

MINUTES OF AUDIT COMMITTEE MEETING

Meeting held in the Committee Room, Civic Centre, 10 Watson Terrace, Mount Gambier on Monday, 3rd July 2017 at 5.30 p.m.

PRESENT Mr Jeroen Zwijnenburg (Presiding Member)

Ms Vanessa McDonald Cr Sonya Mezinec

GUESTS Mr Tim Muhlhausler - External Auditor, Partner Galpins (arrived at 5:50 pm)

COUNCIL OFFICERS Mrs Pamela Lee - General Manager Council Business Services

Mr Gary Button - Finance Manager

Ms Kahli Rolton - Management Accountant

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.

1. APOLOGY/IES

Apologies received from Mayor Andrew Lee and Mark McShane.

That the apologies from Mayor Andrew Lee and Mark McShane be received.

Moved: Cr Mezinec Seconded: Vanessa McDonald Carried

2. CONFIRMATION OF AUDIT COMMITTEE MINUTES

That the minutes of the Ordinary Audit Committee meeting held on 7 March 2017 be confirmed as an accurate record of the proceedings of that meeting.

Moved: Vanessa McDonald Seconded: Cr Mezinec Carried

3. QUESTIONS

3.1. With Notice

Nil submitted

3.2. Without Notice

Nil submitted

4. **DEPUTATIONS**

Nil

5. COMMITTEE REPORTS



5.1. 2017/2018 Annual Business Plan and Budget Program - Report No. AR17/23584

COMMITTEE	Audit Committee	
MEETING DATE:	3 July 2017	
REPORT NO.	AR17/23584	
RM8 REFERENCE	AF16/863	
AUTHOR	Gary Button	
SUMMARY	This report is presented to inform the Audit Committee of Council's 2017/2018 Annual Business Plan and Budget Program.	
COMMUNITY PLAN REFERENCE	Goal 3: Our Diverse Economy	

REPORT RECOMMENDATION

(a) That Audit Committee Report No. AR17/23584 titled '2017/2018 Annual Business Plan and Budget Program' as presented to the Audit Committee on 3 July 2017 be noted.

Moved: Cr Mezinec Seconded: Vanessa McDonald Carried



5.2. Audit Work Program 2014 - 2018 - Report No. AR17/23671

COMMITTEE	Audit Committee	
MEETING DATE:	3 July 2017	
REPORT NO.	AR17/23671	
RM8 REFERENCE	AF11/863	
AUTHOR	Gary Button	
SUMMARY	Quarterly review of Council's Audit Work program	
COMMUNITY PLAN REFERENCE	Goal 3: Our Diverse Economy	

REPORT RECOMMENDATION

(a) That Audit Committee Report No. AR17/23671 titled 'Audit Work Program 2014 - 2018' as presented to the Audit Committee on 3 July 2017 be noted.

Moved: Vanessa McDonald Seconded: Cr Mezinec Carried



5.3. Financial Internal Controls - Internal Audit Program - Report No. AR17/23671

COMMITTEE	Audit Committee	
MEETING DATE:	3 July 2017	
REPORT NO.	AR17/23580	
RM8 REFERENCE	AF11/863	
AUTHOR	Gary Button	
SUMMARY	A report to advise the progress of Council's continuous program of periodic reviews of Financial Internal Controls	
COMMUNITY PLAN REFERENCE	Goal 3: Our Diverse Economy	

REPORT RECOMMENDATION

- (a) That the Audit Committee Report No. AR17/23580 titled *'Financial Internal Controls Internal Audit Program'* presented to the Audit Committee on 3 July 2017 be noted.
- (b) That the periodic review of Financial Internal Controls continue to be reported to the Audit Committee:
- (c) That MET continue to be responsible for the review of Financial Internal Controls;
- (d) That the review of Council's 'Cumulative Spend' activity be presented to the August 2017 meeting of the Audit Committee.

Moved: Cr Mezinec Seconded: Vanessa McDonald Carried



5.4. End of Financial Year / Interim Audit Update - Report No. AR17/23673

Mr Tim Muhlhausler Partner, Galpins addressed the Audit Committee on:

- Interim Audit Report;
- And potential areas of focus over the coming 12 months.

COMMITTEE	Audit Committee		
MEETING DATE:	3 July 2017		
REPORT NO.	AR17/23673		
RM8 REFERENCE	AF11/863		
AUTHOR	Gary Button		
SUMMARY	A report to the Audit Committee to advise of the end of financial year timeline; and an update on the findings of the interim audit by Council's external auditors Galpins Accountants, Auditors and Business Consultants.		
COMMUNITY PLAN REFERENCE	Goal 3: Our Diverse Economy		

REPORT RECOMMENDATION

- (a) That the Audit Committee Report No. AR17/23673 titled 'End of Financial Year / Interim Audit Update' as presented to the Audit Committee on 3 July 2017 be noted.
- (b) That the draft auditor's management letter dated 30 May 2017 be received.

Moved: Vanessa McDonald Seconded: Cr Mezinec Carried



6.1.	With Notice		
	Nil Submitted		
6.2.	Without Notice		
	Nil Submitted		
Meeting c	losed at 7:04 pm		
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CONFIDA	AED THIO	DAYOF	0047
CONFIRM	IED THIS	DAY OF	2017.
PRESIDIN	NG MEMBER		

6. MOTION(S)