

I hereby certify that the Minutes of the Audit (Finance and Risk) Committee Meeting are a true and accurate record of the proceedings contained therein.

Chairperson

Date



SHIRE OF WYNDHAM | EAST KIMBERLEY

MINUTES AUDIT (FINANCE AND RISK) COMMITTEE

9 August 2016

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**SHIRE OF WYNDHAM EAST KIMBERLEY
MINUTES OF THE AUDIT (FINANCE AND RISK)
COMMITTEE
KUNUNURRA COUNCIL CHAMBERS
HELD ON TUESDAY, 9 AUGUST 2016 AT 3:00 PM**

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Deputy Chairperson declared the meeting open at 3:07pm.

**2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE/
PREVIOUSLY APPROVED**

ATTENDANCE

Cr B Robinson	Councillor – Deputy Chair
Cr N Perry	Councillor
Cr A Petherick	Councillor
Cr J Parker	Councillor
N TePohe	Acting CEO
W Richards	Acting Director Community Development
D McCallum	Governance Administration Officer (Minute Taker)

GALLERY

Keith Wright	Resident
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APOLOGIES

Cr S Rushby	Councillor - Chairperson
L Gee	Director Community Development
D Klye	Director Infrastructure

LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil

**3. PUBLIC QUESTION TIME/PREVIOUS PUBLIC QUESTIONS TAKEN ON
NOTICE**

Nil

4. DECLARATION OF INTEREST

- **Financial Interest**
Nil
- **Impartiality Interest**
Nil
- **Proximity Interest**
Nil

5. ACCEPTANCE OF MINUTES OF PREVIOUS MEETING

RECOMMENDATION

That the Minutes of the Audit (Finance and Risk) Committee meeting of 10 May 2016 be accepted as a true and accurate record of proceedings.

COMMITTEE RESOLUTION

Minute No. AC412

**Moved: Cr J Parker
Seconded: Cr N Perry**

That the Minutes of the Audit (Finance and Risk) Committee meeting of 10 May 2016 be accepted as a true and accurate record of proceedings.

Carried 4/0

RECOMMENDATION

That the Minutes of the Special Audit (Finance and Risk) Committee meeting of 28 June 2016 be accepted as a true and accurate record of proceedings.

COMMITTEE RESOLUTION

Minute No. AC413

**Moved: Cr J Parker
Seconded: Cr N Perry**

That the Minutes of the Special Audit (Finance and Risk) Committee meeting of 28 June 2016 be accepted as a true and accurate record of proceedings.

Carried 4/0

6. DEPUTATIONS/PRESENTATIONS/SUBMISSIONS/NOTICES OF MOTIONS

Nil

7. REPORTS

07.1. STANDING ITEM - LEASES

DATE:	9 August 2016
AUTHOR:	Niroshini Nandasiri, Asset Management Accountant
RESPONSIBLE OFFICER:	Natalie Octoman, Director Corporate Services
FILE NO:	CP.07 and CP.16
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That the Committee recommends to the Council that it notes the Confidential Lease Schedule and New and Renewal Lease Schedule attached.

COMMITTEE RESOLUTION

Minute No. AC414

Moved: Cr N Perry

Seconded: Cr J Parker

That the Committee recommends to the Council that it notes the Confidential Lease Schedule and New Renewal Lease Schedule attached.

Carried 4/0

PURPOSE

To consider the attached Confidential Lease Report as at 25/07/2016.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Provider - provide physical infrastructure and essential services.

BACKGROUND/PREVIOUS CONSIDERATIONS BY COUNCIL/COMMITTEE

The Shire of Wyndham East Kimberley administers over thirty-five leases ranging from airport leases, community and commercial leases.

