

# **TOWN OF BASSENDEAN**

## **NOTICE OF THE MEETING OF THE**

## **AUDIT AND GOVERNANCE COMMITTEE**

Dear Committee Member

The meeting of the Town of Bassendean's Audit and Governance Committee will be held in the Council Chamber, 48 Old Perth Road, Bassendean, on Wednesday 27 November 2019, commencing at 5.30pm.

Ms Peta Mabbs  
**CHIEF EXECUTIVE OFFICER**

22 November 2019

---

## **A G E N D A**

### **1.0                   DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

#### **Acknowledgement of Traditional Owners**

The Town of Bassendean acknowledges the past and present traditional owners of the land on which we gather to conduct this meeting, and pays its respects to their Elders, both past and present.

### **2.0                   ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE**

### **3.0                   DEPUTATIONS**

### **4.0                   CONFIRMATION OF MINUTES**

**4.1 Audit and Governance Meeting held on 13 November 2019**

**OFFICER RECOMMENDATION – ITEM 4.1**

That the minutes of the Audit and Governance Committee meeting held on 13 November 2019, be confirmed as a true record.

**5.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

**6.0 DECLARATIONS OF INTEREST**

**7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING**

**8.0 REPORTS**

**8.1 Audited Annual Financial Statements for the Year Ended 30 June 2019 (Ref: FINM/AUD/7 – Paul White, Director Corporate Services)**

**APPLICATION**

The purpose of this report is to submit for review the Audited Annual Financial Statements for the year ended 30 June 2019.

**ATTACHMENTS**

**Attachment No. 1:**

- 2018/19 Audited Annual Financial Statements.
- 2018/19 Draft Independent Auditor's Report.
- 2018/19 Audit Completion Report to the Audit Committee for the year ended 30 June 2019.
- 2018/19 List of Major Variances between the 2018/19 Budget and Actual amounts.

## BACKGROUND

The 2018/19 Audited Annual Financial Statements have been completed and the Committee is requested to adopt the document.

## RELEVANT LAW

Section 6.4 of the Local Government Act states:

### 6.4 Financial report

- (1) *A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.*
- (2) *The financial report is to —*
  - (a) *be prepared and presented in the manner and form prescribed; and*
  - (b) *contain the prescribed information.*
- (3) *By 30 September following each financial year or such extended time as the Minister allows, a local government is to submit to its auditor —*
  - (a) *the accounts of the local government, balanced up to the last day of the preceding financial year; and*
  - (b) *the annual financial report of the local government for the preceding financial year.*

## STRATEGIC IMPLICATIONS

### Good Governance

5.1 Enhance organisational accountability	5.1.1 Enhance the capability of our people
	5.1.2 Ensure financial sustainability
	5.1.3 Strengthen governance, risk management and compliance
	5.1.4 Improve efficiency and effectiveness of planning and services
	5.1.5 Ensure optimal management of assets

## COMMENT

The audit for the 2018/19 financial year has been completed and provides an overview of the financial activities of the Town of Bassendean for the 2018/19 year.

The auditor has requested that the 2018/19 and Draft Independent Auditor's Report and Audit Completion Report be received by the Audit and Governance Committee prior to the auditor providing the final version of the audit report.

### **2018/19 Closing Surplus**

The estimated closing budget surplus at 30 June 2019 was anticipated to be \$21,614. Following the conclusion of the financial year and the completion of the Annual Audit, the actual closing surplus for the 2018/19 financial year was \$1,432,345. The closing surplus includes an amount of \$280,000 that relates to rates paid in advance. The amount has been included as income in accordance with current audit requirements.

A list of the major variances between the 2018/19 Budget and Actual amounts are included as an attachment to the Agenda.

### **OFFICER RECOMMENDATION – ITEM 8.1**

That the Committee recommends that Council:

1. Acknowledges the 2018/19 Independent Auditor's Report and Audit Completion Report; and
2. Adopts the 2018/19 Audited Annual Financial Statements.

### **9.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil.

### **10.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING**

### **11.0 CONFIDENTIAL BUSINESS**

Nil.

### **12.0 CLOSURE**