



## MINUTES OF THE AUDIT COMMITTEE MEETING

HELD ON **MONDAY 3 MAY 2021** AT **11:02AM** UNTIL **11:52AM** IN THE **COUNCIL CHAMBER**

**PRESENT:** Mr A Rushbrook (*Chair*), Mayor C McLaughlin, Cr S Stuppos, Mr P Klobucar

**OBSERVERS:** Chief Executive Officer (*J Commons*)  
Director Corporate (*K Jarrett*)  
Director Infrastructure (*K Clark*)  
Manager Finance (*G Jennings*)  
Finance Coordinator (*S Vigar*)  
Corporate Executive Coordinator (*D Edwards*)

### 1. **ACKNOWLEDGEMENT**

The Audit Committee acknowledged that this meeting was held on Barngarla Land and gave thanks for the use of this Land.

### 2. **ATTENDANCE RECORD**

Apologies – Nil

Leave of Absence – Nil

#### 2.1 **RESIGNATION OF CR. DAVID KNOX**

The Chair of the Committee noted the resignation of Cr. Knox from the Committee.  
It was further noted that a replacement Elected Member representative on the Committee will be sought at the next Council Meeting.

Moved Mayor Clare McLaughlin, seconded Cr Stuppos

#### **AC303-2021**

The Audit Committee thank Cr. Knox for his valuable contribution to the Committee over the years he was a member.

**Carried**

### 3. **DECLARATION OF MEMBERS' CONFLICT OF INTERESTS - Nil**

### 4. **MINUTES OF PREVIOUS MEETING AND BUSINESS ARISING**

#### 4.1 *Confirmation of the Minutes of the Audit Committee Meeting held on Wednesday 7 April 2021*

Moved Cr Stuppos, seconded Mr Klobucar

#### **AC304-2021**

The Minutes of the Audit Committee Meeting held on Wednesday 7 April 2021 be adopted as a true and correct record of the meeting.

**Carried**

## 4.2 Business Arising

The Director Corporate provided a verbal update on Business Arising from previous meetings as follows:

- 4.2.1 *Risk Profile/Action Plan – will be included in meetings moving forward*
- 4.2.2 *Governance Health Check – many items have been addressed and will flow to Council for adoption*
- 4.2.3 *Draft 2021/22 Annual Business Plan and Budget – additional 2% rate increase being considered at part of public consultation, which will bring the LTFFP in line with the recent recommendation of the Audit Committee*
- 4.2.4 *Internal Controls Report – will be included in Business Arising ongoing, many items have been addressed*

It was agreed that this item would be a standing item on all future Audit Committee agendas and will also include the Audit Committee's work program.

## 5. DEPUTATIONS/PRESENTATIONS - Nil

## 6. REPORTS – COUNCIL OFFICERS

### Corporate – Ordinary Reports

#### 6.1.1 Quarterly Report - Procurement

Moved Cr Stuppos, seconded Mr Klobucar

#### **AC305-2021**

The Audit Committee receive and note the Procurement Quarterly report.

**Carried**

#### 6.1.2 Budget Review 2020-21 – Quarter 3

Moved Mr Klobucar, seconded Cr Stuppos

#### **AC306-2021**

The Audit Committee:

1. recommend to Council the adoption of the Quarter 3 Budget Review, identifying an adjusted operating deficit of \$3,160,000 and an estimated cash position at the end of reporting period of \$245,000;
2. recommend to Council that the 2020-21 Annual Business Plan and Budget and Long Term Financial Plan be amended to reflect the variances, inclusive of:
  - \$50,000 to fund system modernisation in the area of payroll processing;
  - \$24,000 brought forward from 2021/22 for the urgent replacement of the disability lifter at the Whyalla Recreation Centre;
  - \$75,000 net increase for renewal works at the Civic Building, noting that the contract has been executed based on the critical nature of the works;
  - \$60,000 allocate to replace the Chamber microphones.
3. recommend that Council reduce the provision for Covid rate remissions by a further \$210,000, based on the current rate of applications.

Carried

6.1.3 Draft Fees and Charges Register 2021-22

Moved Cr Stuppos, seconded Mayor Clare McLaughlin

**AC307-2021**

The Audit Committee recommend to Council, that the Draft Fees and Charges Register 2021/22 be adopted.

Carried

6.1.4 Rating Policy

Moved Mr Klobucar, seconded Cr Stuppos

**AC308-2021**

The Audit Committee recommend to Council, the adoption of the Rating Policy.

Carried

6.1.5 Audit Committee Work Plan

Moved Mayor Clare McLaughlin, seconded Cr Stuppos

**AC309-2021**

The Audit Committee receive and note the Work Plan with the addition of the outcomes of any internal/external audits or reviews undertaken.

Carried

**7. CONSIDERATION OF CONFIDENTIAL ITEMS**

7.1.1 Draft Interim Management Report

It was noted that whilst this item was first presented in the agenda for consideration as a confidential item, the committee determined to consider the item in public. (Note that the report has now been published as part of the original agenda).

Moved Mayor Clare McLaughlin, seconded Cr Stuppos

**AC310-2021**

The Audit Committee receive and note the Draft Interim Management Report with the final version being provided to the Audit Committee at the next meeting.

Carried

**8. DATE OF NEXT MEETING**

Monday 19 July 2021 at 11:00am in the Whyalla Council Chamber

**9. CLOSURE**

*Meeting concluded at 11:52 am*