



Shire of
Serpentine
Jarrahdale

Audit Committee Meeting Minutes

Tuesday, 23 June 2015

Minutes of the Audit Committee Meeting held in the Council Chambers, 6 Patterson Street, Mundijong on Tuesday 23 June 2015. The Shire President declared the meeting open at 4.30pm and welcomed those present.

1. Attendances and Apologies:

In Attendance:

Councillors: K Ellis Presiding Member
S Piipponen
J Erren
B Urban
S Hawkins

Officers: Mr R Gorbunow Chief Executive Officer
Mr A Hart Director Corporate and Community
Mr D van der Linde Acting Director Planning
Ms K Peddie Executive Assistant to CEO

Apologies: Cr J Rossiter
Mr G Allan

Observer: Nil

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

2. Public Question Time:

Nil

3. Public Statement Time:

Nil

4. Petitions and Deputations:

Nil

5. President's Report:

Nil

6. Declarations of Councillors and Officers Interest:

Nil

7. Motion of which notice has been given:

AC002/06/15	Appointment of Auditors (SJ893)
Author:	Kellie Bartley – Coordinator Accounting & Customer Service
Senior Officer/s:	Alan Hart – Director Corporate & Community
Date of Report:	12 June 2015
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

Introduction

For Audit Committee to consider the quotations received for the provision of the external audit services for the 2015/2016, 2016/2017 and 2017/2018 financial years and to appoint the Shire of Serpentine Jarrahdale's Auditor for this period.

Background:

The appointment of the auditor is a matter of the Audit Committee. The Act does not allow for the CEO or any other staff member to be appointed to the Audit committee.

The Shire's current audit contract will expiry on the 30 June 2015 following the completion of the audit process for the 2014/2015 financial year.

Relevant Previous Decisions of Council

Nil

Community / Stakeholder Consultation

Nil

Comment

Quotations were requested from the WA Local Government Association's (WALGA) Preferred Supplier Panel for Audit Services. Four responses were received:

- AMD Chartered Accountants
- Grant Thornton
- Macri Partners
- UHY Haines Norton (WA) (Moore Stephens from 1 July 2015)

The request for quotation included a detailed scope of works.

A panel including the Director Corporate and Community, Financial Accountant and Coordinator of Accounting and Customer Service undertook evaluations of the quotations received against the assessment criteria.

Conclusion

UHY Naines Norton (Moore Stephens) is believed to provide the best value to the Shire when consideration is also given to the costs associated. They have the necessary experience to undertake the audit requirements and have similar local government clients including 47 other Councils.

Attachments

- [AC002.1/06/15](#) – Quote for Audit – Scope of Works (E15/2362)
- **Confidential AC002.2/06/15** – Assessment Report (E15/2793)

Alignment with our Strategic Community Plan

Governance and Leadership

Objective 1.2	Progressive Organisation
Key Action 1.2.4	Provide robust reporting that is relevant, transparent and easily accessible by staff and the community.
Key Action 1.2.6	Comply with all legislative and statutory requirements.

Financial Sustainability

Objective 2.1	Responsible Management
Key Action 2.1.1	Undertake best practice financial and asset management.

Statutory Environment

Section 7.3 of the Local Government Act 1995 requires a local government to, from time to time whenever such an appointment is necessary or expedient, appoint a person, on the recommendation of the audit committee, to be its auditor.

The local government may appoint one or more persons as its auditor however the local government's auditor is to be a person

Financial Implications

An annual budget is provided for the provision of audit services. The 2015/2016 annual budget for audit services is \$54,000, the cost of the annual audit can be accommodated within this amount.

Voting Requirements Absolute Majority

AC002/06/15 AUDIT COMMITTEE DECISION / Officer Recommendation

Moved Cr Urban, seconded Cr Hawkins

1. That Audit Committee recommends to Council to accept the quotation (IN15/11124) from UHY Haines Norton (WA) Pty Ltd (Moore Stephans from 1 July 2015) for audit services for the period 1 July 2015 to 30 June 2018.
2. The Audit committee recommends to Council to appoint Mr Greg Godwin, (Registered Company Auditor No 310219), Mr David Tomasi, (Registered Company Auditor No 15724) and Mr Wen-Shien Chai, (Registered Company Auditor No 229761) of UHY Haines Norton (WA) Pty Ltd (Moore Stephans from 1 July 2015) as the Shire of Serpentine Jarrahdale's Auditors for the 2015/2016, 2016/2017 and 2017/2018 financial years.

CARRIED ABSOLUTE MAJORITY 5/0

8. Urgent Business:

Nil

9. Councillors' questions of which notice has been given:

Nil

10. Closure:

There being no further business the Presiding Member declared the meeting closed at 4.31pm.

I certify that these minutes were confirmed at the
Ordinary Council Meeting held on 13 July 2015.

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Presiding Member

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Date