
WYONG SHIRE COUNCIL

**MINUTES OF THE
WYONG SHIRE GOVERNANCE COMMITTEE**
HELD IN WILFRED BARRETT AND TIM FARRELL ROOMS,
WYONG CIVIC CENTRE, HELY STREET, WYONG
ON WEDNESDAY, 14 NOVEMBER 2007
COMMENCING AT 9:31 AM

PRESENT

Councillors N T Rose (Chairperson), R C Stevens and R E Stewart, Mr David Holmes and Mr Bruce Turner

APOLOGIES

Councillor W J Welham

IN ATTENDANCE

Councillor G P Best, General Manager, Internal Auditor, Director Corporate Services, Director Shire Planning, Acting Assistant Director Shire Services, Manager Corporate Planning, Manager Financial Services, Manager Future Planning, Mr Dennis Banicevic (Council's External Auditor), Senior Financial Accountant and an Administration Officer

Minutes of the Governance Committee held on 14 November 2007 (contd)

AUC19 Disclosure of Pecuniary Interest

F2004/06507 SW

RECOMMENDATION

That Members now disclose any pecuniary interests and reasons for declaring such interest in the matters under consideration by Committee at this meeting.

GOVERNANCE COMMITTEE RECOMMENDATION

That the report be received and the fact that no disclosures were made be noted.

**AUC20 Minutes of Wyong Shire Governance Committee –
10 October 2007**

F2004/07245 SW

SUMMARY

The minutes for the Governance Committee held on 10 October 2007, were adopted by Council at its Ordinary Meeting held on 10 October 2007.

GOVERNANCE COMMITTEE RECOMMENDATION

That the report be received and the information noted.

BUSINESS ARISING FROM THE MINUTES

THERE WAS NO BUSINESS ARISING FROM THE MINUTES.

Minutes of the Governance Committee held on 14 November 2007 (contd)

AUC21 Enterprise Risk Management and Update on Extreme and High Corporate Risks

F2007/01725 JS

SUMMARY

Progress on the implementation of the Enterprise Risk Management process at Wyong Shire Council and an update on extreme and high residual corporate risks and actions being taken to mitigate them.

GOVERNANCE COMMITTEE RECOMMENDATION

That the report be received and information noted.

AUC22 Key Issues Report

F2004/07245 JS

SUMMARY

Report on Key Issues for the Governance Committee.

GOVERNANCE COMMITTEE RECOMMENDATION

- 1 *That the report be received and the information noted.***
- 2 *That Council continue to closely monitor the potential financial implications of the proposed State Government changes to Section 94 contributions and appropriately consider them in the context of the strategic plan and long term financial plan.***

Minutes of the Governance Committee held on 14 November 2007 (contd)

AUC23 2007/2008 Management Plan – September 2007 Quarter Review

F2004/07006 MMcK

SUMMARY

A summary of progress against Council's 2007/2008 Management Plan for the September 2007 quarter.

GOVERNANCE COMMITTEE RECOMMENDATION

- 1 *That the report be received and the information noted.***
- 2 *That the Committee continue to monitor significant budget variations and the effectiveness of financial management processes.***
- 3 *That the form and content of the management performance information provided to the Committee be considered in conjunction with the external auditor.***

AUC24 Internal Auditor's Report

F2004/07245 JS

SUMMARY

Report on the activities of the Internal Audit Section.

GOVERNANCE COMMITTEE RECOMMENDATION

- 1 *That the report be received and the information noted.***
- 2 *That Council agree to indemnify the independent members of the Governance Committee in respect of their activities associated with that Committee as if covered under the NSW Local Government Liability Scheme pending their naming on that policy.***

Minutes of the Governance Committee held on 14 November 2007 (contd)

AUC25 Update from External Auditor

F2004/07245

SUMMARY

An update will be provided by Council's External Auditor.

GOVERNANCE COMMITTEE RECOMMENDATION

That the report be received and information noted.

AUC26 Election of Governance Committee Chair

F2004/07245 JS

SUMMARY

The Governance Committee Charter requires the appointment of an independent member as Chair after a transition period.

GOVERNANCE COMMITTEE RECOMMENDATION

That Independent Member Mr David Holmes fill the position of Chairperson of the Governance Committee.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 11.35 AM.