



**FINANCE, AUDIT AND
REVIEW COMMITTEE
MEETING**

WEDNESDAY, 10 JUNE 2020

MINUTES

SHIRE OF WONGAN-BALLIDU

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FINANCE, AUDIT and REVIEW COMMITTEE MEETING MINUTES

Held in Council Chambers,
Cnr Elphin Crescent & Quinlan Street, Wongan Hills,
Wednesday, 10 June 2020
Commenced at 5.10pm

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS:

The Chairperson, Cr Eion Ganzer declared the meeting open at 5.10 pm.

2. ATTENDANCE AND APOLOGIES:

Attendees:

Cr Eion Ganzer

Councillor / Chairperson

Cr Stuart Boekeman

Councillor

Staff:

Stuart Taylor

Chief Executive Officer

Alan Hart

Deputy Chief Executive Officer

Apologies:

Cr Brad West

Councillor

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING:

3.1 CONFIRMATION OF THE FINANCE, AUDIT AND REVIEW COMMITTEE MEETING HELD ON 12 FEBRUARY 2020

MOVED: Cr Boekeman

SECONDED: Cr Ganzer

That the Minutes of the Finance, Audit and Review Committee Meeting held on Wednesday, 12 February 2020 be confirmed as a true and correct record of the proceedings.

**CARRIED: 2/0
RESOLUTION: 010620**

4. STAFF REPORTS:

4.1 POLICY REVIEW

FILE REFERENCE:	F1.9.2
REPORT DATE:	27 May 2020
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Alan Hart- Deputy Chief Executive Officer
ATTACHMENTS:	Proposed Policy 4.9 Purchasing and Procurement

PURPOSE OF REPORT:

To consider and adopt the revised Council Policy 4.9 – Purchasing and Procurement.

BACKGROUND:

In 2007, Council adopted this policy and it is reviewed when circumstances require. A recent change to the Local Government (Functions and General) Regulations, increased the tender threshold to \$250,000. A review of the policy to incorporate this change is now required.

COMMENT:

The Local Government Act 1995 requires all Local Authorities to have a purchasing policy. This policy defines the criteria on how goods and services are acquired and any conditions that may be placed on the process of acquisition.

This policy review is to provide staff with the flexibility needed to ensure that goods and services can be acquired in a cost effective and efficient manner.

The key components of the review are as follows;

1. Review to threshold amounts;
2. Refine the conditions on each category of expenditure range;
3. Include a provision so that local community groups can be directly engaged to provide goods or services; and
4. Include a provision so that local businesses can be directly engaged to provide goods or services.

POLICY REQUIREMENTS:

Council Policy 4.9- Purchasing and Procurement.

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995, Section 6.5
Local Government (Functions and General) Regulations, Regulation 11A

STRATEGIC IMPLICATIONS:

There are no strategic implications in relation to this item.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known environmental impacts associated with this proposal.
- **Economic**
There are no known economic impacts associated with this proposal.
- **Social**
There are no known social implications associated with this proposal.
- **Financial Implications**
There are no financial implications in relation to this item.

VOTING REQUIREMENTS:
ABSOLUTE MAJORITY REQUIRED: Yes

MOVED: Cr Boekeman SECONDED: Cr Ganzer

That the Committee ADOPTED Policy 4.9 - Purchasing and Procurement Policy (Review Date May 2020) as presented.

**CARRIED BY ABSOLUTE MAJORITY: 2/0
RESOLUTION: 020620**

5. MEETING CLOSURE

There being no further business, the Chairperson Cr Ganzer declared the meeting closed at 5.15pm.

These minutes are to be confirmed at the next Finance, Audit Review Committee Meeting.

Signed: _____

Cr Eion Ganzer
Chairperson

Date: _____