

## **AUDIT AND GOVERNANCE COMMITTEE**

**Minutes of the Audit and Governance Committee Meeting  
held Tuesday 12 November 2013 at 7.00pm  
in the Unley Civic Centre  
181 Unley Road Unley**

### **PRESENT**

Mr John Rawson (Presiding Member)  
Mr Shaun Matters  
Mr Ed Parker  
Councillor Michael Saies  
Councillor Rob Sangster

### **OFFICERS PRESENT**

Mr S Faulkner, General Manager People & Governance  
Mr M Carey, Finance Manager  
Ms R Box, Executive Assistant to GM People & Governance

### **ACKNOWLEDGEMENT**

The Presiding Member opened the meeting with the aboriginal acknowledgement and welcomed Members to the meeting.

### **APOLOGIES**

Nil

### **CONFLICT OF INTEREST**

Nil

### **REPORT TO COUNCIL**

25 November 2013

## **CONFIRMATION OF MINUTES**

MOVED Shaun Matters  
SECONDED Michael Saies

That

1. The minutes of the Audit and Governance Committee meeting held on Tuesday, 1 October 2013, as printed and circulated, be taken as read and signed as a correct record.

**CARRIED UNANIMOUSLY**

## **BUSINESS ADJOURNED**

Nil

## **DEPUTATIONS / PRESENTATIONS**

Nil

## **REPORTS OF OFFICERS**

### **ITEM 72**

### **CONFIDENTIALITY MOTION FOR ITEM 73 – EXTERNAL AUDIT APPOINTMENT**

MOVED Michael Saies  
SECONDED Shaun Matters

That:

1. Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders the public be excluded, with the exception of the following:

Mr S Faulkner, General Manager People and Governance

Mr M Carey, Manager Finance and ICT

Ms R Box, Executive Assistant to GM People and Governance

Representatives from Company A arrived at 7:05pm and left at 7:32pm

Representatives from Company B arrived at 7:34pm and left at 7:57pm

on the basis that it will receive and consider the report on Evaluation of Audit Tender, and that the Committee is satisfied that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:

- (a) the disclosure of the commercial information which is of a confidential nature (not being a trade secret) could reasonably be expected to

prejudice the commercial position of the person who supplied the information, or confer a commercial advantage on a third party, without losing its element of confidentiality.

The report recommends that the Audit and Governance Committee makes a recommendation to Council in regards to the external auditor contract.

**CARRIED UNANIMOUSLY**

**The doors to the meeting room were closed at 7:04pm**

# CONFIDENTIAL

## ITEM 73 EXTERNAL AUDITOR APPOINTMENT

**ITEM 74**  
**CONFIDENTIALITY MOTION TO REMAIN IN CONFIDENCE ITEM – 73**  
**EXTERNAL AUDITOR APPOINTMENT**

MOVED Michael Saies  
SECONDED Rob Sangster

That:

1. The report be received.
2. Pursuant to Section 91(7) and (9) of the Local Government Act:
  - 2.1 The:
    - ☒ Minutes
    - ☒ Reportremain confidential until the tender has been issued, and
  - 2.2 The minutes and report will be kept confidential until the item is revoked by the Chief Executive Officer.

**CARRIED UNANIMOUSLY**

**The doors to the meeting room were opened at 8:38pm**

**ITEM 75**  
**FRAUD AND CORRUPTION POLICY – DRAFT**

MOVED Michael Saies  
SECONDED Shaun Matters

That:

1. The report be received.
2. The Fraud and Corruption Prevention Policy as attached (*Attachment 1 to Item 75/13*) be recommended to Council.

MOVED Rob Sangster  
SECONDED Ed Parker

That:

The Committee agreed that *Item 75 Fraud and Corruption Policy – Draft*, be adjourned to the next meeting to allow time for Administration to provide clarification of Part 7 of the Fraud and Corruption Policy.

**CARRIED UNANIMOUSLY**

**ITEM 76**  
**AMENDMENTS TO WHISTLBLOWERS' PROTECTION POLICY**

MOVED Rob Sangster  
SECONDED Michael Saies

That:

1. The report be received.
2. The updated Whistleblowers' Protection Policy as attached (*Attachment 1 to Item 76/13*) be recommended to Council.

**CARRIED UNANIMOUSLY**

**ITEM 77**  
**AUDIT AND GOVERNANCE COMMITTEE 2013 – WORKPLAN**

MOVED Michael Saies  
SECONDED Ed Parker

That:

1. The report be received.
2. The Audit and Governance Committee 2013-2014 Work Plan as attached (*Attachment 1 to Item 77/13*) be endorsed.

**CARRIED UNANIMOUSLY**

**ITEM 78**  
**MANAGEMENT RESPONSE TO COMPLETION OF BALANCE DATE AUDIT**  
**LETTER FOR THE FINANCIAL YEAR ENDED 30 JUNE 2013**

MOVED Shaun Matters  
SECONDED Ed Parker

That:

1. The report be received.

**CARRIED UNANIMOUSLY**

**ITEM 79**  
**CORRESPONDENCE**

MOVED Rob Sangster  
SECONDED Michael Saies

That:

The correspondence from:

1. Councillor D Tipper - Resignation
2. Dean Newbery & Partners
  - a. Letter – 16 October 2013  
*Completion of external audit – provision of 2012/13 financial auditor's report to council*
  - b. Letter – 17 October 2013  
*Completion of balance date audit – financial year ended 30 June 2013*

be received.

**CARRIED UNANIMOUSLY**

**OTHER BUSINESS**

Councillor Saies raised the issue of Meeting Procedures.

**CLOSURE**

The Presiding Member closed the meeting at 9:30pm

**NEXT MEETING**

11 February 2014

.....  
**PRESIDING MEMBER**

.....  
**DATE**