

CITY OF WEST TORRENS



MINUTES

of the

AUDIT AND RISK PRESCRIBED COMMITTEE

Members: Councillor S Rypp (Presiding Member),
Councillor G Vlahos,
Independent Members: R Haslam, E Moran, 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, 30 MAY 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:

Cr S Rypp (Presiding Member)

Councillors: Mr G Vlahos

Independent Members: Mr R Haslam, Ms E Moran

Officers:

Mr T Buss (Chief Executive Officer)

Ms P Koritsa (General Manager Business and Community Services)

Mr B Ross (General Manager Corporate and Regulatory)

Mr D Whicker (Program Leader Audit and Risk)

In attendance:

Ms K Jarrett (LGA Executive Director, Corporate & Member Services)

Mr Tim Mulhausler (Galpins)

3 APOLOGIES

Committee Members:

S Spadavecchia

Lateness:

Cr G Vlahos (6.07pm)

RECOMMENDATION(S)

That the apologies be received.

COMMITTEE 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 14 February 2017 be confirmed as a true and correct record.

COMMITTEE RESOLUTION

Moved: R Haslam

Seconded: E Moran

That the recommendation be adopted.

CARRIED

6.07pm Cr George Vlahos entered the meeting.

6 COMMUNICATION BY THE CHAIRPERSON

The Presiding Member advised the Committee, as a result of concerns raised by several Elected Members, that it is an advisory committee only and has no ability to direct members of the Administration nor lobby the Council, particularly in relation to matters outside of Council's jurisdiction.

7 PRESENTATIONS

7.1 Insurance and Indemnity Arrangements: Report to Councils

Ms K Jarrett presented the Local Government Association's review of its Local Government insurance and indemnity arrangements for information.

RECOMMENDATION(S)

It is recommended to the Audit and Risk Committee that the LGA's '*Insurance and Indemnity Arrangements: Report to Councils*' be received.

COMMITTEE RESOLUTION

Moved: E Moran

Seconded: G Vlahos

That the recommendation be adopted.

CARRIED

7.2 Internal Financial Controls Monitoring Risk Based Methodology

Mr Tim Mulhausler of Galpins presented the City of West Torrens Financial Internal Controls Self-Assessment Methodology to be applied as part of the external audit Internal Financial Controls Opinion.

RECOMMENDATION(S)

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

COMMITTEE RESOLUTION

Moved: E Moran
Seconded: R Haslam

That the Internal Financial Controls Monitoring Risk Based Methodology report be received subject to the replacement of the words '87 controls' to 72 controls' in the report - as such the sentence to read:

'Essentially, using this risk based methodology will reduce the number of controls to be self-assessed from 323 to 72 controls.'

CARRIED

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 8 February 2017 and 16 May 2017

RECOMMENDATION(S)

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

COMMITTEE RESOLUTION

Moved: R Haslam
Seconded: E Moran

That the recommendation be adopted.

CARRIED

8.2 Internal Controls and Risk Management Systems

Nil

8.3 Internal Audit

8.3.1 2016-17 Internal Audit Program Update

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

RECOMMENDATION(S)

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

COMMITTEE RESOLUTION

Moved: R Haslam
Seconded: E Moran

That the recommendation be adopted.

CARRIED

Agreed Action

The Chief Executive Officer agreed to provide the 2016-2017 Internal Audit Program and 2015-18 Internal Audit Plan to Members.

8.4 External Audit

Nil

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 the Audit and Risk Committee that it notes the status of current open actions.

COMMITTEE RESOLUTION

Moved: E Moran
Seconded: R Haslam

That the recommendation be adopted.

CARRIED

10 OTHER BUSINESS**10.1 Strategic Risk Review**

Ms Moran advised that, based on her experience on another Council's audit committee, she considered the City of West Torrens' strategic risk residual ratings to be too low.

The Administration explained how those ratings are derived and indicated the holding of a workshop detailing Council's Risk Management process with the Committee in August.

10.2 Related Parties

Ms Moran asked what policies City of West Torrens has in relation to Related Parties.

The Administration advised that there was no requirement for the City of West Torrens to have such a policy however, the Administration further advised that it is aware of the reporting requirements relating to Related Parties and has taken advice on this from its external auditor.

11 CONFIDENTIAL

Nil

12 NEXT MEETING

8 August 2017, 6.00pm in the Mayor's Reception Room.

13 MEETING CLOSE

The Presiding Member declared the meeting closed at 7.31pm.