



# **MINUTES**

## **Audit Committee Meeting**

(Subject to confirmation)

**30 November 2021**

**MINUTES OF YORKE PENINSULA COUNCIL  
AUDIT COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBERS , MINLATON TOWN HALL, 57 MAIN STREET,  
MINLATON  
ON TUESDAY, 30 NOVEMBER 2021 AT 3.00PM**

**1 WELCOME BY CHAIRPERSON**

Chair Rob Reiman welcomed everyone to the meeting and declared the meeting open at 3:00pm.

**2 PRESENT**

Chair Rob Reiman, Cr Leanne O'Brien, Cr Adam Meyer, Cr Tania Stock, Member Hussain Rafeeu  
3.17pm - *Member Hussain Rafeeu joined the meeting.*

**In Attendance**

Mayor Darren Braund, Andrew Cameron (CEO), Ben Thompson (Director Corporate and Community Services), Sid Jain (Manager Financial Services), Amanda Pitt (Business Improvement Officer), Bobbi Pertini (Manager People and Culture), Michael McCauley (Assets Manager), Renee Edwards (Minute Taker).

**3 LEAVE OF ABSENCE**

Nil

**4 APOLOGIES**

Andre Kompler (Director Assets and Infrastructure)

**5 CONFLICT OF INTEREST**

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

**6 MINUTES OF PREVIOUS MEETING – FOR CONFIRMATION**

**COMMITTEE RESOLUTION**

Moved: Cr Adam Meyer

Seconded: Cr Tania Stock

That the minutes of the Audit Committee Meeting held on 26 October 2021 be confirmed.

**CARRIED 042/2021 (30/11/2021)**

**7 VISITORS TO THE MEETING**

Nil

**REPORTS****8 NEW BUSINESS****8.1 AUDIT COMMITTEE WORK PLAN 2021****PURPOSE**

To consider and endorse an updated work plan for 2021.

**COMMITTEE RESOLUTION**

Moved: Cr Tania Stock

Seconded: Cr Leanne O'Brien

That the Audit Committee endorse the updated 2021 Work Plan.

**CARRIED 043/2021 (30/11/2021)**

**8.2 INTERNAL AUDIT PLANNING 2022****PURPOSE**

To seek endorsement of the Internal Audit Plan for 2022 - 2023.

**COMMITTEE RESOLUTION**

Moved: Cr Adam Meyer

Seconded: Cr Leanne O'Brien

That the Audit Committee endorse the two year Internal Audit Plan for 2022 - 2023.

**CARRIED 044/2021 (30/11/2021)**

**8.3 INTERNAL AUDIT ACTIVITY REPORT****PURPOSE**

To provide Audit Committee with an update on the recent Internal Audit activity.

**COMMITTEE RESOLUTION**

Moved: Cr Tania Stock

Seconded: Member Hussain Rafeeu

That the report be received.

**CARRIED 045/2021 (30/11/2021)**

*Chair Rob Reiman sought clarification around the Governance Legislation Self-Audit Tool and the recent updates to the Local Government Act 1999 (initiated through the Statutes Amendment (Local Government Review) Act 2021) in regards to what has and hasn't been enacted..*

*Cr Adam Meyer provided a copy of an email containing this information to the Audit Committee Members during the meeting.*

*Audit Committee Members will be included on correspondence from Council staff regarding any Act amendments.*

#### **8.4 AUDIT COMMITTEE ANNUAL REVIEW AND SELF ASSESSMENT 2021**

##### **PURPOSE**

For the Audit Committee to review and self-assess its performance for the 2021 calendar year, in accordance with clause 13 of the Audit Committee Terms of Reference (TOR).

##### **COMMITTEE RESOLUTION**

Moved: Cr Adam Meyer

Seconded: Cr Leanne O'Brien

That the Audit Committee endorse:

1. The 2021 Audit Committee self-assessment results as presented;
2. The 2022 Audit Committee work plan as presented; and
3. The updated Terms of Reference as presented.

**CARRIED 046/2021 (30/11/2021)**

*Terms of Reference – The words 'and Risk' to be inserted into the first sentence under section 2 – Objective.*

*Audit Committee Members will be sent a copy of the Draft Annual Business Plan via email before it is presented at the May Council Meeting.*

#### **8.5 SEPTEMBER QUARTERLY BUDGET REVIEW 2021/2022**

##### **PURPOSE**

To receive Council's endorsed September quarterly budget review (as at 30 September 2021) for Council's 2021/2022 Budget and associated financial statements, ratios and changes.

##### **COMMITTEE RESOLUTION**

Moved: Cr Tania Stock

Seconded: Cr Adam Meyer

That the Audit Committee receive the Council endorsed 2021/2022 September 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 047/2021 (30/11/2021)**

**8.6 RISK MANAGEMENT ACTIVITY REPORT**

**PURPOSE**

To provide the Audit Committee with an update on Council’s Risk Management activities.

**COMMITTEE RESOLUTION**

Moved: Cr Leanne O'Brien  
Seconded: Member Hussain Rafeeu  
That the report be received.

**CARRIED 048/2021 (30/11/2021)**

*Member Hussain Rafeeu requested that Council’s Risk Management Policy be put on Council’s website.*

**8.7 ASSET MANAGEMENT UPDATE - VERBAL**

**PURPOSE**

That the verbal report be received.

**COMMITTEE RESOLUTION**

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

**CARRIED 049/2021 (30/11/2021)**

**9 GENERAL BUSINESS**

Chair Rob Reiman asked members’ views on creating a new agenda item titled ‘New and Emerging Risks’. The Committee endorsed this.

Chair Rob Reiman thanked staff and members for their work throughout 2021 and wished everyone a Merry Christmas and Happy New Year.

**10 NEXT MEETING**

Tuesday 22 February 2022

**11 CLOSURE**

**The Meeting closed at 4:17pm**

**The minutes of this meeting were confirmed at the Audit Committee Meeting held on 22 February 2022.**

.....  
**CHAIRPERSON**