



# Shire of Pingelly

## Minutes

Audit Committee Meeting  
1 March 2017

## SHIRE OF PINGELLY

Minutes of the Audit Committee Meeting of the Shire of Pingelly held in the Council Chambers, 17 Queen Street, Pingelly on 1 March 2017 at 10am.

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**MEMBERS PRESENT**

Cr SJ Lange	President
Cr WV Mulroney	Deputy President
Cr RJ Marshall	
Cr DI Freebairn	
Cr LN Steel	
Cr E Hodges	
Cr P Wood	

**STAFF IN ATTENDANCE**

Mr G Pollock	Chief Executive Officer
Mr S Billingham	Director Corporate & Community Services
Mr B Gibbs	Director Technical Services
Mrs L Boddy	Executive Assistant

**APOLOGIES**

Cr JM Walton-Hassell

**OBSERVERS & VISITORS**

Tim Partridge, AMD Chartered Accountants

**1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

The Chairman, Cr Shirley Lange, declared the meeting open at 10.02am.

**1.1. ACKNOWLEDGEMENT OF COUNTRY**

I respectfully acknowledge the past and present traditional owners of this land on which we are meeting, the Noongar people. It is a privilege to be standing on Noongar country. I also acknowledge the contributions of Aboriginal Australians and non-Aboriginal Australians to the security and wellbeing of all the people of this country where we live and that we share together – Australia.

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

Nil

**3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**4. PUBLIC QUESTION TIME**

There were no members of the public present.

**5. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**6. DISCLOSURES OF INTEREST**

Nil

## **7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

### **7.1 Audit Committee Meeting – 14 December 2016**

#### **Statutory Environment:**

Section 5.22 of the Local Government Act provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

#### **Voting Requirements:**

Simple Majority

Cr Marshall entered the room at 10.03am

**12153 Moved: Cr Mulroneu                      Seconded: Cr Hodges**

#### **Recommendation:**

**That the Minutes of the Audit Committee of the Shire of Pingelly held in the Council Chambers on 14 December 2016 be confirmed.**

**Carried 7:0**

## **8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

Nil

## **9. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

Tim Partridge – AMD Chartered Accountants discussed the auditor's letter and report and answered questions.

## **10. BUSINESS**

### **10.1 Compliance Audit Return 2016**

**File Reference:** 00023  
**Location:** Shire of Pingelly  
**Applicant:** N/A  
**Author:** Stuart Billingham, Director Corporate & Community Services  
**Date:** 3 February 2017  
**Disclosure of Interest:** Nil  
**Attachments:** 2016 Compliance Audit Return

#### **Summary:**

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

#### **Background:**

Under the Local Government Audit Regulations 1996, Local Government is required to carry out a Compliance Audit for the period 1 January 2016 to 31 December 2016. The certified return must be submitted to the Director General, Department of Local Government and Communities by 31 March 2017.

#### **Consultation:**

Shire of Pingelly Audit Committee  
Chief Executive Officer

#### **Statutory Environment:**

Regulation 14 of the Local Government (Audit) Regulations 1996 provides:

- (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 subregulation (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 15 provides that:

- (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,
  - (c) 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.

**Policy Implications:**

There are no policy implications arising from this report.

**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.

**Voting Requirements:**

Absolute Majority

**12154 Moved: Cr Marshall                      Seconded: Cr Wood**

**Recommendation:**

**That the Audit Committee recommends to Council:**

- 1. To adopt the Compliance Audit Return 2016, as amended;**
- 2. The Chief Executive Officer and the Shire President be authorised to sign the Compliance Audit Return 2016;**
- 3. The Compliance Audit Return be submitted to the Department of Local Government & Communities.**

**Barry Gibbs left the room at 11am and did not return.**

**Carried 7:0**

**With the following corrections:**

**Page 2 no 5 regulation s5.18 to be changed to a ‘no’ response; and  
Page 8 no 13 F & G regulation 23(4) to be changed to a ‘yes’ response.**

**11. CLOSURE OF MEETING**

The Chairman declared the meeting closed at 11.02am.

<p>These minutes were confirmed by Council at the Audit Committee Meeting held on</p>  <p>Signed..... Presiding Person at the meeting at which the minutes were confirmed.</p>
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