

Shire of Denmark Minutes



SHIRE OF DENMARK AUDIT ADVISORY COMMITTEE

HELD IN THE COUNCIL CHAMBERS,
953 SOUTH COAST HIGHWAY, DENMARK,
TUESDAY, 28 MARCH 2017.

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Council Committee Meeting

28 March 2017

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

3.00pm – The Shire President, Cr Morrell, declared the meeting open.

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

MEMBERS:

Cr David Morrell (Shire President)
Cr Ceinwen Gearon (Deputy Shire President)
Cr Yasmin Bartlett
Cr Jan Lewis
Cr Janine Phillips
Cr Peter Caron
Cr Rob Whooley
Cr Clem Wright

STAFF:

Mr Bill Parker (Chief Executive Officer)
Mr Cary Green (Director of Finance & Administration)

APOLOGIES:

Nil

ON LEAVE OF ABSENCE:

Cr Mark Allen

ABSENT:

Nil

VISITORS:

Nil

DECLARATIONS OF INTEREST:

Nil

3. ANNOUNCEMENTS BY THE PERSON PRESIDING

Nil

4. PUBLIC QUESTION TIME

Nil

5. CONFIRMATION OF MINUTES

5.1 AUDIT COMMITTEE MEETING 31 JANUARY 2017.

COMMITTEE RESOLUTION & OFFICER RECOMMENDATION	ITEM 5.1
MOVED:CR GEARON	SECONDED: CR PHILLIPS
That the minutes of the Shire of Denmark Audit Advisory Committee meeting held on 31 January 2017, be confirmed as a true and correct record of the proceedings.	
CARRIED: 7/0	

6. OFFICER REPORTS

6.1 SHIRE OF DENMARK 2016 COMPLIANCE AUDIT RETURN
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File Ref:	FIN.31
Applicant / Proponent:	Shire of Denmark
Subject Land / Locality:	Nil
Disclosure of Officer Interest:	Nil
Date:	21 March 2017
Author:	Cary Green, Director of Finance & Administration
Authorising Officer:	Bill Parker, Chief Executive Officer
Attachments:	2016 Compliance Audit Return

Summary:

The Department of Local Government and Communities (DLGC) has made available the 2016 Compliance Audit Return (CAR) for completion.

The Local Government Act 1995 Section 7.13 requires a Local Government to complete the Compliance Audit Return in the form specified by the DLGRC and return by 31 March. The compliance audit reviews the period 1 January to 31 December each year.

Consultation:

Shire of Denmark Audit Committee & Staff.
Department of Local Government & Communities

Statutory Obligations:

Local Government Act 1995
Local Government (Audit) Regulations 1996 Regulations 13, 14 and 15.

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 year.
 - (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 sub regulation (3A), the compliance audit return is to be —
 - (a) presented to the council at a meeting of the council; and
 - (b) adopted by the council; and
 - (c) recorded in the minutes of the meeting at which it is adopted.

[Regulation 14 inserted in Gazette 23 Apr 1999 p. 1724-5; amended in Gazette 30 Dec 2011 p. 5580-1.]

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 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.

[Regulation 15 inserted in Gazette 23 Apr 1999 p. 1725.]

Policy Implications:

There are no policy implications arising from this report or committee recommendation.

Budget / Financial Implications:

There are no known financial implications upon either the Council’s current Budget or Long Term Financial Plan.

Strategic Implications:

There are no known significant strategic implications relating to the report or the committee recommendation.

Sustainability Implications:

➤ **Environmental:**

There are no known significant environmental considerations relating to the report or officer recommendation.

➤ **Economic:**

There are no known significant economic considerations relating to the report or officer recommendation.

➤ **Social:**

There are no known significant social considerations relating to the report or officer recommendation.

➤ **Risk:**

Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	accept Officer Recommendation or alternate Committee Recommendation

Comment:

Having completed the 2016 Compliance Audit Return, it is hereby attached for the consideration of the Audit Advisory Committee.

Voting Requirements:

Simple Majority.

OFFICER RECOMMENDATION

ITEM 6.1

That the Shire of Denmark Audit Advisory Committee, having reviewed the 2016 Compliance Audit Return, comprising eighty-seven items of compliance, recommends to Council its adoption.

COMMITTEE RESOLUTION

ITEM 6.1

MOVED: CR GEARON

SECONDED: CR PHILLIPS

That the Shire of Denmark Audit Committee recommends to Council that the 2015/16 Annual Financial Statements including Auditors Report be accepted.

CARRIED: 7/0

7. GENERAL BUSINESS

Nil

8. NEXT MEETING

The next meeting of the Shire of Denmark Audit Committee is to be held as required.

9. CLOSURE OF MEETING

3.15pm – The Shire President thanked all of those in attendance and declared the meeting closed.

These minutes were confirmed at the meeting of the _____

Signed: _____

(Presiding Person at the meeting at which the minutes were confirmed.)