In December 2007 the Audit (Risk and Finance) Committee resolved:

Minute No. A066

Moved: Cr Keith Wright

Seconded Cr Frederic Mills

- 1. That the Audit Committee note that the responsibility for the management of leases and periodical contracts is that of the Executive Manager Corporate Services.**
- 2. That the Audit Committee note that the Executive Manager Corporate Services monitors the leases and coordinates the lease database and reporting to Executive Managers, the Audit Committee and Council.**
- 3. That the Audit Committee request staff to present an updated Lease Spreadsheet certified by Executive Manager Corporate Services to each Audit Committee meeting as a standing item.**

Carried Unanimously 4/0

STATUTORY IMPLICATIONS

Local Government Act 1995

Part 5, Division 2

5.23. Meetings generally open to public

- (2) *If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —*
 - (a) *a matter affecting an employee or employees; and*
 - (b) *the personal affairs of any person; and*
 - (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and*
 - (d) *legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and*
 - (e) *a matter that if disclosed, would reveal —*
 - (i) *a trade secret; or*
 - (ii) *information that has a commercial value to a person; or*
 - (iii) *information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; and*
 - (f) *a matter that if disclosed, could be reasonably expected to —*

- (i) *impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or*
 - (ii) *endanger the security of the local government's property; or*
 - (iii) *prejudice the maintenance or enforcement of a lawful measure for protecting public safety; and*
 - (g) *information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and*
 - (h) *such other matters as may be prescribed.*
- (3) *A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.*

POLICY IMPLICATIONS

CP/PMG-3780 Leasing of Council Managed Reserve Land – Community is relevant.

CP/PMG-3781 Leasing of Council Managed/Owned Land – Commercial is relevant.

FINANCIAL IMPLICATIONS

There are no financial implications from the preparation of this report.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

Goal 1: Strong leadership and governance that underpins a more strategic approach to community engagement, regional development and organisational sustainability

Objective 1.4: Business innovation, efficiency and improved services

Strategy 1.4.1 : Ensure legislative compliance and follow best practice principles in planning and service delivery

Strategy 1.4.2 : Improve the efficiency and productivity of Shire services

Strategy 1.4.3 : Maintain Council's long term financial viability

RISK IMPLICATIONS

Loss of corporate knowledge with staff turnover.

COMMUNITY ENGAGEMENT

The Shire of Wyndham East Kimberley's CP/GOV-3100 Community Engagement Policy has been considered in relation to this item.

No community engagement is required.

COMMENTS

The Shire has finalised many outstanding leasing issues over the past 12 months. While there are clearly some leases that are outstanding, it demonstrates a positive move forward in relation to overall lease management.

ATTACHMENTS

Attachment 1 - Lease Schedule (Confidential attachment provided under separate cover).
Attachment 2 - New and Renewal Lease Schedule (Confidential attachment provided under separate cover).

07.2. STANDING ITEM - RATES DEBTORS

DATE:	26 July 2016
AUTHOR:	Veronica Gulland, Senior Rates Officer
RESPONSIBLE OFFICER:	Natalie Octoman, Director Corporate Services
FILE NO:	FM.11.1
DISCLOSURE OF INTERESTS:	NIL

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That the Audit (Finance and Risk) Committee reports to the Council that the actions being undertaken by the administration in regard to rates debtors, including rates debts in legal process are sufficient and appropriate.

COMMITTEE RESOLUTION

Minute No. AC415

Moved: Cr N Perry

Seconded: Cr J Parker

That the Audit (Finance and Risk) Committee reports to the Council that the actions being undertaken by the administration in regard to rates debtors, including rates debts in legal process are sufficient and appropriate.

Carried 4/0

PURPOSE

To review the status of rates debtors and those rates debts that are in the legal process.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policy and practices

BACKGROUND/PREVIOUS CONSIDERATIONS BY COUNCIL/COMMITTEE

At the Ordinary Council Meeting, 16 October 2007, Council resolved the following:

Minute No. 7936

That Council direct the CEO to provide a written report to Council under confidential cover each month in regard to all debts currently in legal process.

