



HOPE VALE ABORIGINAL SHIRE COUNCIL

MEETING REPORT

ITEM NO: 6.02 **GENERAL MEETING:**

SUBJECT: **Extension of BDO Contractual Arrangements**

CLASSIFICATION: **ACTION / INFORMATION / CONFIDENTIAL**

RECOMMENDATION

That Council Extend the Financial Management Contract currently in existence with BDO to the end of March 2026

BUDGET & RESOURCE CONSIDERATIONS

This will be renewed on the same basis and terms as the initial contract

BACKGROUND / DISCUSSION

BDO have been integral in the financial management of Council operations since the change in reporting and Organisational structure. We are in the process of employing a person for the financial manager position but that has not yet occurred, It will be that the person selected will now start early in the New Year and it will take time to settle that person in.

BDO have undertaken the following work during this time:

1. Gaining access to the various systems and bank accounts maintained by Council;
2. Undertaking a 'spring clean' of the bank settings for Council, including removal of old signatories;
3. Managing the treasury function of Council (i.e. monies in QTC, restricted v unrestricted cash positions);
4. Stabilising the finance function including supporting Carla with the growth of her role and responsibilities and ensuring that requisitions/purchase orders continue to be issued to support Council's operations;
5. Reporting to the Councillors, including attendance at the November Council meeting;
6. Supporting other Council officers with their programs;
7. Liaising with external funding bodies and progressing acquittals;
8. Working with Fourier and then liaising with suppliers regarding contact details changes for invoices etc. to be issued to; and
9. Review of Councillor remuneration.

With a required budget review and a new budget process to be commenced, it is recommended that the role of BDO services be extended until at least the end of March 2026

LINK TO OPERATIONAL PLAN

This is not a direct link to the Operational Plan – It is an operational requirement.

CONSULTATION (Internal/External)

BDO

LEGAL CONSIDERATIONS

We are required to meet all legislative and required audit outcomes and at the moment we don't have the required resources to meet those needs if BDO are not continued.

POLICY IMPLICATIONS

N/a

RISK ASSESSMENT

High – If we don't extend, we will not meet our reporting and audit requirements with our general operational matters and our grants reporting.

ATTACHMENTS:

N/a

REFERENCE DOCUMENT:

N/a

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