

CITY OF WEST TORRENS



MINUTES

of the

AUDIT AND RISK PRESCRIBED COMMITTEE

Members: Councillor S Rypp (Presiding Member),
Councillor G Vlahos, Mr R Haslam, Ms E Moran, Mr S Spadavecchia.

of the

CITY OF WEST TORRENS

held in the Mayor's Reception Room, Civic Centre
165 Sir Donald Bradman Drive, Hilton

on

TUESDAY, 14 FEBRUARY 2017
at 6.00pm

Terry Buss
Chief Executive Officer

City of West Torrens Disclaimer

Please note that the contents of this Committee Minutes have yet to be considered by Council and recommendations may be altered or changed by the Council in the process of making the formal Council decision.

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1 MEETING OPENED

The Presiding Member declared the meeting open at 6.00pm.

1.1 Evacuation Procedure

The evacuation procedures were taken as read.

2 PRESENT

Committee Members:

Mr S Spadavecchia (Presiding Member)

Councillors: Mr G Vlahos

Independent Members: Mr R Haslam, Ms E Moran

Officers:

Mr T Buss (Chief Executive Officer)

Ms S Curran (General Manager Business and Community Services - Acting)

Mr B Ross (General Manager Corporate and Regulatory)

Ms E Pollard (Manager People and Culture)

Mr D Whicker (Program Leader Audit and Risk)

In attendance:

Mr Tim Mulhausler (Galpins)

3 APOLOGIES

Committee Members:

Cr S Rypp

RECOMMENDATION

That the apologies be received.

RESOLUTION

Moved: E Moran

Seconded: R Haslam

That the recommendation be adopted.

CARRIED

4 DISCLOSURE STATEMENTS

Nil

5 CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the meeting of the Audit and Risk Prescribed Committee held on 17 October 2016 be confirmed as a true and correct record.

RESOLUTION

Moved: R Haslam

Seconded: E Moran

That the recommendation be adopted.

CARRIED

6 COMMUNICATION BY THE CHAIRPERSON

The Presiding Member thanked Elected Members, Cr Woodward and Cr Mangos, for their good work and acknowledged Cr Rypp being appointed as Chair of the Committee from 1 December 2016 to the end of term of Council.

7 PRESENTATIONS

Nil

8 REPORTS OF THE CHIEF EXECUTIVE OFFICER

8.1 Financial Reporting and Sustainability

8.1.1 Financial Reporting

This report listed those finance related reports which were considered by Council between 5 October 2016 and 7 February 2017.

RECOMMENDATION(S)

It is recommended to the Audit and Risk Committee that the Financial Reporting report be received.

RESOLUTION

Moved: R Haslam

Seconded: E Moran

That the recommendation be adopted.

CARRIED

8.2 Internal Controls and Risk Management Systems

8.2.1 2016 - 2017 Strategic Risk Mid Year Review

This report presented the outcomes of the mid-year strategic risk review 2016-17.

RECOMMENDATION(S)

It is recommended to the Audit and Risk Committee that the mid-year strategic risk review be received.

Discussion took place on the 10 strategic risks and 2 emerging risks presented in the report. Committee Members specifically asked staff to consider, in future reviews, any relevant additional solutions that may be added to supplement existing controls to help mitigate the various identified strategic risks.

RESOLUTION

Moved: R Haslam

Seconded: E Moran

That the recommendation be adopted.

CARRIED

8.3 Internal Audit

8.3.1 2016-17 Internal Audit Program Update

This report presented a status update of the *2016-17 Internal Audit Program*.

RECOMMENDATION(S)

It is recommended to the Audit and Risk Committee that the status update of the *2016-17 Internal Audit Program* be received.

RESOLUTION

Moved: R Haslam

Seconded: E Moran

That the recommendation be adopted.

CARRIED

8.3.2 Event Management Audit

This report presented the results of the *Event Management Review internal audit*.

RECOMMENDATION(S)

It is recommended to the Audit and Risk Committee that the report be received.

RESOLUTION

Moved: R Haslam

Seconded: G Vlahos

That the recommendation be adopted.

CARRIED

8.3.3 Third Party Audit Lease Royalties

This report presented the results of the *Third Party Lease Royalties Internal Audit*

RECOMMENDATION(S)

It is recommended to the Audit and Risk Committee that the report be received.

RESOLUTION

Moved: E Moran
Seconded: G Vlahos

That the recommendation be adopted.

CARRIED

8.3.4 Internal Audit Recommendations and Actions Progress Report

This report presented progress against those internal audit recommendations that have been approved for actioning, as at 31 December 2016.

RECOMMENDATION(S)

It is recommended to the Audit and Risk Committee that the report be received.

RESOLUTION

Moved: R Haslam
Seconded: E Moran

That the recommendation be adopted.

CARRIED

8.4 External Audit

8.4.1 Australian Aged Care Quality Agency's Audit of the City of West Torrens' Community Home Support Programme

This report detailed the outcome of the recent quality review of the Commonwealth funded Community Home Support Programme by the Australian Aged Care Quality Agency.

RECOMMENDATION(S)

It is recommended to the Audit and Risk Committee that the report be received and notes that Council achieved all 18 required outcomes of the 2017 Quality Review of its Commonwealth Home Support Program undertaken by the Aged Care Quality Agency.

RESOLUTION

Moved: R Haslam
Seconded: E Moran

That the recommendation be adopted.

CARRIED

8.4.2 2016 LGAWCS KPI Evaluation

This report presented the outcome of the Local Government Association Workers Compensation Scheme KPI Evaluation undertaken in November 2016

RECOMMENDATION(S)

It is recommended to the Audit and Risk Committee that the report be received.

RESOLUTION

Moved: G Vlahos

Seconded: R Haslam

That the recommendation be adopted.

CARRIED

8.5 Committee Performance and Reporting

Nil

9 OUTSTANDING REPORTS/ACTIONS

9.1 Open Actions Update

This report presented an update on the current status of open actions from previous meetings of the Audit and Risk Prescribed General Committee.

RECOMMENDATION(S)

It is recommended to Audit and Risk Committee that it notes the status of current open actions.

RESOLUTION

Moved: R Haslam

Seconded: E Moran

That the recommendation be adopted.

CARRIED

10 OTHER BUSINESS

Agreed Action

The Chief Executive Officer agreed to provide hardcopies of the Insurance and Indemnity Arrangements: Report to Councils - February 2017 to Ms Moran, Mr Haslam and Mr Spadavechia.

11 CONFIDENTIAL

Nil

12 NEXT MEETING

11 April 2017, 6.00pm in the Mayor's Reception Room.

The Presiding Member indicated that he will be an apology for the next two meetings of the Committee on 11 April 2017 and 13 June 2017.

13 MEETING CLOSE

The Presiding Member declared the meeting closed at 7.38pm.