MINUTES
FOR
AUDIT COMMITTEE MEETING
Wednesday 16 April 2025

Council Chambers
Lot 66 Railway Street
Trayning WA 6488

Commencement: 3:45pm

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Signed

John Merrick
Acting Chief Executive Officer

PREFACE

When the Chief Executive Officer approves these Minutes for distribution they are in essence “Unconfirmed” until the following Meeting, where the Minutes will be confirmed subject to any amendments made by the members of the Committee

The “Confirmed” Minutes are then signed off by the Presiding Person.

UNCONFIRMED MINUTES

These minutes were approved for distribution on 16 April 2025.

John Merrick
ACTING CHIEF EXECUTIVE OFFICER

CONFIRMED MINUTES

These minutes were confirmed at a meeting held on 16 April 2025.
Signed:

Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.

MINUTES

Audit Committee of the Trayning Shire Council,
held in the Council Chambers, Lot 66 Railway Street, Trayning,
on Wednesday 16 April 2025, commencing at 3.48 pm

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Chairperson, Cr MA Brown, welcomed all Members, Staff declaring the meeting open at 3:48pm.

2 RECORD OF ATTENDANCE

COMMITTEE MEMBERS

Cr MA Brown (President)
Cr CL Marchant (Deputy President)
Cr PM Barnes
Cr CF Harken
Cr ML McHugh
Cr DA Naughton

STAFF

Mr John Merrick (Acting Chief Executive Officer)
Ms Belinda Taylor (Manager of Corporate Services)

ON PREVIOUSLY APPROVED LEAVE OF ABSENCE

Cr ME Leslie

3 MINUTES OF MEETINGS

Background

The Audit Committee Minutes of the previous meeting held 11 December 2024 have been circulated to all Councillors.

Officer Recommendation/ Committee Decision

Moved Cr CL Marchant	**Second Cr CF Harken**
That the minutes of the Audit Committee Meeting held on 11 December 2024 are a true and correct record of the proceedings.	
Resolution 04-2025.26	**Carried 6/0**
For Cr Marchant, Cr Harken, Cr Brown, Cr McHugh, Cr Naughton, Cr Barnes	

4 BUSINESS AS NOTIFIED

4.1 Compliance Audit Return 2024

Date of Report:	2 April 2025
Proponent:	Chief Executive Officer
File Ref:	4.3.1.2 Compliance Audit Report
Officer's Disclosure of Interest:	Nil
Attachments:	4.1 Compliance Audit Return 2025
Voting Requirements:	Simple Majority

Purpose of Report

To review the Compliance Audit Return 2024 and to report to Council the results of that review.

Background

A copy of the 2024 Compliance Audit Return has been completed by staff and is presented as Attachment 4.1.

Consultation

Nil

Statutory Environment

Local Government (Audit) Regulations 1996:

14. Compliance audits by local governments – requires local governments to carry out a compliance audit for each calendar year for review by the Audit Committee before reporting to Council

15. Certified copy of compliance audit return and other documents to be given to Departmental CEO – a copy of the return signed by the President and Chief Executive Officer and an extract of the minutes of the Council Minutes have to be submitted to the Department of Local Government, Sport and Cultural Industries by 31 March

Policy Implications

Nil

Financial Implications

Nil

Risk Implications

The annual Compliance Audit Return is a tool to assist local governments in assessing whether they comply with the Local Government Act 1995 and associated Regulations.

Officer's Comment

The Shire complied with all legislative requirements included in the 2024 Compliance Audit Return.

Officer Recommendation/ Committee Decision

Moved Cr CF Harken	**Second Cr DA Naughton**

That the Audit Committee receive the Compliance Audit Report 2024 as presented by the Chief Executive Officer and present the report to Council for adoption.

Resolution 04-2025.27 **Carried 6/0**
For Cr Marchant, Cr Harken, Cr Brown, Cr McHugh, Cr Naughton, Cr Barnes

5 URGENT BUSINESS BY DECISION OF MEETING

Nil

6 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

7 NEXT MEETING

As required

8 CLOSURE OF MEETING

There being no further business, the Shire President thanked all Councillors and Staff for their attendance and declared the meeting closed at 3:50 pm.