



W A V E R L E Y
C O U N C I L

AUDIT COMMITTEE

AGENDA

10.00AM, FRIDAY, 27 FEBRUARY 2015

Waverley Council
PO Box 9
Bondi Junction NSW 1355
DX 12006 Bondi Junction
Tel. 9369 8000
E-mail: info@waverley.nsw.gov.au



AGENDA

AUDIT COMMITTEE MEETING

A meeting of the Waverley Council Audit Committee will be held in the Bronte Room, Level 2, Waverley Council Chambers, Corner Bondi Road and Paul Street, Bondi Junction at:

10.00am, Friday, 27 February 2015

COMMITTEE MEMBERS:

Independent Members: Mr M Bass (Chair)
Mr N Hall

Councillor Member: Cr B Mouroukas
Cr T Kay (Alternate)

ATTENDEES: Mr A Kyron – General Manager
Mr F. Rombola – Executive Manager – Financial Waverley
Mr S Helweh – Senior Internal Auditor

INVITEE: Mr G Mottau – Director, Hill Rogers Spencer Steer:

QUORUM: Two Committee members.

APOLOGIES: By telephone or email to the following:

Arthur Kyron, General Manager
Ph: 9369 8056 or email arthur.kyron@waverley.nsw.gov.au

Robert Russo, Governance Manager
Ph: 9369 8121 or email robert.russo@waverley.nsw.gov.au

AGENDA

A-1502.A Apologies

A-1502.DI Declarations of Interest

The Chair will call for Declarations of Interest.

A-1502.1 Confirmation of Minutes of Previous Meeting – 12 December 2014

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Recommendation: That the Minutes of the Waverley Council Audit Committee Meeting of 12 December 2014; a copy of which was distributed to each Committee member, be received and that such Minutes be confirmed as a true record of the proceedings of that meeting.

A-1502.2 CONFIDENTIAL REPORT - Internal Audit Report – Off Street Parking (A15/0069) ISSUED SEPARATELY

This matter is classified as confidential under the provisions of Section 6.4(d) of Waverley Council's Audit Committee Charter.

Confidential Internal Audit report issued January 2015 on Off Street Parking.

Recommendation: That:

1. The Committee receive and note the Confidential Internal Audit Report on Off Street Parking, which has been distributed separately with the agenda.
2. The Confidential Internal Audit Report on Off Street Parking be treated as confidential in accordance with the provisions of Section 6.4(d) of Waverley Council's Audit Committee Charter for the following reasons:
 - (a). The report contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.
 - (b). It is not in the public interest to reveal commercially sensitive information about Council's internal operations and business interests, which if disclosed may prejudice Council's effective operation of its functions.

3. The correspondence and reports relevant to the subject business be withheld from the public as provided by Section 6.4 of the Audit Committee Charter.

A-1502.3

ISSUED SEPARATELY

CONFIDENTIAL REPORT – Internal Audit Report – Section 149 Certificates (A15/0068)

This matter is classified as confidential under the provisions of Section 6.4(d) of Waverley Council's Audit Committee Charter.

Confidential Internal Audit report issued January 2015 on Section 149 Certificates.

Recommendation: That:

1. The Committee receive and note the Confidential Internal report on Section 149 Certificates, which has been distributed separately with the agenda.
2. The Confidential Internal Report on Section 149 Certificates be treated as confidential in accordance with the provisions of Section 6.4(d) of Waverley Council's Audit Committee Charter for the following reasons:
 - (b). The report contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.
 - (c). It is not in the public interest to reveal commercially sensitive information about Council's internal operations and business interests, which if disclosed may prejudice Council's effective operation of its functions.
3. The correspondence and reports relevant to the subject business be withheld from the public as provided by Section 6.4 of the Audit Committee Charter.

A-1502.4

ISSUED SEPARATELY

CONFIDENTIAL REPORT – Internal Audit Follow Up Report – General Insurance (A15/0067)

This matter is classified as confidential under the provisions of Section 6.4(d) of Waverley Council's Audit Committee Charter.

Confidential Internal Audit Follow Up report issued January 2015 on General Insurance.

Recommendation: That:

1. The Committee receive and note the Confidential Internal Follow Up report on General Insurance, which has been distributed separately with the agenda.
2. The Confidential Internal Follow Up report on General Insurance be treated as confidential in accordance with the provisions of Section 6.4(d) of Waverley Council's Audit Committee Charter for the following reasons:

- (c). The report contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.
 - (d). It is not in the public interest to reveal commercially sensitive information about Council's internal operations and business interests, which if disclosed may prejudice Council's effective operation of its functions.
4. The correspondence and reports relevant to the subject business be withheld from the public as provided by Section 6.4 of the Audit Committee Charter.

A-1502.5

Schedule of Meeting Dates for 2015 (A09/1105)

At its last meeting the Committee adopted the following schedule of meeting dates for 2015.

