

**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE
MINUTES OF MEETING
MONDAY 13 MAY 2019
63 MT BARKER ROAD STIRLING**

In Attendance**Members:**

Cr Malcolm Herrmann	Presiding Member
Peter Brass	Independent Member
Geoff Purdie	Independent Member
Paula Davies	Independent Member
Cr Leith Mudge – From 6.12pm	Council Member

In Attendance:

Andrew Aitken	Chief Executive Officer
Terry Crackett	Director Corporate Services
Mike Carey	Manager Financial Services
Steven Watson	Governance and Risk Coordinator Minute Taker

1. COMMENCEMENT

The meeting commenced at 6.03pm

2. APOLOGIES/LEAVE OF ABSENCE**2.1. Apology**

Nil

2.2. Leave of Absence

Moved Peter Brass
S/- Paula Davies

15/AC19

The Audit Committee resolves the leave of absence be approved for

- Geoff Purdie - 22 May 2019 to 20 June 2019 inclusive
- Paula Davies - 15 June 2019 to 22 June 2019 inclusive

Carried Unanimously

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2.3. Absent

Nil

3. MINUTES OF PREVIOUS MEETINGS

3.1. Audit Committee Meeting – 15 April 2019

Moved Peter Brass
S/- Geoff Purdie

16/AC19

That the minutes of the Ordinary Audit Committee meeting held on 15 April 2019, as supplied, be confirmed as an accurate record of the proceedings of that meeting.

Carried Unanimously

4. Delegation of Authority

In accordance with the Audit Committee Terms of Reference, the Committee has no delegated decision-making powers. The Recommendation in Item 6.8 is to be submitted to Council for consideration.

5. DECLARATION OF CONFLICT OF INTEREST BY MEMBERS OF AUDIT COMMITTEE

5.1. Conflict of Interest

Nil

6. OFFICER REPORTS – DECISION ITEMS

6.12pm Cr Leith Mudge entered the meeting

6.1. Action Report & 2019 Work Plan

Moved Geoff Purdie
S/- Peter Brass

17/AC19

The Audit Committee resolves that the report be received and noted

Carried Unanimously

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6.2. 2018/AC19 End of Year Financial Reporting Timetable

Moved Paula Davies
S/- Peter Brass

18/AC19

That the Audit Committee:

- 1. Receives and notes the report.**
- 2. Endorses the proposed end of year reporting timetable for 2018/AC19 financial year.**

Carried Unanimously

6.3. Internal Financial Controls Update

Moved Geoff Purdie
S/- Paula Davies

19/AC19

That the Audit Committee:

- 1. Receives and notes the report.**
- 2. Notes the further developments that have been undertaken in the reporting of internal financial controls.**

Carried Unanimously

6.4. Risk Management Plan Update

Moved Peter Brass
S/- Cr Leith Mudge

20/AC19

That the Audit Committee

- 1. Receives and notes the report.**
- 2. Request the full Strategic Risk Register including controls and actions be presented in future Risk Management Plan Update Reports.**

Carried Unanimously

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6.5. Strategic Internal Audit Plan Review and Quarterly Update

Moved Geoff Purdie
S/- Paula Davies

21/AC19

The Audit Committee resolves that the report be received and noted

Carried Unanimously

6.6. Quarterly Debtors Report

Moved Paula Davies
S/- Peter Brass

22/AC19

That the Audit Committee

1. Receives and notes the report.
2. Request an update on the level of rates overdue where sale of land under the Debt Recovery Policy is possible including a breakdown of the property age profiles.

Carried Unanimously

6.7. Public Interest Disclosure Act 2018

Moved Peter Brass
S/- Paula Davies

23/AC19

The Audit Committee resolves that the report be received and noted

Carried Unanimously

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6.8. Risk Management Policy Review

**Moved Peter Brass
S/- Cr Leith Mudge**

24/AC19

The Audit Committee resolves that:

- 1. The report be received and noted.**
- 2. The Audit Committee recommends the Risk Management Policy, Appendix 1 to Council for consideration.**

Carried Unanimously

7. CONFIDENTIAL ITEMS

Nil

8. NEXT MEETING

The next ordinary meeting of the Adelaide Hills Audit Committee will be held on Monday 12 August 2019 from 6.00pm at 63 Mt Barker Road, Stirling.

9. CLOSE MEETING

The meeting closed at 7.50pm