



MINUTES

Audit Advisory Committee

Meeting held on 27 November 2018

CONFIRMATION OF MINUTES

These minutes comprising pages 1 – 8 were confirmed by Council on Thursday, 24 January 2018 as a true and accurate record.

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Tony Dean
SHIRE PRESIDENT

MINUTES

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS:

The meeting was declared opened by the Shire President at 3.34pm

Visitors:

Tim Partridge – AMD Chartered Accountants

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE: (previously approved)

Cr Chris Buckland

PRESENT:

Shire President: Cr A Dean

Deputy Shire President: Cr R Mellema

Councillors: R Longmore, N Steer, P Fraser, V Hansen, C Stevenson

David Taylor – Chief Executive Officer

Tracie Bishop – Manager Corporate Services

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE: Nil

4. APPLICATIONS FOR LEAVE OF ABSENCE: Nil

5. PETITIONS/DEPUTATIONS/PRESENTATIONS

Tim Partridge, partner in AMD Chartered Accountants and Council's principal auditor gave a presentation looking at the 2017/18 Audit that had recently been completed and was to be presented to the Audit Committee today for endorsement.

6. DECLARATIONS OF INTEREST

The Shire President will read out any declarations received relating to financial, proximity or impartiality interests and ask for any further declarations to be made.

Members should make any declarations at the start of the meeting but may declare an interest before the resolution of any agenda item.

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS:

MELLEMA/LONGMORE

That the Minutes of the Audit Advisory Committee Meeting of the Shire of Nannup held in Council Chambers on 1 December 2016 be confirmed as a true and correct record.

7/0

8. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION: Nil

9. REPORTS BY MEMBERS ATTENDING COMMITTEES

STEVENSON/STEER

That Standing Orders be suspended to allow a presentation from Council's auditor, Mr. Tim Partridge, and discussion from Councillors regarding this report.

7/0

STEVENSON/STEER

That Standing Orders be resumed

7/0

10. REPORTS OF OFFICERS

AGENDA NUMBER:	10.1
SUBJECT:	Acceptance of Shire of Nannup Annual Report 2017/18
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	ADM 17
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT	20 November 2018

Attachment 10.1.1: Annual Report 2017/18 is included as a separate document within the November 2018 Ordinary Meeting of Council.

Attachment 10.1.2: Auditor's Management Report 30 June 18.

BACKGROUND:

The Terms of Reference of the Audit Advisory Committee define its objectives as:

-) Review the Audit Management Report of the local authority.
-) Make recommendations to Council on the appointment of the Auditor.
-) Review the effectiveness of the Council's governance arrangements.

Mr Tim Partridge, from AMD Chartered Accountants, currently Council's auditors, will be present to outline the audit process undertaken in the development of the financial report, the management report and the audit recommendations.

COMMENT:

The Annual Report for the Shire of Nannup for the financial year 2017/18 has been circulated to members prior to this committee meeting as an attachment to Item 12.7 at the November 2018 Ordinary Meeting of Council. It contains all statutory information required, including the audited Annual Financial Statements for the year under review.

The Independent Auditors report compiled by AMD Chartered Accountants gave an opinion that the annual financial report of the Shire of Nannup:

- i. based on proper accounts and records; and
- ii. fairly represents, in all material respects, the results of the operations of Shire of Nannup for the year ended 30 June 2018 and its financial position at the end of that period in accordance with the Local Government Act 1995 (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards

There was one adverse ratio noted, being the Operating Surplus Ratio. As per the comment included within the meeting of 22 November 2018, this ratio assesses a local governments ability to finance long term financial plans with particular emphasis on asset management, and community service levels. What this ratio indicates with a ratio of (.14) is that rates would need to have been increased by 14% within the 2017/18 financial year in order to reach breakeven point.

This would be an extremely harsh move in any one year however it does highlight the need for Council to review rates modelling. Officers will work towards the development of a rating strategy in the new year to address this issue over subsequent financial years.

Management Report

There were 7 findings within the Management Report. This report is attached for Council consideration. Officers have noted auditor's comments and responded with actions to be taken in the future to address concerns.

STATUTORY ENVIRONMENT:

Section 7.12A of the Local Government Act 1995 deals with the duties of Local Government with respect to audits as follows:

- (3) A local government is to examine the report of the auditor prepared under section 7.9(1), and any report prepared under section 7.9(3) forwarded to it, and is to —
 - (a) determine if any matters raised by the report, or reports, require action to be taken by the local government; and
 - (b) ensure that appropriate action is taken in respect of those matters.
- (4) A local government is to —
 - (a) prepare a report on any actions under subsection (3) in respect of an audit conducted in respect of a financial year; and
 - (b) forward a copy of that report to the Minister, by the end of the next financial year, or 6 months after the last report prepared under section 7.9 is received by the local government, whichever is the latest in time.

POLICY IMPLICATIONS: None.

FINANCIAL IMPLICATIONS: None.

STRATEGIC IMPLICATIONS: None.

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATIONS:

1. That Council accept the audited Annual Financial Statements for the Shire of Nannup, for the financial year 2017/18.
2. That Council acknowledges the findings of the management letter issued by AMD Accountants as a result of the audit of the Annual Financial Statements and endorses the comments provided by management.

VOTING REQUIREMENTS: Simple Majority.

STEVENSON/MELLEMA

That Council accept the audited Annual Financial Statements for the Shire of Nannup, for the financial year 2017/18.

CARRIED (7/0)

11. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN: Nil

12. CLOSURE OF MEETING

There being no further business to discuss the Shire President declared the meeting closed at 4.07pm.