



Norseman Woodlands to Eucla Coast

Unconfirmed Minutes Special Council Meeting 29th March 2022

NOTICE OF MEETING

A Special Meeting of the Council will be held on 29th March 2022 in the Council Chambers at Prinsep Street Norseman, commencing at 4:04pm to consider and resolve on the matters set out in the attached agenda.

A handwritten signature in black ink, appearing to read "Peter Fitchat", is written over a horizontal line.

Peter Fitchat
Chief Executive Officer
29th March 2022

Notes to Agenda.

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UNCONFIRMED MINUTES for the SPECIAL Meeting
of the Council to be held in the Council Chambers at
the Shire Administration Office – Prinsep Street
Norseman on the 29th March 2022 commencing at
4:00pm

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Unconfirmed Minutes

1 Declaration of Opening and Announcement of Visitors.

The Shire President welcomed all in attendance and declared the meeting open at 4:05pm

This Council meeting is being held on the traditional lands of the Ngadju people and I wish to acknowledge them as traditional owners and pay my respects to their elders, past and present.

2 Declarations of Financial, Proximity, Impartiality Interests & Gifts Received.

Financial Interests: Nil

Proximity Interests: Nil

Impartiality Interests: Nil

Gifts Received by Councillors:

As per the Shire of Dundas Code of Conduct section 3.4 Gifts, adopted by the Council on 21 October 2014 and reference to Regulation 34B of the Local Government (Administration) 1996.

3 Record of Attendance of Councillors / Officers and Apologies.

Cr L Bonza	Shire President
Cr R Patupis	Deputy Shire President
Cr JEP Hogan	
Cr S Warner	
Cr V Wyatt	
Cr J Maloney	
Peter Fitchat	Chief Executive Officer
Pania Turner	Manager of Corporate and Community Services
Latif Samadi	Information and Technology Officer

Apologies

Barry Hemopo Acting Manager of Works and Services

4 Public Question Time. Nil**5 Petitions, Deputations or Presentations. Nil****6 Announcements by Presiding Member without Discussion. Nil****7 Reports of Officers**

Agenda Reference and Subject	
Item 7.1 Nomination to Represent Shire of Dundas on the Audit Committee.	
Location / Address	Shire of Dundas
File Reference	FM.AD
Author	Chief Executive Officer
Date of Report	29 March 2022
Disclosure of Interest	Nil

Summary

For the Council to consider nominations for the Shire of Dundas to the Audit Committee. Historically all Councillors have been appointed to the Shire of Dundas Audit Committee, however the Council may decide to nominate three Councillors only.

Background

Following the enforcement of Local Government Amendment (Auditing) ACT 2017, the Office of Auditor General (OAG) has been appointed as the Auditor of local government organisations in WA.

A local government is to establish an audit committee of 3 or more persons to exercise the powers and discharge the duties conferred on it.

The members of the audit committee of a local government are to be appointed by absolute majority the local government and at least 3 of the members, and the majority of the members, are to be council members.

Statutory Environment

Local Government Amendment (Auditing) ACT 2017

Policy Implications

The change in the role of the Audit committee as depicted in the above – Policy A. 9: Internal Audit & Risk Management Policy.

Financial Implications

The Audit fee is now negotiated and determined by the OAG as indicative fee to which the Shire is committed.

Strategic Implications

Nil

Consultation

Moore Australia, and the Senior Staff, CEO, Councillors

Comment

Elected members and serving officers are permitted to be delegates with a formal Council resolution. As it is normal practice for the Shire President (although not compulsory) to be a voting delegate, the Council has the opportunity to nominate another voting delegate.

The following duties and responsibilities have been delegated to the Audit Committee by the Council at the Ordinary Meeting of the Council held on the 15th October 2019.

Delegated Duties and Responsibilities of the Audit Committee: -

1. Provide guidance and assistance to the Council in carrying out the functions of the Shire in relation to audits which includes risk management, internal controls and legislative compliance.
2. Develop and recommend to the Council an appropriate process for the selection and appointment of a person as the Shires auditor.
3. Liaise with the CEO to ensure that the Shire does everything in its power to:
 - assist the auditor to conduct the audit and carry out his or her other duties under the Local Government Act 1995; and
 - ensure that audits are conducted successfully and expeditiously.
4. Examine the reports of the auditor after receiving a report from the CEO on the matters and –
 - determine if any matters raised require action to be taken by the Shire; and
 - ensure that appropriate action is taken in respect of those matters.
5. Review the report prepared by the CEO on any actions taken in respect of any matters raised in the report of the auditor and present the report to the Council for adoption prior to the end of the next financial year or 6 months after the last report prepared by the auditor is received, whichever is the latest in time.
6. Review the relevant audit process annually to ensure that it is effective and meets the objectives of the Shires "Internal Audit and Risk Management Policy".
7. Oversee the Shires Risk Management Plan and
 - support the implementation of the risk management and culture development program throughout the Shire;
 - make recommendation of the risk tolerance level for the Council to consider and adopt as appropriate;
 - bring to the attention of the Council the high to extreme identified risks and their recommended treatment;
 - establish the risk management plan which is aligned with the strategic planning process; and
 - actively promote risk management throughout the Shire.
8. To meet with the auditor at least once in every year in accordance with Section 7.12A(2) of the Local Government Act 1995.

Voting Requirements

Absolute Majority

Officer Recommendation

That Council appoint:

- a) all Shire of Dundas Elected Members to be on the Shire Dundas Audit Committee, or
- b) Cr _____, Cr _____, Cr _____ to represent the Shire of Dundas on the Audit Committee, for the duration of their term.

Moved Cr Wyatt
Seconded Cr Hogan

Resolution

That Council appoint:

a) all Shire of Dundas Elected Members to be on the Shire Dundas Audit Committee,

Carried by: Absolute Majority

For: 6

Against:0

8 Next Meeting

The next Special Meeting of the Council will be called as required.

9 Closure of Meeting

There being no further business the Shire President thanked all those in attendance and declared the meeting closed at: **4:08pm**

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