

**SHIRE OF KOORDA**

**AGENDA**  
**AUDIT COMMITTEE MEETING**  
**Wednesday 17 March 2021**  
**4.30pm**



*Shire of*  
**Koorda**

*Drive in, stay awhile*

CHAIRPERSON: TBD  
CEO: DJ SIMMONS

**Notice is hereby given that a Meeting of the Shire of Koorda Audit Committee will be held in Council Chambers, 10 Haig Street, Koorda commencing at 4.30pm on Wednesday, 17 March 2021.**



Darren Simmons  
Chief Executive Officer

# DISCLOSURE OF INTEREST

## ✦ WRITTEN

- Prior to meeting
- CEO to advise Presiding Person
- Reported to meeting immediately before item discussed
- Standard form may be used

## ✦ VERBAL

- No round robin at start of meeting
- Advise immediately before item discussed

## ✦ TO BE DISCLOSED

- Nature of interest
- Extent if vote on participation held.



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The Shire of Koorda warns that anyone who has any application lodged with the Shire of Koorda must obtain and should only rely on **written confirmation** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Koorda in respect of the application.

To be read aloud if any member of the public is present.

Signed

A handwritten signature in black ink, appearing to read "DJ Simmons", written over a light blue horizontal line.

DJ Simmons  
**CHIEF EXECUTIVE OFFICER**

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**1 DECLARATION OF OPENING**

The Presiding Person declared the meeting open at ??pm

**2 RECORD OF ATTENDANCE**

**2.1 Record of Attendance:**

Cr JM Stratford (Member)  
Cr G Storer (Member)  
Cr PL McWha (Member)  
Cr LC Smith (Deputy Member)

Darren Simmons, CEO  
Lana Foote, DCEO

**2.2 Announcement of Visitors**

Cr GL Boyne  
Cr BG Cooper

**2.3 Apologies:**

**3 ELECTION OF PRESIDING AND DEPUTY PRESIDING MEMBER**

**4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS**

**COMMITTEE DECISION  
Officer Recommendation**

**Moved CR**

**Seconded CR PL**

**That the Minutes of the previous Audit Committee Meeting held on the 16 December 2020, as circulated be confirmed and certified as a true and accurate record subject to the following addition to item 3 Election of Presiding member and Deputy Presiding Member:**

*"With no prior nominations received, the CEO called for nominations for the office of presiding member of the Shire of Koorda Audit Committee from the floor.*

*Cr Stratford was nominated by Cr Storer and Cr Stratford indicated her acceptance of the nomination.*

*With no further nominations received the CEO declared the nomination period closed.*

*With one nomination received during the nomination period, the CEO subsequently declared Cr Stratford elected as the presiding member.*

*Cr Stratford assumed the chair.*

*It was then agreed that no election for deputy presiding member would be required".*

**PUT/CARRIED:**

## 5 REPORTS OF OFFICERS

### 5.1 LOCAL GOVERNMENT STATUTORY COMPLIANCE AUDIT RETURN 2020

#### **Section 5.23 – Applicability**

**Location:**

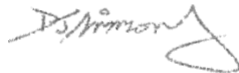
**Portfolio:** Governance, Administration and Finance  
Cr JM Stratford

**File Reference:** ADM 0121

**Disclosure of Interest:** No interest declared by the CEO

**Author:** Lana Foote, Deputy Chief Executive Officer

**Signature of CEO**



**Attachment:** [Compliance Audit 2020](#)

#### **Background:**

Each local government is to carry out a Compliance Audit return for the period 1 January to 31 December against certain requirements included within a Compliance Audit Return (CAR) provided by the Department of Local Government.

The CAR, once completed, is to be presented to the Audit Committee and then a report is to be presented to Council for adoption of the return. A copy of the completed CAR is included as an attachment for this item.

The Audit Committee has been requested to review the CAR for 2020 at a meeting immediately preceding Council's March 2021 Ordinary Meeting and, if so resolved, present to Council for adoption so the CAR may be submitted prior to 31 March 2021.

#### **Comment:**

The Compliance Audit Return for 2020 has been completed as required;

- Care was taken when completing the Compliance Audit Return to endeavour to ensure all items were adequately addressed in accordance with the 'Audit of Compliance' per Section 7.13(i) of the Local Government Act 1995.

The Compliance Audit Return is:-

- Now presented to Council for adoption,
- Should be received by the Department of Local Government by 31 March 2021.

The Compliance Audit Return has endeavoured to cover various aspects of Statutory Compliance as required by the Local Government Act and various regulations, to include statutory requirements listed in the Local Government (Audit) Regulations in the return.

There is a possible interpretation on completion of the "Compliance Audit" and the requirement that a Local Government is to complete this Compliance Audit Return. These are matters that still remain the responsibility of the Auditor to verify compliance. It is noted that the Compliance Audit Return does not contain a number of the provisions of the Local Government (Financial Management) Regulations 1996.

#### **Consultation:**

Darren Simmons, Chief Executive Officer

**Statutory Environment:**

Local Government Act 1995, Section 7.13(i)  
Audit Regulations 13, 14, 15.

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

4.2.4 - Operate in a financially sustainable manner (ongoing)

4.3.3 - Provide reporting processes in a transparent, accountable and timely manner (short term, in progress)

**Voting Requirement:**

Absolute majority

**COMMITTEE RECOMMENDATION**

**That the Compliance Audit Return for the 2020 calendar year, as presented, be adopted.**



**6 CONFIDENTIAL BUSINESS**

**7 DATE OF NEXT MEETING**

The next Audit Committee meeting is scheduled for when required.

**8 CLOSURE**

The chairperson declared the meeting closed at ?? pm

Signed .....

Presiding person at the meeting at which the minutes were confirmed

Date: TBC