

Western Australia

Minutes for the Audit Committee Meeting of the Murchison Shire Council, Held in the Council Chambers, Carnarvon Mullewa Road, Murchison, On Thursday 23 March 2017, commencing at 10:00am.

Purpose: Review Compliance Audit Return 2016

TABLE OF CONTENTS

| 1. | DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS | 3 |
|-----|--|---|
| 2. | RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE | |
| 3. | RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE | 3 |
| 4. | PUBLIC QUESTION TIME | |
| | 4.1 Standing Orders | |
| 5. | CONFIRMATION OF MINUTES | 3 |
| | 5.1 Audit Committee Meeting – 16 th December 2016 | 3 |
| 6. | ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION | |
| 7. | DISCLOSURE OF INTERESTS | 4 |
| 8. | REPORTS OF OFFICERS | 4 |
| | 8.1 Compliance Audit Return 2016 | |
| 9. | ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS | 5 |
| 10. | MEETING CLOSURE | 5 |

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The President declared the meeting open at 10:05 am

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Attendance:

President M Halleen
Deputy President R Foulkes-Taylor
Councillor E Foulkes-Taylor
Councillor A Whitmarsh
Councillor M Williams

Staff:

Dianne Daniels – Chief Executive Officer Peter Dittrich – Deputy Chief Executive Officer Brian Wundenberg – Works Supervisor

Visitors: 2

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTION TIME

Nil

4.1 Standing Orders

Council Decision:

Moved: Councillor M Williams Seconded: Councillor E Foulkes-Taylor

That the following Local Law-Standing Orders 2001 be stood down:

8.2 Limitation on the number of speeches

8.3 Duration of speeches

Carried: For: 5 Against: 0

5. CONFIRMATION OF MINUTES

5.1 Audit Committee Meeting – 16th December 2016

Background:

Minutes of the Audit Committee Meeting of Council have previously been circulated to all Audit Committee Members.

Recommendation:

That the minutes of the Audit Committee meeting held on 16th December 2016 be confirmed as an accurate record of proceedings

Voting Requirements:

Simple majority

Council Decision:

Moved: Councillor R Foulkes-Taylor Seconded: Councillor A Whitmarsh

That the minutes of the Audit Committee meeting held on 16th December 2016 be confirmed as an accurate record of proceedings

Carried For: 5 Against: 0

6. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil

7. DISCLOSURE OF INTERESTS

Nil

8. REPORTS OF OFFICERS

8.1 Compliance Audit Return 2016

File: 2.1

Author: Dianne Daniels, Chief Executive Officer

Interest Declared: Nil.

Date: 18 March 2017

Attachments: Compliance Audit Return 2016

Matter for Consideration:

The Audit Committee is to review the Compliance Audit Return 2016 and report to Council.

Background:

A Compliance Audit Return for the period 1 January to 31 December in each year is to be carried out and presented to the Audit Committee for review. The Audit Committee is to report to the Council the results of that review. The Compliance Audit Return is to be then adopted by Council and the certified copy is to be sent to the Executive Director of the Department of Local Government & Communities by 31 March of the following year.

Comment:

The Compliance Audit Return is attached for the Audit Committee's Review

Statutory Environment:

- 14. Compliance audits by local governments
- (1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each vear.
- (2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.
- (3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.
- (3) After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be
 - (a) presented to the council at a meeting of the council
 - (b) adopted by the council; and
 - (c) recorded in the minutes of the meeting at which it is adopted.
- 15. Compliance audit return, certified copy of etc. to be given to Executive Director
- (1) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with
 - (a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and
 - (b) any additional information explaining or qualifying the compliance audit,
 - is to be submitted to the Executive Director by 31 March next following the period to which the return relates.
- (2) In this regulation certified in relation to a compliance audit return means signed by
 - (a) the mayor or president; and
 - (b) the CEO.

Strategic Implications:

N/A

| Minutes – Audit Committee Meeting 23 March 2017 | | - Page 5 - | | |
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| Sustainability Implications Environmental There are no known significant environmental Economic There are no known significant economic impli Social There are no known significant social consider | cations | | | |
| Policy Implications: N/A | | | | |
| Financial Implications: N/A | | | | |
| Consultation: | | | | |
| Recommendation: That: 1. the Audit Committee reports to the 23 March 2017 Ordinary Meeting of Council that the Compliance Audit Return 2016 has been prepared by the CEO as required; 2. the Audit Committee recommends that Council adopt the Compliance Audit Return 2016 as presented; Discussion The CEO spoke to the report and highlighted the areas of non-compliance. The DCEO responded to Questions 7, 8, & 9 of the Finance Section and reported that the Superannuation Review had been completed during the calendar year ending 31 December 2016 and finalised in January 2017 with advice taken from the Shire's Auditor. No superannuation payments were outstanding and the liability had been raised in error. Voting Requirements: Simple Majority | | | | |
| Council Decision: Moved: Councillor A Whitmarsh | Seconded: (| Councillor E Foulkes-Taylor | | |
| That: 1. the Audit Committee reports to the 23 March 2017 Ordinary Meeting of Council that the Compliance Audit Return 2016 has been prepared by the CEO as required; 2. the Audit Committee recommends that Council adopt the Compliance Audit Return 2016 as amended | | | | |
| Carried: | For:5 | Against: 0 | | |
| 9. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS | | | | |
| 10. MEETING CLOSURE The President declared the meeting closed at 10:18 am | | | | |

| These minutes were confirmed at the conf | uncil meeting held on |
|--|-----------------------|
| Signed | . Presiding Officer |