

Minutes

Audit Risk and Improvement Committee

16 October 2020 at 10.00am

ITEM 1. Welcome, Acknowledgment of Country and Apologies - 10.10 am

Present:

Members: Linda MacRae (Independent external member and Chairperson), Cr. Paul Miegel (Councillor Representative), Peter McLean (Independent external committee member).

Attendee (non-voting): Adrian Butler (General Manager), Jo Shannon (Head of Internal Audit and Director Corporate and Community Services).

Invited Participants: Brad Bohun, (External Auditors) - Crowe, Heidi Neumeister (Governance Officer), Shane Norman, (Finance Manager).

Apologies: Steve Carmichael (Director Engineering Services), Susan Appleyard (Director Development and Environmental Services), Fiona Goodman, (Risk Management Coordinator).

Items are listed in order as discussed.

1.1 Disclosures of Interest

RESOLUTION:

1. THAT the Committee note that there were no conflicts of interest to declare.

NOTED

1.2 Endorse Minutes of previous meeting

RESOLUTION:

1. THAT the Minutes of the Audit Risk and Improvement Committee meeting held on 21 August 2020 be received and noted as a true and correct copy.

CARRIED

Adrian Butler (General Manager) joined the meeting

ITEM 2. ANNUAL FINANCIAL STATEMENTS - 10.16am

2.1 Annual Financial Statements for the year ending 30 June 2020

Council's external auditor, Brad Bohun of Crowe Albury provided an overview of the status of the 2019/2020 Financial Statements and advised that no further updates to the Profit Loss and Balance Sheet were anticipated. Brad also advised that there were no new management points to those that were contained in the Audit Office Management Letter on the Interim Phase of the Audit that was discussed by the Committee at its August 2020 Meeting He indicated that there were some remaining carry over points being of a low to medium risk.

Some discussion and questions ensued from the Committee members with there being no issues noted in relation to the reports being signed off by the Council.

Adrian Butler (General Manager) left the meeting at 10.45am.

Adrian Butler (General Manager) returned to the meeting at 10.48am

The Chair requested that if there are any material changes that these be forwarded to the Committee members with an explanation.

RESOLUTION:

1. THAT the report on progress of completion of the Annual Financial Statements for the Federation Council as at 30 June 2020 be noted; and
2. THAT the Audit Risk and Improvement Committee recommend to Council that the Annual Financial Statements for the year ended 30 June 2020 be adopted by Council at its meeting on 20 October 2020, subject to any minor audit adjustments.
3. THAT the external auditor provide an updated overview of the 2019/2020 Annual Financial Statements at the Committee's December 2020 meeting.
4. THAT the Committee note the significant work achieved in addressing the outstanding audit actions, particularly those in relation to the revaluation of Infrastructure Assets
5. THAT the Committee extend its thanks to all the Staff and Auditors involved in completing the 2019/2020 Annual Financial Statements in accordance with the agreed time frame in the extremely challenging COVID working environment

CARRIED

ITEM 3. General Business – 11.09 am

The Committee noted that there were no new items of general business.

ITEM 4. Next Meeting – 11.10am

The next meeting date was agreed for Friday 11 December 2020 at 10.00am.

The meeting closed at 11.12am