

**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE
MINUTES OF MEETING
MONDAY 5 NOVEMBER 2018
63 MT BARKER ROAD STIRLING**

In Attendance

Presiding Member: Paula Davies

Members:

Peter Brass	Independent Member
Geoff Purdie	Independent Member
Councillor John Kemp	Council Member
Councillor Malcolm Herrmann	Council Member

In Attendance:

Andrew Aitken	Chief Executive Officer
Terry Crackett	Director Corporate Services
Lachlan Miller	Executive Manager Governance & Performance
Mike Carey	Manager Financial Services
Steven Watson	Governance and Risk Coordinator Minute Secretary

1. COMMENCEMENT

The meeting commenced at 6.05pm

2. APOLOGIES/LEAVE OF ABSENCE

2.1. Apology

Nil

2.2. Leave of Absence

Nil

2.3. Absent

Nil

Presiding Member _____ 11 February 2019

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3. MINUTES OF PREVIOUS MEETINGS

3.1. Audit Committee Meeting – 8 October 2018

Moved Cr Malcolm Herrmann
S/- Peter Brass

AC21/18

The Audit Committee resolves:

1. That the minutes of the Audit Committee meeting held on 08 October 2018 be amended to record the External Auditors attendance at the meeting.
2. That the minutes of the Audit Committee meeting held on 08 October 2018 as amended, be confirmed as an accurate record of the proceedings of that meeting.

Carried

4. Delegation of Authority

In accordance with the Audit Committee Terms of Reference, the Committee has no delegated decision-making powers. There are no Recommendations arising to be submitted to Council for adoption.

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

Nil

6. OFFICER REPORTS – DECISION ITEMS

6.1. Action Report, 2017 Work Plan Update and Adoption of 2019 Work Plan

Moved Cr John Kemp
S/- Geoff Purdie

AC22/18

The Audit Committee resolves:

1. That the report be received and noted
2. That the status of the Action Report and Work Plan be noted
3. That the 2019 Work Plan be adopted

Carried

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6.2. 2017-18 End of Year Financial Report

Moved Cr John Kemp
S/- Peter Brass

AC23/18

The Audit Committee resolves:

1. That the report be received and noted
2. To note the Audited 2017-18 Financial Results compared to Budget contained within this report

Carried

6.3. Draft Annual Report

Moved Peter Brass
S/- Geoff Purdie

AC24/18

The Audit Committee resolves that the:

1. Report be received and noted.
2. Draft 2017-18 Annual Report, as contained in Appendix 1, be endorsed – recognising the need for inclusion of the General Purpose Financial Statements and Council's Regional Subsidiaries Annual Reports.

Carried

6.4. 2017-18 Final Audit Completion Report

Moved Cr Malcolm Herrmann
S/- Peter Brass

AC25/18

The Audit Committee resolves that the 2017-18 final Audit Completion Report received from Galpins be noted.

Carried

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6.5. Chairperson's Report

Moved Peter Brass AC26/18
S/- Geoff Purdie

The Audit Committee resolves that the report be received and noted.

Carried

6.6. Budget Review 1

Moved Peter Brass AC27/18
S/- Cr Malcolm Herrmann

The Audit Committee:

1. Resolves that the report be received and noted.
2. Notes that:
 - a. The Operating Budget variations presented in Budget Review 1 do not impact on the Budgeted Operating Surplus of \$302k for the 2018-19 financial year.
 - b. The proposed Capital Works amendment of \$15k will increase the total Capital Works Program to \$17.717m.
 - c. There will be an increased Net Borrowing result of \$4.348m, up from \$4.333m as a result of the proposed Capital Program amendment

Carried

6.7. Risk Management Update

Moved Peter Brass AC28/18
S/- Geoff Purdie

The Audit Committee resolves that the report be received and noted.

Carried

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6.8. Internal Audit Quarterly Update

Moved Cr John Kemp
S/- Peter Brass

AC29/18

The Audit Committee resolves:

1. To receive and note the report.
2. To note the implementation status of Internal and External Audit actions.

Carried

6.9. Quarterly Debtors Report

Moved Peter Brass
S/- Cr Malcolm Herrmann

AC30/18

The Audit Committee resolves that the report be received and noted.

Carried

6.10. 2019 Audit Committee Meeting Dates

Moved Peter Brass
S/- Geoff Purdie

AC31/18

The Audit Committee resolves:

1. That the report be received and noted.
2. To approve the Audit Committee meeting schedule, timings and locations for 2019 as follows:

Commencement	6.00pm
Meeting Dates and Locations	11 February 2019, 63 Mt Barker Road, Stirling
	15 April 2019, 63 Mt Barker Road, Stirling
	12 August 2019, 63 Mt Barker Road, Stirling
	14 October 2019, 63 Mt Barker Road, Stirling
	11 November 2019, 63 Mt Barker Road, Stirling

Carried

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6.11. Audit Committee Self-Assessment Review

Moved Geoff Purdie
S/- Peter Brass

AC32/18

The Audit Committee resolves that the report be received and noted.

Carried

6.12. The next ordinary meeting of the Audit Committee will be held at 6.00pm on Monday 11 February 2019, at 63 Mount Barker Road, Stirling.

7. Close Meeting

The meeting closed at 7.47pm.