



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

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**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 2<sup>nd</sup> 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.