.

3. APOLOGIES

Nil

4. IMPORTANT NOTE

The purpose of this Committee Meeting is to discuss and make recommendations to Council about items appearing on the agenda and other matters for which the Committee is responsible. The Committee has no power to make any decisions which are binding on the Council or the City of Mandurah unless specific delegation of authority has been granted by Council.

No person should rely on or act on the basis of any advice or information provided by a Member or officer, or on the content of any discussion occurring, during the course of the meeting. The City of Mandurah expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any advice or information provided by a Member or officer, or the content of any discussion occurring, during the course of the Committee meeting.

5. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil.

6. PUBLIC QUESTION TIME

Nil

7. PRESENTATIONS

Nil.

8. DEPUTATIONS

Nil.

9. CONFIRMATION OF MINUTES

AR.1/10/24 CONFIRMATION OF MINUTES MONDAY 5 AUGUST 2024

MOTION

Moved: Councillor S Wright

Seconded: Councillor C Knight

That the Minutes of the Audit and Risk Committee meeting of Monday 5 August 2024 be confirmed.

CARRIED: 7/0

FOR: Cr S Wright, Cr C Knight, Cr P Rogers, Cr A Kearns, Cr A Zilani, Mr J Seth, Mr W Ticehurst

AGAINST: Nil

10. DECLARATIONS OF INTERESTS

Nil

Councillor R Burns entered the chambers and joined the meeting at 5.34pm.

11. QUESTIONS FROM COMMITTEE MEMBERS

Questions of Which Due Notice Has Been Given

Nil

Questions of Which Notice Has Not Been Given

11.1 CR P ROGERS: EASTERN FORESHORE PROJECT PROGRESS

Question 1

As the completion date of the Eastern Foreshore redevelopment project is close to Crab Fest, are there any key risks of it not being completed in time?

City of Mandurah Response

The Director of Built and Natural Environment responded that the works are progressing well and are on track for the re-development to be completed and open prior to Crab Fest taking place.

12. BUSINESS LEFT OVER FROM PREVIOUS MEETING

Nil

13. REPORTS FROM OFFICERS

Nil

14. REPORTS FROM AUDITORS

Nil

15. LATE AND URGENT BUSINESS ITEMS

Nil

16. CONFIDENTIAL ITEMS

AR.2/10/24 CLOSE DOORS

MOTION

Moved: Councillor A Kearns

Seconded: Councillor A Zilani

That the meeting proceeds with closed doors at 5.38pm in accordance with Section 5.23(2)(f) of the *Local Government Act 1995*, to allow for the confidential discussion of an item.

CARRIED: 8/0

FOR: Cr A Kearns, Cr A Zilani, Cr P Rogers, Cr S Wright, Cr C Knight, Cr R Burns, Mr J Seth, Mr W Ticehurst

AGAINST: Nil

Members of the media, non-senior employees and persons in the gallery left the meeting at this point. The Minute Officer remained with Senior Officers.

THE MEETING PROCEEDED WITH CLOSED DOORS AT 5.38PM

Mayor R Williams entered chambers and joined the meeting at 5.39pm.

**AR.3/10/24 CONFIDENTIAL ITEM: OFFICER OF AUDITOR GENERAL PERFORMANCE
AUDIT LOCAL GOVERNMENT MANAGEMENT OF PURCHASING CARDS:
CONFIDENTIAL REPORT 1**

Confidential discussion ensued regarding this issue.

Officer Recommendation

That the Audit & Risk Committee note the findings in Confidential Attachment 1.1 Self-Assessment (Comparison with OAG findings) and the recommendations for improvement to the City's controls outlined in Confidential Attachment 1.2.

Committee Recommendation

MOTION

Moved: Mr J Seth
Seconded: Councillor A Kearns

That the Audit & Risk Committee note the findings in Confidential Attachment 1.1 Self-Assessment (Comparison with OAG findings) and the recommendations for improvement to the City's controls outlined in Confidential Attachment 1.2.

CARRIED: 9/0

FOR: Mr J Seth, Cr A Kearns, Cr P Rogers, Mayor R Williams, Cr S Wright, Cr C Knight, Cr A Zilani, Cr R Burns, Mr W Ticehurst

AGAINST: Nil

**AR.4/10/24 CONFIDENTIAL ITEM: STRATEGIC INTERNAL AUDIT MONITORING
REPORT – QUARTER ONE FY2024/2025: CONFIDENTIAL REPORT 2**

Confidential discussion ensued regarding this issue.

