



MINUTES

Audit and Governance Committee

4 April 2023

CONFIRMATION OF MINUTES

These Minutes have been CONFIRMED by the Committee as the official record for the Shire of Gingin's Audit and Governance Committee held on Tuesday 4 April 2023.

**Councillor A Vis
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 12:09 pm and welcomed all in attendance.

2 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 ATTENDANCE

Councillors – C W Fewster (Shire President), A R Vis (Deputy Shire President), L Balcombe, F Johnson, R Kestel, F J Peczka, J K Rule, and E Sorensen.

Staff – A Cook (Chief Executive Officer), L Crichton (Executive Manager Corporate and Community Services), V Crispe (Executive Manager Operations and Assets), B Kelly (Executive Manager Regulatory Development and Services), K Leonhardt (Manager Corporate Services), M Pilkington (Coordinator of Financial Planning and Reporting), and L Burt (Coordinator Governance/Minute Officer).

Other Attendees - M Johnson (Dry Kirkness), and A Ang (Office of the Auditor General).

2.2 APOLOGIES

Nil

2.3 LEAVE OF ABSENCE

Nil

3 DISCLOSURES OF INTEREST

Nil

4 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Kestel **SECONDED:** Councillor Vis

That the Minutes of the Audit and Governance Committee meeting held on 21 February 2023 be confirmed as a true and accurate record.

**CARRIED UNANIMOUSLY
8 / 0**

FOR: *Councillor Fewster, Councillor Rule, Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen and Councillor Vis*

AGAINST: *Nil*

5 OFFICERS' REPORTS

5.1 ENTRANCE MEETING 2022 23 AUDIT

File	FIN/23
Author	Karina Leonhardt - Manager Corporate Services
Reporting Officer	Les Crichton - Executive Manager Corporate and Community Services
Refer	Nil
Appendices	<ol style="list-style-type: none"> 1. 2023 audit entrance meeting agenda - Gingin [5.1.1 - 1 page] 2. 2023 planning summary - Gingin [5.1.2 - 19 pages] 3. 2023 audit timetable - Gingin (April interim and entrance meeting) updated [5.1.3 - 2 pages]

DISCLOSURES OF INTEREST

Nil

VOTING REQUIREMENTS - SIMPLE MAJORITY

COMMITTEE RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Balcombe **SECONDED:** Councillor Johnson

That the Committee note the attendance of its Auditors to conduct the 2022/23 Audit Entrance Meeting.

**CARRIED UNANIMOUSLY
8 / 0**

FOR: *Councillor Fewster, Councillor Rule, Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen and Councillor Vis*

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. 2023 Risk Profiles [5.2.1 - 2 pages]

DISCLOSURES OF INTEREST

Nil

VOTING REQUIREMENTS - SIMPLE MAJORITY

COMMITTEE RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson **SECONDED:** Councillor Rule

That the Committee note the status of Risk Profiles as at 28 March 2023.

**CARRIED UNANIMOUSLY
8 / 0**

FOR: *Councillor Fewster, Councillor Rule, Councillor Balcombe, Councillor Johnson,
Councillor Kestel, Councillor Peczka, Councillor Sorensen and Councillor Vis*

AGAINST: *Nil*

6 CLOSURE

There being no further business, the Chairperson declared the meeting closed at 12:51 pm.

The next meeting of the Audit and Governance 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.