

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, 14 AUGUST 2018
at 6.00pm

Bill Ross
Chief Executive Officer (Acting)

City of West Torrens Disclaimer

Please note that the contents of this Committee Minutes have yet to be considered by Council and Committee 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 6.06pm.

1.1 Evacuation Procedure

The evacuation procedures were taken as read.

2 PRESENT

Committee Members:

Cr S Rypp (Presiding Member)

Councillor: G Vlahos

Independent Members: E Moran, S Spadavecchia

Officers:

Mr B Ross (Chief Executive Officer - Acting)

Ms C Luya (General Manager Business and Community Services - Acting)

Mrs L Johnson (Program Leader Audit & Risk)

In attendance:

Ms F D'Agostino (Norman Waterhouse Lawyers)

3 APOLOGIES

Apologies

Committee Members:

Mr Ross Haslam

Officers:

Mr T Buss (Chief Executive Officer)

Ms P Koritsa (General Manager Business and Community Services)

RECOMMENDATION

That the apologies be received.

COMMITTEE RESOLUTION

Moved: Mr Sam Spadavecchia

Seconded: Cr George Vlahos

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 Committee held on 12 June 2018 be confirmed as a true and correct record.

COMMITTEE RESOLUTION

Moved: Cr George Vlahos

Seconded: Ms Elizabeth Moran

That the recommendation be adopted.

CARRIED

6 COMMUNICATION BY THE CHAIRPERSON

Nil

7 PRESENTATIONS

Nil

8 OUTSTANDING REPORTS/ACTIONS

8.1 Open Action 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

It is recommended to the Audit and Risk Committee that it notes the completion of the two actions that arose from the Committee's June 2018 meeting and therefore there are no current open actions.

COMMITTEE RESOLUTION

Moved: Mr Sam Spadavecchia

Seconded: Ms Elizabeth Moran

That the recommendation be adopted.

CARRIED

9 REPORTS OF THE CHIEF EXECUTIVE OFFICER

9.1 Financial Reporting and Sustainability

9.1.1 Financial Reporting

This report listed those finance related reports which were considered by Council between 6 June 2018 and 7 August 2018.

RECOMMENDATION

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

COMMITTEE RESOLUTION

Moved: Cr George Vlahos
Seconded: Mr Sam Spadavecchia

That the recommendation be adopted.

CARRIED

9.1.2 Adopted Budget and Annual Business Plan 2018-19

This report presented Council's Adopted Budget and Annual Business Plan 2018-19 for information.

RECOMMENDATION

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

COMMITTEE RESOLUTION

Moved: Ms Elizabeth Moran
Seconded: Cr George Vlahos

That the recommendation be adopted.

CARRIED

9.2 Internal Controls and Risk Management Systems

Nil

9.3 Internal Audit

9.3.1 Vic Roads Information Protection Agreement Annual Audit Report 2017/18

This report presented the results of the Vic Roads Information Protection Agreement Annual Audit 2017/18.

RECOMMENDATION

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

COMMITTEE RESOLUTION

Moved: Ms Elizabeth Moran
Seconded: Mr Sam Spadavecchia

That the recommendation be adopted.

CARRIED

9.3.2 Governance Framework (Elected Member Conflict of Interest) Internal Audit

This report presented the results of the *Governance Framework (Elected Member Conflict of Interest) Internal Audit*.

RECOMMENDATION

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

COMMITTEE RESOLUTION

Moved: Mr Sam Spadavecchia
Seconded: Cr George Vlahos

That the recommendation be adopted.

CARRIED

9.3.3 2017-2018 Internal Audit Program Update

This report presented the 2017-2018 Internal Audit Program Update.

RECOMMENDATION

It is recommended to the Audit and Risk Committee that the 2017-2018 Internal Audit Program update report be received.

COMMITTEE RESOLUTION

Moved: Ms Elizabeth Moran
Seconded: Mr Sam Spadavecchia

That the recommendation be adopted.

CARRIED

9.3.4 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 July 2018.

RECOMMENDATION

It is recommended to the Audit and Risk Committee that the Internal Audit Recommendations and Actions Progress Report be received.

COMMITTEE RESOLUTION

Moved: Cr George Vlahos
Seconded: Mr Sam Spadavecchia

That the recommendation be adopted.

CARRIED

9.4 External Audit

Nil

9.5 Committee Performance and Reporting

Nil

9.6 New and Emerging Risks

Nil

10 OTHER BUSINESS

Acting Chief Executive Officer advised that the end of year financial statements are being prepared and will be presented to the Committee at the next Audit and Risk Committee meeting on 9 October 2018.

11 CONFIDENTIAL

Nil

12 NEXT MEETING

9 October 2018, 6.00pm in the Mayor's Reception Room.

13 MEETING CLOSE

The Presiding Member declared the meeting closed at 6.55pm.