- 10.00am, Friday, 27 February 2015
- 10.00am, Friday, 29 May 2015
- 10.00am, Friday, 4 September 2015
- 10.00am, Friday, 11 December 2015

Recommendation: That the Committee receive and note this information.

A-1502.6

GENERAL BUSINESS

**MINUTES OF THE WAVERLEY COUNCIL AUDIT
COMMITTEE MEETING HELD AT THE WAVERLEY
COUNCIL CHAMBERS ON FRIDAY, 12 DECEMBER
2014**

Voting Members Present:

Mr M Bass	Independent Member (Chair)
Mr N Hall	Independent Member
Cr B Mouroukas	Waverley Council

Also Present:

Cr Kay	Waverley Council
Mr S Helweh	Senior Internal Auditor
Ms C Henderson	Director – Waverley Life
Mr F Rombola	Executive Manager – Financial Waverley
Mrs J Reid	Governance Officer / Committee Secretary
Mr M Simmons	Governance Officer / Assistant Committee Secretary

Invitees:

Mr G Mottau – Director, Hill Rogers Spencer Steer
Ms T Su - Management and Systems Accountant

At the commencement of proceedings at 10.00am, those voting members and those present were as listed above.

At 10.45am Ms Henderson left the meeting and did not return.

A-1412.A

Apologies

The Chair called for apologies and the following were received:

1. Mr Arthur Kyron – General Manager
2. Mr Peter Monks, Director – Waverley Future

A-1412.DI

Declarations of Interest

The Chair called for Declarations of Interest and none were received.

A-1412.1

Confirmation of Minutes of Previous Meeting – 10 October 2014

DECISION: That the Minutes of the Waverley Council Audit Committee Meeting of 10 October 2014; a copy of which was distributed to each Committee member, be received and that such Minutes be confirmed as a true record of the proceedings of that meeting.

A-1412.2

CONFIDENTIAL REPORT - Internal Audit Follow-up Report – Budgeting Review (A10/0626)

This matter is classified as confidential under the provisions of Section 6.4(d) of Waverley Council's Audit Committee Charter.

Confidential Internal Audit Follow-up report issued November 2014 on Budgeting Review.

DECISION: That:

1. The Committee receive and note the Confidential Internal Audit Follow-up Report on Budgeting Review, which has been distributed separately with the agenda.
2. The Confidential Internal Audit Follow-up Report on Budgeting Review be treated as confidential in accordance with the provisions of Section 6.4(d) of Waverley Council's Audit Committee Charter for the following reasons:
 - (a). The report contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.
 - (b). It is not in the public interest to reveal commercially sensitive information about Council's internal operations and business interests, which if disclosed may prejudice Council's effective operation of its functions.
3. The correspondence and reports relevant to the subject business be withheld from the public as provided by Section 6.4 of the Audit Committee Charter.

A-1412.3

CONFIDENTIAL REPORT – Outdoor Events Permits and Licensing (A15/0025)

This matter is classified as confidential under the provisions of Section 6.4(d) of Waverley Council's Audit Committee Charter.

Confidential Internal Audit report issued November 2014 on Outdoor Events Permits and Licensing.

DECISION: That:

1. The Committee receive and note the Confidential Internal report on Outdoor Events Permits and Licensing, which has been distributed separately with the agenda.
2. The Confidential Internal Report on Outdoor Events Permits and Licensing be treated as confidential in accordance with the provisions of Section 6.4(d) of Waverley Council's Audit Committee Charter for the following reasons:
 - (b). The report contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.
 - (c). It is not in the public interest to reveal commercially sensitive information about Council's internal operations and business interests, which if disclosed may prejudice Council's effective operation of its functions.
3. The correspondence and reports relevant to the subject business be withheld from the public as provided by Section 6.4 of the Audit Committee Charter.

A-1412.4

Final Audit Report for the Year Ended 30 June 2014 (A02/0647-09)

Report from the Executive Manager, Waverley Financial in relation to Council's 2013/14 Audited Annual Financial Statements (including General and Special Purpose Financial Statements and Special Schedules).

This report was considered by Council at its meeting on 18 November 2014. At that meeting Council adopted the report's recommendation with no amendments.

A copy of Council's 2013/14 Audited Annual Financial Statements is attached.

DECISION: That the Committee receive and note this information.

A-1412.5

Proposed Schedule of Meeting Dates for 2015 (A09/1105)

Following is the proposed schedule of meeting dates for the Audit Committee for 2015:

- 10.00am, Friday, 27 February 2015
- 10.00am, Friday, 29 May 2015
- 10.00am, Friday, 4 September 2015
- 10.00am, Friday, 11 December 2015

DECISION: That the Committee adopts the schedule of meeting dates for 2015.

A-1412.6

GENERAL BUSINESS

A-1412.6.1

Internal Audit Function – Resourcing Arrangements (A09/1105)

DECISION: That Council management confirms the adequacy of the current resourcing arrangement of the Internal Audit function and the Internal Auditor to review the 2014/15 Audit in line with the required resources set by management.

THE MEETING CLOSED AT 11.36AM.