



Western Australia

Minutes for the Meeting of the Audit Committee  
Held in the Council Chambers, Carnarvon Mullewa Road, Murchison,  
On **Thursday 22 March 2018**, commencing at 11:30 am.

Purpose: To consider the Annual Compliance Return for the year ended December 2017

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

The President declared the meeting open at 11:50 am

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

President R Foulkes-Taylor  
 Deputy President A Whitmarsh  
 Cr E Foulkes-Taylor  
 Cr G Mead  
 Cr Q Fowler  
 Cr P Squires

Staff  
 Peter Dittrich – CEO

**3. CONFIRMATION OF MINUTES**

**3.1 Audit Committee Meeting – 16 December 2017**

**Background:**

Minutes of the Audit Committee Meeting of Council have previously been circulated to all Audit Committee Members.

**Recommendation:**

That the minutes of the Audit Committee meeting held on 16<sup>th</sup> December 2017 be confirmed as an accurate record of proceedings.

**Voting Requirements:**

Simple majority

***Council Decision:***

**Moved: Councillor E Foulkes-Taylor**

**Seconded: Councillor Q Fowler**

**That the minutes of the Audit Committee meeting held on 16th December 2017 be confirmed as an accurate record of proceedings.**

**Carried:**

**For: 6**

**Against: 0**

**4. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

Nil

**5. REPORTS**

**5.1 Compliance Audit Return 2017**

File:	4.18
Author:	Peter Dittrich, Chief Executive Officer
Interest Declared:	Nil.
Date:	16 March 2018
Attachments:	Compliance Audit Return 2017

**Matter for Consideration:**

The Audit Committee is to review the Compliance Audit Return 2017 and report to Council.

**Background:**

A Compliance Audit Return for the period 1 January to 31 December in each year is to be carried out and presented to the Audit Committee for review. The Audit Committee is to report to the Council the results of that review. The Compliance Audit Return is to be then adopted by Council and the certified copy is to be sent to the Executive Director of the Department of Local Government & Communities by 31 March of the following year.

**Comment:**

The Compliance Audit Return is attached for the Audit Committee's Review.

**Statutory Environment:**

## 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 subregulation (3A), the compliance audit return is to be —

- (a) presented to the council at a meeting of the council;
- (b) adopted by the council; and
- (c) recorded in the minutes of the meeting at which it is adopted.

## 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 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, 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.

**Strategic Implications:**

N/A

**Sustainability Implications**

- ◆ **Environmental**  
There are no known significant environmental implications.
- ◆ **Economic**  
There are no known significant economic implications.
- ◆ **Social**  
There are no known significant social considerations.

**Policy Implications:**

N/A

**Financial Implications:**

N/A

**Consultation:**

Nil

**Recommendation:**

That:

1. the Audit Committee reports to the 22 March 2018 Ordinary Meeting of Council that the Compliance Audit Return 2017 has been prepared by the CEO as required;
2. the Audit Committee recommends that Council adopt the Compliance Audit Return 2017 as presented.

*Discussion: The CEO gave an overview of the audit.*

**Voting Requirements:**

Simple Majority

***Council Decision:***

**Moved: Councillor Q Fowler**

**Seconded: Councillor R Foulkes-Taylor**

**That:**

1. the Audit Committee reports to the 22 March 2018 Ordinary Meeting of Council that the Compliance Audit Return 2017 has been prepared by the CEO as required;
2. the Audit Committee recommends that Council adopt the Compliance Audit Return 2017 as presented.

**Carried:**

**For: 6**

**Against: 0**

**6. URGENT BUSINESS**

Nil

**7. MEETING CLOSURE**

The meeting closed at 11:55 am.