

# MINUTES

of

## Audit Committee Meeting of the



**Adelaide  
Plains  
Council**

Pursuant to the provisions of section 88 (1) of the  
*Local Government Act 1999*

HELD IN

**Council Chambers  
Redbanks Road  
Mallala**

on

**Monday, 6 November 2017**



The Chairman formally declared the meeting open at 10.03 am.

1. **ATTENDANCE**

1.1 **Present**

Chairman John Comrie  
 Mayor A J (Tony) Flaherty OAM  
 Cr Melville Lawrence  
 Mr Peter Fairlie-Jones (from 10.04 am)  
 Cr Stephen Jones (from 10.17 am)

Also in attendance for the meeting:

Chief Executive Officer	Mr James Miller
General Manager – Finance & Economic Development	Mr Rajith Udugampola
Minute Secretary	Ms Andrea Post
Bentleys (SA) Pty Ltd – Auditors	Mr David Francis
	Mr Matt Cocca

1.2 **Apologies**

Nil

At this juncture, 10.04 am, Mr Fairlie-Jones entered the meeting.

1.3 **Not Present / Leave of Absence**

Nil

2. **CONFIRMATION OF MINUTES**

2.1 **Committee Resolution** **2017/ 052**

Moved Mayor Flaherty                      Seconded Mr Fairlie-Jones

**“that the minutes of the Audit Committee meeting held on Monday 11 September 2017 (MB Folios 62 to 67, inclusive), be accepted as read and confirmed.”**

**CARRIED**

3. **BUSINESS ARISING**

No Business Arising



#### 4. REPORTS FOR DECISION

At this juncture, 10.17 am, Councillor Jones entered the meeting.

Representatives of Bentleys, Mr David Francis and Mr Matt Cocca, attended the meeting and discussed their audit and responded to members' questions. They indicated that subject to further minor work to be completed it was likely that they would be providing an Unqualified Audit Opinion regarding the financial report. They indicated that they have maintained their auditor independence.

##### 4.1 Draft Audited Annual Financial Statements 2016-2017

##### Committee Resolution

2017/ 053

Moved Cr Lawrence                      Seconded Mr Fairlie-Jones

***“that the Audit Committee, having considered Item 4.1 – Draft Audited Annual Financial Statements 2016/2017, dated 6 November 2017:-***

1. receives and notes the Annual Financial Statements and notes forming part of the Annual Financial statements for the 2016/2017 Financial Year;
2. has reviewed the Annual Financial Statements for the year ended 30 June 2017 and formed the opinion that they present a true and fair view and recommends to the Council that they be formally adopted (subject to resolution regarding the fixed assets register and the Gawler River Floodplain Management Authority, Council's equity share) and be certified on behalf of the Council by the Mayor and Chief Executive Officer;
3. authorises the Committee Chairman to sign the “Certification of Auditor Independence”.”

**CARRIED**

Bentleys have also undertaken an audit of Council's internal controls as per legislative requirements. They indicated that it is likely that the firm will provide a Qualified Audit Opinion regarding Council's internal controls as it did in 2016 highlighting areas that it believes warrant improvement. Bentleys' report will be forwarded shortly and will be considered by the Audit Committee at its next meeting. Council's General Manager – Finance and Economic Development, Mr Rajith Udugampola, indicated that he was confident the matters raised will be able to be effectively addressed in the coming months.



## 5. REPORTS FOR INFORMATION

- 5.1 Comparison of Audited Financial Results for 2016/2017 against Adopted Budget for 2016/2017

**Committee Resolution** 2017/ 054

Moved Mr Fairlie-Jones Seconded Cr Lawrence

**“that Audit Committee, having considered Item 5.1 – Comparison of Audited Financial Results for 2016/2017 against Adopted Budget for 2016/2017, dated 6 November 2017, receive and notes the report.”**

**CARRIED**

- 5.2 Update on Audit Committee Annual Work Program 2017-2018

**Committee Resolution** 2017/ 055

Moved Mr Fairlie-Jones Seconded Cr Lawrence

**“that the Audit Committee, having considered Item 5.2 – Update on Audit Committee Annual Work Program 2017-2018, dated 6 November 2017, receives and notes the report and in doing so recommends to the Council that the Council acknowledges the progress made to complete the activities identified for Audit Committee during 2017/2018 Financial Year.”**

**CARRIED**

At this juncture, 11.11 am, Councillor Lawrence left the meeting.

- 5.3 Overdue Council Rates

**Committee Resolution** 2017/ 056

Moved Mayor Flaherty Seconded Cr Jones

**“that the Audit Committee, having considered Item 5.3 – Overdue Council Rates, dated 6 November 2017, receives and notes the report and requests a further report be provided to a future meeting regarding an indicative breakdown of the nature of ratepayers whose rates are long overdue.”**

**CARRIED**

At this juncture, 11.13 am, Councillor Lawrence re-entered the meeting.

Council’s Chief Executive Officer, Mr James Miller, updated members by tabling a report “Timeline key events in relation to withdrawal of GRFMA” and responded to members’ comments and questions.

At this juncture, 11.34 am, Mayor Flaherty left the meeting.



- 5.4 Committee Resolutions  
**Committee Resolution** 2017/ 057  
 Moved Cr Lawrence Seconded Mr Fairlie-Jones

**“that the Audit Committee, having considered Item 5.4 – *Committee Resolutions*, dated 6 November 2017, receives and notes the report and in particular asks that a report be provided regarding 4.1 – *Rates Revenue and Employee Numbers of 15 December 2016*, specifically regarding the potential to outsource Council’s Waste Transfer Station operations at the next Audit Committee meeting.”**

**CARRIED**

- 5.5 Special Distribution 2017-2018 from Local Government Risk Services  
**Committee Resolution** 2017/ 058  
 Moved Mr Fairlie-Jones Seconded Cr Lawrence

**“that the Audit Committee, having considered Item 5.5 – *Special Distribution 2017-2018 from Local Government Risk Services*, dated 6 November 2017, receives and notes the report.”**

**CARRIED**

**6. CONFIDENTIAL ITEMS**

- 6.1 No Confidential Items

**7. GENERAL BUSINESS**

- 7.1 Council Vehicle Policy  
**Committee Resolution** 2017/ 059  
 Moved Cr Jones Seconded Mr Fairlie-Jones

**“that the Council Vehicle Policy be included on the agenda of the next Ordinary Audit Committee meeting for review.”**

**CARRIED**



## 7.2 Private Works Policy

**Committee Resolution**

2017/ 060

Moved Cr Jones

Seconded Cr Lawrence

**“that the Private Works Policy be included on the agenda of the next Ordinary Audit Committee meeting outlining recent experiences in regards to this policy.”**

**CARRIED****8. NEXT MEETING**

8.1 Monday 12 February 2018 – To be confirmed

**9. CLOSURE**

There being no further business, the Chairman declared the meeting closed at 11.51 am.

Confirmed as a true record.

Chairman:  .....

Date: 12/2/18