



**MINUTES OF THE AUDIT AND RISK MANAGEMENT COMMITTEE MEETING HELD IN
THE WURRUMIYANGA OFFICE ON TUESDAY, 16 MAY 2017 AT 10:00AM**

1 WELCOME & APOLOGIES

1.1 Welcome

The meeting opened at 10:11am.

At this point of the meeting a one minute silence was held in respect of a recent death in the Pirlangimpi Community (10:12am).

1.2 Present

Chairperson: Ian Swan.

Committee Members: Lynette De Santis, Pirrawayingi Puruntatameri and John Naden.

Officers: Marion Scrymgour (CEO), Bruce Mann (Finance Manager), Maina Brown (Governance & Compliance Manager) and David Astalosh (Administration Project Officer Generalist) (1:45pm).

Minutes: Maina Brown (Governance & Compliance Manager).

1.3 Apologies

Nil

1.4 Leave of Absence

Nil

1.5 Declaration of Interest of Members or Staff

One (1) staff member declared their conflict of interests.

CEO Marion Scrymgour – Item 8.2

2 CONFIRMATION OF PREVIOUS MINUTES

Audit and Risk Management Committee - 21 February 2017

1 RESOLUTION

Moved: *Lynette DeSantis*

Seconded: *John Naden*

That the minutes of the Audit and Risk Management Committee held on 21 February 2017 as circulated, be confirmed as a true and correct record of that meeting.

CARRIED

3 GENERAL BUSINESS

3.1 BUSINESS ARISING FROM PREVIOUS MINUTES

RECOMMENDATION:

That the Committee accepts these discussions and report.

Actions:

- 1. Committee has nominated a suitable candidate to fill the 2nd Independent Member position and recommended to Council for approval.**
- 2. Governance & Compliance Manager to print and add Accounting Regulation to each members reference folders.**
- 3. Governance & Compliance Manager to set up a blank Audit and Risk Management Work Plan sheet and send out to all members.**

3.2 AUDITED FINANCIAL STATEMENT FOR THE YEAR ENDED 30 JUNE 2016

2 RESOLUTION

Moved: John Naden

Seconded: Lynette De Santis

That the Committee agrees and recommends to Council to apply to the Department of Housing & Community Development to extend the term of appointment of the current external auditors, Merit Partners, for a period of 12 months to complete the 16/17 Financial Audit.

CARRIED

At this point of the meeting a break was called for lunch 12:13pm.

The meeting recommenced at 12:47pm.

Cr Pirrawayingi Puruntatameri left the meeting at 12:00 PM

3.3 REVIEW OF TERMS OF REFERENCE

RECOMMENDATION:

That the Committee notes this report for information.

3.4 POPULATION OF THE WORK PROGRAM

RECOMMENDATION:

That the Committee notes this report for information.

Action:

Governance & Compliance Manager to set up a blank Audit and Risk Management Work Plan sheet and send out to all members.

3.5 MERIT QUOTE 2017/18 AUDIT AND TERMS

3 RESOLUTION

Moved: Lynette De Santis

Seconded: John Naden

That the Committee recommends that Council apply to the Department to extend the term of appointment of the current external auditors, Merit Partners, for a period of 12 months to complete the 16/17 Financial Audit.

CARRIED

3.6 TIRC 2017/18 REGIONAL PLAN AND BUDGET

RECOMMENDATION:

That the Committee notes the status of the TIRC 2017/18 Regional Plan for information.

Action:

Service levels to include Councillors Portfolio.
Managers to work with Councillors and their portfolio.

3.7 ROLES & RESPONSIBILITIES AND JARGON LANGUAGE

RECOMMENDATION:

That the Committee notes this report for information.

4 REPORTS FOR INFORMATION

Nil

5 NEXT MEETING

TBA

6 CLOSURE

The meeting closed at 2:13pm.