

minutes

Finance and Audit Committee
workshop



Workshop No. 10 / 2018
22 October 2018

VENUE: Meeting room 3
COMMENCING: 6.05pm

TOPIC 1: Standing orders review
Danielle Uniza

PURPOSE OF THE WORKSHOP ITEM:

Review parts 13-17 of the current *Standing Orders Local Law*, relating to revoking or changing decisions, establishment and membership of committees, meetings of electors, briefings and informal forums and miscellaneous.

WORKSHOP OUTCOME:

The committee members reviewed the proposed changes that were presented. The draft local law will now be drafted and circulated to the Finance and Audit Committee, before being presented to Council.

TOPIC 2: Review of Local Government Act 1995
Danielle Uniza

PURPOSE OF THE WORKSHOP ITEM:

Provide an update on the review of the *Local Government Act 1995*.

WORKSHOP OUTCOME:

The Senior Governance Officer provided a summary of proposed changes and next steps in relation to the review of the *Local Government Act 1995*.

TOPIC 3: Draft Operating Subsidy Policy
Kaitlyn Griggs

PURPOSE OF THE WORKSHOP ITEM:

Seek feedback on draft policy to ascertain whether the Town is heading in the right direction.

WORKSHOP OUTCOME:

The Manager Community led a discussion on the Draft Operating Subsidy Policy. This discussion will inform the development of the policy.

TOPIC 4: Parking fine debt collection
Luke Ellis

PURPOSE OF THE WORKSHOP ITEM:

Update on parking fine debt collection.

WORKSHOP OUTCOME:

The Manager Business Services outlined the issues surrounding parking fine debt collection and provided options for rectifying the situation.

TOPIC 5: Potential co-location of Higgins Park Tennis Club and Victoria Park Croquet Club
Ben Killigrew

PURPOSE OF THE WORKSHOP ITEM:

Provide an update on progress towards the potential co-location of Higgins Park Tennis Club and Victoria Park Croquet Club at Higgins Park. This specifically relates to progress made at the 18 October meeting, how Tennis West can help and the future direction.

WORKSHOP OUTCOME:

The committee were provided an update on the recent progress towards the potential co-location of Higgins Park Tennis Club and Victoria Park Croquet Club at Higgins Park. An update will be provided to the Committee at the November 2018 meeting.

TOPIC 6: Investments and revenue diversification
Nathan Cain

PURPOSE OF THE WORKSHOP ITEM:

Discussion about the legal opinion received relating to alternate investment options and the next steps. An update on the property investment timeline will also be provided.

WORKSHOP OUTCOME:

This item was not discussed. It will be included on the workshop agenda for the November 2018 meeting.

TOPIC 8: General business

Policy development

Discussion took place around the need for a clear, standardised process for policy development and reviews.

TOPIC 9: Request for topics for future consideration

Forthcoming agenda items	
Reports	
Schedule of accounts	Every month
Financial statements	Every month
Annual financial audit (with attendance of auditors)	November 2018
Annual budget review	22 January 2019
Workshop topics	
Elected Member portal and intranet	As required
Review of <i>Local Government Act 1995</i>	Every month
Investments and revenue diversification	November 2018
Potential co-location of Higgins Park Tennis Club and Victoria Park Croquet Club	November 2018

Parking fine debt collection	November 2018
Debt Collection Policy	November 2018
Funding long-term projects	November 2018
Quarterly capital works program update (by exception)	November 2018
Fees and Charges – determination and analysis of the level of application	December 2018
Annual budget review	29 January 2019