



MINUTES OF THE AUDIT COMMITTEE MEETING

HELD ON **MONDAY 1 FEBRUARY 2021** AT **11:02 AM** IN THE **COUNCIL CHAMBER**

PRESENT: Mr A Rushbrook (*Chair*), Cr S Stuppos, D Knox, Mr P Klobucar

OBSERVERS: Chief Executive Officer (*Mr J Commons*)
Director Corporate (*Ms K Jarrett*)
Director Infrastructure (*Mr K Clark*)
Business Planning Manager (*Mr G Jennings*)
Senior Finance Officer (*Mrs S Vigar*)
Governance Administration Officer (*Miss A Wood*)
Corporate Executive Coordinator (*Miss D Edwards*)

1. Attendance Record

Apologies – Mayor Clare McLaughlin
Leave of Absence – Nil

2. Declaration of Members' Conflict of Interests – Nil

3. Minutes of Previous Meeting

3.1 Confirmation of the Minutes of the Audit Committee Meeting held on Wednesday 30 September 2020

Moved Cr Knox, seconded Cr Stuppos

AC293-2021

That the Minutes of the Audit Committee Meeting held on Wednesday 30 September 2020, as per copies supplied to Members, be adopted as a true and correct record to that meeting.

Carried

4. Deputations/Presentations – Nil

5. Reports – Council Officers**5.1 Corporate – Ordinary Reports****5.1.1 2021-22 Annual Business Plan & Budget Process and Parameters**

Moved Cr Knox, seconded Cr Stuppos

AC294-2021

That the Audit Committee:

1. notes the process and parameters for the development of the 2021-22 Annual Business Plan and Budget, as endorsed by Council; and
2. resolves to hold an additional meeting of the Audit Committee on 7 April 2021 to review the Draft 2021-22 Annual Business Plan and Budget.

Carried

5.1.2 Budget Review 2020-21 – Quarter 2

Moved Cr Stuppos, seconded Mr Klobucar

AC295-2021

That the Audit Committee:

1. recommend to Council the adoption of the Quarter 2 Budget Review, identifying an adjusted operating deficit of \$3,093,000 and an estimated cash position at the end of reporting period of \$224,000;
2. recommend to Council that the 2020-21 Annual Business Plan and Budget and Long Term Financial Plan be amended to reflect the variances; and
3. recommend that Council reduce the provision for Covid rate remissions by 50%, equivalent to \$320,000, based on the current rate of applications.

Carried

5.1.3 Corporate Reporting

Moved Cr Knox, seconded Mr Klobucar

AC296-2021

That the Audit Committee notes the work being undertaken to develop a framework for regular corporate reporting.

Carried

5.1.4 *Quarterly Report – Procurement*

Moved Cr Stuppos, seconded Cr Knox

AC297-2021

That the Audit Committee receive and note the Procurement Quarterly report.

Carried

5.1.5 *Prudential Management Policy*

Moved Cr Knox, seconded Cr Stuppos

AC298-2021

That the Audit Committee receive and note the draft Prudential Management Policy attached at Annexure “A” and recommends it to Council for adoption subject to the inclusion of provision for exemptions in line with the Local Government Act 1999.

Carried

5.1.6 *Audit Committee Work Plan*

Moved Cr Stuppos, seconded Mr Klobucar

AC299-2021

That the Audit Committee receive and note the Work Plan.

Carried

6. **Consideration of Confidential Items – Nil**

7. **Closure – Meeting concluded at 11:54am**

8. **Date of Next Meeting – Wednesday 7 April 2021 at 11:00am.**