



UNCONFIRMED MINUTES

AUDIT AND RISK MANAGEMENT COMMITTEE MEETING

20 MARCH 2024

ENEABBA TENNIS CLUB, ENEABBA DRIVE, ENEABBA



Unlocking the past, securing our future

We reflect on the spirit of the people who settled this country and developed the land; along with the service personnel and volunteers whose sacrifices have enabled us to enjoy the lifestyle we are accustomed.

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20 March 2024

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AUDIT AND RISK MANAGEMENT COMMITTEE MEETING

20 MARCH 2024

1.0 DECLARATION OF OPENING

The Presiding Member declared the meeting open at 2.37pm

Acknowledgement of Country

The Presiding Member acknowledged the Traditional Owners of Country throughout Australia and their continuing connection to land, waters and community; and pays respect to Elders past, present and emerging.

2.0 RECORD OF ATTENDANCE

2.1 Present

<u>Elected Members</u>	Cr Isbister Cr Woollorton Cr Chisholm Cr Kikeros Cr Ogilvie Cr Risinger	Shire President (Presiding Person) Shire Deputy President Councillor Councillor Councillor Councillor
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<u>Staff</u>	Robert Paull Ian Walsh Joe Hodges Rachael Moore	Chief Executive Officer Deputy Chief Executive Officer Manager Works and Services Executive Coordinator
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2.2 Apologies/ Members on Approved Leave of Absence

Cr Barbara Smallwood

3.0 PUBLIC QUESTION TIME

Nil

4.0 DISCLOSURE OF INTEREST

4.1 Declaration of Financial and Proximity Interest

Nil

4.2 Declaration of Interest Affecting Impartiality

Nil

5.0 PETITIONS, PRESENTATIONS AND DEPUTATIONS

Nil

6.0 CONFIRMATION OF MINUTES

6.1 Audit and Risk Management Committee Meeting held on Wednesday 21 February 2024

ACM 20240301 OFFICER RECOMMENDATION / COUNCIL DECISION	
<i>That the Minutes of the Audit and Risk Committee Meeting held on Wednesday 21 February 2024 be accepted as a true and correct record.</i>	
Moved:	Cr Woollorton
Seconded:	Cr Ogilvie
CARRIED 6/0	

7.0 OFFICER REPORTS

7.1 Report against the Strategic Community Plan and Corporate Business Plan

File Code	ADM0076
Author	Ian Walsh, Deputy Chief Executive Officer
Senior Employee	Robert Paull, Chief Executive Officer
Disclosure of Interest	Nil
Attachments	<ol style="list-style-type: none">1. Strategic Community Plan and Corporate Business Plan (Revised December 2022)2. Rationale for Changing the Strategic Community Plan3. Revised Strategic Community Plan and Corporate Business Plan (2024)

SUMMARY

The Audit and Risk Management Committee is requested to recommend Council to advertise the revised Strategic Community Plan (SCP) and Corporate Business Plan (CBP) to the community for 21 days and to invite submissions addressing the recommended changes and report back to Council via Committee.

BACKGROUND

The Integrated Planning and Reporting framework requires the Chief Executive Officer to report to Council on the progress of the SCP outcomes.

Council adopted the *Strategic Community Plan 2021 – 2031* (Adopted 16 June 2021). The Strategic Community Plan (SCP) was developed to show the community's aspirations, and set the vision, priorities, strategies and what the Council will deliver.

On 16 December 2022, Committee recommended to Council to adopt the revised version of the SCP as it incorporates the SCP and provided as **Attachment 1**. The updates to the SCP were seamlessly identified in the SCP. The SCP was developed to show the community's aspirations, and set the vision, priorities, strategies and what the Council will deliver.

COMMENT

As the SCP incorporates the CBP, any changes or updates to the CBP is seamlessly identified in the CSP.

A desk top review of the CBP (and hence the SCP) to achieve the priorities identified has been conducted by Shire staff in consultation with the Shire President and Deputy Shire President. The rationale for changing the SCP is included as **Attachment 2** with the progressed update with changes highlighted in yellow is contained in **Attachment 3**.

It is considered that given the SCP was established around the community view and submissions that it appropriate to advertise the revised SCP (**Attachment 2**) to the community for 21 days and to invite submissions addressing the recommended changes.

However, for compliance with the *Local Government (Administration) Regulations 1996* it will be necessary for Council to adopt the CBP component before the end of the 2024 Financial Year.

The CBP components are highlighted in in grey in **Attachment 3** and adoption will not impact the adoption or otherwise of the revised SCP component.

CONSULTATION

Councillor Briefing 21 February 2024
Executive Team

STATUTORY ENVIRONMENT

Local Government Act 1995

Department of Local Government and communities Framework and Guidelines on Integrated Planning and Reporting

Local Government (Administration) Regulations 1996

“Regulation 19BA. Terms used In this Part —

corporate business plan means a plan made under regulation 19DA that, together with a strategic community plan, forms a plan for the future of a district made in accordance with section 5.56;

“19DA. Corporate business plans, requirements for (Act s. 5.56):

- 1) *A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- 2) *A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*
- 3) *A corporate business plan for a district is to —*
 - (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government’s priorities for dealing with the objectives and aspirations of the community in the district; and*
 - (b) Govern a local government’s internal business planning by expressing a local government’s priorities by reference to operations that are within the capacity of the local government’s resources; and*
 - (c) Develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.*
- 4) *A local government is to review the current corporate business plan for its district every year.*
- 5) *A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government’s strategic community plan.*
- 6) *A council is to consider a corporate business plan, or modifications of such plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications. *Absolute majority required.*
- 7) *If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.”*

STRATEGIC IMPLICATIONS

Shire of Carnamah Strategic Community Plan and Corporate Business Plan 2021-2031 (revised December 2022)

Outcome 4.2 Improvement in efficient and effective service delivery
Strategy 4.1.2 Continuous improvement in efficient and effective service delivery

POLICY IMPLICATIONS

There are no known policy implications associated with the item.

FINANCIAL IMPLICATIONS

The financial implications are identified in the revised CBP and long-term financial plan incorporated in the SCP.

VOTING REQUIREMENT

Absolute Majority

ACM 20240302 OFFICER RECOMMENDATION / COUNCIL DECISION	
<i>That with respect to the Report against the Strategic Community Plan and Corporate Business Plan, the Audit and Risk Management Committee recommends to Council that it:</i>	
<ol style="list-style-type: none"> <i>1. Notes the Report against the Strategic Community Plan (SCP) and Corporate Business Plan (CBP); and</i> <i>2. Advertise the revised SCP and CBP (Attachment 3) to the community for 21 days and to invite submissions addressing the recommended changes and report back to Council via Audit and Risk Management Committee; and</i> <i>3. Adopts the CBP component as highlighted in grey in Attachment 3.</i> 	
Moved:	Cr Risinger
Seconded:	Cr Chisholm
CARRIED BY ABSOLUTE MAJORITY 6/0	

8.0 CONFIDENTIAL REPORTS

Nil

9.0 NEW BUSINESS OF AN URGENT NATURE

Nil

10.0 CLOSURE OF MEETING

The Presiding Person declared the meeting closed at 2.40 pm