



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

9 JULY 2019

MEMBERS PRESENT

Cr G Reynolds (Chairman)
Cr L Braun (Deputy Chairman)
Mr N Ediriweera
Mr C Johnson
Ms K Verrall

OBSERVERS

David Papa, Director Assurance & Advisory, Bentleys
Matthew Brunato, Manager Audit & Assurance, Bentleys

STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
Acting Manager Governance, Ms J Crook
Internal Auditor & Risk Coordinator, Mr R Constance
Manager Financial Services, Mrs K George

The meeting commenced at 7.33pm

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

APOLOGIES

Nil.

LEAVE OF ABSENCE

Nil.

PRESENTATION OF MINUTES

Moved Cr L Braun
Seconded Ms K Verrall

The Minutes of the Audit Committee Meeting held on 09 April 2019, be taken and read as confirmed.

CARRIED

REPORTS

Administration

4.0.1 Future Reports for the Audit Committee of Council

Moved Ms K Verrall
Seconded Mr C Johnson

1. The information be received.

CARRIED

4.0.2 Actions List

Moved Mr C Johnson
Seconded Cr L Braun

1. The information be noted.

CARRIED

Reports

4.2.1 Bentley's Interim Report on Audit Findings

Bentleys representatives, David Papa, Director Assurance and Advisory and Matthew Brunato, Manager Audit and Assurance spoke to the interim report and provided the Audit Committee an opportunity to ask questions in regard to the audit.

Moved Mr C Johnson
Seconded Ms K Verrall

1. The information be received.

CARRIED

4.2.2 Asset Policy Review

Moved Cr L Braun
Seconded Ms K Verrall

1. The information be received.
2. The Asset Depreciation Policy, as set out in Attachment 1 be endorsed.

CARRIED

4.2.3 Annual Report 2018/2019 - Internal Controls Framework and Audit Committee sections

Discussion was had regarding the content of the Internal Controls and Audit Committee sections of the Annual Report. The Administration will incorporate the Committee's feedback and reflect it within a revised version.

Moved Mr C Johnson
Seconded Mr N Ediriweera

1. That the proposed inclusions in the annual report relating to the operations and membership of the Audit Committee for the 2018/19 financial year be approved, subject to the incorporation of the feedback from the Audit Committee.

CARRIED

4.2.4 Elected Member Risk Management workshop

The Strategic Risk Register Workshop with both the Audit Committee and the Council will be added to the Action list.

Moved Ms K Verrall
Seconded Mr C Johnson

1. The information is noted.
2. The Audit Committee will be invited to participate in a workshop on the Strategic Risk Register with Council.

CARRIED

4.2.5 Risk Management and Internal Controls Activities

An update from the discussion exercise between the Northern Adelaide and Western Adelaide Emergency Management Zones will be added to the Action list.

The Strategic Risk Register Workshop with both the Audit Committee and the Council will be added to the Action list.

Audit Committee was advised of the deferral of the review of Business Continuity corporate documentation and the Fraud and Corruption Prevention Strategy.

Moved Cr L Braun

Seconded Mr C Johnson

1. The update on Risk Management and Internal Controls Activities for 2018/2019 as set out in Attachment 1 to this report (Item No. 4.2.5, Audit Committee 9/07/2019), be endorsed for approval by Council.
2. The proposed schedule of Risk Management and Internal Controls Activities for 2019/2020, as set out in Attachment 3 to this report (Item No. 4.2.5, Audit Committee 10/07/2018*), be endorsed.
3. The Audit Committee notes the update on outstanding actions from completed Internal Audits, as set out in Attachment 4 to this report (Item 4.2.5, Audit Committee, 9/07/2019).

CARRIED

(* - whilst the stated date is the 10/7/2018 the actual date is the 9/07/2019)

4.2.6 Update on Internal Audit Plan

Note – At paragraph 2.1.2 of the report it was stated that the Interim Report for the Financial Sustainability Audit was attached. This is an administrative error, as the said attachment had not been received.

Moved Ms K Verrall

Seconded Mr C Johnson

1. That the updates made to the 2018 - 2020 Internal Audit Plan as set out in Attachment 1 to this report be endorsed and forwarded to Council for adoption, subject to the incorporation of the feedback from the Audit Committee.

CARRIED

OTHER BUSINESS

OB1 - The Audit Committee discussed Mr Johnson’s question as to the impact on council rates as a result of the State Government Waste Levy increase.

The meeting closed at 8.35pm.

CHAIRMAN.....

DATE.....