



CLARE & GILBERT VALLEYS COUNCIL

AUDIT COMMITTEE MINUTES

Minutes of the meeting of the Clare & Gilbert Valleys Council Audit Committee held in the Council Boardroom, 4 Gleeson Street, Clare on Monday 11 February 2019 at 4.00pm.

Chief Executive Officer Dr Helen Macdonald, opened the meeting, welcomed all and introduced the new Presiding Member, Mr Mark Jeffreson.

Mr Jeffreson thanks Dr Macdonald for her welcome and acknowledged the good work undertaken by the outgoing Presiding Member, Mr John Comrie and thanked him for his service to the Clare & Gilbert Valleys Audit Committee.

Acknowledgement of Statement:

Mark Jeffreson, Presiding Member, provided an Acknowledgement of Country through the following statement:

“We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today”.

Present

Members

Presiding Member, Mr M Jeffreson (Independent Member)

Independent Member, Mr I Swan

Mayor W Thomas

Cr I Burfitt

Staff in attendance

Chief Executive Officer, Dr H Macdonald

Manager Corporate Services, Mrs L Kunoth

Finance Consultant, Mrs M Bennetts

Finance Manager, Ms T Nicolussi

Minute Secretary, Mrs S Zuromski

Apologies

Independent Member, Mrs P Flood

1. Declaration of Conflict of Interest

Independent Member, Mr I
Swan

Item 3.3 – declared an actual conflict of interest due to the Committee seeking an extension of his term as a member and will leave the meeting for the duration of the item.

2. Confirmation of Minutes

Moved: Mr Swan
Seconded: Cr Burfitt

That the minutes of the Clare & Gilbert Valleys Council Audit Committee meeting held on Monday 5 November 2018 be confirmed.

CARRIED

3. Reports for Decision

3.1. Audit Committee – 2019 Meeting Calendar & Meeting Location

Moved: Cr Burfitt
Seconded: Mr Swan

That the Audit Committee notes the 2019 meeting schedule as adopted by Council: 11 February 2019, 13 May 2019, 12 August 2019 and 11 November 2019, with the meetings being held in the Council Boardroom, 4 Gleeson Street, Clare and commencing at 4.00pm.

CARRIED

3.2. Audit Committee Self-Assessment Results 2018

Moved: Mr Swan
Seconded: Mayor Thomas

- 1. That the Audit Committee Self-Assessment Survey results for June 2018 be noted and in particular the item relating to induction of new members.**
- 2. That a briefing be held as soon as practicable after appointment of new members to address Council specific induction.**

CARRIED

3.3. Audit Committee – Independent Members

4.09pm Mr Swan left his seat in the meeting

Moved: Cr Burfitt
Seconded: Mayor Thomas

That the Audit Committee recommends to Council that Administration advertise for the position of the two independent Audit Committee members for a period of only two years in order to realign with Council elections. The Committee would like to encourage the current incumbents to reapply.

CARRIED

4.20pm Mr Swan resumed his seat in the meeting

3.4. Audit Committee Works Program 2018/19

Moved: Cr Burfitt
Seconded: Mayor Thomas

That the Audit Committee Works Program be noted.

CARRIED

4. Reports for Information

4.1. Asset Management Plan

Moved: Mr Swan
Seconded: Cr Burfitt

That the Asset Management Plan report be noted by the Audit Committee and that the Committee encourages Council to pay particular attention to Storm Water as it is represented in the Risk Register as an area of possible deficiency.

CARRIED

4.2. Information Technology

Moved: Mayor Thomas
Seconded: Mr Swan

That the Information Technology report be noted by the Audit Committee.

CARRIED

4.3. Risk Management – Quarterly Report

Moved: Cr Burfitt
Seconded: Mr Swan

That the Risk Management Quarterly Report as provided be noted by the Audit Committee.

CARRIED

4.4. Internal Financial Controls

Moved: Cr Burfitt
Seconded: Mr Swan

That the Internal Financial Controls report be noted by the Audit Committee.

CARRIED

4.5. Finance Reports

Moved: Mr Swan
Seconded: Mayor Thomas

That the Finance Reports be noted by the Audit Committee.

CARRIED**5. Matters raised by Committee Members****5.1. Questions on Notice**

Nil

5.2. Questions without Notice**5.3. Notice of Motion**

Nil

5.4. Motions without Notice

Moved: Mayor Thomas

Seconded: Mr Swan

That the Audit Committee recommend to Council that an efficiency audit be undertaken focussing on the water use charges for all CWMS systems including the pricing of water provision.

CARRIED**6. Next Meetings**

Monday 13 May 2019

Monday 12 August 2019

Monday 11 November 2019

7. Closure**Meeting closed at 5.13pm.**