



Audit Committee information pack

Background

Council's Audit Committee has been appointed under Section 139 the Local Government Act 1989, which states:

139 Audit committee

- (1) *A Council must establish an audit committee.*
- (2) *An audit committee is an advisory committee.*
- (2A) *The chairperson of an audit committee*
 - (a) *must not be a Councillor*
 - (b) *must not be a member of Council staff; and*
 - (c) *must be suitably qualified*
- (3) *An audit committee must be constituted in the prescribed manner.*
- (4) *An audit committee has the functions and responsibilities prescribed for the purposes of this section.*
- (4A) *Sections 76D¹, 79² and 81³ apply to members of an audit committee as if they were members of a special committee of the Council.*
- (5) *The Minister may make guidelines for the purposes of this section.*
- (6) *Guidelines made under subsection (5) must be published in the Government Gazette.*
- (6A) *The chairperson may require any report prepared by the audit committee to be listed on the agenda for the next ordinary meeting of the Council.*
- (7) *A Council may pay a fee to a member of an audit committee who is not a Councillor or member of Council staff.*

¹Section 76D relates to Misuse of Position

² Section 79 relates to Disclosure of Conflicts of Interest

³ Section 81 relates to Register of Interests

Membership

Committee membership is represented by four community members and one Councillor. Cr. Gavan Holt is currently the sitting Audit Committee member. Cr. Neil Beattie is the alternate Councillor when Cr Holt is unable to attend.

Council's Chief Executive Officer and Director Corporate Services attend meetings in an advisory capacity, and other officers attend at times to address the committee.

Meeting frequency

Meetings are held quarterly on the second Thursday in February, May, August and November, and usually cover the times 9.15am to 12.30pm, although this will depend on the content of the agenda.

The remaining meeting schedule for 2020 is as follows:

1. Thursday 14 May 2020
2. Thursday 13 August 2020
3. Thursday 12 November 2020

Allowance payable

A quarterly allowance is payable to community members. That allowance is currently \$475, and is indexed annually commencing 1 May.

A travel allowance paid at the same rate of travel that Councillors are paid, is payable for attendance at meetings. The current rate of the allowance is 99 cents/km.

Documents provided

The following documents are recommended reading for applicants and are available on our website:

- Audit Committee Charter - <https://www.loddon.vic.gov.au/Our-Council/Plans-Strategies-and-Policies/Plans-and-strategies>
- Current Council Plan - <https://www.loddon.vic.gov.au/Our-Council/Plans-Strategies-and-Policies/Plans-and-strategies>
- Current Annual Budget - <https://www.loddon.vic.gov.au/Our-Council/Financial-reports>
- Current Loddon Shire Council Annual Report (including Financial Statements) - <https://www.loddon.vic.gov.au/Our-Council/Annual-Report>
- Conflict of Interest, A Guide for Members of Council Committees - <https://www.loddon.vic.gov.au/Our-Council/Council/Governance-information-for-committees-of-management> - Good Governance

Application process

Applications completed on the Application Form provided on Council's Website will be accepted up to 9.00am on Monday 24 March 2020.

Applicants can provide further information, such as a resume.

Further Information

Further information can be obtained by contacting:

Sharon Morrison, Director Corporate Services

Telephone: 5494 1207

Mobile: 0413 275 565

Email: smorrison@loddon.vic.gov.au