

## **AUDIT AND GOVERNANCE COMMITTEE**

**Minutes of the Audit and Governance Committee Meeting  
held Tuesday, 1 October 2013 at 7.05pm  
in the Unley Civic Centre  
181 Unley Road Unley**

### **PRESENT**

Mr John Rawson (Presiding Member)  
Mr Shaun Matters  
Councillor Michael Saies

### **OFFICERS PRESENT**

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

### **GUESTS**

Ms S Allard – Dean Newbery & Partners  
Mr J Jovicevic - Dean Newbery & Partners

### **ACKNOWLEDGEMENT**

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

### **APOLOGIES**

Councillor Denise Tipper  
Mr Ed Parker

### **CONFLICT OF INTEREST**

Nil

### **REPORT TO COUNCIL**

28 October 2013

## **CONFIRMATION OF MINUTES**

MOVED Shaun Matters  
SECONDED Michael Saies

That

1. The minutes of the Audit Committee meeting held on Tuesday, 30 April 2013, as printed and circulated, be taken as read and signed as a correct record.

**CARRIED UNANIMOUSLY**

## **DEPUTATIONS / PRESENTATIONS**

Nil

Councillor Saies left the meeting at 7:08pm

The meeting was adjourned due to lack of a quorum.

Councillor Saies returned to the meeting and a quorum was obtained and the meeting reconvened at 7:28pm.

## **ITEM 65** **GENERAL PURPOSE FINANCIAL STATEMENTS**

### **SUSPENSION OF STANDING ORDERS**

The Presiding Member advised the Committee that he thought the meeting would benefit from a short term suspension of the meeting procedures, for up to 20 minutes to discuss the financial accounting procedures under item 65 of the General Purpose Financial Statements. This was supported by all committee members.

Standing orders were suspended at 7:29pm.

### **EXTENSION OF SUSPENSION OF STANDING ORDERS**

The Presiding Member suggested a further extension to the suspension of standing orders for 30 minutes with full approval of the meeting.

Standing orders were suspended at 7:49pm.

### **EXTENSION OF SUSPENSION OF STANDING ORDERS**

The Presiding Member suggested a further extension to the suspension of standing orders for 30 minutes with full approval of the meeting.

Standing orders were suspended at 8:19pm.

### **EXTENSION OF SUSPENSION OF STANDING ORDERS**

The Presiding Member suggested a further extension to the suspension of standing orders for 15 minutes to enable the Committee to ask questions of the Auditors without the administration present. This was supported by all committee members.

Standing orders were suspended at 8:34pm.

The Administration left the meeting at 8:34pm

The Administration returned to the meeting at 8:44pm

Standing orders were resumed at 8:49pm.

MOVED Michael Saies  
SECONDED Shaun Matters

That:

1. The report be received.

**CARRIED**

MOVED: Shaun Matters  
SECONDED: John Rawson

That:

2. The Audit and Governance Committee:
  - a) Having reviewed the City of Unley's General Purpose Financial Statements for 2012-13 contained in Attachment 1 and External Auditor Dean Newbery & Partners Audit Completion Report contained in Attachment 2 considers that the General Purpose Financial Statements present fairly the state of affairs of Council and can be subsequently laid before the Council for noting on 28 October 2013.

**CARRIED**

MOVED Shaun Matters  
SECONDED John Rawson

That

2. The Audit and Governance Committee:
  - b) Considers that the City of Unley's General Purpose Financial Statements for 2012-13, contained in Attachment 1, can be certified by the Chief Executive Officer and the Mayor

John Rawson MOVED as an AMENDMENT, SECONDED by Shaun Matters that

2. The Audit and Governance Committee:
  - b) Considers that the City of Unley's General Purpose Financial Statements for 2012-13, contained in Attachment 1, can be certified by the Chief Executive Officer and the Mayor, subject to amendments to asset class descriptions in Note 9a.

The AMENDMENT was put and CARRIED

The AMENDMENT then become the **MOTION** and was put and **CARRIED**

MOVED Shaun Matters  
SECONDED Michael Saies

That:

2. The Audit and Governance Committee:
  - c) Notes the Certification of Auditor Independence contained in Attachment 3, and considers that it is appropriate to be signed by the Chief Executive Officer and the Presiding Member of the Audit and Governance Committee.

**CARRIED**

MOVED Michael Saies  
SECONDED Shaun Matters

That:

2. The Audit and Governance Committee:
  - d) Notes the Centennial Park General Purpose Financial Statements for 2012-13, signed by Centennial Park's External Auditor, contained in Attachment 4.

**CARRIED UNANIMOUSLY**

The Auditors left the meeting at 9:00 pm

**ITEM 66**  
**FUTURE ASSET REVALUATION PROGRAM**

MOVED Shaun Matters  
SECONDED Michael Saies

That:

1. The report be received.

**CARRIED UNANIMOUSLY**

**ITEM 67**  
**DEPUTY PRESIDING MEMBER**

MOVED Shaun Matters  
SECONDED Michael Saies

That:

1. The report be received.
2. As per Item 883/13 of the 22 August 2013 Council the Audit and Governance Committee are authorised to determine if there will be a Deputy Presiding Member of the Committee.
3. Member Shaun Matters be appointed as the Deputy Presiding Member until the end of the term of the current Council.

**CARRIED UNANIMOUSLY**

**ITEM 68**  
**CORRESPONDENCE**

MOVED Michael Saies  
SECONDED Shaun Matters

That:

The correspondence from:

1. Centennial Park Audit and Risk Management Committee  
Minutes of the meeting 12 August 2013
2. Dean Newbery and Partners
  - a) Letter – 25 June 2013  
Preparation for the introduction of Section 129 Local Government Act
  - b) Letter – 22 July 2013  
External Audit Management letter financial year ended 30 June 2013  
be received.

**CARRIED UNANIMOUSLY**

**ITEM 69**

**CONFIDENTIALITY MOTION FOR ITEM – 70 EVALUATION OF AUDIT TENDER**

MOVED Shaun Matters

SECONDED Michael Saies

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

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.

And the information contained in this report contains information for supply of Audit Tender services to Council and should not be made available at this time.

**CARRIED UNANIMOUSLY**

The doors to the meeting room were closed at 9:07pm

# CONFIDENTIAL

## ITEM 70 EVALUATION OF AUDIT TENDER

**ITEM 71**  
**CONFIDENTIALITY MOTION TO REMAIN IN CONFIDENCE ITEM - 70**  
**EVALUATION OF AUDIT TENDER**

MOVED Shaun Matters  
SECONDED Michael Saies

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 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 9:27pm

**CLOSURE**

The Presiding Member closed the meeting at 9:28pm

**NEXT MEETING**

12 November 2013

.....  
**PRESIDING MEMBER**

.....  
**DATE**