UNCONFIRMED MINUTES
OF THE
FINANCE & AUDIT COMMITTEE MEETING
HELD IN
THE COUNCIL CHAMBERS, YALGOO
ON FRIDAY, 29 NOVEMBER 2019
COMMENCING 10.00 AM
DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Yalgoo for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Shire of Yalgoo disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person’s or legal entity’s own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Yalgoo during the course of any meeting is not intended to be and is not taken as notice or approval from the Shire of Yalgoo. The Shire of Yalgoo warns that anyone who has an application lodged with the Shire of Yalgoo must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Shire of Yalgoo in respect of the application.
CONTENTS

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS ........................................ 2
2. RECORD OF ATTENDANCE/APOLOGIES ........................................................................ 2
3. DISCLOSURE OF INTERESTS ........................................................................................ 2
4. CONFIRMATION OF MINUTES ...................................................................................... 3
   4.0 FINANCE COMMITTEE MEETING HELD 26 JULY 2019 ........................................... 3
   F&A2019-1101 MINUTES OF THE FINANCE COMMITTEE MEETING ..........................3
   4.1 AUDIT COMMITTEE MEETING HELD 22 MARCH 2019 ........................................... 3
   F&A2019-1102 MINUTES OF THE AUDIT COMMITTEE MEETING ..............................3
5. BUSINESS AS NOTIFIED ............................................................................................... 4
   5.1 FINANCE & AUDIT COMMITTEES – APPOINTMENT OF CHAIRPERSON & DEPUTY CHAIRPERSON .......................................................... 4
   F&A2019-1103 FINANCE & AUDIT COMMITTEES – APPOINTMENT OF CHAIRPERSON & DEPUTY CHAIRPERSON .......................................................... 5
6. URGENT BUSINESS ..................................................................................................... 5
7. MEETING CLOSED ....................................................................................................... 5
Minutes of the Finance and Audit Committee Meeting
held in the Council Chambers, 37 Gibbons Street, Yalgoo
on Friday 29 November 2019, commencing at 10:00 am.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Shire President Cr Gregory Payne declared the meeting open at 10.02 am

2. RECORD OF ATTENDANCE/APOLOGIES

MEMBERS
- Cr Gregory Payne, Shire President
- Cr Gail Trenfield, Deputy President
- Cr Percy Lawson
- Cr Tamisha Hodder
- Cr Gail Simpson

STAFF
- John Read, Chief Executive Officer
- Elisha Hodder, Executive Assistant

GUESTS
- Nil

OBSERVERS
- Nil

APOLOGIES
- Nil

3. DISCLOSURE OF INTERESTS

Disclosures of interest made before the Meeting

Nil
4. CONFIRMATION OF MINUTES

4.0 FINANCE COMMITTEE MEETING HELD 26 JULY 2019

Background
Minutes of the Finance Committee meeting held on 26 July 2019 were previously distributed to members.

Voting Requirements
Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION
F&A2019-1101 MINUTES OF THE FINANCE COMMITTEE MEETING
That the minutes of the Finance Committee meeting held on 26 July 2019, as circulated, be confirmed as a true and correct record of proceedings.

Moved: Cr Percy Lawson Seconded: Cr Tamisha Hodder Motion put and carried: 5/0

4.1 AUDIT COMMITTEE MEETING HELD 22 MARCH 2019

BACKGROUND
Minutes of the Audit Committee Meeting held on the 22 March 2019 were previously distributed to members.

VOTING REQUIREMENTS
Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION
F&A2019-1102 MINUTES OF THE AUDIT COMMITTEE MEETING
That the Minutes of the Audit Committee Meeting held on 22 March be confirmed as a true and correct record of proceedings.

Moved: Cr Gail Trenfield Seconded: Cr Tamisha Hodder Motion put and carried: 5/0
5. BUSINESS AS NOTIFIED

5.1 FINANCE & AUDIT COMMITTEES – APPOINTMENT OF CHAIRPERSON & DEPUTY CHAIRPERSON

MATTER FOR CONSIDERATION
Appointments are required to be made of Chairperson and Deputy Chairperson for the Shire’s Finance Committee and Audit Committee.

BACKGROUND
Following the appointment of Councillors to various Committees and as delegates to external organisations, as all Councillors are members of the Audit and Finance Committee, it is necessary to appoint a Chair and Deputy Chair for each of the Committees.

STATUTORY ENVIRONMENT
Local Government Act 1995

STRATEGIC IMPLICATIONS
Nil

CONSULTATION
Nil

COMMENT
The first meeting of the Audit Committee will be to accept the Auditors Report for the 2018/19 financial year, which is expected to be completed in December, 2019.

VOTING REQUIREMENTS
Simple Majority

President Cr Gregory Payne called for nominations.

President Cr Gregory Payne nominated himself for the position of Chairperson for both Finance and Audit committee.

Deputy President Cr Gail Trenfield nominated herself for the position of Deputy Chairperson for both Finance and Audit committee.

There being on other nominations received President Cr Gregory Payne was elected as the Chairperson for the Finance and Audit Committee and Cr Gail Trenfield was elected as the Deputy Chairperson for the Finance and Audit Committee.
OFFICER RECOMMENDATION/ COUNCIL DECISION
F&A2019-1103  FINANCE & AUDIT COMMITTEES – APPOINTMENT OF CHAIRPERSON & DEPUTY CHAIRPERSON

That:
1. the Shire of Yalgoo’s Finance Committee appoint Councillor Gregory Payne as Chairperson and Councillor Gail Trenfield as Deputy Chairperson.
2. The Shire of Yalgoo’s Audit Committee appoint Councillor Gregory Payne as Chairperson and Councillor Gail Trenfield as Deputy Chairperson.

Moved: Cr Gail Trenfield    Seconded: Cr Percy Lawson    Motion put and carried: 5/0

6. URGENT BUSINESS

Nil

7. MEETING CLOSED

There being no Further Business, the Audit Committee Chairperson, declared the Audit meeting closed at 10.06 am

DECLARATION
These minutes were confirmed at the Finance Committee Meeting held ________________.

Signed:___________________________________________________

Person presiding at the meeting at which these minutes were confirmed.