

# MINUTES

## Audit & Risk Committee Meeting

Monday, 22 April 2024

### Attention

**These Minutes are subject to confirmation.**

Prior to acting on any resolution of the Council contained in these minutes, a check should be made of the Ordinary Meeting of Council following this meeting to ensure that there has not been a correction made to any resolution.



## Information

Audit & Risk Committee Meetings are run in accordance with the City of Nedlands Standing Orders Local Law. If you have any questions in relation to items on the agenda, procedural matters, public question time, addressing the Committee or attending meetings please contact the Executive Officer on 9273 3500.

## Public Question Time

Public question time at an Audit & Risk Committee Meeting is available for members of the public to ask a question about items on the agenda. Questions asked by members of the public are not to be accompanied by any statement reflecting adversely upon any Council Member, Committee Member or Employee.

Questions should be submitted as early as possible via the online form available on the City's website: [Public question time | City of Nedlands](#)

Questions may be taken on notice to allow adequate time to prepare a response and all answers will be published in the minutes of the meeting.

## Addresses by Members of the Public

Members of the public wishing to address Council in relation to an item on the agenda must complete the online registration form available on the City's website: [Public Address Registration Form | City of Nedlands](#)

The Presiding Member will determine the order of speakers to address the Council and the number of speakers is to be limited to 2 in support and 2 against any item on an Audit and Risk Committee Meeting Agenda. The Public address session will be restricted to 15 minutes unless the Council, by resolution decides otherwise.

## Disclaimer

Members of the public who attend Audit and Risk Committee Meetings should not act immediately on anything they hear at the meetings, without first seeking clarification of Council's position. For example, by reference to the confirmed Minutes of Council meeting. Members of the public are also advised to wait for written advice from the Council prior to taking action on any matter that they may have before Council.

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## 1. Declaration of Opening

In Accordance with section 5.12 and schedule 2.3 division 1 of the Local Government Act 1995 the Presiding Member declared the meeting open at 5.30pm and drew attention to the disclaimer on page 2 and advised that the meeting was being livestreamed and recorded.

## 2. Present and Apologies and Leave of Absence (Previously Approved)

### Councillors

|   |                |
|---|----------------|
| Councillor F J O Bennett (Presiding Member) | Dalkeith Ward  |
| Mayor F E M Argyle                          |                |
| Councillor R A Coghlan                      | Melvista Ward  |
| Councillor H Amiry                          | Coastal Ward   |
| Councillor B G Hodsdon                      | Hollywood Ward |

**Observers** Councillor K A Smyth Coastal Ward

### Community Members

|               |                  |
|---------------|------------------|
| Mr K Laurence | Community Member |
| Mr G Baws     | Community Member |

**Consultant** Mr Craig Ross Independent Consultant

**Staff**

|                 |                                   |
|-----------------|-----------------------------------|
| Mr T G Free     | Acting Chief Executive Officer    |
| Mr M R Cole     | Director Corporate Services       |
| Ms L Fitzgerald | Manager Financial Services        |
| Ms L J Kania    | Coordinator Governance & Risk     |
| Ms E J Bock     | PA to Director Corporate Services |

**Public** There were 0 members of the public present and 0 online.

**Leave of Absence  
(Previously Approved)** Nil.

**Apologies** Nil.



**3. Public Question Time**

No Public questions were submitted.

**4. Address by Members of the Public**

No Addresses by members of the public were made.

**5. Disclosures of Financial Interest**

The Presiding Member reminded Council Members and Staff of the requirements of Section 5.65 of the Local Government Act to disclose any interest during the meeting when the matter is discussed.

Nil.

**6. Disclosures of Interest Affecting Impartiality**

The Presiding Member reminded Council Members and Staff of the requirements of Council's Code of Conduct in accordance with Section 5.103 of the Local Government Act. Council Members and staff are required, in addition to declaring any financial interests to declare any interest that may affect their impartiality in considering a matter.

Nil.

**7. Declaration by Members That They Have Not Given Due Consideration to Papers**

Nil.



## 8. Confirmation of Minutes

### 8.1. Audit & Risk Committee Meeting Minutes – 8 April 2024

Moved – Councillor Cr Hodsdon

Seconded – Councillor Bennett

#### **Resolution**

The Minutes of the Audit & Risk Committee Meeting 8 April 2024 be accepted as a true and correct record of that meeting.

**CARRIED 6/1**  
**(Against: Cr. Coghlan)**



## 9. Items for Discussion

### 9.1. ARC08.04.24 – Update from Independent Consultant – Mr Craig Ross

|   |  |
|---|--|
| <b>Meeting &amp; Date</b>   | 22 April 2024  |
| <b>Applicant</b>  | City of Nedlands   |
| <b>Employee Disclosure under section 5.70 Local Government Act 1995</b> | Nil.   |
| <b>Report Author</b>  | Craig Ross – Independent Consultant  |
| <b>Acting CEO</b>   | Tony Free  |
| <b>Attachments</b>  | 1. Progress Report – 2<br>2. Appendix progress report 1 April - Attachment - 1 |

Moved – Councillor Hodsdon

Seconded – Councillor Amiry

#### Recommendation

That the Audit and Risk Committee receives the report from the Independent Consultant.

**CARRIED UNANIMOUSLY 7/-**

#### Purpose

The Independent Consultant verbally presented a report to the Audit and Risk Committee.

#### Voting Requirement

Simple Majority.



## Background

## Discussion

## Consultation

Not applicable.

## Strategic Implications

This item is strategically aligned to the City of Nedlands Council Plan 2023-33 vision and desired outcomes as follows:

**Vision**            **Sustainable and responsible for a bright future**

**Pillar**            **Performance**

**Outcome**        11. Effective leadership and governance

## Budget/Financial Implications

There are no budget or financial implications in this report.

## Legislative and Policy Implications

Not applicable.

## Decision Implications

The Committee will be presented with a report from Mr. Ross.

## Conclusion

Mr Ross will present his report to the Committee.

## Further Information

Nil.





## **10. Date of Next Meeting**

The date of the next meeting of the Audit & Risk Committee Meeting is to be 6 May 2024.

## **11. Declaration of Closure**

There being no further business, the Presiding Member declared the meeting closed at 5.54pm.