



**MINUTES OF AUDIT COMMITTEE MEETING HELD IN COMMITTEE ROOMS, 12
JAMES STREET, SALISBURY ON**

11 JULY 2017

MEMBERS PRESENT

Mr P Brass (Chairman)
Mr C Johnson (Deputy Chairman)
Cr G Caruso
Cr G Reynolds (*from 7.35pm*)

STAFF

Chief Executive Officer, Mr J Harry (*from 7.10pm*)
General Manager Business Excellence, Mr C Mansueto
Manager Governance, Ms T Norman
Business Analyst - Internal Audit & Risk, Mr G Kendall

The meeting commenced at 7.02 pm.

The Chairman welcomed the members, staff and the gallery to the meeting.

Mr David Papas, Director Assurance & Advisory, Bentleys – External Auditor was in attendance to present the Interim Report on Audit Findings.

APOLOGIES

An apology was received from Ms K Verrall.

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Mr C Johnson
Seconded Cr G Caruso

The Minutes of the Audit Committee Meeting held on 11 April 2017, be taken and read as confirmed.

CARRIED

REPORTS

Administration

4.0.1 Future Reports for the Audit Committee of Council

Moved Mr C Johnson
Seconded Cr G Caruso

1. The information be received.

CARRIED

Reports

4.2.1 Bentleys' Interim Report on Audit Findings

Moved Cr G Caruso
Seconded Mr C Johnson

1. The information be received.

CARRIED

4.2.2 Annual Report 2016/17 - Internal Controls Framework and Audit Committee sections

Moved Mr C Johnson
Seconded Cr G Caruso

1. The information be received.
2. The draft text for the annual report regarding the operations and membership of the Audit Committee of Council and the Financial Internal Controls Framework, as set out in Attachment 1 to this report (Item No. 4.2.2, Audit Committee 11/07/2017), subject to the inclusion of reference of completion of the annual self-assessment process, be forwarded to the Communications and Customer Relations Division for inclusion in the draft annual report.

CARRIED

4.2.3 Internal Audit Plan

Moved Mr C Johnson
Seconded Cr G Caruso

1. The information be received.

CARRIED

4.2.4 Update on the Risk Management and Internal Controls Activities for the 2016/17 and 2017/18 financial years and outstanding Internal Audit actions.

Cr G Reynolds entered the meeting at 07:35 pm.

Moved Mr C Johnson
Seconded Cr G Reynolds

1. The information be received.
2. The schedule of Risk Management and Internal Controls Activities 2017-18, as set out in Attachment 2 to this report (Item No. 4.2.4, Audit Committee 11/07/2017), be endorsed.

CARRIED

OTHER BUSINESS

Nil

The meeting closed at 7.40 pm.

CHAIRMAN.....

DATE.....