



# SHIRE OF KONDININ AUDIT COMMITTEE

## NOTICE OF MEETING

Councillors: Please be advised that a meeting of the

### **AUDIT COMMITTEE**

held at 11:00am on Wednesday 16<sup>th</sup> February, 2022 at  
Kondinin Council Chambers

**David Burton**  
**CHIEF EXECUTIVE OFFICER**  
**9<sup>th</sup> February 2022**

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## Order of Business

### 1. DECLARATION OF OPENING

The Presiding Member Cr B Gangell welcomed those present and declared the meeting open at 11 am.

### 2. RECORD OF ATTENDANCE/APOLOGIES

**PRESENT:** Cr B Gangell, Cr P Green, Cr B Smith, Cr K Mouritz

**STAFF:** D Burton - CEO, V Bugna - MCS, R Neszvecsko - ESO

**APOLOGIES:**

### 3. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

3.1 Minutes of Audit Committee Meeting – 23<sup>rd</sup> December 2021

#### RECOMMENDATION

Moved Cr B Smith

Seconded Cr P Green

That the minutes of the Audit Committee Meeting held on 23<sup>rd</sup> December 2021 be confirmed.

**CARRIED 4/0**

### 4. 2021/22 MID YEAR BUDGET REVIEW

**Applicant:** Shire of Kondinin

**Author:** V Bugna – Manager Corporate Services

**Date:** 9<sup>th</sup> February, 2022

**Disclosure of Interest:** Nil

**Attachment:** Budget Review Report – 31<sup>st</sup> December 2021

#### SUMMARY/COMMENT

It is a requirement under the Local Government (Financial Management) Regulations 1996 that each local government carry out a budget review of its current year budget mid financial year to make necessary adjustments in the interest of achieving a surplus or balanced budget at the end of the financial year, 30 June, 2022.

The Shire's Manager of Corporate Services conducted the review and discussed with the CEO, Manager of Works and Manager of Planning and Assets before finalising adjustments to the various budget account items. The attached Review of Budget Report notes 4 and 5 have the details of the accounts that require these adjustments.

The budget review process is essentially designed to ensure that the adopted budget is being adhered to and that there are no material variances that may cause deficiency in "cash" to occur at the end of financial year.

#### STATUTORY REQUIREMENTS

Regulation 33A of the Local Government (Financial Management) Regulations 1996 requires:

- (1) *Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.*
- (2A) *The review of an annual budget for a financial year must —*
  - (a) *consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
  - (b) *consider the local government's financial position as at the date of the review; and*

(c) *review the outcomes for the end of that financial year that are forecast in the budget.*

(2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*

(3) *A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

*\*Absolute majority required.*

(4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

#### **POLICY IMPLICATION**

There are no direct policy implications in relation to this item.

#### **BUDGET IMPLICATIONS**

Nil

#### **STRATEGIC IMPLICATIONS**

Nil

#### **VOTING REQUIREMENT**

**Absolute Majority**

#### **OFFICER'S RECOMMENDATION**

Moved Cr K Mouritz

Seconded Cr P Green

That the Audit Committee recommends to Council to adopt the 2021/22 Budget Review.

**CARRIED 4/0  
By Absolute Majority**

#### **5. Compliance Audit Return 2021**

**Applicant:** Shire of Kondinin  
**Author:** D Burton – Chief Executive Officer  
**Date:** 9 February, 2022  
**Disclosure of Interest:** Nil  
**Attachment:** Shire of Kondinin- Compliance Audit Return 2021

#### **SUMMARY/COMMENT**

Attached for Councillors information and review is the Compliance Audit Return (CAR) for the period 1/1/2021 to 31/12/2021, which report is a requirement of the Department of Local Government.

The report has been completed by the CEO and is required to be reviewed by Council's Audit Committee and then presented by the Audit Committee to the Council of the Shire of Kondinin, with any recommendations that the Committee may require Council to consider. The Compliance Audit Return (CAR) is to be adopted by the Council and recorded in the minutes of the meeting at which it is adopted. The certified copy of the return together with a relevant copy of the Council Minutes, is to be submitted to the Director General of the Department of Local Government through Smart Hub portal by 31 March.

## STATUTORY REQUIREMENTS

*Local Government (Audit) Regulations 1996* – Regulation 14

*Local Government Act 1995* – Section 17.3(1)(i)

### OFFICER'S RECOMMENDATION

Moved Cr B Smith

Seconded Cr P Green

That the Audit Committee recommends that Council adopts the Shire of Kondinin Compliance Audit Return for the period 1/1/2021 to 31/12/2021 pursuant to Regulation 14(3) of the *Local Government (Audit) Regulations 1996*.

CARRIED 4/0

## 6. CLOSURE

Being no further business the meeting was closed at 11.27 am.