

SHIRE OF BRUCE ROCK

AUDIT COMMITTEE MINUTES MEETING 18 FEBRUARY 2021

**TABLE OF CONTENTS**

1.	Declaration of Opening .....	2
2.	Record of Attendance / Apologies / Leave of Absence (Previously Approved) .....	2
3.	Response to Previous Public Questions Taken on Notice .....	2
4.	Public Question Time .....	2
5.	Petitions / Deputations / Presentations / Submissions .....	2
6.	Confirmation of Minutes .....	2
6.1.	Audit Committee Meeting – 19 November 2020.....	2
7.	Reports of Officers .....	3
7.1.	Deputy Chief Executive Officer.....	3
7.1.1	Adoption of 2020 Compliance Audit Return.....	3
8.	New Business of an urgent nature introduced by discussion of the meeting. ....	5
9.	Closure of Meeting.....	5

## SHIRE OF BRUCE ROCK

### AUDIT COMMITTEE AGENDA MEETING 18 FEBRUARY 2021

**1. Declaration of Opening**

The Shire President Stephen Strange declared the meeting open at 3.02pm.

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

President	Cr SA Strange
Deputy Shire President	Cr R Rajagopalan
Councillors	Cr AR Crooks
	Cr IS Dolton
	Cr KP Foss
	Cr PG Negri
	Cr BJ Waight
Chief Executive Officer	Mr DRS Mollenoyux
Deputy Chief Executive Officer	Mr A O'Toole
Manager of Finance	Mrs JL Bow
Executive Assistant	Mrs MJ Schilling

**3. Response to Previous Public Questions Taken on Notice**

**4. Public Question Time**

**5. Petitions / Deputations / Presentations / Submissions**

**6. Confirmation of Minutes**

**6.1. Audit Committee Meeting – 19 November 2020**

**COMMITTEE DECISION**

**Resolution ACM Feb 21 – 6.1**

**Moved: Cr Rajagopalan**

**Seconded: Cr Waight**

**That the minutes of the Audit Committee held 19 November 2020 be confirmed as a true and correct record.**

**Carried 9/0**

## 7. Reports of Officers

### 7.1. Deputy Chief Executive Officer

<b>Agenda Reference and Subject:</b>	<b>7.1.1 Adoption of 2020 Compliance Audit Return</b>
<b>File Reference:</b>	1.6.1.6 Compliance Audit Return
<b>Reporting Officer:</b>	Alan O’Toole, Deputy Chief Executive Officer
<b>Author:</b>	Alan O’Toole, Deputy Chief Executive Officer
<b>Disclosure of Interest</b>	Nil
<b>Attachments</b>	<i>Item 7.1.1 Attachment A – Compliance Audit Return</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 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 2021.

#### **Comment**

The audit 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  
Jennifer Bow, Manager of Finance

#### **Statutory Implications**

This Audit is to test Council’s statutory compliance with the Local Government Act 1995 and associated regulations.

#### **Policy Implications**

Nil

**Risk Implications**

<b>Risk:</b> Compliance – Non-compliance with relevant sections and regulations of the Local Government Act 1995.		
<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>
Possible	Moderate	Moderate
<b>Action / Strategy</b>		
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 Compliance Audit Return.		

**Financial Implications**

Nil

**Strategic Implications**

*Shire of Bruce Rock – Strategic Community Plan 2017-2027*

**Governance**

Goal 12 Council leads the organisation in a strategic and flexible manner

**Voting Requirements**

Simple Majority

**COMMITTEE DECISION**

**Resolution ACM Feb 21 – 7.1.1**

**Moved:** Cr Dolton

**Seconded:** Cr Negri

**That Council adopt the Compliance Audit Return, as attached, for the period 1 January 2019 to 31 December 2020, in accordance with the Local Government (Audit) Regulations 1996.**

**Carried 9/0**

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

**9. Closure of Meeting.**

The Shire President Stephen Strange declared the meeting closed at 3.03pm.

These minutes were confirmed at a meeting on

---

Cr Stephen Strange  
Shire President