



MINUTES

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

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1. Official Opening and Welcome

The presiding person welcomed everyone to the meeting and declared the meeting open at 2.00pm.

2. Record of Attendance / Apologies / Leave of Absence

Councillors:

- Cr SW Stirrat 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
- Ms K Conopo Senior Administration Officer

Apologies: Cr HA Cusack

3 Disclosure of Interest

Nil

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.

MIN 7781/24 MOTION - Moved Cr. Bray Seconded Cr. Currie

CARRIED 6 / 0

For: Cr Stirrat, Cr Bray, Cr Hardham, Cr Cole, Cr Bald, Cr Currie. Against: Nil

2.03pm Cr Hardham left the meeting and returned at 2.04pm

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.

MIN 7782/24 **MOTION** - Moved Cr. Hardham Seconded Cr. Bald

CARRIED 6 / 0

For: Cr Stirrat, Cr Bray, Cr Hardham, Cr Cole, Cr Bald, Cr Currie. Against: Nil

6. Other Business

Nil

7. Closure of Meeting

Details of the next meeting will be advised.

There being no further business, the chair declared the meeting closed at 2.08pm