



RISK MANAGEMENT AND AUDIT COMMITTEE MINUTES

LITCHFIELD COUNCIL COMMITTEE MEETING

Minutes of Meeting

held in the Executive Meeting Room, Litchfield
on Tuesday, 29 October 2019 at 10.00am

Present	Iain Summers	Chairperson
	Kirsty Sayers-Hunt (Councillor)	Committee Member
	Doug Barden (Councillor)	Committee Member
Staff	Daniel Fletcher	Chief Executive Officer
	Silke Maynard	Director Community and Corporate Services
	Nadine Nilon	Director of Infrastructure and Operations
	David Jan	Governance and Risk Adviser

Presenters Nil

1. OPENING OF THE MEETING

The Chairperson, Iain Summers opened the Meeting at 10.00am.

2. APOLOGIES AND LEAVE OF ABSENCE

Maree Bredhauer Mayor

3. DISCLOSURES OF INTEREST

No disclosures of interest were declared.

4. CONFIRMATION OF MINUTES

Moved: Cr Sayers-Hunt

Seconded: Cr Barden

Carried

THAT the minutes of the Risk Management and Audit Committee Meeting held Tuesday 8 October 2019, 4 pages, and Confidential minutes from meeting held Tuesday 3 September 2019, 2 pages, be confirmed.

5. BUSINESS ARISING FROM THE MINUTES

No business arising.

6. PRESENTATIONS

Nil.

7. ACCEPTING OR DECLINING LATE ITEMS

Nil.

8. OFFICERS REPORTS

8.1 2018-19 Financial and KPI Summary

Moved: Cr Barden

Seconded: Cr Sayers Hunt

THAT the RMAC

1. Confirms the financial summary and KPI reporting for inclusion into the 2018-19 Annual Report presented to Council, and
2. Notes the KPI reporting together with the narrative explanation of red light results and where appropriate explanation about other results is provided if not included in other highlights of program reporting

8.2 2018-19 Annual Financial Statements

Discussion regarding,

- the impact of depreciation and useful lives of assets
- impact of unspent grant income
- impact of changes to recording of capital grants in Note 12
- Thorak financial and the need to better identify what the Thorak reserves are for in the description in Note 9
- The main highlights of the narrative for the Annual Report
- Highlights of the Merit closing report
- The unresolved issue of land revaluation and that CEO will need to receive advice from Merit as to how this will impact on the final result.

Moved: Cr Sayers-Hunt

Seconded: Cr Barden

THAT the RMAC

1. Confirms the draft 2018-19 Financial Statements are suitable for certification by the Chief Executive Officer for inclusion in the Annual Report and presented to Council subject to
 - a. Resolution of the land valuation matters
 - b. Amendment to the operating result in Note 12, and
 - c. Update of description of Thorak Reserve in Note 9
2. Requests management response for Merit Partner report including completion timelines to be provided at the next RMAC meeting

9. OTHER BUSINESS

Closing comments provided by outgoing Chairperson.

Presentation of gift to Outgoing Chairperson by CEO in acknowledgement of the contribution the RMAC.

10. CONFIDENTIAL ITEMS

Nil

20. CLOSE OF MEETING

The Chair closed the meeting at 11.47am.

21. NEXT MEETING

To be confirmed with new Chairperson.

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Chair Person
Garry Lambert (New Chairperson)