



**UNCONFIRMED MINUTES OF THE
GEORGE TOWN AUDIT PANEL MEETING
HELD ON WEDNESDAY 14TH MARCH 2018
IN THE COUNCIL CHAMBERS, GEORGE TOWN COUNCIL
COMMENCING AT 11.00AM**

Present: Mr Steve Hernyk (Chair)
Cr John Glisson
Cr Peter Parkes

In Attendance: Cr Greg Dawson
Mayor Bridget Archer
Cr Heather Barwick
Cr Doug Burt (part meeting)
Cr Tim Harris (part meeting)
Mrs Justine Brooks-Bedelph, General Manager
Mrs Cheryl Hyde, Team Leader Corporate & Finance
Ms Josie Higgins, Governance Support Officer

Apologies: Nil

General Business

1. Declaration of Pecuniary Interests/Conflict of Interest

Nil.

2. Adoption of Previous Minutes

Minutes of the Audit Panel meeting held on the 29th November 2017 were received and adopted.

3. Outstanding from previous meeting – Action Sheet

As attached.

4. Review Annual Meeting Schedule and Work Plan

Received and noted.

Governance and Strategy

5. Review 10-Year Financial Plan

Received and noted.

6. Review Financial Management Strategy (Sustainability)

That the Audit Panel receives and notes the amendments to the Financial Management Strategy and recommends it to Council for adoption.

DECISION

	For	Against
Mr Steven Herynk, Chairman	✓	
Cr Peter Parkes	✓	
Cr John Glisson	✓	

CARRIED

7. Review preliminary Budget parameters and assumptions

Verbal report received and noted.

8. Review Annual Plan

Verbal report received and noted.

9. Long Term Asset Plan, Policy and Strategy

Verbal report received and noted.

10. Review Policies and Procedures

Verbal report received and noted.

Financial and Management Reporting

11. Review most current results and report any relevant findings to Council

Report received and noted.

12. Review any Business Unit or Special Financial Reports or other outside Professional Consultants Reports pertaining to Finance, Tax, Strategy or Legal Matters

12.1 Legal Expenditure

Report received and noted.

13. Review the impact of changes to Australian Accounting Standards

Nil to report.

Internal Audit

14. Consider any available audit reports

Verbal update received and noted.

15. Review management's implementation of audit recommendations

Verbal update received and noted.

16. Review the adequacy of internal audit resources for consideration in Council's annual budget and review performance of internal auditors.

Verbal update received and noted.

External Audit

17. Consider any available audit reports

Available audit reports received from the Auditor General. Connected by phone with TAO. Report received and noted.

18. Review management's implementation of audit recommendations

Verbal update received and noted.

19. Consider any performance audit reports that will be undertaken by the Tas Audit Office and address implications for the Council

Nil to report.

Risk Management and Compliance

20. Receive material risk management reports (risk profile, risk management and treatment and periodical/rotational risk review)

Verbal update received and noted.

Action: Documentation to be provided to next Audit Panel meeting.

21. Monitor ethical standards and any related party transactions to determine the systems of control are adequate and review how ethical and lawful behaviour and culture is promoted within the Council

Verbal update received and noted.

22. Review the procedure for Council's compliance with relevant laws, legislation and Council policies

Verbal update received and noted.

23. Review internal and fraud management controls

Nil to report.

24. Review processes to manage insurable risks and existing insurance cover

Verbal update received and noted.

25. Review delegation processes and exercise of these

Verbal update received and noted.

Action: Delegations register be circulated to next Audit Panel meeting.

26. Review tendering arrangements and advice Council

Verbal update received and noted.

Action: Updated code for tenders and contracts policy to be circulated to next Audit Panel Meeting.

27. Review WH&S management processes

Received and noted.

28. Monitor any major claims or lawsuits by or against the Council and complaints against the Council

Verbal report received and noted.

29. Oversee the investigation of any instances of suspected cases of fraud or other illegal and unethical behaviour

Verbal report received and noted.

30. Review issues relating to National competition policy

Nil to report.

The Chairperson advised that the Panel would go into closed session at 12.26pm for discussion only, no decisions would be made.

The Panel came out of closed session at 12.47pm.

Next meeting

June 6th 2018.

Meeting Close

Meeting closed at 12.47pm.

Signed as a correct record.

.....
SA HERNYK
Chairman