



AGENDA

Audit and Risk Committee
21 May 2024





NOTICE OF MEETING

Dear Committee Members,

In accordance with the provisions of Section 5.5 of the Local Government Act, you are hereby notified that the Audit and Risk Committee Meeting has been convened for:

Date: Tuesday 21 May 2024

At: Shire Council Chambers
1 Longhurst Street, Narembeen

Commencing: 2.00pm

Rebecca McCall
Chief Executive Officer

16 May 2024

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Narembeen for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Shire of Narembeen disclaims any liability for any loss whatsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's and or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for license, any statement or limitation or approval made by a member or officer of the Shire of Narembeen during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Narembeen. The Shire of Narembeen warns that anyone who has an application lodged with the Shire of Narembeen must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application and any conditions attaching to the decision made by the Shire of Narembeen in respect of the application.

Contents

Official Opening and Welcome	4
Record of Attendance / Apologies / Leave of Absence.....	4
Disclosure of Interest	4
Confirmation of Previous Meetings.....	4
4.1 Audit and Risk Committee Meeting 6 March 2024	4
Officer Reports.....	5
Other Business	7
Closure of Meeting.....	7

1. Official Opening and Welcome

2. Record of Attendance / Apologies / Leave of Absence

Councillors:

Cr SW Stirrat	President
Cr HA Cusack	Deputy President
Cr TW Cole	
Cr MJ Currie	
Cr HJ Bald	
Cr CD Bray	
Cr AM Hardham	

Staff:

Ms R McCall	Chief Executive Officer
Mr B Forbes	Executive Manager Corporate Services
Mr K Markham	Executive Manager Infrastructure Services
Ms K Conopo	Senior Administration Officer

Apologies:

3 Disclosure of Interest

4 Confirmation of Previous Meetings

**4.1 Audit and Risk Committee Meeting 6 March 2024
Attachment 4.1A**

Voting Requirements

Simple Majority Absolute Majority

Officers Recommendation – Item 4.1

That the minutes of the Shire of Narembeen Audit and Risk Committee Meeting held on Tuesday 6 March 2024 as presented, be confirmed as a true and correct record of proceedings.

5.	Officer Reports
5.1	Financial Management Review and Regulation 17 Review

Date:	2 May 2024
Location:	Not applicable
Responsible Officer:	Ben Forbes, Executive Manager Corporate Services
Author:	Ben Forbes, Executive Manager Corporate Services
File Reference	ADM588
Previous Meeting Reference	
Disclosure of Interest:	
Attachments:	5.1A Financial Management Review Report 5.1B Regulation 17 Review Report

Purpose of Report

- Executive Decision
 Legislative Requirement

Summary

Audit and Risk Management Committee to review the recent Financial Management Review and Regulation 17 Review Reports

Background

It is a requirement of the *Local Government (Financial Management) Regulations 1996* that at least once every three years, Council undertake a review of the appropriateness and effectiveness of its financial management systems and procedures. Similarly, it is a requirement of *Local Government (Audit) Regulations 1996* that a review of risk management is conducted at least once every three years.

Council's last review was undertaken by Avant Edge Consulting in March 2021.

Comment

Both the Financial Management Review and the Regulation 17 Review have overlapping scope with the annual audit, and thus have similar findings.

Consultation

Chief Executive Officer

Statutory Implications

Local Government Act 1995
Local Government (Financial Management) Regulations 1996
Local Government (Audit) Regulations 1996

Policy Implications

Nil

Strategic Implications

Strategic Community Plan

Strategic Priority: 4. Civic Leadership
Objective: Well governed and efficiently managed Local Government
Strategy: 4.2 Compliant and resourced Local Government

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
Risk Category	Compliance
Consequence Description	No noticeable regulatory or statutory impact
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls in Place	Governance Calendar, Financial Management Framework and Legislation
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Nil

Voting Requirements

Simple Majority Absolute Majority

Officers Recommendation – Item 5.1

That the Committee receive and endorse to Council the 2024 Financial Management Review and Regulation 17 Review reports.

6. Other Business

7. Closure of Meeting

Details of the next meeting will be advised.

There being no further business, the chair declared the meeting closed at ___pm