

AUDIT AND GOVERNANCE COMMITTEE

**Minutes of the Audit and Governance Committee Meeting
held Tuesday 24 February 2015 at 7.04pm
at the Unley Civic Centre
181 Unley Road Unley**

PRESENT

Mr John Rawson (Presiding Member)
Mr Ed Parker
Councillor Michael Rabbitt
Councillor Rob Sangster

OFFICERS PRESENT

Mr Stephen Faulkner, General Manager People and Governance
Mr Mike Carey, Manager Finance and ICT
Ms Rebecca Wilson, Manager Governance and Risk
Ms Ruth Box, Executive Assistant to GM People and Governance

APOLOGIES

Mr Shaun Matters

CONFLICT OF INTEREST

Nil

REPORT TO COUNCIL

24 March 2015

CONFIRMATION OF MINUTES

MOVED R Sangster
SECONDED E Parker

That the minutes of the Audit and Governance Committee meeting held on 13 October 2014 as printed and circulated, be taken as read and signed as a correct record.

CARRIED UNANIMOUSLY

The Presiding Member welcomed Cr Michael Rabbitt who is attending his first meeting this evening.

The Committee offered their best wishes to Shaun Matters and his family.

REPORT OF OFFICERS

ITEM 1 **2015-15 LONG TERM FINANCIAL PLAN**

MOVED E Parker

SECONDED R Sangster

That:

1. The report be received.
2. The Summary Long Term Financial Plan 2014-15 to 2023-24 (Attachment 1 to report 1/15) be noted.
3. Comments from the Audit and Governance Committee relating to the Draft Long Term Financial Plan be noted.

SUSPENSION OF MEETING PROCEDURES

The Presiding Member advised members he thought the meeting would benefit from a suspension of meeting procedures for up to 30 minutes to discuss this item.

This was agreed with a two thirds majority.
Meeting procedures were suspended at 7:07 pm

EXTENSION OF SUSPENSION OF MEETING PROCEDURES

The Presiding Member suggested a further extension of suspension of meeting procedures for up to 15 minutes to discuss this item.

This was agreed with a two thirds majority.
Meeting procedures were suspended at 7:32 pm

A FURTHER EXTENSION OF SUSPENSION OF MEETING PROCEDURES

The Presiding Member suggested a further extension of suspension of meeting procedures for up to 10 minutes to discuss this item.

This was agreed with a two thirds majority.
Meeting procedures were suspended at 7:47 pm

Meeting procedures resumed at 7:57 pm

J Rawson MOVED as an AMENDMENT, SECONDED by M Rabbit

That:

1. The report be received.
2. The Summary Long Term Financial Plan 2014-15 to 2023-24 (Attachment 1 to report 1/15) be noted.
3. Comments from the Audit and Governance Committee relating to the Draft Long Term Financial Plan be noted.

The Audit and Governance Committee would bring it to the attention of Council to be cognisant of any material deviations from planned Capital Expenditure.

The AMENDMENT was put and **CARRIED UNANIMOUSLY**

The AMENDMENT then became the MOTION and was put and **CARRIED UNANIMOUSLY**

ITEM 2 **FUTURE ASSET RE-VALUATION SCHEDULE**

MOVED R Sangster
SECONDED E Parker

That:

1. The report be received.

CARRIED UNANIMOUSLY

ITEM 3 **DRAFT INTERNAL AUDIT PLAN AND FINANCIAL DELEGATIONS AND CREDIT CARD AUDIT REPORT**

MOVED M Rabbitt
SECONDED E Parker

That:

1. The report and attachments be received.

CARRIED UNANIMOUSLY

CHANGE TO ORDER OF AGENDA

The Presiding Member advised that it would be beneficial to the meeting to move forward Item 5 – Revised Audit and Governance Committee Terms of Reference. This was agreed with a two thirds majority.

ITEM 5 **REVISED AUDIT AND GOVERNANCE COMMITTEE TERMS OF REFERENCE**

MOVED R Sangster
SECONDED M Rabbitt

That:

1. The report be received.
2. The Committee recommend to Council for adoption at the meeting to be held on the 23 March 2015 the revised Audit and Governance Committee Terms of Reference at Attachment 1 to item 5, as amended**.

CARRIED UNANIMOUSLY

ITEM 4 **2014-15 EXTERNAL AUDIT PLAN AND CERTIFICATION OF THE ANNUAL FINANCIAL STATEMENTS**

MOVED M Rabbitt
SECONDED E Parker

That:

1. The report be received.
2. The Audit and Governance Committee recommends to Council that:
 - 2.1 The Annual Audit Plan (*Attachment 1 to Item 4*) confirms consistency with the scope of the External Audit engagement and relevant legislation.
 - 2.2 The Financial Statements including the Audit Report for the year ended 30 June 2015 be presented to Council no later than 31 October 2015.
 - 2.3 Authorisation be given to the Mayor and the Chief Executive Officer to sign the certification of the statements in their final form once the annual audited financial statements have been completed.

CARRIED UNANIMOUSLY

OTHER BUSINESS

A draft motion was tabled for consideration by administration to undertake a service and organisational review of the City of Unley

The Committee requests a response from administration as soon as possible, but to be no later than 31 May 2015.

CLOSURE

The Presiding Member closed the meeting at 9:34 pm

MEETING DATES – 2015**

Next meeting date to be advised

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PRESIDING MEMBER

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DATE