

**MINUTES OF THE WAVERLEY COUNCIL AUDIT  
COMMITTEE MEETING HELD AT THE WAVERLEY  
COUNCIL CHAMBERS ON FRIDAY 9 JUNE 2017**

**Voting Members Present:**

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

**Also Present:**

Cr T Kay	Waverley Council (Alternate Council Representative)
Ms C Henderson	Acting General Manager
Ms E Scott	Acting Director, Waverley Renewal
Ms T Su	Acting Executive Manager, Financial Waverley
Mr S Helweh	Internal Auditor

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*At the commencement of the meeting at 10.04 am, those present were as listed above.*

**A-1706.A**

**Apologies**

There were no apologies.

**A-1706.DI**

**Declarations of Interest**

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

**A-1706.1**

**Confirmation of Minutes of Previous Meeting – 24 March 2017**

**DECISION:** That the Minutes of the Waverley Council Audit Committee Meeting of 24 March 2017; 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-1706.2**

**CONFIDENTIAL REPORT – Internal Audit Special Request – Supplier Management (Maintenance & Construction) (A09/1105)**

Confidential Internal Audit Special Request Report on the management of suppliers and contractors in the Maintenance & Construction sub-program area.

**DECISION:** That:

1. The Audit Committee receives and notes the report.
2. The report be treated as confidential in accordance with the provisions of Section 6.4(c) of Waverley Council’s Audit Committee Charter for the following reasons:
  - (a) The report contains information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business.
  - (b). It is not in the public interest to reveal sensitive information about Council’s internal operations, which if disclosed may prejudice Council’s effective operation of its functions.
3. The reports relevant to the subject business be withheld from the public as provided by Section 6.4 of the Audit Committee Charter.

**A-1706.3**

**Internal Audit Special Review – Road and Footpath Restorations (A09/1105)**

Internal Audit Special Review Report about the road and footpath restorations process.

**DECISION:** That the Audit Committee receives and notes the draft Internal Audit Special Review of Roads and Footpath restorations at Waverley Council and the subsequent Management Action Plan.

**A-1706.4**

**Police Referrals (A09/1105)**

Report from the Executive Manager, Performance and the Manager, People Culture Learning about referring any staff criminal matters to the police.

**DECISION:** That the Committee receives and notes the report.

**A-1706.5**

**2017-18 Audit Plan (A10/0345)**

The Internal Auditor presented the 2017-18 Audit Plan to the Committee.

**DECISION:** That:

1. The Committee adopts the 2017-18 Audit Plan as attached to the agenda.
2. The outstanding items from the 2016-17 Audit Plan be added to the 2017-18 Audit Plan even though they are not resourced or scheduled in the 2017-18 financial year, and the final Plan be presented to the next Committee meeting on 25 August 2017.
3. The Internal Auditor provide Committee members with a consolidated list of Follow-up Reviews.
4. The Committee requests the Acting General Manager to prepare a scope for an IT Audit for the next Committee meeting on 25 August 2017.
5. The Committee requests the Probity Advisor for the Bondi Pavilion Upgrade and Conservation Project to provide an assessment to the Committee, preferably by the next meeting on 25 August 2017.

**A-1706.6**

**Next Meeting of the Committee**

The next meeting of the Committee is to be held at:

- 10.00am on Friday 25 August 2017

**DECISION:** That the Committee receives and notes this information.

**A-1706.7**

**GENERAL BUSINESS**

There were no items of general business.

**THE MEETING CLOSED AT 12.00 PM.**