



MINUTES

**For the Audit Committee Meeting held on
Wednesday 18th December 2019, in Council
Chambers, at
Lot 66 Railway Street, Trayning
Commencing at **4.00pm.****

Disclaimer

No responsibility whatsoever is implied or accepted by the Shire of Trayning for any act, omission or statement or intimation occurring during Council or committee meetings.

The Shire of Trayning disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Shire of Trayning during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Trayning.

The Shire of Trayning warns that anyone who has any application lodged with the Shire of Trayning must obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Trayning in respect of the application.

Signed



Brian Jones
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 19 December 2019.



Brian Jones
CHIEF EXECUTIVE OFFICER

CONFIRMED MINUTES

These minutes were confirmed at a meeting held on 19 February 2020.

Signed: 

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

CONTENTS

1	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	5
2	RECORD OF ATTENDANCE	5
3	MINUTES OF MEETINGS	5
4	BUSINESS AS NOTIFIED	6
5	URGENT BUSINESS BY DECISION OF MEETING	6
6	MATTERS FOR WHICH THE MEETING MAY BE CLOSED.....	6
7	NEXT MEETING	6
8	CLOSURE OF MEETING	6

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Chairperson, Cr MA Brown, welcomed all Members, Staff and Mr Godwin declaring the meeting open at 4:03pm.

2 RECORD OF ATTENDANCE

MEMBERS:

Cr Melanie Brown (Chairperson)
Cr Michelle McHugh
Cr Freda Tarr
Cr Marlon Hudson

STAFF:

Mr Brian Jones (Chief Executive Officer)
Mr Parthiv Parekh (Manager of Finance)

AUDITORS:

Mr Greg Godwin via Telephone

APOLOGIES:

Cr Geoff Waters
Cr Clayton Marchant
Cr Jim Wilkins

3 MINUTES OF MEETINGS

Background

The Audit Committee Minutes of the previous meeting held 20 March 2019, have been circulated to all Councillors.

Officer Recommendation

Moved Cr MS Hudson

Seconded Cr FA Tarr

That the minutes of the Audit Committee Meeting held on 20 March 2019 are a true and correct record of the proceedings.

Resolution 12-2019.144

Carried 4/0

4 BUSINESS AS NOTIFIED

7.1 2018/19 Audit Exit Interview

Shire Auditor , Mr Greg Godwin, discussed the Audit Concluding Memorandum, Management Report and Audit Report and invited questions from Audit Committee members regarding the conduct of the 2018/19 Audit.

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 Chairperson Cr MA Brown thanked all Councillors, Staff and Mr Godwin for their attendance and declared the meeting closed at 4:31pm.