

12. Officers' reports

OCM.020/17 Audit Committee - Minutes February 2017

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**Summary**

In accordance with the *Local Government Act 1989* section 139 and good governance principles, councils must have an Audit Committee.

As resolved at the Ordinary Meeting of Council on 16 August 2005 the Audit Committee minutes are to be reported and presented at an Ordinary Meeting of Council following the Audit Committee meeting.

The Audit Committee met on 13 February 2017. The minutes for the meeting are attached.

**Recommendation**

**That Council notes the minutes of the Audit Committee meeting for 13 February 2017.**

**Attachments**

1. 13 February 2017 Audit Committee Minutes

**Background**

1. As resolved at the Ordinary Meeting of Council on 16 August 2005 the Audit Committee minutes are to be reported and presented at an Ordinary Meeting of Council following the Audit Committee meeting.
2. The Audit Committee meets a minimum of four times a year and has the role to assist the coordination of relevant activities of management, internal audit and the external auditor to facilitate good governance, effectiveness and efficiency.

**Policy context**

3. This report directly supports the achievement of Council Plan 2013-2017 strategies:
  - We will ensure our services are efficient and deliver good value for money for our residents and we will invest in training and technology to enhance productivity.
  - We will meet our legal responsibilities and manage our risks.

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**Budget implications**

4. The costs associated with this matter are contained within Council's 2016-2017 Budget.

**Consultation/communication**

5. The Audit Committee meeting on 13 February 2017 was attended by the Committee members, Acting Chief Executive Officer, General Manager Corporate Services, Manager Finance. Cr Peter Clarke and Cr Bruce Ranken were the Councillor representatives in attendance.

**Issues/options**

6. The minutes of the Audit Committee are submitted to Council after each meeting. To provide timely feedback, these are unconfirmed minutes.
7. The Audit Committee plays a significant role in Council's governance framework. It provides external expert advice to Council on key areas of risk. Risk in this case is interpreted broadly and covers risk to Council's sustainability, reputation, fraud control and effectiveness, as well as financial risk.
8. The 13 February 2017 Audit Committee minutes have not yet been adopted by the Committee, but will be presented at its next meeting.
9. Among the items considered by the Audit Committee at the meeting held on 13 February 2017 were:
  - Internal Audit Parking Enforcement/ Administration
  - The Internal Audit progress report
  - The Risk and Insurance report
  - The December quarter financial report
  - Responses to the recommendations made in Victorian Auditor-General's Office snap shot report for 2015-2016
  - The Proactive tree management in high use areas resolution and report.

**Next meeting**

10. The next Audit Committee meeting is scheduled to take place on Monday 8 May 2017.

**Conclusion**

11. The Audit Committee minutes from 13 February 2017 are presented to Council to ensure timely feedback, accurate information and for noting by Council.