



MINUTES

Audit Committee Meeting

(Subject to confirmation)

26 September 2018

**MINUTES OF YORKE PENINSULA COUNCIL
AUDIT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS , 57 MAIN STREET, MINLATON
ON WEDNESDAY, 26 SEPTEMBER 2018 AT 3.00PM**

1 WELCOME BY CHAIRPERSON

Chairperson Peter Brass welcomed everyone to the meeting and declared the meeting open 3.00pm.

2 PRESENT

Principal Member Peter Brass, Independent Member Rob Reiman, Deputy Mayor Scott Hoyle, Cr John Rich, Cr Naomi Bittner

In Attendance

Ray Agnew (Mayor), Andrew Cameron (CEO), David Harding (Director Corporate and Community Services), Sid Jain (Manager Financial Services), Michael McCauley (Assets Manager), Bobbi Pertini (Manager People and Culture), Amanda Pitt (Business Improvement Officer), Jackie Reddaway (Executive Assistant to CEO and Mayor) and Felicity Kemp (Minute Taker).

3 LEAVE OF ABSENCE

Nil

4 APOLOGIES

Trevor Graham (Director Assets and Infrastructure)

5 CONFLICT OF INTEREST

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

Nil

6 MINUTES OF PREVIOUS MEETING – FOR CONFIRMATION

COMMITTEE RESOLUTION

Moved: Cr Scott Hoyle

Seconded: Member Rob Reiman

That the minutes of the Audit Committee Meeting held on 13 June 2018 be confirmed.

CARRIED 016/2018 (26/09/2018)

7 VISITORS TO THE MEETING

Nil

REPORTS**8 NEW BUSINESS****8.1 AUDIT COMMITTEE 2018 - WORK PLAN****PURPOSE**

To consider the updated 2018 Audit Committee Work Plan.

Mr Harding advised the next meeting due to be held on 24 October 2018 will now be held 30 October 2018.

Mr Brass queried when the self-assessment would be presented, Mr Harding advised at the October meeting.

COMMITTEE RESOLUTION

Moved: Member Rob Reiman

Seconded: Cr Naomi Bittner

That the Audit Committee endorse the updated 2018 Audit Committee Work Plan noting the change of date for October meeting.

CARRIED 017/2018 (26/09/2018)

8.2 TREASURY MANAGEMENT PERFORMANCE 2017/2018**PURPOSE**

Review of Council's treasury management (investments and borrowings) activity and performance for 2017/2018 in accordance with legislation and PO139 Treasury Management Policy.

COMMITTEE RESOLUTION

Moved: Cr Scott Hoyle

Seconded: Cr John Rich

That the report be received and the contents noted.

CARRIED 018/2018 (26/09/2018)

8.3 EXTERNAL AUDIT MANAGEMENT REPORT 2017/2018**PURPOSE**

To consider the interim external audit management report for the year ending 30 June 2018 and responses provided by management.

COMMITTEE RESOLUTION

Moved: Cr Scott Hoyle
Seconded: Cr John Rich

That the External Audit Management report for 2017/2018 from Dean Newbery and Partners Chartered Accountants be received and the Audit Committee endorse management's response to the issues identified in the report.

CARRIED 019/2018 (26/09/2018)

8.4 BALANCE DATE EXTERNAL AUDIT ATTENDANCE 2017/2018**PURPOSE**

To bring to the Committee's attention the balance date external audit attendance and information requirements for 2017/2018.

COMMITTEE RESOLUTION

Moved: Member Rob Reiman
Seconded: Cr Scott Hoyle

That the report be received and contents noted.

CARRIED 020/2018 (26/09/2018)

8.5 INTERNAL AUDIT ACTIVITY REPORT**PURPOSE**

The Business Improvement Officer presents an update on recent Internal Audit Activity.
Mr Harding thanked Amanda Pitt and Jackie Reddaway for their work in this area.

COMMITTEE RESOLUTION

Moved: Cr Naomi Bittner
Seconded: Cr Scott Hoyle

That the report be received.

CARRIED 021/2018 (26/09/2018)

8.6 RISK MANAGEMENT ACTIVITY REPORT**PURPOSE**

To provide the Audit Committee with an update in respect of Council's Risk Management systems.

COMMITTEE RESOLUTION

Moved: Member Rob Reiman

Seconded: Cr Naomi Bittner

That the report be received.

CARRIED 022/2018 (26/09/2018)

8.7 ASSET MANAGEMENT UPDATE**PURPOSE**

To update the Audit Committee members on Asset Management activities.

Mr Brass asked about attractive assets, Mr Harding responded these are captured in a separate spreadsheet.

COMMITTEE RESOLUTION

Moved: Cr John Rich

Seconded: Cr Scott Hoyle

That the report be received.

CARRIED 023/2018 (26/09/2018)

9 GENERAL BUSINESS**Mr Harding**

Advised the external auditors will be present at 30 October 2018 Audit Committee meeting.

Cr John Rich

Expressed concern about the volume of Policy and Procedures required for Audit Committee functions, he asked that Council look at consolidating existing documentation with new requirements.

Mr Harding advised that staff are always working to simplify and improve documentation.

10 NEXT MEETING

Tuesday 30 October 2018 at 3.00pm

11 CLOSURE

The Meeting closed at 3.28pm.

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Peter Brass

30 October 2018