



## **MINUTES**

### **AUDIT COMMITTEE MEETING**

**HELD ON**

**TUESDAY, 8 NOVEMBER 2016**



**WESTERN AUSTRALIA'S  
WILDFLOWER COUNTRY**

**1.1 Declaration of Opening**

The Shire President declared the meeting open at 4.50pm.

**1.2 Recording of Those Present**

Cr KJ Chappel	President
Cr D B Collins	(arrived 5.02pm)
Cr JM Coaker	
Cr MJ Thornton	
Cr KP Stokes	

Mr J Roberts	Chief Executive Officer
Mrs F Gledhill	Manager of Accounting and Finance

**1.3 Apologies**

Cr DS Agar

**1.4 Approved Leave of Absence**

Nil

**1.5 Announcements by the Presiding Member without Discussion**

Nil

**1.6 Welcoming of Visitors to the Meeting**

The President welcomed Mr Travis Bate, Principal, RSM Bird Cameron to the meeting.

**2 Public Question Time**

Nil

**3 Declaration of Interest**

Nil

**4 Reports from Committees**

**RESOLUTION**

**161104      Moved:      Cr Thornton  
                  Seconded: Cr Stokes**

**That Standing Orders be suspended at 4.55pm.**

**CARRIED 4/0**

Cr Collins entered the room at 5.02pm

**RESOLUTION**

**161105      Moved:      Cr Thornton  
                  Seconded: Cr Stokes**

**That Standing Orders be resumed.**

**CARRIED 5/0**

<i>Item No/Subject:</i>	<b>4.1 2015/16 Annual Financial Report and Auditor's Report &amp; Management Report for year ending 30 June 2016</b>
<i>Date of Meeting:</i>	<b>8 November 2016</b>
<i>Date &amp; Author:</i>	<b>2 November 2016 –Fred Gledhill Manager Accounting &amp; Finance</b>
<i>Responsible Officer:</i>	<b>Manager Accounting &amp; Finance</b>
<i>Applicant/Proponent:</i>	<b>Manager Accounting &amp; Finance</b>
<i>File Number:</i>	
<i>Previous minute/s &amp; Reference</i>	<b>8 December 2015</b>

## **SUMMARY**

The purpose of this report is for Council to adopt the 2015/2016 Annual Financial Report and to receive the Auditor's Report and Management Report for the Shire of Morawa for the year ended 30 June 2016.

## **DECLARATION OF INTEREST**

Nil

## **ATTACHMENTS**

- 2015/2016 Annual Financial Report.
- Letter to the CEO advising of the Audit Findings for the Year Ended 30 June 2016
- Management Report for the Year Ended 30 June 2016 received from David Wall, Director RSM Australia Pty Ltd.

## **BACKGROUND INFORMATION**

It is a statutory requirement that all Local Governments conduct an independent audit of the accounts and financial statements of the entity at the completion of each financial year.

The Morawa Shire Council Audit Committee must then consider this report and provide endorsement to the actions and strategies as determined by Staff in response to the report.

## **OFFICER'S COMMENT**

The 2015/16 Audit revealed that there were no compliance matters identified.

The Auditors did identify issues that warranted action in regards to:

1. Non-compliance with purchasing policy.
2. Payment listing presented to Council
3. Overhead Allocation
4. High annual leave accrual at year end

The findings identified during the Audit are detailed in Annexure A of correspondence addressed to the Chief Executive Officer with Management Comments to the Auditors findings.

## **STATUTORY ENVIRONMENT**

Local Government Act 1995  
Local Government (Financial Management) Regulations 2011

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

As provided above.

## **STRATEGIC IMPLICATIONS**

Nil

## **RISK MANAGEMENT**

Establishment of appropriate internal controls and procedures minimises the risk of oversight and loss to the Shire of Morawa.

## **VOTING REQUIREMENTS**

Absolute Majority

## **OFFICER'S RECOMMENDATION**

It is recommended that the Audit Committee:

- Adopts the 2015/2016 Annual Financial Statements

