



Minutes

Audit Committee Meeting

On	Wednesday 20 January 2016
At	Council Chambers, Calingiri
Commenced	10.18am

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The meeting was declared open at 10.18am.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED

Chairperson: Cr Lovelock
Cr Penn
Cr Clarke
Cr Carr
Mr G Nixon
Mr G McGill

Observer: Nil

**Chief Executive Officer (Acting)
Executive Assistant** Mr I Graham
Ms S Mearns

Apologies: Nil

3 MINUTES 18 MARCH 2015

Resolution 01/2016

Moved: Cr S Penn

Seconded: Mr G Nixon

That the minutes of the Audit Committee Meeting held 18 March 2015 be accepted as a true record of proceedings.

Motion Put & Carried 5/0

3.1 Business arising from Minutes

3.1.1 Calingiri Football Club

Discussion was held on loan ratio and the Self Supporting Loan to the Calingiri Football Club.

The Finance & Administration Manager is to contact and discuss with the Calingiri Football Club matters relating to the self supporting loan, as discussed in item 34/2015 (as follows). Additionally, the Finance & Administration Manager is to request a copy of the audited financial report for the Calingiri Football Club for the most recent financial year.

Resolution 34/2015

Moved G Nixon seconded Cr Penn that the Audit Committee recommends to Council that discussion be held with the Calingiri

Football Club regarding the implications of lending and ratio's on Council; and that the Calingiri Football Club consider a proposal to convert the current Self Supporting Loan to a Commercial Loan within the next 6 years.

Motion Put & Carried 4/0

Resolution 02/2016

Moved: Mr G Nixon

Seconded: Cr P Carr

That the Audit Committee recommends to Council that discussions be held with the Calingiri Football Club regarding the implications of lending and ratios on Council; and that the Calingiri Football Club consider a proposal to convert the current Self Supporting Loan to a Commercial Loan within the next 6 years, and provide a report to Council at the 16 March 2016 meeting.

Motion Put & Carried 5/0

3.1.2 Council Expenses

Mr McGill highlighted the item which Cr Johnson raised in the last meeting requesting that the Audit Committee keep an eye on Council Expenses, Road Works, Plant and Machinery costs etc. Cr Lovelock encouraged Audit Committee members to raise any issues to Council via the Ordinary Council Meetings.

4 GENERAL BUSINESS

4.1 Annual Report

FILE REFERENCE	F1.5
REPORT DATE	4 December 2015
APPLICANT/PROPONANT	Nil
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES	Nil
AUTHOR	Harry Hawkins - CEO
ATTACHMENTS	Annual Report 2014-2015

PURPOSE OF REPORT

To present the Annual Report for 2014-15 to the Audit Committee following acceptance by Council on 9th December 2015.

COMMENT

The Annual Report 2014-15 was not completed in time to allow for the Annual General Meeting of Electors to be held prior to the end of the 2015 calendar year.

Included in the Annual Report 2014-15 is the Annual Financial Report for the year ended 30th June 2015.

POLICY REQUIREMENTS

Nil

LEGISLATIVE REQUIREMENTS

S5.54 of the Local Government Act requires that the Annual Report:-

1. Be accepted by the Local Government by 31st December after the financial year reported on, or
2. Be accepted by the Local Government no later than 2 months after the Auditor's Report becomes available.

STRATEGIC IMPLICATIONS

Corporate Business Plan references and impacts:-

Strategy 4.3.1 "Maintain/retain full compliance with statutory obligations".

➤ Environment

There are no known significant environmental implications associated with this proposal.

➤ Economic

There are no known significant economic implications associated with this proposal.

➤ **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS

There are no financial implications to Council in relation to this item.

VOTING REQUIREMENTS

Absolute Majority Required: Yes

RESOLUTION 03/2016

Moved: Cr S Penn

Seconded: Mr G Nixon

That the Annual Report for 2014-15 be accepted by the Audit Committee.

Motion Put & Carried 5/0

4.2 Appointment of Auditors

FILE REFERENCE	F1.4.2
REPORT DATE	4 January 2016
APPLICANT/PROPONANT	Not Applicable
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES	Nil
AUTHOR	Harry Hawkins - CEO
ATTACHMENTS	Annual Report 2014-2015

PURPOSE OF REPORT

To allow the Audit Committee to make a recommendation to Council in regard to audit services. The current agreement with the auditors Anderson Munro Wyllie has expired and Council is required to appoint auditors for the next audit period.

BACKGROUND

In accordance with the Local Government Act 1995 Section 7.3(1) the Local Government is to appoint by absolute majority a 'person' on the recommendation of the Audit committee to be its Auditor.

Section 7.3 (3) of the Act describes a 'person' as:

- a.) a registered company auditor, or
- b.) an approved auditor

COMMENT

Requests for quotations for the provision of audit services for the Shire of Victoria Plains for a period of 3 to 5 years were sent to 5 Audit firms as follows:

1. UHY Haines Norton
2. Anderson Munro Wyllie
3. AMD
4. Grant Thornton
5. Macri Partners

Both UHY Haines Norton and Anderson Munro Wyllie provided quotations (exc. GST) as follows:

	UHY Haines Norton	Anderson Munro Wyllie
Year 1	\$14,000	\$9,500
Year 2	\$14,500	\$9,800 (5 year) \$9,850 (3 year)
Year 3	\$15,000	\$10,100 (5 year) \$10,200 (3 year)
Year 4	\$15,500	\$10,400
Year 5	\$16,000	\$10,700

Travel costs are additional on both quotes, on the first year approximately \$500.00 for Moore Stephens.

POLICY REQUIREMENTS

Nil

LEGISLATIVE REQUIREMENTS

There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS

Corporate Business Plan references and impacts:-

Strategy 4.3.1 "Maintain/retain full compliance with statutory obligations".

➤ **Environment**

There are no known significant environmental implications associated with this proposal.

➤ **Economic**

There are no known significant economic implications associated with this proposal.

➤ **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS

The cost of audit services is included in the Annual Budget.

VOTING REQUIREMENTS

Absolute Majority Required: Yes

STAFF RECOMMENDATION

Moved: Mr G Nixon

Seconded: Mr G McGill

That the Audit Committee recommends that Anderson Munro Wyllie be appointed as the Shire auditors for a 5 year 9

AMENDMENT

Moved: Mr G Nixon

Seconded: Mr G McGill

That the Audit Committee recommends that Anderson Munro Wyllie be appointed as the Shire auditors for a 3 year period 2016 to 2019.

The amendment then became the resolution

RESOLUTION 04/2016

Moved: Mr G Nixon

Seconded: Mr G McGill

That the Audit Committee recommends that Anderson Munro Wyllie be appointed as the Shire auditors for a 3 year period 2016 to 2019.

Motion Put & Carried 5/0

4.3 Auditor Report Comments

Mr G Nixon moved a vote of appreciation for the Finance & Administration Manager on the positive report received from the Auditors.

5 DECLARATION OF CLOSURE

Meeting closed at 11.02am