

# Nillumbik Audit Committee minutes

Held Monday 20 November 2017 at 4pm at the Civic Centre, Civic Drive, Greensborough

## 1 Present

Independent members: Linda MacRae, John Watson, Greg Hollyman

Councillors: Mayor Cr Peter Clarke (arrived 4.17pm), Cr Bruce Ranken (arrived 4.07pm)

Council officers: Mark Stoermer (CEO), Vince Lombardi (Manager Finance), Melika Sukunda (Financial Accountant), Craig Commene (Risk Advisor)

Other invitees: Garry Leon (Crowe Horwath)

## 2 Apologies

Mark Peters  
HLB Mann Judd

Martin Thompson  
Crowe Horwath

## 3 Disclosure of any conflicts of interests

Nil

## 4 Declarations

i. CEO – Any impending legal action or legislation breaches.

The CEO briefed the Committee on matters arising during the period.

ii. Internal Auditor – Any obstructions to the work of the internal audit.

Nil

## 5 Adoption of the minutes of the meeting held 14 August 2017

### ***Resolution***

The minutes of the Audit Committee meeting held on 14 August 2017 we adopted.

## **6 Vegetation Offset Program audit report**

The Native Vegetation Offset Program audit report was presented to the Committee.

### ***Resolution***

The Native Vegetation Offset Program audit report was received and noted

The Committee recommend that having regard for the risks identified Council may wish to review their involvement in and the viability of the scheme.

## **7 Internal Audit progress report**

The progress report on internal audit by Crowe Horwath was presented to the Committee.

### ***Resolution***

The internal audit progress report was received and noted.

The Committee note that the Depot Management (IBAC findings) Audit has been rescheduled to March 2018.

## **8 Status report of outstanding internal audit resolutions**

The status report of outstanding internal audit resolutions was presented to the Committee.

### ***Resolution***

The status report was received and noted

## **9 Risk and Insurance report**

The risk and insurance report was presented to the Committee.

### ***Resolution***

The risk and insurance report was received and noted.

## **10 September Quarter Financial Report**

The September quarter financial report was presented to the Committee.

### ***Resolution***

The September quarter financial report was received and noted.

## **11 Draft Debt Collection Policy – Rates and Charges**

The Draft Debt Collection Policy – Rates and Charges was presented to the Committee.

### ***Resolution***

The Committee receive and note the policy and recommend that Council receive and endorse the Draft Debt Collection Policy – Rates and Charges.

## **12 Rates in Arrears report**

The rates in arrears report was presented to the Committee.

### ***Resolution***

The rates in arrears report was received and noted.

## **13 Proposed Audit Committee meeting schedule 2018**

The proposed Audit Committee meeting schedule 2018 was presented to the Committee.

### ***Resolution***

The proposed Audit Committee meeting schedule 2018 was received and noted.

## **14 Other Business**

- 1) Local Government Act review
- 2) Valuations requirements review
- 3) Growing Suburbs Fund update
- 4) Sale of assets program consultation, February 2018
- 5) The Committee requests that a written report be presented at each Committee meeting, being a CEO update on matters arising during the period.
- 6) The Committee requests that a table of actions arising from Committee meetings be included in the agenda to track completion of outstanding actions.

## **15 Meeting Schedule**

The next Audit Committee Meeting:

4pm Monday 19 February 2018