UNCONFIRMED MINUTES
OF THE AUDIT COMMITTEE MEETING
HELD IN THE
COUNCIL CHAMBERS, YALGOO
ON FRIDAY, 30 NOVEMBER 2018
COMMENCING AT 10.00 AM
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Minutes for the Audit Committee Meeting

to be held in the Council Chambers, 37 Gibbons Street, Yalgoo,
on Friday 30 November 2018, commencing at 10:00 am.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

At the Audit Committee Meeting held on 14 December 2017 Cr Gregory Payne was elected
Presiding Member and Cr Gail Trenfield as Deputy Presiding Member.

Presiding Member Cr Gregory Payne declared the meeting open at 10.03 am.

2. RECORD OF ATTENDANCE/APOLOGIES

<table>
<thead>
<tr>
<th>MEMBERS</th>
<th>Cr Gregory Payne, Presiding Member</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Cr Gail Trenfield, Deputy Presiding Member</td>
</tr>
<tr>
<td></td>
<td>Cr Joanne Kanny</td>
</tr>
<tr>
<td></td>
<td>Cr Percy Lawson</td>
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<td></td>
<td>Cr Tamisha Hodder</td>
</tr>
<tr>
<td></td>
<td>Cr Robert Grinham</td>
</tr>
<tr>
<td>STAFF</td>
<td>Silvio Brenzi, CEO</td>
</tr>
<tr>
<td></td>
<td>Elisha Hodder, Executive Assistant</td>
</tr>
<tr>
<td>GUESTS</td>
<td>Nil</td>
</tr>
<tr>
<td>OBSERVERS</td>
<td>Nil</td>
</tr>
<tr>
<td>APOLOGIES</td>
<td>Nil</td>
</tr>
</tbody>
</table>

3. DISCLOSURE OF INTERESTS

Disclosures of interest made before the Meeting

Nil
### 4. CONFIRMATION OF MINUTES OF THE AUDIT COMMITTEE

**Background**

Minutes of the Audit Committee meeting held on 23 March 2018 were previously distributed to members.

**Voting Requirements**

Simple majority

<table>
<thead>
<tr>
<th>AUDIT COMMITTEE RECOMMENDATION / COMMITTEE DECISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>A2018-1101 Minutes of the Audit Committee Meeting</td>
</tr>
</tbody>
</table>

That the minutes of the Audit Committee meeting held on 23 March 2018, as circulated, be confirmed as a true and correct record of proceedings.

Moved: Cr Robert Grinham  
Seconded: Cr Joanne Kanny  
Motion put and carried: 6/0
5. BUSINESS AS NOTIFIED

5.1 Audit Exit Meeting

<table>
<thead>
<tr>
<th>Author:</th>
<th>Dominic Carbone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest Declared:</td>
<td>No interest to disclose</td>
</tr>
<tr>
<td>Date:</td>
<td>26 November 2018</td>
</tr>
<tr>
<td>Attachments:</td>
<td></td>
</tr>
</tbody>
</table>

Matter for Consideration

That the Committee give consideration to matters raised by the Auditors in relation to the 2017-18 Annual Financial Statement.

Background

As part of the Audit requirements the Council is required to meet with the Auditors at least once a year.

A teleconference has been arranged for Friday 30 November 2018 at 10.00 am.

Statutory Environment

Nil

Business Implications

Nil

Consultation

RSM Australia

Comment

A meeting with the Shires Auditors, RSM Australia has been arranged for Friday 30 November 2018 at 10.00 am via teleconferencing.

The Auditors have indicated that their closing report will be issued prior to the meeting.

Voting Requirements

Simple Majority
Presiding Member Cr Gregory Payne advised RSM were unable to attend, therefore item 5.1 would need to be deferred to a Special Meeting of Council.

Cr Gail Trenfield then moved the following motion. That the audit Committee

1. Defer Item 5.1 to a special Meeting of Council
2. Subject to (1) above the Special Meeting of Council be held on 11 December 2018 commencing at 10.00 am, and
3. Subject to (1) and (2) above it be advertised accordingly.

The motion was then seconded by Cr Percy Lawson there being no further debate on the matter the motion was put and carried 6/0.

AUDIT COMMITTEE RECOMMENDATION / COMMITTEE DECISION

Report on Exit Audit Meeting

That Council:

Moved: Seconded: Motion put and carried/lost

6. URGENT BUSINESS

Nil

7. MEETING CLOSED

There being no Further Business, the Audit Committee Chairperson Presiding Member Cr Gregory Payne, declared the Audit meeting closed at: 10.07 am

DECLARATION

These minutes were confirmed at the Ordinary Council Meeting held on the _________________.

Signed: ___________________________________________________

Person presiding at the meeting at which these minutes were confirmed.