



Serpentine
Jarrahdale Shire

MINUTES
of
AUDIT COMMITTEE MEETING

11 MARCH 2013

MINUTES OF THE AUDIT COMMITTEE MEETING HELD IN COUNCIL CHAMBERS, 6 PATERSON STREET, MUNDIJONG ON MONDAY 11 MARCH 2013. THE PRESIDING MEMBER DECLARED THE MEETING OPEN AT 5.30PM AND WELCOMED MEMBER OF THE GALLERY, COUNCILLORS AND STAFF.

1. ATTENDANCES AND APOLOGIES:

IN ATTENDANCE:

COUNCILLORS: B Moore (Presiding Member)
D Atwell
J Kirkpatrick
B Urban
G Wilson

OFFICERS: Mr R Gorbunow..... Acting Chief Executive Officer
Mr B Gleeson..... Director Development Services
Mr A Hart..... Director Corporate Services/Strategic Community Planning
Mr Uwe Striepe (arrived 5.34pm)..... Acting Director Engineering
Ms P KursarMinute Secretary

APOLOGIES: Nil

OBSERVER: Ms Linda Jones..... Agenda and Minutes Officer
Councillor S Piipponen

Members of the Public - 1
Members of the Press - 0

2. PUBLIC QUESTION TIME:

Nil

3. PUBLIC STATEMENT TIME:

Nil

4. PETITIONS, AND DEPUTATIONS:

Nil

5. PRESIDING MEMBER'S REPORT:

Nil

6. DECLARATIONS OF COUNCILLORS AND OFFICER'S INTEREST:

Nil

7. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN:

AC001/03/13	COMPLIANCE AUDIT RETURN (SJ893)
Author:	Alan Hart – Director Corporate Services
Senior Officers:	Richard Gorbunow – Acting Chief Executive Officer
Date of Report:	5 March 2013
Disclosure of Officers Interest:	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act.

EXECUTIVE SUMMARY

Each year the Department of Local Government forward an Annual Compliance Return to local governments for completion. The aim of the Compliance Audit Return is to highlight any issues of non-compliance by the Council.

A consultant was appointed to assist in its completion, to ensure an independent audit was obtained on all the compliance areas of the return. It is recommended that Council consider the consultant's report and the return for 2012 before endorsing it for submission to the Department.

RELEVANT PREVIOUS DECISIONS OF COUNCIL

The previous Compliance Audit Return was presented to Council for endorsement as AC001/05/12.

COMMUNITY / STAKEHOLDER CONSULTATION

No community consultation was required.

REPORT

The Return focuses on;

- a) Local Laws,
- b) Executive Functions
- c) Tenders for Providing Goods or Services,
- d) Commercial Enterprises by Local Governments,
- e) Meeting Processes,
- f) Delegation of Power/Duty
- g) Disclosure of Interest
- h) Finance
- i) Elections,
- j) Local Government Employee's,
- k) Local Government Grants Commission, Miscellaneous Provisions and Disposal of Property,
- l) Swimming Pools, Cemeteries and caravan parks, camping grounds.

ATTACHMENTS

- **AC001.1/03/13** Consultant's Report (E13/958)
- **AC001.2/03/13** Compliance Audit Return 2012 (E13/959)

ALIGNMENT WITH OUR PLAN FOR THE FUTURE

Council's Plan for the Future 'Our Council At Work' vision category has placed an emphasis on leadership, strategy and planning, and success and sustainability. Through ensuring that Council operates within a high sphere of compliance with regulatory and legislative requirements, we fulfill that vision category.

STATUTORY ENVIRONMENT

In accordance with Section 7.13 (i) of the Local Government Act 1995 and Regulations 13, 14 and 15 of the Local Government (Audit) Regulations 1996 a Local Government is to carry out a compliance audit for the period ended 1 January to 31 December in each year. After

carrying out the compliance audit the Local Government is to prepare a compliance audit return in a form approved by the Minister.

A compliance return is to be:

1. Presented to the Council at a meeting of the Council,
2. Adopted by the Council, and
3. Recorded in the minutes of the meeting which it is adopted.

After the compliance return has been presented to Council it is to be submitted to the Executive Director of the Department of Local Government and Regional Development by 31 March next following the period to which the return relates.

FINANCIAL IMPLICATIONS

There are no financial implications to be considered as part of this recommendation.

VOTING REQUIREMENTS

ABSOLUTE MAJORITY

AC001/03/13 COUNCIL DECISION/Officer Recommendation

**Moved Cr Kirkpatrick, seconded Cr Wilson
That Council:**

- 1. Adopts the completed Local Government Compliance Audit Return for the period 1 January 2012 to 31 December 2012 and the President and Chief Executive Officer be authorised to sign the joint certification and return to the Director General as required.**
- 2. Notes the non-compliance matters and requests that the Chief Executive Officer ensure the areas of non compliance are addressed.**

CARRIED 5/0 by absolute majority

8. URGENT BUSINESS:

Nil

9. COUNCILLORS QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN:

Nil

10. CLOSURE:

There being no further business the meeting closed at 5.35pm.

I certify that these minutes were confirmed at the
Ordinary Council Meeting held on 25 March 2013.

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Presiding Member

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Date