

MINUTES OF THE MEETING OF THE AUDIT COMMITTEE HELD IN THE PROSPECT LIBRARY, 1 THOMAS STREET, NAILSWORTH ON MONDAY 18 February 2019 AT 5:35PM

PRESENT:

Chairperson: C Garrett
Committee: D Moffatt, P Fairlie-Jones, Cr S Rypp, Mayor D O'Loughlin

IN ATTENDANCE:

Director Corporate Services	G Moon
Manager Financial Services	C Birch
Manager Governance & Administration	J Tanti
Risk Management Officer	V DiMaria
Minute Secretary	S Lovering

ITEM 1: ON LEAVE:

Nil.

ITEM 2: APOLOGIES:

Nil.

ITEM 3: CONFIRMATION OF MINUTES:

P Fairlie-Jones moved D Moffatt seconded

- (1) The Minutes of the Audit Committee Meeting held on 15 October 2018 as circulated be taken as read and taken as a true record.

Carried Unanimously AC1/19

ITEM 4: CHAIRPERSON'S REPORT:

Nil.

ITEM 5: QUESTIONS WITH NOTICE:

Nil.

Audit Committee Chair sought of the meeting to bring Item 7.1 forward.

Leave Granted.

Memorandum of updated cash flow tabled.

Mayor D O'Loughlin entered the meeting at 5:41pm.

Item 7.1 Community Hub, Library & Innovation Centre (CLIC) – Risk and Financial Management Report and Project Prudential Report Update

Cr S Rypp moved P Fairlie-Jones seconded

- (1) That the Audit Committee having considered Item 7.1 Community Hub, Library & Innovation Centre (CLIC) – Risk and Financial Management Report and Project Prudential Report Update receives and notes the report.
- (2) That the Audit Committee continues to receive a Risk and Financial Management report quarterly on the project.
- (3) That the Third Budget review takes into account the impact of the CLIC cash flow forecast.

Carried Unanimously AC2/19

ITEM 6: REPORTS FOR DECISION:

Declaration by members of conflict of interest: Nil.

Item 6.1 Periodic Review of Key Financial Indicators

D Moffatt moved P Fairlie-Jones seconded

- (1) That Audit Committee having considered Item 6.1, Periodic Review of Key Financial Indicators, recommends for Council's adoption in preparation of the Long Term Financial Plan and 2019-2020 Budget deliberations Key Financial Indicator target ranges of:
 - Operating Surplus Ratio for an individual year (1%) - 5%;
 - Operating Surplus Ratio for a 10 year average period 1% - 3%;
 - Net Financial Liabilities Ratio for an individual year 10% - 90%;
 - Net Financial Liabilities Ratio for a 10 year average period 10% - 60%; and
 - Asset Sustainability Ratio 100% - 120%.

Carried Unanimously AC3/19

Item 6.2 Budget Framework Policy

D Moffatt moved Cr S Rypp seconded

- (1) That the Audit Committee having considered Item 6.2, Budget Framework Policy, recommend Council endorses the Budget Framework Policy, as presented in Attachments 1 – 7.
- (2) Administration to consider the development of a timely Annual Business Plan project reporting system for Council to consider.

- (3) Budget Framework Policy Clause 4.19 to add the dates due for each Budget Review to read as:
- 30th September Budget Review 1 to be reported to Council following the receipt of the Audited Financial statements.
 - 31st December Budget Review 2 to be reported to the February Council meeting.
 - 31st March Budget Review 3 to be reported to the April Council meeting.
- (4) Remove clause 4.20 and re-number the balance of the document accordingly.

Carried Unanimously AC4/19

Item 6.3 Financial Hardship Policy

Cr S Rypp moved P Fairlie-Jones seconded

- (1) That Item 6.3 is represented at a future Audit Committee meeting.

Carried Unanimously AC5/19

ITEM 7: REPORTS FOR INFORMATION

Item 7.2 First Budget Review 2018-2019

P Fairlie-Jones moved D Moffatt seconded

- (1) The Audit Committee having considered Item 7.2 First Budget Review 2018-2019, as being carried out in accordance with the Budget Framework Policy, receives and notes the report.

Carried Unanimously AC6/19

Item 7.3 Dispensation Register 1 July 2018 to 31 December 2018

P Fairlie-Jones moved D Moffatt seconded

- (1) The Audit Committee having considered Item 7.3 Dispensation Register 1 July 2018 to 31 December 2018, receive and note the report.

Carried Unanimously AC7/19

Item 7.4 Risk & Audit Work Plan 2018-2020

Cr S Rypp moved D Moffatt seconded

- (1) That the Audit Committee having considered Item 7.4, Risk & Audit Work Plan 2018-2020 Report receives and notes the report.

Carried Unanimously AC8/19

ITEM 8: CONFIDENTIAL ITEMS:

Nil.

ITEM 9: CLOSURE

The meeting closed at 7:22pm

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Corinne Garrett
Chairperson