

CITY OF WEST TORRENS



MINUTES
of the
AUDIT GENERAL COMMITTEE

Members: Councillor J Woodward (Presiding Member),
Councillors J Wood, D Huggett
Independent Members: E Moran, A Rushbrook

of the

CITY OF WEST TORRENS

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

on

TUESDAY, 13 AUGUST 2019
at 6.00pm

Angelo Catinari
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 6.00pm.

1.1 Evacuation Procedure

The evacuation procedures were taken as read.

2 PRESENT

Committee Members:

Cr J Woodward (Presiding Member)
Councillor: J Wood, D Huggett
Independent Members: E Moran, A Rushbrook

Officers:

Mr A Catinari	(Chief Executive Officer - Acting)
Mr B Ross	(General Manager Corporate and Regulatory)
Ms C Luya	(General Manager Business and Community Services - Acting)
Mr C James	(Manager Information Services)
Ms L Johnson	(Program Leader Strategic Resilience)
Mr J Iannone	(Senior Network Administrator)

3 APOLOGIES

Lateness

Committee Members:

Cr Daniel Huggett (6.06pm)

Apologies

Officers:

Mr T Buss	(Chief Executive Officer)
Ms P Koritsa	(General Manager Business and Community Services)

4 DISCLOSURE STATEMENTS

Nil

5 CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the meeting of the Audit General Committee held on 11 June 2019 be confirmed as a true and correct record.

COMMITTEE RESOLUTION

Moved: Mr Alan Rushbrook
Seconded: Ms Elizabeth Moran

That the recommendation be adopted.

CARRIED

6 COMMUNICATION BY THE CHAIRPERSON

Nil

7 PRESENTATIONS

City of West Torrens Manager of Information Services, Mr Chris James and Senior Network Administrator, Mr Jess Iannone presented on the current cyber security arrangements at the City of West Torrens.

6.06pm Cr Daniel Huggett entered the meeting.

Following the presentation Committee Members were invited to ask questions which were responded to by Mr James and Mr Iannone.

The Presiding Member thanked Mr James and Mr Iannone for their attendance.

8 OUTSTANDING REPORTS/ACTIONS

8.1 Open Actions Update

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

RECOMMENDATION

It is recommended to the Committee that it notes two open actions which are currently in progress.

COMMITTEE RESOLUTION

Moved: Mr Alan Rushbrook
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 Annual Budget and Business Plan

This report presented Council's Adopted Budget and Annual Business Plan 2019-20 for information.

RECOMMENDATION

It is recommended to the Committee that the Adopted Budget and Annual Business Plan 2019-20 report be noted.

COMMITTEE RESOLUTION

Moved: Ms Elizabeth Moran

Seconded: Cr Jassmine Wood

That the recommendation be adopted.

CARRIED

9.1.2 Financial Reporting

This report listed those finance related reports which were considered by Council between 5 June 2019 and 7 August 2019.

RECOMMENDATION

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

COMMITTEE RESOLUTION

Moved: Mr Alan Rushbrook

Seconded: Ms Elizabeth Moran

That the recommendation be adopted.

CARRIED

9.2 Internal Controls and Risk Management Systems

Nil

9.3 Internal Audit**9.3.1 Building Rules Assessment Audit**

This report presented the results of the Department of Planning, Transport and Infrastructure Building Rules Assessment Audit.

RECOMMENDATION

It is recommended to the Committee that the Department of Planning, Transport and Infrastructure Building Rules Assessment Audit be received.

COMMITTEE RESOLUTION

Moved: Ms Elizabeth Moran

Seconded: Mr Alan Rushbrook

That the recommendation be adopted.

CARRIED

CEO Comment

It was discussed and noted that this audit was not a risk based audit. Should the outcomes of this audit result in a risk to the organisation, this will be reviewed and captured in the City Development operational risk register.

9.3.2 2019 - 2020 Internal Audit Program Update

This report presented the 2019-2020 Internal Audit Program Update.

RECOMMENDATION

It is recommended to the Committee that the 2019-2020 Internal Audit Program Update report be received

COMMITTEE RESOLUTION

Moved: Cr Jassmine Wood

Seconded: Cr Daniel Huggett

That the recommendation be adopted.

CARRIED

9.3.3 Bi-Annual Internal Audit Recommendations and Actions Progress Report

This report presented progress against those internal audit recommendations that have been approved for actioning, as at 22 July 2019.

RECOMMENDATION

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

COMMITTEE RESOLUTION

Moved: Cr Daniel Huggett

Seconded: Cr Jassmine Wood

That the recommendation be adopted.

CARRIED

9.4 External Audit

Nil

9.5 Committee Performance and Reporting

Nil

10 OTHER BUSINESS

Nil

11 CONFIDENTIAL

Nil

12 NEXT MEETING

8 October 2019, 6.00pm in the Mayor's Reception Room.

13 MEETING CLOSE

The Presiding Member declared the meeting closed at 7.12pm.