



# **MINUTES**

## **Audit Committee Meeting**

**25 October 2017**

(Subject to Confirmation)

**MINUTES OF YORKE PENINSULA COUNCIL  
AUDIT COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBERS, 57 MAIN STREET, MINLATON  
ON WEDNESDAY, 25 OCTOBER 2017 AT 3.00PM**

**1 WELCOME BY CHAIRPERSON**

Peter Brass welcomed everyone to the meeting and declared the meeting open.

**2 PRESENT**

Independent Member Peter Brass, Independent Member Rob Reiman, Deputy Mayor Scott Hoyle, Cr John Rich.

**IN ATTENDANCE**

Ray Agnew (Mayor), Andrew Cameron (CEO), David Harding (Director Corporate and Community Services), Trevor Graham (Director Assets and Infrastructure), Sid Jain (Manager Financial Services), Bobbi Pertini (Manager People and Culture), Daniel Griffin (Accountant – Financial Operations), Amanda Pitt (Business Improvement Officer), Mark Austin (Senior Rates Officer), (Rachel Rich (Minute Taker).

**3 LEAVE OF ABSENCE**

Nil

**4 APOLOGIES**

Cr Tania Stock, Michael McCauley (Asset Manager), Roxanne White (Risk Management Officer).

**5 CONFLICT OF INTEREST**

Peter Brass reminded all Audit Committee Members of the requirement to disclose any conflict of interest in relation to any matters before Council.

**6 MINUTES OF PREVIOUS MEETING – FOR CONFIRMATION****COMMITTEE RESOLUTION**

Moved: Rob Reiman  
Seconded: Cr Scott Hoyle

That the minutes of the Audit Committee Meeting held on 13 September 2017 be confirmed.

**CARRIED 033/2017 (25/10/2017)**

**7 VISITORS TO THE MEETING**

Dean Newbery and Partners – Jim Keough, External Auditor

*3.05pm Council Staff left the Chamber. The Audit Committee and the External Financial Auditor discussed the Audited Financial Statements.*

*3.07pm Mayor Agnew entered the Chamber and was seated in the gallery.*

*3.35pm Council Staff returned to the Chamber and joined the meeting.*

**REPORTS****8 NEW BUSINESS****8.1 AUDIT COMMITTEE 2017 WORK PLAN****PURPOSE**

To consider the revised 2017 Audit Committee Work Plan.

**COMMITTEE RESOLUTION**

Moved: Cr John Rich  
Seconded: Cr Scott Hoyle

That the Audit Committee endorse the revised 2017 Audit Committee Work Plan.

**CARRIED 034/2017 (25/10/2017)**

**8.2 2016/2017 AUDITED GENERAL PURPOSE FINANCIAL STATEMENTS****PURPOSE**

To present Council's 2016/2017 audited General Purpose Financial Statements ("Statements") for the Committee's information and consideration.

Rob Reiman suggested financial year results could be compared to the Long Term Financial Plan. Suggestion taken on notice.

**COMMITTEE RESOLUTION**

Moved: Cr Scott Hoyle  
Seconded: Cr John Rich

That the Audit Committee recommend to Council that the audited General Purpose Financial Statements for the year ended 30<sup>th</sup> June 2017 be adopted and that:

1. The Chief Executive Officer and Mayor be authorised to certify the General Purpose Financial Statements; and
2. The Chief Executive Officer and the Presiding Member of the Audit Committee sign the Certification of Auditor Independence; and
3. The Chief Executive Officer and the Director Corporate and Community Services be authorised to sign the Management Representation Letter to be provided to the Auditor.

**CARRIED 035/2017 (25/10/2017)**

**8.3 ASSET MANAGEMENT UPDATE****PURPOSE**

To update the Audit Committee members on Asset Management activities.

**COMMITTEE RESOLUTION**

Moved: Rob Reiman  
Seconded: Cr Scott Hoyle

That the report be received.

**CARRIED 036/2017 (25/10/2017)**

**8.4 DRAFT STORMWATER INFRASTRUCTURE ASSET MANAGEMENT PLAN****PURPOSE**

To advise the Audit Committee that the draft Stormwater Infrastructure Asset Management Plan has undertaken public consultation.

**COMMITTEE RESOLUTION**

Moved: Cr John Rich  
Seconded: Rob Reiman

That the Audit Committee recommend that Council adopt the Stormwater Infrastructure Asset Management Plan after consideration of public consultation feedback.

**CARRIED 037/2017 (25/10/2017)**

**8.5 RISK MANAGEMENT REPORT****PURPOSE**

The Risk Management Officer presents an update on the progress of Council's Risk Management Framework.

Manager People and Culture spoke to the report.

**COMMITTEE RESOLUTION**

Moved: Cr Scott Hoyle  
Seconded: Rob Reiman

That the report be received.

**CARRIED 038/2017 (25/10/2017)**

## 8.6 INTERNAL AUDIT ACTIVITY REPORT

### PURPOSE

The Business Improvement Officer presents an update on recent Internal Audit Activity.

### COMMITTEE RESOLUTION

Moved: Cr Scott Hoyle

Seconded: Rob Reiman

That report be received.

**CARRIED 039/2017 (25/10/2017)**

## CONFIDENTIAL AGENDA

### 9 CONFIDENTIAL ITEMS

#### 9.1 PROVISION OF EXTERNAL AUDIT SERVICES - TENDER 173-2017

### COMMITTEE RESOLUTION

Moved: Deputy Mayor Scott Hoyle

Seconded: Independent Member Rob Reiman

#### Section 90 (3) (k) Order

1. That pursuant to Section 90(2) & (3) of the Local Government Act 1999, the Audit Committee orders, that the public be excluded from the meeting with the exception of the Mayor, Chief Executive Officer, Director Corporate and Community Services, Executive Assistant to the Director Corporate and Community Services and Manager Financial Services.

The Audit Committee is satisfied that, pursuant to Section 90 (3) (k) of the Act, the information to be received, discussed or considered in relation to report 9.1 Provision of External Audit Services Tender 173-2017 is confidential information relating to:

(k) tenders for the supply of goods, the provision of services or the carrying out of works.

Accordingly, the Council is satisfied that the principle which states the meeting be conducted in a place open to the public has been outweighed in the circumstances.

#### Section 91 (7) Order

That having considered report 9.1 Provision of External Audit Services - Tender 173-2017, in confidence under Section 90 (2) and (3) (k) of the Local Government Act 1999, the Audit Committee, pursuant to section 91 (7) of that Act orders that the agenda report, and supporting documentation relevant to report 9.1 Provision of External Audit Services – Tender 173-2017 be retained in confidence for a period of 12 months.

**CARRIED 040/2017 (25/10/2017)**

*4.08pm The public were asked to leave and the Chamber was secured.*

*4.15pm The public meeting resumed.*

*Released in camera minute*

Moved: Cr Scott Hoyle

Seconded: Cr John Rich

That the Audit Committee recommend that Council accept the tenderer as recommended by the Tender Evaluation Panel for the provision of External Audit Services to Council and be appointed under section 128 of the Local Government Act 1999 as Council's Auditor for five (5) years commencing 1 July 2017.

**CARRIED 040/2017 (25/10/2017)**

**10 GENERAL BUSINESS**

Nil

**11 NEXT MEETING**

Wednesday 13 December 2017, 3.00pm

**12 CLOSURE**

**The Meeting closed at 4.18pm.**

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**Independent Member Peter Brass**  
**13 December 2017**