Officer Recommendation

That the Audit and Risk Committee notes the Strategic Internal Audit Plan Monitoring Report – Quarter One Financial Year 2024/2025 as detailed in Confidential Attachment 2.1.

Committee Recommendation

MOTION

Moved: Mayor R Williams
Seconded: Councillor A Kearns

That the Audit and Risk Committee notes the Strategic Internal Audit Plan Monitoring Report – Quarter One Financial Year 2024/2025 as detailed in Confidential Attachment 2.1.

CARRIED: 9/0

FOR: Mayor R Williams, Cr A Kearns, Cr P Rogers, Cr S Wright, Cr C Knight, Cr A Zilani, Cr R Burns, Mr J Seth, Mr W Ticehurst

AGAINST: Nil

AR.5/10/24 OPEN DOORS

MOTION

Moved: Councillor A Kearns

Seconded: Councillor A Zilani

That the meeting proceeds with open doors.

CARRIED: 9/0

FOR: Cr A Kearns, Cr A Zilani, Cr P Rogers, Mayor R Williams, Cr S Wright, Cr C Knight, Cr R Burns, Mr J Seth, Mr W Ticehurst

AGAINST: Nil

THE MEETING PROCEEDED WITH OPEN DOORS AT 6.10PM

AR.6/10/24 ENDORSE RESOLUTIONS

MOTION

Moved: Cr C Knight

Seconded: Cr R Burns

That Council endorses the resolutions taken with closed doors.

CARRIED: 9/0

FOR: Cr C Knight, Cr R Burns, Cr P Rogers, Mayor R Williams, Cr A Kearns, Cr S Wright, Cr A Zilani, Mr J Seth, Mr W Ticehurst

AGAINST: Nil

17. CLOSE OF MEETING

There being no further business, the Chairperson declared the meeting closed at 6.10pm

CONFIRMED:[CHAIRMAN]

NOTICE OF MEETING

AUDIT AND RISK COMMITTEE

Members of the Audit and Risk Committee are advised that a meeting of the Committee will be held in the Council Chambers, 83 Mandurah Terrace Mandurah on

**Monday 7 October 2024
at 5.30pm**

James Campbell-Sloan
Acting Chief Executive Officer
2 October 2024

Committee Members:
Councillor P Rogers [Chairperson]
Mayor Williams
Councillor C Knight [Deputy Mayor]
Councillor R Burns
Councillor A Kearns
Councillor S Wright
Councillor A Zilani
Mr J Seth
Mr W Ticehurst

Deputies:
Councillor B Pond
Councillor D Wilkins

AGENDA

1. OPENING OF MEETING

2. ACKNOWLEDGEMENT OF COUNTRY

3. APOLOGIES

4. IMPORTANT NOTE

Members of the public are advised that the decisions of this Committee are referred to Council Meetings for consideration and cannot be implemented until approval by Council. Therefore, members of the public should not rely on any decisions of this Committee until Council has formally considered the resolutions agreed at this meeting.

5. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

6. PUBLIC QUESTION TIME

Public Question Time provides an opportunity for members of the public to ask a question of Council. For more information regarding Public Question Time please visit the City's website mandurah.wa.gov.au or telephone 9550 3787.

7. PRESENTATIONS

8. DEPUTATIONS

Any person or group wishing to make a Deputation to the Committee meeting regarding a matter listed on this agenda for consideration must complete an application form. For more information regarding making a deputation please visit the City's website mandurah.wa.gov.au or telephone 9550 3787.

9. CONFIRMATION OF MINUTES: TUESDAY 5 AUGUST 2024

Minutes available on the City's website via mandurah.wa.gov.au/council/council-meetings/agendas-and-minutes

10. DECLARATIONS OF INTERESTS

11. QUESTIONS FROM COMMITTEE MEMBERS

- 11.1 Questions of Which Due Notice Has Been Given
- 11.2 Questions of Which Notice Has Not Been Given

12. BUSINESS LEFT OVER FROM PREVIOUS MEETING

13. REPORTS

Nil

14. REPORTS FROM AUDITORS

Nil

15. LATE AND URGENT BUSINESS ITEMS

16. CONFIDENTIAL ITEMS

No.	Item	Page No	Note
1	Officer of Auditor General Performance Audit Local Government Management of Purchasing Cards	3 - 11	Confidential Item
2	Strategic Internal Audit Monitoring Report – Quarter One FY2024/2025	12 - 17	Confidential Item

17. CLOSE OF MEETING