



# MINUTES

**Audit Committee**

5 March 2024

## **CONFIRMATION OF MINUTES**

These Minutes have been CONFIRMED by the Committee as the official record for the Shire of Gingin's Audit Committee held on Tuesday 5 March 2024.

\_\_\_\_\_  
**Councillor C W Fewster**  
**CHAIRPERSON**

**Date of Confirmation:** \_\_\_\_\_

## **ACKNOWLEDGEMENT OF COUNTRY**



The Shire of Gingin would like to acknowledge the Yued people who are the traditional custodians of this land. The Shire would like to pay respect to the Elders past, present and emerging of the Yued Nation and extend this respect to all Aboriginal people. The Shire also recognises the living culture of the Yued people and the unique contribution they have made to the Gingin region.

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## 1 DECLARATION OF OPENING

The Chairperson declared the meeting open at 12:00pm and welcomed all in attendance.

## 2 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

### 2.1 ATTENDANCE

Councillors – C W Fewster (President), F Johnson, F J Peczka, and L Stewart.

Staff – A Cook (Chief Executive Officer), L Crichton (Executive Manager Corporate and Community Services) and L Burt (Coordinator Governance/Minute Officer)

Observers - Nil

### 2.2 APOLOGIES

Nil

### 2.3 LEAVE OF ABSENCE

Nil

## 3 DISCLOSURES OF INTEREST

Nil

## 4 CONFIRMATION OF MINUTES

### COUNCIL RESOLUTION/OFFICER RECOMMENDATION

**MOVED:** Councillor Johnson      **SECONDED:** Councillor Peczka

That the Minutes of the Audit Committee meeting held on 5 December 2023 be confirmed as a true and accurate record.

**CARRIED UNANIMOUSLY**  
**4 / 0**

**FOR:**            *Councillor Fewster, Councillor Johnson, Councillor Peczka and Councillor Stewart*

**AGAINST:**    *Nil*

## 5 OFFICERS' REPORTS

### 5.1 2023 COMPLIANCE AUDIT RETURN

File	COR/29
Author	Lee-Anne Burt - Coordinator Governance
Reporting Officer	Aaron Cook - Chief Executive Officer
Refer	Nil
Appendices	1. Compliance Audit Return 2023 [5.1.1 - 12 pages]

### DISCLOSURES OF INTEREST

Nil

### VOTING REQUIREMENTS - SIMPLE MAJORITY

#### COUNCIL RESOLUTION/OFFICER RECOMMENDATION

**MOVED:** Councillor Johnson      **SECONDED:** Councillor Stewart

That the Committee:

1. Acknowledge the results of the 2023 compliance audit process; and
2. Recommend that Council adopt the 2023 Compliance Audit Return for the period 1 January 2023 to 31 December 2023.

**CARRIED UNANIMOUSLY**  
**4 / 0**

**FOR:**            *Councillor Fewster, Councillor Johnson, Councillor Peczka and Councillor Stewart*

**AGAINST:**    *Nil*



## 5.2 REVIEW OF RISK PROFILES

File	RSK/8
Author	Lee-Anne Burt - Coordinator Governance
Reporting Officer	Aaron Cook - Chief Executive Officer
Refer	Nil
Appendices	1. 2024 Risk Profiles [5.2.1 - 21 pages]

### DISCLOSURES OF INTEREST

Nil

### VOTING REQUIREMENTS - SIMPLE MAJORITY

#### COUNCIL RESOLUTION/OFFICER RECOMMENDATION

**MOVED:** Councillor Johnson      **SECONDED:** Councillor Stewart

That the Committee note the status of Risk Profiles as at 22 February 2024.

**CARRIED UNANIMOUSLY**  
**4 / 0**

**FOR:**            *Councillor Fewster, Councillor Johnson, Councillor Peczka and Councillor Stewart*

**AGAINST:**    *Nil*

## **6 CLOSURE**

There being no further business, the Chairperson declared the meeting closed at 12:25pm.

The next meeting of the Audit Committee will be held in the Committee Room at the Shire of Gingin Administration Centre, 7 Brockman Street, Gingin on a date to be determined.