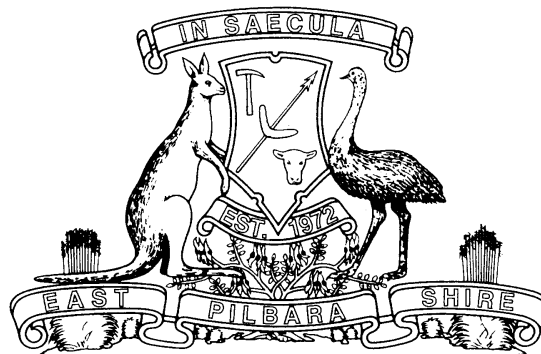


Unconfirmed copy of Minutes of  
Meeting held on 8 October 2015,  
subject to confirmation at Meeting  
to be held on 3 December 2015.



**EAST PILBARA SHIRE COUNCIL**

# **MINUTES**

## **AUDIT COMMITTEE MEETING**

THURSDAY, 8<sup>th</sup> OCTOBER 2015  
Meeting Room, Newman

**Allen Cooper**  
**CHIEF EXECUTIVE OFFICER**



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In particular and without derogating any planning application or application of a licence, any statement or intimation of approval made by any member or Officer of the Shire of East Pilbara during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of East Pilbara.

The Shire of East Pilbara warns that anyone who has any application lodged with the Shire of East Pilbara 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 East Pilbara in respect of the application.

Signed: \_\_\_\_\_  
Allen Cooper  
Chief Executive Officer

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**1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

8.15am

**2 RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE**

**2.1 ATTENDANCES**

Cr Anita Grace

Cr Lynne Craigie

Cr Gerry Parsons

**2.2 APOLOGIES**

Cr Craig Hoyer

**2.3 LEAVE OF ABSENCE**

**3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**

Nil

**4 PUBLIC QUESTION TIME**

Nil

**5 PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil

**6 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**7 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING**

**7.1 CONFIRMATION OF MINUTES**

**OFFICER 'S RECOMMENDATION:**

**Moved Cr Anita Grace**

**Seconded: Cr Gerry Parsons**

THAT the minutes of the Audit Committee meeting held at Newman on 19th February 2015, be confirmed as a true and correct record of proceedings.

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## **8 MEMBERS REPORT**

### **8.1 ITEMS FOR RECOMMENDATION**

Nil

## **9 OFFICER'S REPORTS**

### **9.1 MONTHLY FINANCIAL STATEMENTS – AUGUST 2015**

<b>Attachments:</b>	<b>May Financial Statements</b>
<b>Responsible Officer:</b>	<b>Ms Sian Appleton Deputy Chief Executive Officer</b>
<b>Author:</b>	<b>Ms Sian Appleton Deputy Chief Executive Officer</b>
<b>Proposed Meeting Date:</b>	<b>08-OCT-2015</b>
<b>Location/Address:</b>	<b>N/A</b>
<b>Name of Applicant:</b>	<b>N/A</b>
<b>Author Disclosure of Interest:</b>	<b>Nil</b>

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#### **REPORT PURPOSE**

To provide the Audit Committee with a monthly financial statement on the operations of Council.

#### **BACKGROUND**

The attached thirteen page report details the financial activities of the Council for the period 1<sup>st</sup> July 2015 to 31<sup>st</sup> August 2015 of the 2015/2016 financial year.

There are 4 sections of the monthly report:

1. An operating statement comparing income and expenditure to the adopted budget for each function of Council.
2. A more detailed schedule which breaks the operating statement down into the various operational sections and departments of Council.
3. A schedule detailing all expenditure for the year to date for individual capital items.
4. A statement of cash flows.

#### **COMMENTS/OPTIONS/DISCUSSIONS**

The Deputy Chief Executive Officer will provide an overview and explanation as required of how to interpret the financial statements at the meeting.

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**STATUTORY IMPLICATIONS/REQUIREMENTS**

Part 6 - Financial Management (Division 3 - Reporting on activities and finance) 6.4.  
Financial report (pg 211)

Regulation 34(1) of the Local Government (Financial Management) Regulations states that:

*“A local Government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail –*

- a) annual budget estimates ....”*
- b) budget estimates to the end of the month to which the statement relates;*
- c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
- d) material variances between the comparable amounts referred to in paragraphs (a) and (c); and*
- e) the net current assets at the end of the month to which the statement relates.*

**POLICY IMPLICATIONS**

Complies with Council's Accounting Policies as per the current Policy Manual.

**PLAN FOR FUTURE OF THE DISTRICT**

Nil

**FINANCIAL IMPLICATIONS**

This report discloses financial activities for the period under review.

**VOTING REQUIREMENTS**

Simple

**OFFICER'S RECOMMENDATION**

Moved Cr Lynne Craigie

Seconded: Cr Anita Grace

**THAT the Audit Committee recommend to Council that the monthly financial statements for the period 1 July 2015 to 31 August 2015 of the 2015/2016 financial year as presented be received.**

**10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A  
DECISION OF COUNCIL**

Nil

**12 CONFIDENTIAL MATTERS BEHIND CLOSED DOORS**

Nil

**13 GENERAL BUSINESS**

13.1 Letter from the Department tabled regarding the Annual Financial Statement for 2012/13 and 2013/14 had not been received from the Auditors BDO (WA) Audit.

13.2 The Auditors, BDO (WA) Audit, are currently on site finalising the 2014/15 Annual Financial Statements.

13.3 Information tabled that the position of Manager Corporate Services has been advertised and closes the 26<sup>th</sup> October 2015.

**14 DATE OF NEXT MEETING**

3<sup>rd</sup> December 2015.

**15 CLOSURE**

8.45am.