

SHIRE OF BRUCE ROCK

AUDIT AND RISK COMMITTEE MEETING MINUTES 21 MARCH 2024

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SHIRE OF BRUCE ROCK

AUDIT AND RISK COMMITTEE MEETING MINUTES 21 MARCH 2024

1. Declaration of Opening

The Chair, Cr Ram Rajagopalan declared the meeting open at 10:42am.

2. Record of Attendance / Apologies / Leave of Absence (Previously Approved)

Chair	Cr R Rajagopalan
Deputy Chair	Cr AR Crooks
Councillor	Cr SA Strange
Councillor	Cr J Verhoogt
Chief Executive Officer	Mr DRS Mollenoyux
Manager of Governance and Community Services	Ms N Ugarte

3. Response to Previous Public Questions Taken on Notice

Nil

4. Public Question Time

Nil

5. Petitions / Deputations / Presentations / Submissions

Nil

6. Confirmation of Minutes

Audit and Risk Committee Meeting held 14 December 2023

OFFICER RECOMMENDATION AND COMMITTEE DECISION

Resolution ARCM March 24 – 6.1

Moved: Cr T Crooks
Seconded: Cr J Verhoogt

That the minutes of the Audit and Risk Committee Meeting held on 14 December 2023 be confirmed as a true and correct record.

For: Cr T Crooks, Cr R Rajagopalan, Cr S Strange, Cr J Verhoogt
Against: Nil
Carried 4/0

7. Reports of Officers

Agenda Reference and Subject:	
	7.1.1 Acceptance & recommendation of receipt of LRCIP Audited Report (2022-23) by Audit Committee
Reporting Officer:	Manisha Barthakur, Manager of Finance
Author:	Manisha Barthakur, Manager of Finance
Disclosure of Interest	
Attachment	<i>Item 7.1.1 Attachment A – Audit Opinion for LRCIP Phase 2 & 3 Annual report</i>

Summary

The Audit Committee has recommended that Council adopts the Audited Report for Local Roads and Community Infrastructure projects for the year ended 30 June 2023.

Background

At the end of the financial year, the Dry Kirkness/Auditor provides the opinion on the acquittals, appropriate expense of the projects and complete audit for the Grants received via Local Roads and Community Infrastructure projects.

A Management Letter with audit opinion has been issued following the completion of the Audit.

Comment

The Audit Committee received the Audited Report for Local Roads and Community Infrastructure projects (Phase 2 and 3) for the year ending 30 June 2023.

Consultation

Darren Mollenoyux, Chief Executive Officer
Caris Negri, Community Development Officer
Manisha Barthakur, Manager of Finance
Robert Hall, Director, Dry Kirkness (OAG Contract Auditors)

Statutory Implications

Under the LRCI Program, entities who are eligible for funding must provide the Commonwealth Department of Infrastructure, Transport, Regional Development, Communications and the Arts with an audited annual report. This must be audited by an appropriate auditor.

As defined by the National Land Transport Act 2014, Office of the Auditors General is the appropriate auditor given entities' accounts are required by law to be audited by the Auditor General of a State.

Policy Implications

Nil

Risk Implications

Risk: Compliance – Non-compliance with relevant sections and regulations of the Local Government Act 1995.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedures Risk Matrix. The perceived level of risk is considered to be “Medium” risk and will be managed to mitigate the risks associated with each of the areas of the financial audit.		

Financial Implications

Annual audit fee has been advised for the 2022-23 certification of the LRCIP projects audit, by the Dry Kirkness, is \$1500.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

4.3 – Proactive and well governed Shire

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION AND COMMITTEE DECISION

Resolution ARCM March 24 – 7.1.1

Moved: Cr S Strange

Seconded: Cr T Crooks

That the Audit and Risk Committee recommends to Council to receive the LRCIP Phase 2 & 3 Audited Report for the year ended 30 June 2023.

For: Cr T Crooks, Cr R Rajagopalan, Cr S Strange, Cr J Verhoogt

Against: Nil

Carried 4/0

Agenda Reference and Subject:	
	7.1.2 Compliance Audit Return 2023
Reporting Officer:	Nerea Ugarte, Manager of Governance and Community Services
Author:	Nerea Ugarte, Manager of Governance and Community Services
Disclosure of Interest	
Attachment	<i>Nil</i>

Summary

The Audit Committee to consider the Compliance Audit Return and make a recommendation for adoption to Council.

Background

Each year Council has to complete a Compliance Audit Return which addresses various areas of Shire activity to ensure good governance. The Compliance Audit Return has to be submitted to the Department of Local Government, Sport and Cultural Industries by 31 March 2024.

The Compliance Audit Report will be provided under separate cover.

Comment

The Compliance Audit Return is attached and as can be seen, Council is compliant. Before submission the Compliance Audit Return has to be:

- a) presented at a meeting of the Council;
- b) adopted by the Council; and
- c) the adoption recorded in the minutes of the meeting at which it was adopted.

Consultation

Darren Mollenoyux, Chief Executive Officer
Manisha Barthakur, Manager of Finance

Statutory Implications

This Compliance Audit Return is mandatory and is to ensure Council's statutory compliance with the Local Government Act 1995 and associated regulations.

Policy Implications

Nil

Risk Implications

Risk: That the Compliance Audit Return is not accepted by Council.		
Likelihood	Consequence	Rating
Rare	Major	High
Action / Strategy It is a statutory requirement that the Compliance Audit Return is accepted by the Audit Committee and by full Council so that it can be submitted to the Department of Local Government by 31 March 2024.		

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2022-2032

Governance

Goal 4.1 – Our organisation is well positioned and has capacity for the future

Goal 4.3 – Proactive and well governed Shire

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION AND COMMITTEE DECISION

Resolution ARCM March 24 – 7.1.2

Moved: Cr J Verhoogt

Seconded: Cr T Crooks

That the Audit and Risk Committee recommends to Council that it adopts the Compliance Audit Return, as attached, for the period 1 January 2023 to 31 December 2023 in accordance with the Local Government (Audit) Regulations 1996.

For: Cr T Crooks, Cr R Rajagopalan, Cr S Strange, Cr J Verhoogt

Against: Nil

Carried 4/0

8. Confidential Items

Nil

9. New Business of an urgent nature introduced by discussion of the meeting.

Nil

10. Closure of Meeting.

The Chair, Cr Ram Rajagopalan closed the Meeting at 10:50am.