

**MINUTES OF THE WAVERLEY COUNCIL AUDIT
COMMITTEE MEETING HELD AT THE WAVERLEY
COUNCIL CHAMBERS ON FRIDAY, 3 NOVEMBER 2017**

Voting Members Present:

Mr M Bass	Independent Member (Chair)
Mr N Hall	Independent Member
Cr G Copeland	Waverley Council

Also Present:

Ms C Henderson	Acting General Manager
Mr S Helweh	Internal Auditor
Ms T Su	Executive Manager, Financial Waverley
Ms J Worthy	Internal Ombudsman
Mr R Coelho	Governance and Internal Ombudsman Officer

Invitees:

Mr G Mottau	Director, Audit and Assurance, Hill Rogers (External Auditor)
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Observers:

Cr D Wy Kanak	Waverley Council, Deputy Mayor
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At the commencement of proceedings at 10.17 am, those voting members present were as listed above, with the exception of Cr Copeland, who arrived at 10.26 am.

Mr Mottau was present via telephone conference for Item A-1711.2.

A-1711.A

Apologies

Apologies were received and accepted from Ms Y Yang (Manager, Audit and Assurance, Hill Rogers).

A-1711.DI

Declarations of Interest

The Chair called for declarations of interest and none were received.

A-1711.1

Confirmation of Minutes of Previous Meeting – 25 August 2017

DECISION: That the minutes of the Waverley Council Audit Committee Meeting of 25 August 2017, a copy of which was distributed to each Committee member, be received and noted, and that such minutes be confirmed as a true record of the proceedings of that meeting.

A-1711.2

Draft 2016–17 Financial Statements (A17/0252)

Report from the Executive Manager, Financial Waverley, on the draft 2016–17 statements.

The audited financial statements were distributed to Committee members before the meeting.

The External Auditor, via telephone conference, presented the audited financial statements and took questions from the Committee.

DECISION: That the Committee receives and notes the report and Council's decision.

A-1711.3

Three-Year Audit Plan (A10/0345-02)

The Internal Auditor presented the Three-Year Audit Plan.

DECISION: That:

1. The Committee adopts the Three-Year Audit Plan.
2. Council facilitates a workshop with the Executive and senior management to identify the risks specific to Waverley Council.
3. A report come back to the Committee on the outcomes of the workshop.

A-1711.4

Register of Management Actions (A09/1105)

Report from the Executive Manager, Engaging Waverley, on the tracking of management actions emanating from the Committee.

DECISION: That the Committee:

1. Receives and notes the report.
2. Notes that a further report on the register will come back to the first Audit Committee meeting of 2018.

A-1711.5

Financial Controls and Systems Review (A15/0259)

Report from the Executive Manager, Financial Waverley.

DECISION: That the Committee receives and notes the report.

A-1711.6

Audit Committee – Report to Council on its Activities – Outcomes (A09/1105)

The Committee's report to Council on its activities was received and noted at the Council meeting on 10 October 2017.

DECISION: That the Committee receives and notes the report and Council's decision.

A-1711.7

Review of the Audit Committee (A09/1105)

Report from the Internal Ombudsman on the review of the Audit Committee.

DECISION: That the Committee receives and notes the report.

A-1711.8

Proposed Schedule of Meeting Dates for 2018

Below is the proposed schedule of meeting dates for the Audit Committee for 2018:

- Friday, 23 February 2018 at 10.00 am.
- Friday, 25 May 2018 at 10.00 am.
- Friday, 31 August 2018 at 10.00 am.
- Friday, 30 November 2018 at 10.00 am.

DECISION: That the Committee adopts the schedule of meeting dates for 2018, subject to the review of the Audit Committee.

A-1711.9

GENERAL BUSINESS

There were no items of general business.

THE MEETING CLOSED AT 12.35 PM.