

SHIRE OF LEONORA

NOTICE OF A SPECIAL COUNCIL MEETING



**MINUTES OF SPECIAL COUNCIL MEETING
HELD IN SHIRE CHAMBERS, LEONORA
ON TUESDAY 19TH MARCH, 2019
COMMENCING AT 8:22 AM**

1.0 DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS / FINANCIAL INTEREST DISCLOSURE

1.1 The Shire President, Cr PJ Craig, declared the meeting open at 8:22 am.

1.2 Visitors or members of the public in attendance
At 8:22am Mr David Mustard, Outback Parks & Lodges

1.3 Financial Interests Disclosure
Nil

2.0 DISCLAIMER NOTICE

3.0 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

3.1 Present	
President	PJ Craig
Deputy President	RA Norrie
Councillors	RM Cotterill
	F Harris
	AM Moore
Chief Executive Officer	JG Epis
Deputy Chief Executive Officer	L Gray
Visitors	D Mustard (from 8:22am to 8:25am)
3.2 Apologies	
Councillors	AE Taylor
3.3 Leave of Absence (Previously Approved)	
Councillors	LR Petersen

4.0 REPORTS OF OFFICERS

4.1 CHIEF EXECUTIVE OFFICER

4.1 (A) APPOINTMENT OF AUDIT COMMITTEE

SUBMISSION TO: Special Meeting of Council
Meeting Date: 19th March 2019

AGENDA REFERENCE: 4.1(A) MAR 19

SUBJECT: Audit Committee

LOCATION / ADDRESS: Not Applicable

NAME OF APPLICANT: Shire of Leonora

FILE REFERENCE: Audits - Reports & Minutes 1.10

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: James Gregory

OFFICER: Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 12th March 2019

BACKGROUND

A local government is required to establish an audit committee of three (3) or more persons to exercise the powers and duties conferred upon it and the committee is required to be appointed by the local government by an absolute majority. The committee is to consist of at least three (3) Council members and make up the majority of the membership. The Chief Executive Officer is unable to be a member of the committee and may not nominate a person for membership or have any person represent him on the committee. An employee is also not able to be a member of the committee.

An audit committee is to provide guidance and assistance to the local government as to –

- the carrying out of its functions in relation to Audits carried out under Part 7 of the *Local Government Act 1995*;
- review of the Compliance Audit Return;
- review of systems and procedures as reported by the CEO; and
- the development of a process to be used to select and appoint a person to be an Auditor.

An audit committee may provide guidance and assistance to the local government as to –

- matters to be audited
- the scope of the audits
- its functions under Part 6 of the *Local Government Act 1995*.
- the carrying out of its functions relating to other audits and other matters related to financial management.

A local government may delegate to its audit committee any of its powers and duties under Part 7 of the *Local Government Act 1995*, other than the power to delegate.

A decision of the audit committee is made by simple majority.

Previously, audit and risk committee members for the Shire of Leonora were appointed through the adoption of a terms of reference for the audit committee some years ago, which articulated all members of council being a representative/member of the audit and risk committee. However, a recent review of the process (undertaken through completion of the 2018 Compliance Audit Return) has identified the process did not comply with the requirements of section 7.1A of the *Local Government Act 1995*. As a result, a recommendation is presented for Council consideration to formally appoint the Audit Committee by absolute majority as required under section 7.1A of the *Local Government Act 1995*.

STATUTORY ENVIRONMENT

In accordance with Section 7.1 to 7.13 of the *Local Government Act 1995* and *Local Government Audit Regulations* 4 to 8.

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendations of this report.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from the recommendations of this report.

RISK MANAGEMENT

This item has been evaluated against the Shire's Risk Management Strategy, Risk Assessment Matrix. The perceived level of risk is considered high prior to treatment.

STRATEGIC IMPLICATIONS

There are no strategic implications resulting from the recommendations of this report.

RECOMMENDATION

That Council formally appoint by absolute majority the following members of Council to its Audit and Risk Committee:

Cr PJ Craig, Cr RA Norrie, Cr F Harris, Cr AM Moore, Cr AE Taylor, Cr LR Petersen and Cr RM Cotterill.

VOTING REQUIREMENTS

Absolute majority.

COUNCIL DECISION

Moved Cr RA Norrie, seconded Cr RM Cotterill that Council formally appoint by absolute majority the following members of Council to its Audit and Risk Committee:

Cr PJ Craig, Cr RA Norrie, Cr F Harris, Cr AM Moore, Cr AE Taylor, Cr LR Petersen and Cr RM Cotterill.

CARRIED BY ABSOLUTE MAJORITY (5 VOTES TO 0)

5.0 NEXT MEETING

Tuesday 19th March, 2019 commencing 9:30am.

6.0 CLOSURE OF MEETING

There being no further business, Shire President Cr PJ Craig declared the meeting closed at **8:25 am**.