

ALICE SPRINGS TOWN COUNCIL
RISK MANAGEMENT AND AUDIT COMMITTEE MEETING
MINUTES OF MEETING
HELD MONDAY, 13 AUGUST 2018 AT 12:00 NOON
ARUNTA ROOM, CIVIC CENTRE

PRESENT:

Mr Iain Summers (*Chair*)
Mayor Damien Ryan
Deputy Mayor Jamie de Brenni
Councillor Marli Banks
Councillor Jimmy Cocking

OFFICERS:

Mr Rex Mooney, Chief Executive Officer
Mr Scott Allen, Director Technical Services
Mrs Biggi Gosling, Acting Director Corporate and Community Services
Mr Madhava Dudipalli, Acting Director Finance
Mrs Natasha Taylor, Risk and Compliance Officer
Ms Kiri Milne, Acting Executive Assistant (*Minutes*)

13th Alice Springs Town Council RISK MANAGEMENT & AUDIT COMMITTEE	Oct-18	Mar-18	May-18	Aug-18
Iain Summers	✓	✓	✓	✓
Mayor Damien Ryan	✓	✓	✓	✓
Councillor Marli Banks	A	A	✓	✓
Councillor Jamie de Brenni	✓	✓	✓	✓
Councillor Jimmy Cocking	✓	✓	✓	✓
Councillor Jacinta Price	A	A	✓	A

The meeting opened at 11.55 am.

1. APOLOGIES:

Councillor Jacinta Price

2. CONFLICT OF INTEREST DECLARATION

Nil

3. MINUTES OF THE PREVIOUS MEETING**RECOMMENDATION:**

That it be a recommendation to Council:

That the minutes of meeting held 14 May 2018 be confirmed as a true and correct record of the proceedings of that meeting.

Moved: Mayor Ryan

Seconded: Councillor Cocking

4. BUSINESS ARISING FROM THE PREVIOUS MINUTES

4.1 Financial Statement Audit Plan and Interim Findings

Mr Summers referred to the Risk Management and Audit structure and presented an overview of the Risk Management process.

Discussion ensued in regard to the Audit Plan from Merit Chartered Accountants, the audit procedures, and Australian Accounting Standards in relation to the *Local Government Act*.

Mayor Ryan enquired in regard to the point of sale reconciliation document. The Acting Director Finance responded.

The Committee noted the Audit Plan and Audit findings from the Interim Audit May 2018 and discussed the findings.

RECOMMENDATION:

That it be a recommendation to Council:

- 1. That the Committee was satisfied that the interim findings from the external auditors show that the accounting and control procedures were generally satisfactory and noted the process improvement opportunities that were identified.**
- 2. The Committee was satisfied with Management's responses to the process improvement recommendation and requested a further report on the response to item 6.4.4 in relation to introducing data analytics on payments.**

Moved: Mayor Ryan

Seconded: Councillor Banks

Discussion ensued in regard to Appendix B.

Mayor Ryan enquired as to the term of engagement of the external auditors. Acting Director Finance responded confirming that the current external auditor has been engaged to complete the 2017/ 2018 end of financial year audit.

Discussion ensued in regard to the tender process.

ACTION

The Chair requested that Officers provide an update at the October meeting in regard to the progress towards tendering for external auditors.

4.2 Risk and Compliance Officer Report

The Risk and Compliance Officer spoke to the Risk and Compliance Summary report, updated the Committee on current activities noting that management were satisfied with the draft *Expression of Interest for a Three Year Internal Audit Plan* and that the *Expression of Interest* will be advertised in September.

The Officer reported on the Operational Risk Register status summary and the deferral of the detailed review of the Register until the first meeting in 2019. She also outlined that the purpose of the October Risk Management and Audit Committee meeting is predominantly for the review of the Audited Financial Statements to be included in the Annual Report.

The Officer advised that a meeting schedule for 2019 will be proposed at the next Risk Management and Audit Committee meeting in October, and noted that the Investment Policy was reviewed by the Director of Finance and the revised draft will be presented at the 13 August 2018 Finance Standing Committee meeting.

RECOMMENDATION:

That it be a recommendation to Council:

That the Risk and Compliance Summary report be noted and accepted.

Moved: Councillor de Brenni
Seconded: Councillor Cocking

5. OTHER BUSINESS

Nil

6. NEXT MEETING: Friday 5 October 2018

The meeting stands adjourned and resumes in the Confidential Section.

The meeting adjourned at 1.02 pm.

Confirmed on: Friday 5 October 2018

Iain Summers
CHAIRPERSON

**ALICE SPRINGS TOWN COUNCIL
RISK MANAGEMENT AND AUDIT COMMITTEE
13 AUGUST 2018**

KEY ISSUES FROM THE MEETING FOR COUNCIL'S ATTENTION:

The Committee discussed:

1. the 2017/18 year Audit Plan and interim audit findings from the external auditors, Merit Partners.
2. The readiness of the Council to advertise an Expression of Interest in September 2018 for a consultant to prepare a Three Year Internal Audit Plan.
3. Its acceptance of the appropriateness of rescheduling the detailed review of the Operational Risk Register until the first meeting of the Committee in 2019.

The following recommendations have been made for noting by Council:

1. That the Committee was satisfied that the interim findings from the external auditors show that the accounting and control procedures were generally satisfactory and noted the process improvement opportunities that were identified.
2. The Committee was satisfied with Management's responses to the external auditor's process improvement recommendations and requested a further report on the response to item in relation to introducing data analytics on payments.