

AUDIT COMMITTEE

Minutes of Meeting held on Tuesday, 6th December, 2016 at 5.30 p.m.
in the Committee Room, Civic Centre, 10 Watson Terrace, Mount Gambier

PRESENT: Mr Jeroen Zwijnenburg (Presiding Member)
Miss Vanessa McDonald
Cr Sonya Meziniec

APOLOGY/IES: Nil

COUNCIL MEMBERS/
OTHERS AS
OBSERVERS: Nil

GUESTS: Nil

COUNCIL EMPLOYEES
IN ATTENDANCE: Mr Grant Humphries, Director - Corporate Services
Mr Gary Button, Finance Manager
Ms Kahli Rolton, Management Accountant

OTHER APOLOGIES: Mr Mark McShane, Chief Executive Officer

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.

MINUTES: Vanessa McDonald moved the minutes of the previous meeting held on Tuesday, 4th October, 2016 be taken as read and confirmed.

Cr Meziniec seconded

Carried

QUESTIONS:

- (a) With Notice - Nil received
- (b) Without Notice - Nil received

1. ANNUAL FINANCIAL STATEMENTS 2015/2016 - Correction - Ref. AF16/322

The Director - Corporate Services reported that:

- (a) reference is made to the attached memo setting out a correction that is required to be made to the recently adopted Annual Financial Statements (AFS) for 2015/2016;
- (b) reference is also made to the letter from Council's Auditor advising that they support the proposed correction and the process required to formalize the correction;
- (c) the following recommendations repeat the October Audit Committee resolutions but with the aforementioned correction.

RECOMMENDATION NO. 1

Cr Meziniec moved it be recommended:

- (a) the report be received;**

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- (b) In accordance with Section 126(4)(a) of the Local Government Act 1999 the Audit Committee advises that it has reviewed the annual financial statements (corrected) of the Council for the year ended 30 June 2016 and is satisfied they present fairly the state of affairs of Council;
- (c) The Chief Executive Officer and Presiding Member of the City of Mount Gambier Audit Committee sign the statement to certify the independence of the Council Auditor, Galpins.

Vanessa McDonald seconded

Carried

2. EXTERNAL AUDITOR – END OF YEAR REPORT - Ref. AF12/227

The Director - Corporate Services reported:

- (a) following the recent annual end of year (or statutory) audit, Council has now received the subsequent Audit Management letter;

RECOMMENDATION NO. 2

Vanessa McDonald moved it be recommended:

- (a) the letter be received and contents noted;
- (b) the Audit findings and recommendations be referred to the Council administration for attention and to the Audit Committee for ongoing monitoring;
- (c) Councils External Auditor be advised of this course of action.

Cr Meziniec seconded

Carried

3. FINANCIAL INTERNAL CONTROLS - Internal Audit Program - Ref. AF16/164

The Director - Corporate Services reported:

- (a) As reported previously Council has commenced its Financial Internal Controls Program with regular periodic reports (as attached);
- (b) You will note that from the following Controls being reviewed there are a number of recommendations/improvements that will be actioned and monitored through the MET meeting process;
 - Control 16 Rates/Rates Rebates

RECOMMENDATION NO. 3

Cr Meziniec moved it be recommended:

- (a) the report be received;
- (b) Financial Internal Controls Report (Control 16) be endorsed by Council;

Vanessa McDonald seconded

Carried

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4. **NEXT MEETINGS** (all dates tentative)

- Tuesday, 7th March, 2017
- Tuesday, 30th May, 2017
- Tuesday, 22nd August, 2017
- Tuesday, 10th October, 2017

The meeting closed at 5.46 p.m.

7th December, 2016
MJT

CONFIRMED THIS DAY OF , 2017.

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PRESIDING MEMBER