

SHIRE OF CARNARVON

MINUTES OF AUDIT COMMITTEE MEETING

27TH JANUARY 2021

Council Chambers, Stuart Street
CARNARVON, West Australia
Phone: (08) 9941 0000
Fax: ((08) 9941 1099
Website – www.carnarvon.wa.gov.au



CONFIRMATION OF MINUTES

These minutes were confirmed by the
Council on

as a true and accurate record

.....
Chairman

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Carnarvon for any act, omission or statement or intimation occurring during Council/Committee Meetings or during formal/informal conversations with Staff or Councillors. The Shire of Carnarvon 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/Committee Meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement 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 limitation of approval made by a member or officer of the Shire of Carnarvon during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Carnarvon. The Shire of Carnarvon warns that anyone who has an application lodged with the Shire of Carnarvon must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Shire of Carnarvon in respect of the application.

INDEX

1.0 ATTENDANCES, APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE

(The Local Government Act 1995 Section 2.25 provides that a Council may, by resolution, grant leave of absence to a member for Ordinary Council Meetings. The leave cannot be granted retrospectively and an apology for non-attendance at a meeting is not an application for leave of absence.)

2.0 PUBLIC QUESTION TIME

3.0 DECLARATIONS OF INTEREST

(Councillors and Staff are reminded of the requirements of Section 5.65 of the Local Government Act 1995, to disclose any interest during the meeting or when the matter is to be discussed.)

4.0 CONFIRMATION OF MINUTES

4.1 Audit Committee Meeting – 12 December 2021

5.0 ITEMS FOR DISCUSSION

6.0 REPORTS

7.0 MATTERS FOR WHICH MEETING MAY BE CLOSED TO THE PUBLIC

7.1 TENDER DOCUMENT ENDORSEMENT – RFT 01-2021 Carnarvon Airport Apron Reconstruction and Runway Repairs

8.0 DATE OF NEXT MEETING

9.0 CLOSURE



**MINUTES OF THE AUDIT & RISK MANAGEMENT COMMITTEE MEETING HELD IN COUNCIL CHAMBERS,
STUART STREET CARNARVON ON WEDNESDAY 27TH JANUARY 2021 COMMENCING AT 1.33PM**

1.0 ATTENDANCES, APOLOGIES AND APPROVED LEAVE OF ABSENCE

Cr E Smith..... Shire President/Chairperson
Cr B Maslen..... Councillor
Cr J Nelson Councillor
Cr A Fullarton Councillor

Mr G Martin Acting Chief Executive Officer
Mr D Nielsen Executive Manager Infrastructure Services
Mrs D Hill Senior Executive Officer

Apologies

Cr L Vandeleur..... Councillor

Observers Nil

2.0 PUBLIC QUESTION TIME

Nil

3.0 DECLARATIONS OF INTEREST:

Nil

4.0 CONFIRMATION OF MINUTES:

4.1 AUDIT & RISK MANAGEMENT COMMITTEE MINUTES – 17 DECEMBER 2020

ARMC 1/1/21

COMMITTEE RESOLUTION

Cr Nelson/Cr Fullarton

That the minutes of the Audit & Risk Management Committee held on 17th December 2021 be confirmed as a true record of proceedings.

CARRIED
F4/AO

5.0 ITEMS FOR DISCUSSION

6.0 REPORTS

Nil

7.0 MATTERS FOR WHICH MEETING MAY BE CLOSED TO THE PUBLIC

Note - As there were no public in attendance at the meeting, it was not necessary for Council to go behind closed doors.

7.1 TENDER DOCUMENTATION ENDORSEMENT – RFT 01-2021 CARNARVON AIRPORT APRON RECONSTRUCTION AND RUNWAY REPAIRS (CONFIDENTIAL)

Date of Meeting:	27 TH January 2021
Location/Address:	Carnarvon Airport, Carnarvon
Name of Applicant:	Shire of Carnarvon
Name of Owner:	Shire of Carnarvon
Author/s:	David Nielsen Executive Manager Infrastructure Services
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previous Report:	Nil

ARMC 2/1/21

COMMITTEE RESOLUTION

Cr Nelson/Cr Fullarton

- 1. That the Audit Committee endorses the tender documents RFT 01-2021 Carnarvon Airport Apron Reconstruction and Runway Repairs presented in Schedule 7.1(b) for advertising in accordance with Regulations 14 and 15 of the Local Government (Functions and General) Regulations 1996.***
- 2. That the CEO proceed with the tender process for RFT 01-2021.***

CARRIED
F4/A0

8.0 DATE OF NEXT MEETING

To be advised

9.0 CLOSE

The Chairman closed the meeting at 1.48pm.