

**MINUTES OF CITY OF MOUNT GAMBIER
AUDIT COMMITTEE MEETING
HELD AT THE COMMITTEE ROOM, LEVEL 1, CIVIC CENTRE, 10 WATSON TERRACE,
MOUNT GAMBIER
ON WEDNESDAY, 15 MAY 2019 AT 5.30 P.M.**

PRESENT: Cr Sonya Mezinec (Presiding Member), Mr Paul Duka, Ms Angela Kain
OFFICERS IN ATTENDANCE General Manager Council Business Services - Mrs P Lee
Manager Finance and Customer Service - Mr J Zwijnenburg
Management Accountant - Ms K Rolton

1 ACKNOWLEDGEMENT OF COUNTRY

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

2 APOLOGY(IES)

Nil

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Angela Kain
Seconded: Cr Sonya Mezinec

That the minutes of the Audit Committee meeting held on 17 December 2018 be confirmed as an accurate record of the proceedings of the meeting.

CARRIED

4 QUESTIONS WITHOUT NOTICE

Nil

5 REPORTS

5.1 INTERNAL FINANCIAL CONTROLS - CUMULATIVE SPEND REVIEW 01/07/2018 TO 14/03/2019

COMMITTEE RESOLUTION

Moved: Paul Duka
Seconded: Angela Kain

1. That Audit Committee Report No. AR19/18131 titled 'Internal Financial Controls - Cumulative Spend Review 01/07/2018 to 14/03/2019' as presented on 15 May 2019 be noted.

CARRIED



5.2 2018/2019 BDO AND AUSCERT CYBER SECURITY SURVEY

COMMITTEE RESOLUTION

Moved: Cr Sonya Mezinec
Seconded: Paul Duka

1. That Audit Committee Report No. AR19/21468 titled '2018/2019 BDO and AusCERT Cyber Security Survey' as presented on 15 May 2019 be noted.
2. That the CQR Cyber Security Assessment Report be brought to the Audit Committee when it is available.

CARRIED

5.3 ACCOUNTING STANDARDS UPDATE

COMMITTEE RESOLUTION

Moved: Angela Kain
Seconded: Paul Duka

1. That Audit Committee Report No. AR19/21548 titled 'Accounting Standards Update' as presented on 15 May 2019 be noted.

CARRIED

5.4 INTERIM MANAGEMENT LETTER FINANCIAL YEAR 2018/2019 GALPINS

COMMITTEE RESOLUTION

Moved: Cr Sonya Mezinec
Seconded: Paul Duka

1. That Audit Committee Report No. AR19/21549 titled 'Interim Management Letter Financial Year 2018/2019 Galpins' as presented on 15 May 2019 be noted.
2. That the final interim management letter be circulated prior to the next Audit Committee meeting.
3. That the External Audit Partner present the Audit Engagement Plan to the next Audit Committee meeting.

CARRIED



5.5 PROCESS IMPROVEMENT - CUSTOMER EXPERIENCE TEAM IMPROVEMENT

COMMITTEE RESOLUTION

Moved: Cr Sonya Meziniec

Seconded: Paul Duka

1. That Audit Committee Report No. AR19/21550 titled 'Process Improvement - Customer Experience Team Improvement' as presented on 15 May 2019 be noted.
2. That examples of process improvements and service reviews from across Council be reported to the Audit Committee in accordance with the Audit Committee's Work Program.
3. The Audit Committee acknowledges the work on process improvements and service reviews and requests that the register of process improvements, service reviews and projects be provided to the next Audit Committee meeting.

CARRIED

5.6 AUDIT COMMITTEE REVIEW OF WORK PROGRAM

COMMITTEE RESOLUTION

Moved: Angela Kain

Seconded: Paul Duka

1. That Audit Committee Report No. AR19/21551 titled 'Audit Committee Review of Work Program' as presented on 15 May 2019 be noted.
2. That the Audit Committee adopts the Work Program presented as a guide.
3. That the Audit Committee hold its next meeting on Tuesday 4 June 2019 at 5.30 pm to consider the Draft 2019/2020 Annual Business Plan and Budget.

CARRIED

6 MOTIONS WITHOUT NOTICE

Nil

7 MEETING CLOSE

The Meeting closed at 7.31 p.m.

The minutes of this meeting were confirmed at the Audit Committee held on 4 June 2019.

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PRESIDING MEMBER

