



MINUTES

Audit Committee Meeting

(Subject to confirmation)

30 October 2018

**MINUTES OF YORKE PENINSULA COUNCIL
AUDIT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS, 57 MAIN STREET, MINLATON
ON TUESDAY, 30 OCTOBER 2018 AT 3.00PM**

1 WELCOME BY CHAIRPERSON

Member Peter Brass welcomed everyone to the meeting and declared the meeting open 3.07pm.

2 PRESENT

Member Peter Brass, Member Rob Reiman, Cr John Rich, Cr Naomi Bittner

In Attendance

Felicity Kemp (Minute Taker), Ray Agnew (Mayor), Andrew Cameron (CEO), David Harding (Director Corporate and Community Services), Bobbi Pertini (Manager People and Culture), Sid Jain (Manager Finance), Daniel Griffin (Accountant Financial Operations)

3 LEAVE OF ABSENCE

Nil

4 APOLOGIES

Cr Scott Hoyle, Trevor Graham, Michael McCauley

5 CONFLICT OF INTEREST

Member Peter Brass reminded all 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: Member Rob Reiman

Seconded: Cr Naomi Bittner

That the minutes of the Audit Committee Meeting held on 26 September 2018 be confirmed.

CARRIED 024/2018 (30/10/2018)

7 VISITORS TO THE MEETING

Dean Newbery and Partners – Samantha Creten, External Auditor

3.08pm Council Staff left the Chamber. The Audit Committee and the External Financial Auditor had an informal discussion.

3.18pm Council Staff returned to the Chamber and joined the meeting.

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

To consider the updated 2018 Audit Committee Work Plan.

COMMITTEE RESOLUTION

Moved: Cr Naomi Bittner
Seconded: Member Rob Reiman

That the information items contained within the Information Agenda, be received.
2018 Audit Committee Work Plan.

CARRIED 025/2018 (30/10/2018)

8.2 AUDITED GENERAL PURPOSE FINANCIAL STATEMENTS 2017/2018**PURPOSE**

To present Council's 2017/2018 audited General Purpose Financial Statements ("Statements") and management representation letter for the Committee's information and consideration.

COMMITTEE RESOLUTION

Moved: Cr John Rich
Seconded: Member Rob Reiman

That the Audit Committee

1. Endorse the Chief Executive Officer and the Presiding Member of the Audit Committee to sign the Certification of Auditor Independence;
2. Receive and note the Management Representation Letter to be signed by the Chief Executive Officer and the Director Corporate and Community Services and provided to the Auditor; and
3. Recommend to Council that the audited General Purpose Financial Statements for the year ended 30th June 2018 be adopted.
4. Receive and note the Audit Completion Report tabled by Dean Newbery and Partners

CARRIED 026/2018 (30/10/2018)

8.3 AUDIT COMMITTEE ANNUAL REVIEW AND SELF ASSESMENT 2018**PURPOSE**

For the Audit Committee to self-assess its performance for the 2018 calendar year, in accordance with the Audit Committee Terms of Reference (TOR).

COMMITTEE RESOLUTION

Moved: Cr Naomi Bittner
Seconded: Member Rob Reiman

That the Audit Committee endorse the 2018 Audit Committee Annual Review and Self-Assessment for the period 1 January 2018 to 30 October 2018;

CARRIED 027/2018 (30/10/2018)

Acknowledging likely changes to the Audit Committee membership following the current local government elections, Cr Rich recommended training courses for any new Audit Committee Members, to assist in their knowledge and understanding of the purpose and function of an Audit Committee.

Member Rob Reiman and Cr Bittner supported Cr Rich in his comments, in particular in relation to courses offered by the LGA in this regard.

8.4 ASSET MANAGEMENT UPDATE**PURPOSE**

To update the Audit Committee members on Asset Management activities.

COMMITTEE RESOLUTION

Moved: Member Rob Reiman
Seconded: Cr Naomi Bittner

That the report be received.

CARRIED 028/2018 (30/10/2018)

8.5 RISK MANAGEMENT ACTIVITY REPORT - 30/10/2018

PURPOSE

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

COMMITTEE RESOLUTION

Moved: Cr Naomi Bittner
Seconded: Member Rob Reiman
That the report be received.

CARRIED 029/2018 (30/10/2018)

9 GENERAL BUSINESS

Cr Rich made comment in regard to the hard work by Members and Staff that has made this committee successful and thanked all involved.

Chair Peter Brass thanked all Members for their contribution to this Committee during the Council term.

10 NEXT MEETING

Wednesday 12 December 2018

11 CLOSURE

The Meeting closed at 3.43pm.

The minutes of this meeting were confirmed at the Audit Committee Meeting held on 12 December 2018.

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CHAIRPERSON