

MINUTES

Audit Committee

MINUTES OF THE AUDIT COMMITTEE MEETING

HELD ON

MEETING DATE



TUESDAY, 20 NOVEMBER 2007

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City of
Joondalup

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MINUTES OF THE AUDIT COMMITTEE MEETING HELD IN CONFERENCE ROOM 1, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP ON TUESDAY, 20 NOVEMBER 2007

ATTENDANCE

Committee Members:

Cr Tom McLean	<i>Presiding Person</i>	North Ward
Cr Marie Macdonald	<i>Deputy Presiding Person</i>	Central Ward
Mayor Troy Pickard		
Cr Albert Jacob		North-Central Ward
Cr Fiona Diaz		South Ward
Vacant		South-East Ward

Officers:

Mr Garry Hunt	Chief Executive Officer
Mr Ian Cowie	Director Governance and Strategy
Mr Mike Tidy	Director Corporate Services
Mr Mike Smith	Manager Marketing Communications & Council Support
Ms Lesley Taylor	Administrative Secretary

DECLARATION OF OPENING

The Chief Executive Officer declared the meeting open at 1747 hrs.

ELECTION OF PRESIDING PERSON

Section 5.12 of the Local Government Act 1995 requires a committee appointed by a local government, to elect a presiding person as the first item of business at its first meeting. Schedule 2.3 of the Act requires the Chief Executive Officer to preside. Nominations for the position of presiding person are to be given to the Chief Executive Officer in writing, with the vote to be conducted by ballot.

The Chief Executive Officer invited nominations for the position of Presiding Person.

Mayor Pickard nominated Cr McLean for the position of Presiding Person. Cr McLean accepted the nomination.

There being no further nominations, Cr McLean was elected unopposed to the position of Presiding Person and assumed the Chair at 1749 hrs.

ELECTION OF DEPUTY PRESIDING PERSON

It is advisable that the committee elects a deputy presiding person, who would chair the meeting in the absence of the presiding person. The procedure for electing the deputy presiding person is also determined by Schedule 2.3 of the Act.

The Presiding Person invited nominations for the position of Deputy Presiding Person.

Mayor Pickard nominated Cr Macdonald for the position of Deputy Presiding Person. Cr Macdonald accepted the nomination.

There being no further nominations, Cr Macdonald was elected unopposed to the position of Deputy Presiding Person.

APOLOGIES/LEAVE OF ABSENCE

Apology - Cr John

CONFIRMATION OF MINUTES**MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 9 OCTOBER 2007**

MOVED Mayor Pickard, **SECONDED** Cr Macdonald that the minutes of the meeting of the Audit Committee held on 9 October 2007 be confirmed as a true and correct record.

The Motion was Put and

CARRIED (5/0)

In favour of the Motion: Mayor Pickard, Crs Diaz, Jacob, Macdonald and McLean

ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil.

DECLARATIONS OF INTEREST

Nil.

IDENTIFICATION OF MATTERS FOR WHICH THE MEETING MAY SIT BEHIND CLOSED DOORS

Nil.

PETITIONS AND DEPUTATIONS

Nil.

REPORTS

ITEM 1 DATE OF NEXT MEETING

The primary purpose of this meeting was to elect the presiding person and deputy presiding person. To enable the Committee to meet again, it is recommended that a resolution is carried to set the date of the next meeting. At that meeting, a report will be presented establishing the meeting dates for 2008.

OFFICER'S RECOMMENDATION: That the Audit Committee sets its next meeting as follows:

Date:

Time:

Venue: Conference Room 1, Joondalup Civic Centre.

Chief Executive Officer advised the Audit Committee had previously met with respect to the Annual Financial Statements and discussions with the Auditors.

It will be necessary for the Committee to meet early in the New Year to meet with the Auditors in relation to work undertaken on the internal audit plan and to discuss other matters that are considered necessary.

MOVED Cr McLean, SECONDED Mayor Pickard that the Audit Committee sets its next meeting date as Tuesday, 26 February 2008 at a time to be determined, conditional upon the Council adopting the proposed 2008 schedule of meeting dates listed for consideration at the ordinary meeting of the Council to be held 20 November 2007.

The Motion was Put and

CARRIED (5/0)

In favour of the Motion: Mayor Pickard, Crs Diaz, Jacob, Macdonald and McLean

MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

REQUESTS FOR REPORTS FOR FUTURE CONSIDERATION

Nil.

CLOSURE

There being no further business, the Presiding Person declared the Meeting closed at 1752 hrs; the following Elected members being present at that time:

Cr Tom McLean
Cr Marie Macdonald
Mayor Troy Pickard
Cr Albert Jacob
Cr Fiona Diaz

