

Nillumbik Audit Committee minutes

Held Monday 28 May 2018 at 4pm at the Civic Centre, Civic Drive, Greensborough

1 Present

Independent members: Linda MacRae (Chair), John Watson, Greg Hollyman

Councillors: Mayor Cr Peter Clarke

Council officers: Mark Stoermer (CEO), Vince Lombardi (Manager Finance), Melika Sukunda (Financial Accountant), Craig Commene (Risk Advisor), Matt Kelleher (Director Services and Planning), Lisa Pittle (Manager Environment)

Other invitees: Garry Leon (Crowe Horwath), Nick Yee (HLB Mann Judd)

2 Apologies

Cr Bruce Ranken	Mark Peters HLB Mann Judd	Martin Thompson Crowe Horwath
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3 Disclosure of any conflicts of interests

Nil

4 Declarations

- i. CEO – Any impending legal action or legislation breaches.

The CEO update was presented to the Committee.

Resolution

The CEO update was received and noted.

- ii. Internal Auditor – Any obstructions to the work of the internal audit.

Nil

5 Table of Actions Arising

There were no current actions outstanding presented to the Committee.

The table of actions arising from the May Audit Committee meeting:

Action
A copy of the shell accounts is to be circulated to the Committee Members once reviewed by the external auditors.
A commentary summary be included with the quarterly financial reports.

6 Adoption of the minutes of the meeting held 19 February 2018

Resolution

The minutes of the Audit Committee meeting held on 19 February 2018 be updated to reflect Cr Bruce Ranken arrived late to the meeting and was not an apology.

The minutes of the Audit Committee meeting held on 19 February 2018, above correction pending, were adopted.

7 Director presentation

Matt Kelleher, Director Services and Planning, presented to the Committee.

Resolution

The presentation made by Matt Kelleher, Director Services and Planning was received and noted.

8 VAGO Audit Strategy 2017-2018

The VAGO Audit Strategy 2017-2018 was presented to the Committee.

Resolution

The VAGO Audit Strategy 2017-2018 was received and noted.

9 VAGO Interim Audit Management Letter 2017-2018

The VAGO Interim Audit Management Letter 2017-2018 was presented to the Committee.

Resolution

The VAGO Interim Audit Management Letter 2017-2018 was received and noted.

10 Financial Controls (Sundry Debtors, Purchasing Cards, Non-Infrastructure Assets) audit report

The Financial Controls audit report was presented to the Committee.

Resolution

The Financial Controls audit report was received and noted.

11 Depot Management audit report

The Depot Management audit report was presented to the Committee.

Resolution

The Depot Management audit report was received and noted.

12 The Follow-Up of Selected Higher Risk Matters Raised in Prior Internal Audit Reports

The Follow-Up of Selected Higher Risk Matters Raised in Prior Internal Audit Reports was presented to the Committee.

Resolution

The Follow-Up of Selected Higher Risk Matters Raised in Prior Internal Audit Reports was received and noted.

13 Annual Internal Audit Plan

The Annual Internal Audit Plan was presented to the Committee.

Resolution

The Annual Internal Audit Plan was received and noted.

14 Internal Audit progress report

The progress report on internal audit by Crowe Horwath was presented to the Committee.

Resolution

The internal audit progress report was received and noted.

15 Status report of outstanding internal audit recommendations

The status report of outstanding internal audit recommendations was presented to the Committee.

Resolution

The status report was received and noted

16 Risk and Insurance report

The risk and insurance report was presented to the Committee.

Resolution

The risk and insurance report was received and noted.

17 Draft Budget and Strategic Resource Plan

The Draft Budget and Strategic Resource Plan was presented to the Committee.

Resolution

The Draft Budget and Strategic Resource Plan was received and noted.

18 March Quarter Financial Report

The March quarter financial report was presented to the Committee.

Resolution

The March quarter financial report was received and noted.

19 Rates in Arrears report

The rates in arrears report was presented to the Committee.

Resolution

The rates in arrears report was received and noted.

20 Other Business

Audit Committee member John Watson raised a motion to record the recognition and appreciation of the Committee for the significant contribution and leadership provided by Audit Committee Chair Linda MacRae during her tenure.

21 Meeting Schedule

The next Audit Committee Meeting:

4pm Monday 13 August 2018