Carried Unanimously 5/0

At the Ordinary Council Meeting on 18 March 2008, Council resolved the following:

Minute No: 8148

Moved: Cr J Parker Seconded: Cr F Mills

That Council:

- 1. note the confidential report provided to it in relation to debts owed to Council and under legal action.***
- 2. direct the Executive Manager Corporate Services to provide a written report to the Audit Committee under confidential cover at each Audit Committee meeting in regard to all debts currently in legal process.***
- 3. request the Audit Committee to make recommendations to Council as required and appropriate in relation to the report provided under confidential cover regarding debts currently in legal process.***
- 4. resolve that this requirement replaces the previous requirement on the CEO to report information to Council.***

Carried Unanimously 8/0

This requirement is now fulfilled by a combination of this report and item 5.1 Standing Item – Sundry Debtors.

The Outstanding Rates Debtors over three years report has also been incorporated into the confidential attachment to this item to give a complete picture of rates debtors

STATUTORY IMPLICATIONS

This item in a Council Meeting needs to be discussed behind closed doors under section 5.23. (2) (e) (iii) of the *Local Government Act 1995* because the item may disclose information about the business, professional, commercial or financial affairs of a person.

POLICY IMPLICATIONS

Council's Policy CP FIN-3212 Rates and Charges Debt Collection Policy is relevant

FINANCIAL IMPLICATIONS

Legal fees may be incurred to recover debts or revenue written off if debt recovery is considered not economically viable

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

Goal 1: Strong leadership and governance that underpins a more strategic approach to community engagement, regional development and organisational sustainability

Objective 1.4: Business innovation, efficiency and improved services

Strategy 1.4.3 : Maintain Council's long term financial viability

RISK IMPLICATIONS

Strategic Risk: Failure to comply with legislative requirements leading to damage of reputation and/or financial loss.

Operational Risk: Non-collection of rates and debts resulting in financial and/or reputation loss.

COMMUNITY ENGAGEMENT

The Shire of Wyndham East Kimberley's CP/GOV-3100 Community Engagement Policy has been considered in relation to this item.

No community engagement is required.

COMMENTS

Rates and Services Debtors Summary

Rates & Services Levied 2015/2016 (including arrears)	Rates & Services Debt at 26 July 2016	Overdue at 26 July 2016
\$ 12,569,783.94	\$547,559.53*	\$547,559.53

***Includes properties in credit with refunds to be processed.**

Rates for the financial year of 2015/16 were raised and issued on 11 September 2015. Interim rating occurs periodically throughout the year.

Comparison of rates received 2014/15 and 2015/16

		2014/15			2015/16		
Days from Billing		Total Outstanding	Received	% of Billing	Total Outstanding	Received	% of Billing
		\$	\$		\$	\$	
0	Notices Issued	11,031,944			11,876,722		
7		10,535,586	496,358	4.50%	11,530,415	346,307	2.92%
14*		8,370,659	2,164,927	19.62%	10,722,863	807,552	6.80%
21		7,539,027	831,632	7.54%	10,119,902	602,961	5.08%
28		6,786,900	752,127	6.82%	9,275,340	844,562	7.11%
35	Rates Due date	4,017,509	2,769,391	25.10%	4,704,076	4,571,264	38.49%
42		3,629,050	388,459	3.52%	4,383,002	321,074	2.70%
31 December		2,272,400	1,356,650	12.30%	2,917,515	1,465,487	12.33%
Final Instalment due date		789,577	1,512,823	13.71%	1,017,623	1,899,892	16.00%
30 June following		461,187	480,657	4.36%	580,451	437,172	3.68%
Total			10,753,024	97.47%		11,296,271	95.11%

* Difference at 14 days due to timing of receipt of Department of Housing Rates.

Instalment Status Report at 26 July 2016

Instalment Option	Number of Properties	% Total Properties*	Properties up to date	Properties Behind***	Instalments Overdue \$	% of Properties Overdue**
2 instalments	202	7.43%	176	26	6,161.96	12.87%
4 Instalments	605	22.25%	429	176	217,416.23	29.09%
All instalment payers	807	29.68%	605	202	223,578.19	25.03%

*2719 excluding non-rateable properties

**Percentage of all instalment payers for each option

**Comparison of rates debtors referred for debt collection 2013/14, 2014/15 and 2015/16
as at 29 April 2016**

	2013/14		2014/15		2015/16	
	Number of debtors	Total value of Debt \$	Number of debtors	Total value of Debt \$	Number of debtors	Total value of Debt \$
Debts referred for NOI*	274	683,868	59	438,136	149	639,115
Debts proceeding to GPC**	82	109,489	12	31,840	46	154,828

*NOI – letter sent to debtor by debt collection agency advising of intention to take legal action.

