

# AUDIT COMMITTEE MINUTES

for the meeting held

on Wednesday, 13 March 2019

in the Committee Meeting Rooms CC2 and CC3  
72 Woodville Road, Woodville

**[Note: These minutes are unconfirmed until 8 May 2019]**

*Note – the Committee does not have the power to make final decisions, it considers reports and makes recommendations (which are included as the minutes of this meeting) to full Council. The power to make the final decision rests with Council. Council may alter a recommendation made by the committee as part of this process. These minutes will be considered by the Council at its meeting on 25 March 2019.*

**MINUTES OF THE AUDIT COMMITTEE MEETING****HELD ON WEDNESDAY, 13 MARCH 2019**

|                         |                          |   |
|-------------------------|--------------------------|---|
| <b><u>MEMBERS:</u></b>  | <b>Present:</b>          | Presiding Member – Councillor Nguyen<br>Councillor Scheffler<br>Independent Members – Peter Brass and Roberto Bria  |
| <b><u>STAFF:</u></b>    | <b>Present:</b>          | Acting General Manager Corporate Services – D Dunbar<br>Manager Governance & Operational Support<br>– K Jackson<br>Risk Advisor – Y Iyengar<br>Corporate Program Manager – A McGregor<br>EA to GM Corporate Services – B Julian |
| <b><u>VISITORS:</u></b> |                          | Partner, Ernst & Young – M Phelps<br>Senior Manager, Ernst & Young – N Johnston   |
| <b><u>MEMBERS:</u></b>  | <b>Apologies:</b>        | Deputy Presiding Member – Councillor Watson   |
| <b><u>MEMBERS:</u></b>  | <b>Leave of Absence:</b> | Nil   |

**COMMITTEE OPENING**

The meeting commenced at 6.00pm.

**1. CONFIRMATION OF MINUTES**

**That the minutes of the previous meeting held on Tuesday, 16 October 2018 be taken as read and confirmed.**

Moved Peter Brass, Seconded Roberto Bria

**Carried Unanimously**

**2. DEPUTATIONS**

Nil

**[Note: These minutes are unconfirmed until 8 May 2019]**

**3. BUSINESS**

**3.1 INTERNAL AUDIT REPORT - CAPITAL PROJECT DELIVERY (B23) 1**

**Brief**

To present the Capital Project Delivery Internal Audit Report to the Audit Committee.

**Motion**

**That the report be received and noted.**

Moved Peter Brass, Seconded Roberto Bria **Carried Unanimously**

**3.2 INTERNAL AUDIT REPORT - FOLLOW-UP OF AGREED ACTIONS (B23) 4**

**Brief**

To present the Follow Up of Agreed Actions Internal Audit Report to the Committee.

**Motion**

**That the report be received and noted.**

Moved Peter Brass, Seconded Councillor Scheffler **Carried Unanimously**

**3.3 QUARTERLY ORGANISATIONAL RISK REGISTER – ALL RISKS (B23) 7**

**Brief**

To provide the Audit Committee with an update on the risk register for all the corporate risks for the City of Charles Sturt.

**Motion**

**That the report be received and noted.**

Moved Councillor Scheffler, Seconded Roberto Bria **Carried Unanimously**

**3.4 AGREED ACTIONS STATUS UPDATE- ALL RISKS (B23) 11**

**Brief**

To provide the Audit Committee with an update on the status of any outstanding Internal Audit agreed actions from previous Internal Audit reviews.

**Motion**

**That the report be received and noted.**

Moved Peter Brass, Seconded Roberto Bria **Carried Unanimously**

**[Note: These minutes are unconfirmed until 8 May 2019]****3.5 AUDIT COMMITTEE WORK PLAN 2018 - 2019 (B23) 14****Brief**

To present the status of actions in the 2018/19 Audit Committee Work Plan.

**Motion**

**That the report be received and noted.**

Moved Peter Brass, Seconded Roberto Bria

**Carried Unanimously**

**3.6 INTERNAL AUDIT PLAN STATUS UPDATE (B23) 19****Brief**

To provide an updated Internal Audit Plan to Council noting the changes to the plan's timelines.

**Motion**

**1. That the report be received and noted.**

**2. The changes to the Internal Audit Plan Timeline are endorsed.**

Moved Roberto Bria, Seconded Councillor Scheffler

**Carried Unanimously**

The representatives from Ernst & Young, Partner Mark Phelps and Senior Manager Natalie Johnston, left the meeting at 6.55pm as they intend to tender for the Internal Audit Contract when it is released to the market.

**3.7 INTERNAL AUDIT CONTRACT (B24) 24****Brief**

To provide the Audit Committee with an overview of the proposed process and timeline for the upcoming internal audit tender.

**Motion**

**1. That the report be received and noted.**

**2. That Peter Brass, Independent Member will be on the evaluation panel on behalf of the Audit Committee.**

Moved Roberto Bria, Seconded Councillor Scheffler

**Carried Unanimously**

**4. MOTIONS ON NOTICE**

Nil

**[Note: These minutes are unconfirmed until 8 May 2019]**

**5. QUESTIONS ON NOTICE**

Nil

**6. MOTIONS WITHOUT NOTICE**

Nil

**7. QUESTIONS WITHOUT NOTICE**

Nil

**8. BUSINESS – PART II – CONFIDENTIAL ITEMS**

Nil

**9. MEETING CLOSURE**

The meeting concluded at 7.05pm.

The foregoing Minutes are to be taken as read and confirmed at the meeting of the Committee on Wednesday, 8 May 2019.

**O NGUYEN, PRESIDING MEMBER .....**

**DATED     /     /**

