



AUDIT AND RISK MANAGEMENT COMMITTEE MEETING

MINUTES

SECTION 5.9(2)(a) LGA 1995

Committee Brief

1. ***Provide guidance and assistance to the local government -***
 - a) ***as to the carrying out of its functions in relation to audits carried out under Part 7 of the Act; and***
 - b) ***as to the development of a process to be used to select and appoint a person to be an auditor; and***
2. ***May provide guidance and assistance to the local government as to -***
 - a) ***matters to be audited; and***
 - b) ***the scope of audits; and***
 - c) ***its functions under Part 6 of the Act; and***
 - d) ***the carrying out of its functions relating to other audits and other matters related to financial management; and***
3. ***Is to review a report given to it by the CEO under Regulation 17(3) (the CEO's report) and is to -***
 - a) ***report to the Council the results of that review; and***
 - b) ***give a copy of the CEO's report to the Council.***

A meeting of the Audit and Risk Management Committee was held in the Committee Room Lowood Road, Mount Barker WA 6324, at 11.00am Tuesday 2 February 2016.

Rob Stewart
CHIEF EXECUTIVE OFFICER

Committee Members

Cr K Clements, Cr L Handasyde, Cr J Moir and Cr C Pavlovich (Council 223/15)

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Membership

Cr K Clements

Cr L Handasyde

Cr J Moir

Cr C Pavlovich (Presiding Member)

Cr J Hamblin (Deputy for any member)

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

11.03 am The Presiding Member declared the meeting open.

2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Members Present

Cr K Clements
Cr L Handasyde
Cr J Moir
Cr C Pavlovich (Presiding Member)

Visitors

Cr M O'Dea

Staff

Mr R Stewart - Chief Executive Officer
Mr J Fathers - Deputy Chief Executive Officer
Mrs A Kendrick – Senior Administration Officer - Finance

3 CONFIRMATION OF MINUTES

Moved Cr L Handasyde, seconded Cr K Clements:

That the Minutes of the Meeting of the Audit and Risk Management Committee, held on 19 January 2016 as circulated, be taken as read and adopted as a correct record.

CARRIED

4 DISCLOSURE OF INTEREST

Part 5 Division 6 Local Government Act 1995

A Financial Interest was disclosed by Cr J Moir
Nature and Extent of Interest: A family member is an employee of one of the firms quoting for audit services.

5 AUDIT SERVICES - QUOTATIONS FOR FIVE YEAR CONTRACT

Cr J Moir

Type: Closely Associated Person (Section 5.62 LGA)

Nature: A family member is an employee of one of the firms quoting for audit services.

Extent: Not required.

11.06am Cr J Moir withdrew from the meeting.

File Ref:	N36433
Attachment:	Quotation for Provision of Audit Services - Lincolns Quotation for Provision of Audit Services – Moore Stephens
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	John Fathers Deputy Chief Executive Officer
Proposed Meeting Date:	2 February 2016

PURPOSE

The purpose of this report is to consider quotations for the provision of external audit services.

OFFICER RECOMMENDATION / COMMITTEE DECISION

Moved Cr L Handasyde, seconded Cr K Clements:

That it be a recommendation to the Council:

That Mr David Tomasi (Registered Company Auditor Number 15724) of Moore Stephens be appointed as the Council's auditor for the five year period starting with the 2015/2016 financial year, in accordance with the attached 'Provision of Audit Services' document dated December 2015.

CARRIED

11.10am Cr J Moir returned to the meeting.

6 ORGANISATIONAL RISK MANAGEMENT

In line with a previous Committee request, this item is listed as a permanent fixture on the agenda. The current Organisational Risk Register is attached for information.

During discussion at the Audit and Risk Management Committee meeting held on 2 February 2016, the administration was requested to provide a copy of the risk matrix used in determining risk scores. Members considered it appropriate to hold a strategic planning session involving all councillors to consider, among other things, emerging risks and to learn from the failures of other local governments. Thereafter, it was considered that the main points of discussion should include planning, finance, emergency services and assets.

7 GENERAL BUSINESS

Nil

8 NEXT MEETING

16 February 2016.

9 CLOSURE OF MEETING

12.00 noon The Presiding Member declared the meeting closed.

CONFIRMED: PRESIDING MEMBER _____ DATE: ____ / ____ / ____