



SHIRE OF ASHBURTON

AUDIT COMMITTEE MEETING

MINUTES

**Onslow Business House,
Second Ave, Onslow**

13 March 2013

SHIRE OF ASHBURTON
AUDIT COMMITTEE MEETING

Dear Councillor

Notice is hereby given that an Audit Committee Meeting of the Shire of Ashburton will be held on Wednesday 13 March 2013 at the Onslow Business House (connection via instantaneous communication) at 07.30am.

The business to be transacted is shown in the Agenda.

Frank Ludovico
A/CHIEF EXECUTIVE OFFICER

7 March 2013

DISCLAIMER

The recommendations contained in the Agenda are subject to confirmation by Council. The Shire of Ashburton warns that anyone who has any application lodged with Council must obtain and should only rely on written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by the Council in respect of the application. No responsibility whatsoever is implied or accepted by the Shire of Ashburton for any act, omission or statement or intimation occurring during a Council meeting.

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1. DECLARATION OF OPENING

The meeting was declared open at 07.32am

2. ATTENDANCE

2.1 PRESENT

Commissioner Ron Yureyovich

Mr Chris Burton (Auditor, BDO) via telephone

Mr F Ludovico, A/Chief Executive Officer

2.2 APOLOGIES

Nil

2.2 APPROVED LEAVE OF ABSENCE

Nil

3. ELECTION OF CHAIRPERSON

Mr F Ludovico called for nominations of Chairman.

Committee Decision

MOVED: Commissioner Yureyovich

SECOND:

That Commissioner Yureyovich be appointed the Chairperson for the Audit Committee.

CARRIED: 1/0

4. ANNOUNCEMENT OF VISITORS

Mr Chris Burton (Auditor) BDO (Audit) were contacted by telephone to address the Committee at 07.32am.

5. DECLARATION BY MEMBERS

Commissioner Yureyvich stated that he had given due consideration to all matters contained in the Agenda before the meeting.

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Committee Decision

MOVED: Commissioner Yureyvich

SECONDED:

That the Minutes of the Audit Committee held on 11 April 2012, be confirmed as a true and accurate record.

CARRIED 1/0

7. TERMS OF REFERENCE

Under the Local Government Act 1995, Local Governments are required to appoint an Audit Committee (section 7.1A of the Local Government Act 1995).

An Audit Committee is to provide guidance and assistance to the Local Government – as to the carrying out of its functions in relation to audits carried out under Part 7 of the Act and as to the development of a process to be used to select and appoint a person to be an auditor and may provide guidance and assistance to the Local Government as to – matters to be audited, the scope of audits, its functions under Part 6 of the Act and the carrying out of its functions relating to other audits and other matters related to financial management. (clause 16 Local Government (Audit) Regulations 1996)

Meeting cycle: At least once a year to recommend adoption of Annual Report

8. AGENDA ITEMS

8.1 REVIEW OF 2011/2012 INDEPENDANT AUDIT REPORT AND MANAGEMENT REPORT

FILE REFERENCE:	FI.AU.10.11
AUTHOR'S NAME AND POSITION:	Frank Ludovico A/Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	7 March 2013
DISCLOSURE OF FINANCIAL INTEREST:	The author has no financial interest in this matter
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

The Auditors conducted the Annual Financial Audit for 2010/2011 during October 2011. This Item discussed the outcomes of that Audit.

Background

Audit procedures have been completed and the Audit Report for the year ended 30 June 2012 has been prepared by Council Auditors BDO (Audit).

Attached are Council's Annual Report, Audit Report and Management Letter

ATTACHMENT 8.1A.
ATTACHMENT 8.2B

No issues were noted to be brought to the attention of Council in the Audit Report. The Management Letter raises one issue which will be addressed by staff. It is pleasing to note this positive outcome is the result of the ongoing hard-work of all staff members within the Corporate Services.

Auditors Comments

The Auditors were invited to make comments on the 2011/2012 Annual Financial Statements.

They made the following comments in respect to the "Audit Committee Report" to Council:

- Recoverable of Receivables
- Disclosure around Wittenoom (unrecovered liability)
- Recognition of Revenue
- Smooth Audit

Staff were requested to leave the room to discuss any matters in private with auditors.

F Ludovico left the room at 0740 am.

F Ludovico re-entered the room at 0742 am.

Committee Decision

Moved Commissioner Yureyovich

Seconded

That the Audit Committee recommend to Council the acceptance the 2011/2012 Independent Audit Report, Management Report and Annual Report.

CARRIED 1/0

The telephone call with the Auditor ended at 0743 am.

9. OTHER BUSINESS

10.NEXT MEETING

The next Audit Committee Meeting will be held at a time to be determined

11.CLOSURE OF MEETING

The Chairman declared the meeting closed at 0744 am.