



MINUTES

Audit Committee Meeting

(Subject to confirmation)

25 February 2020

**MINUTES OF YORKE PENINSULA COUNCIL
AUDIT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS , MINLATON TOWN HALL, 57 MAIN STREET,
MINLATON
ON TUESDAY, 25 FEBRUARY 2020 AT 3.00PM**

1 WELCOME BY CHAIRPERSON

Acting Chair Rob Reiman welcomed everyone to the meeting and declared the meeting open.

2 PRESENT

Acting Chair Rob Reiman, Cr Leanne O'Brien, Cr Adam Meyer, Cr Tania Stock

In Attendance

Mayor Darren Braund, Andrew Cameron (CEO), David Harding (Director Corporate and Community Services), Trevor Graham (Director Assets and Infrastructure Services), Rachel Rains (Minute Taker), Sid Jain (Manager Financial Services), Michael McCauley (Assets Manager), Amanda Pitt (Business Improvement Officer), Bobbi Pertini (Manager People, Culture and Safety), Mary Herrmann (Governance Officer), Luka Oster (Acting Executive Assistant to CEO and Mayor).

3 LEAVE OF ABSENCE

Nil

4 APOLOGIES

Nil

5 CONFLICT OF INTEREST

Acting Chair Rob Reiman reminded all Elected Members of the requirement to disclose any conflict of interest in relation to any matters before Council.

Nil

6 MINUTES OF PREVIOUS MEETING – FOR CONFIRMATION

COMMITTEE RESOLUTION

Moved: Cr Adam Meyer
Seconded: Cr Leanne O'Brien

That the minutes of the Audit Committee Meeting held on 3 December 2019 be confirmed.

CARRIED 001/2020 (25/02/2020)

7 VISITORS TO THE MEETING

Nil

REPORTS**8 NEW BUSINESS****8.1 AUDIT COMMITTEE WORK PLAN 2020****PURPOSE**

To consider and endorse an updated work plan for 2020.

COMMITTEE RESOLUTION

Moved: Cr Tania Stock

Seconded: Cr Adam Meyer

That the Audit Committee endorse the updated 2020 Work Plan.

CARRIED 002/2020 (25/02/2020)

8.2 DECEMBER QUARTERLY BUDGET REVIEW 2019/2020**PURPOSE**

To receive Council's endorsed December quarterly budget review (as at 31 December 2019) of the 2019/2020 Budget and associated financial statements, ratios and changes.

COMMITTEE RESOLUTION

Moved: Cr Adam Meyer

Seconded: Cr Tania Stock

That the Audit Committee receive the Council endorsed 2019/2020 December Budget Review changes as presented in the attached Summary of Changes, Statement of Comprehensive Income and Uniform Presentation of Finances and receive the updated Statement of Financial Position, Statement of Cash Flows, Statement of Changes in Equity and Financial Indicators (Ratios).

CARRIED 003/2020 (25/02/2020)

8.3 DRAFT LEAVE MANAGEMENT POLICY**PURPOSE**

To provide the Audit Committee with a copy of Council's draft Leave Management Policy (PO173).

COMMITTEE RESOLUTION

Moved: Cr Tania Stock
Seconded: Cr Leanne O'Brien
That the report be received.

CARRIED 004/2020 (25/02/2020)

8.4 INTERNAL AUDIT ACTIVITY REPORT**PURPOSE**

To provide Audit Committee members with an update on recent Internal Audit Activity.

COMMITTEE RESOLUTION

Moved: Cr Adam Meyer
Seconded: Cr Tania Stock
That the report be received.

CARRIED 005/2020 (25/02/2020)

8.5 RISK MANAGEMENT ACTIVITY REPORT**PURPOSE**

To provide the Audit Committee with an update in respect of Council's Risk Management.

COMMITTEE RESOLUTION

Moved: Cr Leanne O'Brien
Seconded: Cr Tania Stock
That the report be received.

CARRIED 006/2020 (25/02/2020)

8.6 ASSET MANAGEMENT UPDATE**PURPOSE**

To update the Audit Committee members on Asset Management activities.

COMMITTEE RESOLUTION

Moved: Cr Leanne O'Brien

Seconded: Cr Adam Meyer

That the report be received.

CARRIED 007/2020 (25/02/2020)

8.7 AUDIT COMMITTEE ANNUAL REPORT 2019**PURPOSE**

For the Audit Committee to review its draft Annual Report for the 2019 calendar year prior to being presented to Council for consideration in accordance with Clause 13 of the Committee's Terms of Reference.

COMMITTEE RESOLUTION

Moved: Cr Tania Stock

Seconded: Cr Adam Meyer

That the Audit Committee endorse its Annual Report for the 2019 calendar year for presentation to Council.

CARRIED 008/2020 (25/02/2020)

CONFIDENTIAL AGENDA**9 CONFIDENTIAL ITEMS****9.1 INDEPENDENT MEMBER APPOINTMENT TO AUDIT COMMITTEE****COMMITTEE RESOLUTION**

Moved: Cr Adam Meyer

Seconded: Cr Tania Stock

Section 90 Order

That pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, the Council orders, that the public be excluded from the meeting relating to Item 9.1 Independent Member Appointment to Audit Committee, with the exception of the following persons:

- Mayor
- Chief Executive Officer

The Council is satisfied that, pursuant to Section 90(2) and (3)(a) of the Act, the information to be received, discussed or considered in relation to report Item 9.1 Independent Member Appointment to Audit Committee, is confidential information relating to:

- (a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)

Accordingly, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED 009/2020 (25/02/2020)

4.13pm – The public were asked to leave and the Chamber secured.

4.42 pm

RESUMPTION OF PUBLIC MEETING

10 GENERAL BUSINESS

Nil

11 NEXT MEETING

Tuesday 26 May 2020

12 CLOSURE

The Meeting closed at 4.43pm

The minutes of this meeting were confirmed at the Audit Committee Meeting held on 26 May 2020.

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CHAIRPERSON