**GPC – General Procedure Claim lodged at court to be served on debtor.

ATTACHMENTS

Attachment 1 - Rates Debtors - Detailed Report (Confidential Attachment provided under separate cover).

07.3. STANDING ITEM - SUNDRY DEBTORS

DATE:	9 August 2016
AUTHOR:	Amanda Collins, Debtors Officer
RESPONSIBLE OFFICER:	Natalie Octoman, Director Corporate Services
FILE NO:	FM.07.2
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That the Audit (Finance and Risk) Committee reports to the Council that the actions being undertaken by the administration in regard to sundry debtors including sundry debts in legal process are sufficient and appropriate.

COMMITTEE RESOLUTION

Minute No. AC416

Moved: Cr N Perry

Seconded: Cr J Parker

That the Audit (Finance and Risk) Committee reports to the Council that the actions being undertaken by the administration in regard to sundry debtors including sundry debts in legal process are sufficient and appropriate.

Carried 4/0

PURPOSE

To review the status of sundry debtors, including airport debtors, and sundry debts in legal process.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policy and practices.

BACKGROUND/PREVIOUS CONSIDERATIONS BY COUNCIL/COMMITTEE

The listing of 90+ day sundry debtors was provided at the Ordinary Council Meeting on a monthly basis until March 2009 when Council resolved that the 90+ days debtor list be removed from the Council Agenda as a standing item and be presented to the then Audit

Committee for consideration and to make recommended actions to Council as this falls within the scope of the committee's purpose.

In line with the more strategic focus of the new Committee the report in April 2012 only included debtor balances at 90+days and over \$500.

To further progress this strategic focus this item has been amended to provide summary information regarding all sundry debts including airport landing fees administered by Avdata on the Shire's behalf. Sundry debtors in legal process have also been incorporated into this item to provide a complete picture of sundry debtors.

Further changes were recommended to the Committee at the February 2014 meeting to modify the report by removing the categories previously reported and to report sundry debtors as a whole, with airport debtors still being identified separately and that only debtors in excess of \$20,000 be provided with more detail. These changes were supported by the Committee and have been implemented in this report.

STATUTORY IMPLICATIONS

This item in a Council Meeting needs to be discussed behind closed doors under section 5.23. (2) (e) (iii) of the *Local Government Act 1995* because the item may disclose information about the business, professional, commercial or financial affairs of a person and because the item may also contain legal advice to the Shire.

POLICY IMPLICATIONS

CP/FIN-3214 Sundry Debt Collection Policy is relevant to this item.

FINANCIAL IMPLICATIONS

Legal fees may be incurred to recover debts or revenue written off if debt recovery is considered not economically viable.

It should be noted however, that as outlined in section 9.1 of the CP/FIN-3214 *Sundry Debt Collection Policy*, when possible 'legal fees associated with the recovery of outstanding debts will be recovered from the sundry debtor to the extent allowable under legislation and will be assessed on a case by case basis'.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022.

Goal 1: Strong leadership and governance that underpins a more strategic approach to community engagement, regional development and organisational sustainability.

Objective 1.4: Business innovation, efficiency and improved services.

Strategy 1.4.3 : Maintain Council's long term financial viability.

The costs associated with legal fees to recover debt need to be weighed up against the debt to ensure an economically viable action is being taken.

RISK IMPLICATIONS

Strategic Risk: Failure to comply with legislative requirements leading to damage of reputation and/or financial loss.

Operational Risk: Non-collection of rates and debts resulting in financial and/or reputation loss.

COMMUNITY ENGAGEMENT

The Shire of Wyndham East Kimberley's CP/GOV-3100 Community Engagement Policy has been considered in relation to this item.

No community engagement is required.

