



Minutes Audit Committee Meeting 15 March 2017

**Held at the Maley Park Function Centre
Coorow**

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Signed on behalf of Council

A handwritten signature in black ink, appearing to read 'Peter Crispin', with a long horizontal line extending to the right.

Peter Crispin
Chief Executive Officer

Minutes

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS:

Councillor Rob Clement Presiding Member welcomed those present and opened the meeting at 2.52 pm.

2. RECORD OF ATTENDANCE/APOLOGIES:

Councillor R J Clement
Councillor M J Girando
Councillor B A Jack
Councillor E M Cullen
Councillor M R Bothe
Councillor V R Oakes
Councillor G C Sims

Chairperson
President
Deputy President

Mr P J Crispin
Mrs L J Parola
Mr T B Brandy

Chief Executive Officer
Deputy Chief Executive Officer
Manager Regulatory Services

Leave of Absence:

Councillor D A Rackemann

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE:

Nil

4. PUBLIC QUESTION TIME:

Nil

5. APPLICATIONS FOR LEAVE OF ABSENCE:

Nil

6. PETITIONS/DEPUTATIONS/PRESENTATIONS:

Nil

7. CONFIRMATION OF MINUTES:

7.1 MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 15 FEBRUARY 2017 AT THE LEEMAN RECREATION CENTRE

AUTHOR	Leanne Parola
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	7 March 2016
ATTACHMENT	Minutes of Audit Committee Meeting Held 15/02/2017
FILE	ADM0081

COMMENT:
Nil

OFFICER RECOMMENDATION:

That the Minutes of the Audit Committee Meeting, as at separate Attachment , held on Wednesday 15 February 2017, at the Leeman Recreation Centre be confirmed as a true and correct record.

RESOLUTION: **2017/A03**

Moved: Cr Oakes

Seconded: Cr Girando

That the Minutes of the Audit Committee Meeting, as at separate Attachment, held on Wednesday 15 February 2017, at the Leeman Recreation Centre be confirmed as a true and correct record, subject to the removal of Councillor Bothe as an attendee.

***CARRIED 7/0
Simple Majority***

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION:

Nil

9. MATTERS FOR WHICH MEETING MAY BE CLOSED:

Nil

10. REPORTS:

10.1 DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT:

10.2 CHIEF EXECUTIVE OFFICER REPORT:

10.2.1 SHIRE OF COOROW AUDIT COMMITTEE – 2016 COMPLIANCE AUDIT REPORT

AUTHOR	Leanne Parola
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	7 March 2017
ATTACHMENT	10.2.1 Compliance Audit Return
FILE	ADM0057

SUMMARY:

Presentation of the 2016 Compliance Audit Return to Council for adoption.

BACKGROUND:

Under the Local Government Audit Regulations 1996, a Local Government is required to carry out a Compliance Audit for the period 1 January to 31 December each year. The certified return must be submitted to the Director General, Department of Local Government and Communities by 31 March.

The local government's audit committee is required to review the compliance audit return and is to report to the council the results of that review.

The Compliance Audit return must then be:

1. presented to Council at a meeting of the Council
2. adopted by the Council, and
3. recorded in the Minutes of the Meeting at which it is adopted.

A copy of the Return is submitted for Councillors' perusal, comment and adoption by Council at its Ordinary Meeting to be held in March 2017. It is a requirement that the Shire President and Chief Executive Officer sign the Return.

COMMENT:

No responses in the report were in the negative and, therefore, no items are required to be brought to Council's attention.

STATUTORY REQUIREMENTS:

Local Government (Audit) Regulations 1996

14. *Compliance audits by local governments 1996*
15. *Compliance audit return, certified copy of etc. to be given to Executive Director*

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENT:

Simple Majority

OFFICER RECOMMENDATION/RESOLUTION:

2017/A04

Moved: Cr Bothe

Seconded: Cr Cullen

That the:

- 1. Recommendation of the Shire of Coorow Audit Committee be accepted and that the 2016 Compliance Audit Return (submitted as separate Attachment to the report of the Deputy CEO dated 7 February 2016) be adopted;**
- 2. Adoption of the 2016 Compliance Audit Return be recorded in the Minutes of Council; and**
- 3. Chief Executive Officer and the Shire President be authorised to sign/certify the 2016 Compliance Audit Return.**

***CARRIED 7/0
Simple Majority***

11. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN:

Nil

12. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION:

Nil

13. MATTER BEHIND CLOSED DOORS:

Nil

14. DATE OF NEXT MEETING:

14.1 NEXT MEETING OF AUDIT COMMITTEE

The Audit Committee will meet after the receipt of Council's Annual Audit Report for the 2016/2017 financial year.

15 CLOSURE:

There being no further business, the Chairman, Councillor Clement, closed the meeting at 2.58 pm