



# **SHIRE OF LAVERTON**

## **MINUTES**

**AUDIT COMMITTEE MEETING**

**HELD 19 APRIL 2012**

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**MINUTES OF THE AUDIT COMMITTEE MEETING HELD IN COUNCIL CHAMBERS,  
MACPHERSON PLACE, LAVERTON ON THURSDAY 19 APRIL 2012,  
COMMENCING AT 4.00PM.**

**1. DECLARATION OF OPENING**

The Chairman, Cr Rob Wedge declared the meeting open at 4.10pm

**2. RECORD OF ATTENDANCE**

**2.1 PRESENT**

Cr R Wedge	Chairman
Cr R Ryles	Councillor
Cr L Hawkins	Councillor
Cr B Fuamatu	Councillor

Mr S Deckert	Chief Executive Officer
Mr P Crawford	Executive Manager Technical Services
Ms D Prior	Exec. Mgr Corp. & Comm. Services
Ms L Barnes	Executive Assistant

**2.2 APOLOGIES**

Cr P Hill	Councillor
Cr S Weldon	Councillor
Cr V Thomas	Councillor

**2.3 LEAVE OF ABSENCE**

Nil

**2.4 VISITORS**

Nil

**3. CONFIRMATION OF MINUTES**

**AC0401 3.1 CONFIRMATION OF MINUTES – 22 MARCH 2012 File Ref: 81**

**VOTING REQUIREMENTS**

Simple majority decision required

**AC0401 OFFICER RECOMMENDATION / COUNCIL DECISION**

**Moved Cr L Hawkins, Seconded Cr R Ryles**

**That the Minutes of the Audit Committee Meeting held on 22 March 2012, be confirmed as a true and accurate record.**

**CARRIED 4/0**

#### 4. REPORTS OF COMMITTEES AND OFFICERS

<b>AC0402</b>	<b>4.1</b>	<b>APPOINTMENT OF AUDITOR FOR 2012/13 FINANCIAL YEAR</b>	<b>File Ref: 44</b>
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**SUBMISSION TO:** Audit Committee Meeting, 19 April 2012

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter

**OWNER/APPLICANT:** Not Applicable

**AUTHOR:** Deanne Prior, Executive Manager Corporate & Community Services

**SENIOR OFFICER:** Steven Deckert, Chief Executive Officer

**PREVIOUS MEETING REFERENCE:** None

**MATTER FOR CONSIDERATION:**

For the Committee to recommend to Council, an Auditor for the 2012/13 Financial Year.

**ATTACHMENTS:**

Attachment 4.1 "A" – Submission from Gregory Froomes Wyllie

**APPLICANT'S SUBMISSION:**

Not applicable

**BACKGROUND:**

At the Ordinary Meeting of Council held Thursday, 23 June 2011, the Auditor, Gregory Froomes Wyllie was appointed for a further one year contract. Mr Wyllie has conducted the auditing services for the Shire of Laverton for the last 3 years. It is now necessary to appoint an auditor to carry out the required audits for the next financial year.

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and,
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.
- Section 7.3 – Provides for the local government to appoint an auditor

**POLICY IMPLICATIONS:**

Council has no Policies in respect to this matter

**FINANCIAL IMPLICATIONS:**

Ensuring compliance with good financial management practices and expenditure has been provided for in the Budget. The fees for next year's audit services will be included in the 2012/13 budget.

**STRATEGIC IMPLICATIONS:**

None

**CONSULTATION:**

Mr S Deckert – CEO

**COMMENT:**

A proposal has been received from Gregory Froomes Wyllie to provide audit services for the financial year 2012/13 and is appended as Attachment 4.1 "A" for the Committee to peruse.

Management is satisfied that the services provided, during previous audits, have been very thorough and recommend that Gregory Froomes Wyllie be appointed as Auditor for the 2012/13 financial year.

**VOTING REQUIREMENTS:**

Simple majority decision required

**AC0402 OFFICER RECOMMENDATION:**

**Moved Cr L Hawkins, Seconded Cr R Ryles**

**That the Audit Committee recommend Council appoint Gregory Wyllie as the Auditor for the 2012/13 Financial Year at a cost of \$10,400 plus GST, as outlined in his proposal. Any out of pocket expenses for travel, meals and accommodation will also be charged to Council. Additional audit services that may be required will be charged at an hourly rate of \$175.00 per hour.**

**CARRIED 4/0**

**5. GENERAL BUSINESS**

<b>5.1 VISIT FROM AUDITOR MR GREG WYLLIE</b>
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In accordance with the provisions of the Local Government Act 1995 section 7.12a(2) a local government is to meet with the auditor of the local government at least once in every year.

The Auditor is visiting Laverton at present to conduct an interim audit for the 2011/12 financial year. It was appropriate that the Auditor meets with the Audit Committee to provide information to Council and answer any questions about the Audit processes.

**The Audit Committee met with the Auditor, Mr Greg Wyllie, who provided a brief outline of the audit process and advised the Committee that he was pleased with the state of the Shire's financial management practices.**

**8. CLOSURE OF MEETING**

There being no further business, the Chairman declared the Meeting closed at 4.18pm.

**9. CERTIFICATION BY CHAIRMAN**

*I \_\_\_\_\_ hereby certify that the minutes of the Audit Committee Meeting held 19 April 2012 are confirmed as a true and correct record.*

*Signed ..... Dated.....2012*