COMMENTS

Sundry Debtors (General) Summary as at 29 July 2016

Categories	90 Days		60 Days	30 Days	Current	Total
	<u>No</u>	\$	\$	\$	\$	\$
Sundry Debtors	52	135,032	5,698	238,876	582,005	961,611

Note: The information in the above table is from the Shire's Debtors System, the revenue is recognised when the debt is raised.

Sundry Debtors (Airport Landing Fees) Summary as at 29 July 2016

Categories	90 Days		60 Days	30 Days	Current	Total
	<u>No</u>	\$	\$	\$	\$	\$
Kununurra Airport	20	22,780	19,876	139,242	162,130	344,028
Wyndham Airport	2	2,016	2,112	1,723	4,039	9,890
Total	22	24,796	21,988	140,965	166,169	353,918

Note: The information in the above table is provided by Avdata.

ATTACHMENTS

Attachment 1 - Sundry Debtors detailed report as at 29 July 2016 (Confidential attachment provided under separate cover).

07.4. STANDING ITEM - INSURANCE CLAIMS

DATE:	9 August 2016
AUTHOR:	Niroshini Nandasiri, Asset Management Accountant
RESPONSIBLE OFFICER:	Natalie Octoman, Director Corporate Services
FILE NO:	RM.01.2
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That the Audit (Finance and Risk) Committee recommends to the Council that it notes the Insurance Claims Register attached.

COMMITTEE RESOLUTION

Minute No. AC417

Moved: Cr N Perry

Seconded: Cr J Parker

That the Audit (Finance and Risk) Committee recommends to the Council that it notes the Insurance Claims Register attached.

Carried 4/0

PURPOSE

To report to the Audit (Finance and Risk) Committee the insurance claims that are either current, or have been finalised for the 2016/17 financial year.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policy and practices

BACKGROUND/PREVIOUS CONSIDERATIONS BY COUNCIL/COMMITTEE

In February 2015, the "Report on a review of risk management, legislative compliance and internal controls" by UHY Haines Norton was presented to Council (via Audit (Finance and Risk) Committee). It has been recognised that risk management is an area where there is

minimal communication between Shire officers and the Committee members, particularly in relation to insurance-related matters.

As part of monitoring internal controls and risk management, the insurance claims report will be presented on a regular basis to the Audit (Finance and Risk) Committee. This report identifies the risks/incidents that been reported as an insurance claim, and assists to assess the status and effectiveness of risk management systems, to ensure that identified risks are monitored and new risks are identified and mitigated.

STATUTORY IMPLICATIONS

Not applicable.

POLICY IMPLICATIONS

There is a clear requirement for the Shire to develop a Risk Management Framework and associated policies which will be undertaken in the near future.

FINANCIAL IMPLICATIONS

The insurance premiums are contained within the 2015/16 Annual Budget and 2016/17 Draft Budget. There are no further implications from this report.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

Goal 1: Strong leadership and governance that underpins a more strategic approach to community engagement, regional development and organisational sustainability

Objective 1.4: Business innovation, efficiency and improved services

Strategy 1.4.4 : Deliver cost effective and efficient corporate services

RISK IMPLICATIONS

Death or injury of an employee(s) resulting in substantial claim(s) from unsafe work practices.

Failure to comply with legislative requirements leading to damage of reputation and/or financial loss.

COMMUNITY ENGAGEMENT

The Shire of Wyndham East Kimberley's CP/GOV-3100 Community Engagement Policy has been considered in relation to this item.

No community engagement is required.

COMMENTS

Risk management is embedded in the processes, systems, procedures that officers work within on a daily basis. While this is the case, there has not been any formal reporting to the Committee or the Council on either strategic or operational risks since around November 2013, until the Committee Meeting held in May 2015.

Part of the Local Government Operational Guidelines Number 09 "Audit in Local Government" identifies that "good audit committee practices in monitoring internal control and risk management programs typically include: assessing the adequacy of local government processes to manage insurable risks and ensure the adequacy of insurance Agenda Audit (Finance and Risk) Committee, 10 May 2016 19 of 55 cover, and if applicable, the level of self-insurance." This report is considered to be the first step in involving the Committee directly in insurance-related matters.

