



Minutes  
Audit Committee Meeting

Thursday  
28 March 2019



**AUDIT COMMITTEE MEETING HELD ON 22 March 2018**  
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**SHIRE OF SANDSTONE  
AUDIT COMMITTEE MEETING  
HELD IN THE COUNCIL CHAMBERS, SANDSTONE,  
ON THURSDAY 28 MARCH 2019**

**1.0 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

The Presiding Member, Cr Bethel Walton, declared the meeting open at 11.13am.

**VISITORS**

By telephone

Subha Gunulan	Office of the Auditor General
David Wall	RSM
Travis Bate	RSM

**2.0 ANNOUNCEMENTS FROM THE PRESIDING MEMBER**

Nil

**3.0 ATTENDANCE**

**3.1 PRESENT**

Cr B Walton	Presiding Member
Cr C Hodshon	Committee Member
Cr D Lefroy	Committee Member
Cr F May	Committee Member
Cr K Key	Committee Member

**3.2 STAFF ATTENDING**

Mr Harry Hawkins	Chief Executive Officer
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**3.3 APOLOGIES**

Cr V McQuie	Committee Member
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**3.4 APPROVED LEAVE OF ABSENCE**

Nil

#### **4.0 AUDIT ENTRANCE MEETING**

The Audit Committee held an audit entrance meeting with the shires auditors and the Office of the Auditor general who are attending by telephone. The Audit Planning Memorandum for the 2018-2019 audit was discussed. Subha from the OAG committed to supplying a link to reports on Local Government Audits on the OAG website. The link provided is <https://audit.wa.gov.au/reports-and-publications/reports/audit-results-annual-2017-18-financial-audits-lgs/>

#### **5.0 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

#### **6.0 DECLARATION OF INTEREST**

Nil

#### **7.0 PUBLIC QUESTION TIME**

##### **7.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

##### **7.2 PUBLIC QUESTIONS WITHOUT NOTICE**

Nil

#### **8.0 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**Resolution: AU 01/19**

**Moved** Cr Lefroy  
**Seconded** Cr May

That the minutes of the Audit Committee Meeting held on 25 October 2018 are confirmed as a true and accurate record of proceedings

**CARRIED 5/0**

#### **9.0 PRESENTATIONS**

##### **9.1 PETITIONS**

Nil

## 9.2 PRESENTATIONS

Nil

## 9.3 DEPUTATIONS

Nil

## 9.4 DELEGATES REPORTS

Nil

# 10.0 OFFICERS REPORTS

## 10.1 CHIEF EXECUTIVE OFFICER'S REPORTS

### CHIEF EXECUTIVE OFFICER'S REPORTS

#### 2018 Compliance Audit Return

**Agenda Reference:** CEO 03/19 – 01  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 18 March 2019  
**Author:** Harry Hawkins, Chief Executive Officer

#### Summary

The Audit Committee review the Compliance Audit Return for 2018 and Recommend it to Council for adoption.

#### Attachments

A copy of the completed return is attached to this item.

#### Background

All local governments are required to complete and submit a Compliance Audit Return for the previous calendar year by the 31<sup>st</sup> March of the following year.

#### Comment

The Shire's Compliance Audit Return was completed in house by CEO Harry Hawkins utilising file records and registers. No major points or breaches were noted again in 2018.

Several questions were answered "No" however these relate to the Finance question 15 the Audit Regulation 17 review which is due this year 2019, and questions 2 and 4 under Integrated Planning and Reporting where the internal review is also due this year 2019. All of these reviews are planned for later in the year.

**Consultation**

Nil

**Statutory Environment**

Local Government (Audit) Regulations 1996 Regulations 14 and 15

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Voting Requirements**

Simple majority

**Resolution: Au 02/19**

**MOVED: Cr Key**

**SECONDED: Cr Lefroy**

That the Audit Committee recommend Council adopt the 2018 Compliance Audit Return as presented, with no identified areas of non-compliance, and it be submitted to the Department of Local Government and Communities.

**Carried (5/0)**

**11. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**

Nil

**12. MEETING CLOSED TO THE PUBLIC**

**12.1 MEETING CLOSED TO THE PUBLIC**

**12.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE TO THE PUBLIC**

**TIME AND DATE OF NEXT MEETING**

Meetings will be called as required.

**13 CLOSURE OF MEETING**

There being no further business, the Presiding member closed the meeting at 11.41 AM

**CERTIFICATION**

I, Cr Beth Walton, certify that the minutes of the meeting held on the 25 October 2019 as shown were confirmed as a true record at the meeting held on the 28 March 2019.

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**Presiding Member**

Date: \_\_\_\_\_