

**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE
MINUTES OF MEETING 30 APRIL 2018
36 NAIRNE ROAD, WOODSIDE**

Presiding Member: Paula Davies

Members:

Geoff Purdie
Peter Brass
Cr Malcolm Herrmann

In attendance:

David Waters	Acting Chief Executive Officer
Terry Crackett	Director Corporate Services
Lachlan Miller	Executive Manager Governance & Performance
Mike Carey	Manager Financial Services
Tim Muhlhausler	Galpins Accountants, Auditors and Business Consultants
Juliano Freitas	Galpins Accountants, Auditors and Business Consultants

1. Commencement

The meeting commenced at 6.03pm

2. Apologies/Leave of Absence

2.1. Apology

An apology was received from John Kemp and is accepted.

2.2. Leave of Absence

Nil

2.3. Absent

Nil

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3. Previous Minutes

3.1. Audit Committee Meeting– 20 February 2018

Moved Cr Malcolm Herrmann
S/- Peter Brass

AC18/19

That the minutes of the Audit Committee meeting held on 20 February 2018, as distributed, 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. The Recommendations in Items 6.4 and 6.9 are to be submitted to Council for adoption.

5. Declaration of Interest by Members of the Committee

6. Officer Reports

6.1. Action Report & Work Plan Update

Moved Peter Brass
S/- Cr Malcolm Herrmann

AC18/20

The Audit Committee resolves that the:

- 1. Report be received and noted**
- 2. Status of the Action Report and Work Plan be noted**

Carried

6.2. Internal Financial Controls update

Moved Geoff Purdie
S/- Cr Malcolm Herrmann

AC18/21

That Audit Committee receives and notes the report.

Carried

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6.3. End of Year Financial Reporting Timetable

Moved Peter Brass **AC18/22**
S/- Cr Malcolm Herrmann

That the Audit Committee:

- 1. Receives and notes the report.**
- 2. Endorses the proposed end of year reporting timetable for 2017/18.**

Carried

6.4. External Audit Plan

Tim Muhlhausler and Juliano Freitas of Galpins Accountants, Auditors and Business Consultants presented the External Audit Plan.

Moved Peter Brass **AC18/23**
S/- Geoff Purdie

The Audit Committee resolves:

- 1. That the report be received and noted**
- 2. To recommend to Council the scope of work and timing of the 2017/18 External Audit by Galpins Accountants, Auditors and Business Consultants as contained in Appendix 1.**

Carried

6.5. Quarterly Debtors Report

Moved Peter Brass **AC18/24**
S/- Geoff Purdie

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

Carried

6.6. 2018-19 Draft Annual Business Plan and Budget

Moved Peter Brass **AC18/25**
S/- Geoff Purdie

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

Carried

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6.7. Risk Management Plan update

Moved Cr Malcolm Herrmann
S/- Peter Brass

AC18/26

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

Carried

6.8. Internal Audit quarterly update

Moved Geoff Purdie
S/- Peter Brass

AC18/27

The Audit Committee resolves to receive and note the report.

Carried

6.9. Strategic Internal Audit Plan

Moved Peter Brass
S/- Geoff Purdie

AC18/28

The Audit Committee resolves:

1. That the report be received and noted
2. To recommend to Council the adoption of the draft Strategic Internal Audit Plan 2018/19 – 2021/22 as contained in Appendix 1.
3. To acknowledge that any revisions/changes arising from the Committee's consideration of the draft Plan will be incorporated into the subsequent report to Council.

Carried

7. Next Meeting

The next ordinary meeting of the Audit Committee will be held at 6.00pm on Monday, 13 August 2018, at 63 Mount Barker Road, Stirling.

8. Close Meeting

The meeting closed at 7.48pm