The Insurance Claims Report contains a list of current claims all lodged in 2016/17 and with claims pending for previous years in relation to motor vehicle, property, public liability.

The table below show a summary of 2015/16 year to date, 2014/15 and 2013/14 full year claims made.

Type of Policy	Current/Open		16/17 No of Claims	15/16 No of Claims	14/15 No of Claims
	No	\$(Claim Estimate)			
Motor Vehicle	8	\$21,414.00	0	9	13
Property	3	\$21,446.97	0	5	8
Public Liability	0	\$0.00	0	1	3
Marine Hull					1
Bushfire					1

Under the Motor Vehicle Policy in 2015/16, the Shire received a settlement of \$16,024 for five (5) claims in which 3 claims are still open. There has been no incident reported for 2016/17 financial year yet.

There are three (3) claims pending under the Property Insurance Policy, with an estimated settlement of \$ \$21,447. The Wyndham depot fire claim was finalised in 2015/16 for \$296,703.

ATTACHMENTS

Attachment 1 - Confidential Claims Report as at 15 July 2016.

COMMITTEE RESOLUTION

Minute No. AC418

**Moved: Cr J Parker
Seconded: Cr N Perry**

That the Audit (Finance and Risk) Committee move behind closed doors with Officers to remain.

Carried 4/0

The Audit (Finance and Risk) Committee moved behind closed doors with Officers remaining at 3:13pm.

08. MATTERS BEHIND CLOSED DOORS

08.1. UPDATE REGARDING LOTS 401 AND 402 PEARSE STREET, WYNDHAM (ASSESSMENTS A5594 AND A5595)

DATE:	9 August 2016
AUTHOR:	Veronica Gulland, Senior Rates Officer
RESPONSIBLE OFFICER:	Natalie Octoman Director Corporate Services
FILE NO:	A5594 and A5595
DISCLOSURE OF INTERESTS:	Nil

This item is to be considered behind closed doors as per the *Local Government Act 1995*:

5.23. Meetings generally open to public

(2) *If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —*

- (a) *a matter affecting an employee or employees; and*
- (b) *the personal affairs of any person; and*
- (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and*
- (d) *legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and*
- (e) *a matter that if disclosed, would reveal —*
 - (i) *a trade secret; or*
 - (ii) *information that has a commercial value to a person; or*
 - (iii) *information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; and*
- (f) *a matter that if disclosed, could be reasonably expected to —*

- (i) *impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or*
 - (ii) *endanger the security of the local government's property; or*
 - (iii) *prejudice the maintenance or enforcement of a lawful measure for protecting public safety; and*
 - (g) *information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and*
 - (h) *such other matters as may be prescribed.*
- (3) *A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.*

COMMITTEE RESOLUTION

Minute No. AC419

Moved: Cr N Perry

Seconded: Cr A Petherick

That the Audit (Finance and Risk) Committee note the status of Lots 401 and 402 Pearse Street, Wyndham for the purpose of a potential future reconsideration of the resolution from 27th May 2014 to take possession of the land, and on receipt of the recommendations from Department of Environment Regulation make an informed decision.

Carried 4/0

VOTING REQUIREMENT

Simple Majority

PURPOSE

That the Audit (Finance and Risk) Committee recommends to Council to note the status of Lots 401 and 402 Pearse Street, Wyndham for the purpose of a potential future reconsideration of the resolution from 27th May 2014 to take possession of the land and on receipt of the recommendations from Department of Environment Regulation make an informed decision.

COMMITTEE RESOLUTION

Minute No. AC420

Moved: Cr J Parker

Seconded: Cr N Perry

That the Audit (Finance and Risk) Committee move out from behind closed doors.

Carried 4/0

The Audit (Finance and Risk) Committee moved out from behind closed doors at 3:21pm.

All resolutions of items considered behind closed doors were read out to the members of the gallery.

09. DATE OF NEXT MEETING

Tuesday 8 November 2016, 3pm

10. CLOSURE

The Chairperson declares the meeting closed at 3:22pm.