

Audit & Risk Management Committee

Date & Time: Friday 2 February 2024, 1:30pm
Location: Encounter Room, City of Victor Harbor

Meeting Opened: 1:32 pm

1. Present

Peter van der Eijk	Independent Chairperson
Vicki Tomlinson	Independent Member
Stephanie Juhas	Team Leader Management Accounting, City of Victor Harbor
Trish Kirkland	General Manager Corporate, Alexandrina Council

In Attendance

Kellie Knight-Stacey	Acting Executive Officer, FRACA
Danielle Leckie	Administration Officer, FRACA

2. Apologies

Claudia Goldsmith	Independent Member
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3. Conflicts of Interest

Nil

4. Minutes of Previous meeting

4.1. A&RMC Minutes

Motion: ARMC00289
Moved: Stephanie Juhas
Seconded: Trish Kirkland

The Audit & Risk Management Committee endorse the minutes of the meeting held 5 December 2023.

CARRIED

5. Business Arising

5.1. A&RMC Annual Work Plan

Motion: ARMC00290
Moved: Trish Kirkland
Seconded: Stephanie Juhas

That the Audit and Risk Management Committee receive and note:

- the updated and final Annual Work Plan 2023 as presented at attachment 5.1a;*
- the updated Annual Work Plan 2024 as presented at attachment 5.1b; and*
- recommend that the Authority Board consider the appointment of an external auditor to undertake the required audit activities for the 2023/2024 annual financial statements.*

CARRIED

5.2. Resolutions Register

Motion: ARMC00291
Moved: Vicki Tomlinson
Seconded: Trish Kirkland

The Audit and Risk Management Committee:

- *receive and note the Resolutions Register Report;*
- *endorse the status of 'completed' for the 3 resolutions contained within Attachment 5.2a;*
- *acknowledge the 'in progress' status of the 12 resolutions contained within Attachment 5.2; and*
- *note the resolutions register will be provided to the Authority Board at their February 2024 meeting for their information.*

CARRIED

6. Verbal Report

Motion: ARMC00292
Moved: Trish Kirkland
Seconded: Vicki Tomlinson

The Audit and Risk Management committee:

- *receive and note the verbal report as provided by the Acting Executive Officer;*
- *recommends to the Authority Board that an appropriate evaluation be undertaken to determine the level of risk associated with ongoing resourcing constraints;*
- *recommends a further evaluation of risk associated with resourcing a major infrastructure project, should grant funding be successful for the Energy Efficiency Project; and*
- *recommends the Authority Board approves the procurement of risk management services from a suitable third-party provider to undertake the evaluations.*

CARRIED

7. Reports

7.1. Policy Review - Delegations

Motion: ARMC00293
Moved: Vicki Tomlinson
Seconded: Stephanie Juhas

That the Audit and Risk Management Committee recommend the Authority Board adopts the Delegations Policy as reviewed and amended by the Committee to incorporate Level 5 as Deputy Chair, and subsequent delegation to bank signatory activity.

CARRIED

7.2. Budget Review 2023-2024 - Q2

Motion: ARMC00294
Moved: Stephanie Juhas
Seconded: Trish Kirkland

That the Audit and Risk Management Committee recommend the Authority Board:

- *adopt the Budget Review for the period ending 31 December 2023 with no proposed changes to the adopted budget for 2023/2024; and*
- *recommend the Budget Review as at 31 December 2023 be provided to Constituent Councils with no amendment to Council contributions.*

CARRIED

8. Confidential Reports

8.1. 2023/24 YMCA Performance Report – Q2

Motion: ARMC00295
Moved: Vicki Tomlinson
Seconded: Stephanie Juhas

Pursuant to section 90(2) of the Local Government Act 1999, the Committee orders that all members of the public be excluded, with the exception of Acting Executive Officer, Kellie Knight-Stacey and Administration Officer, Danielle Leckie, on the basis that it will receive and consider item 8.1 2023/24 YMCA Performance Report – Q2.

The Committee is satisfied, pursuant to section 90(3)(d) of the Act, that the information to be received, discussed or considered in relation to this Agenda Item is:

commercial information of a confidential nature (not being a trade secret) the disclosure of which –

- could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and*
- would, on balance, be contrary to the public interest.*

Accordingly, the Committee is satisfied that the principle that the meeting should be conducted in a place open to the public has been outweighed by the need to keep the information and discussion confidential as it contains information that relates to the commercial operation of the Fleurieu Aquatic Centre.

CARRIED

8.2. Critical Incident Report

Motion: ARMC00297
Moved: Stephanie Juhas
Seconded: Vicki Tomlinson

Pursuant to section 90(2) of the Local Government Act 1999, the Committee orders that all members of the public be excluded, with the exception of Acting Executive Officer, Kellie Knight-Stacey and Administration Officer, Danielle Leckie, on the basis that it will receive and consider item 8.2 Critical Incident Report.

The Committee is satisfied, pursuant to section 90(3)(a) of the Act, that the information to be received, discussed or considered in relation to this Agenda Item is: Information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);

Accordingly, the Committee is satisfied that the principle that the meeting should be conducted in a place open to the public has been outweighed by the need to keep the information and discussion confidential as it includes information referencing the personal affairs related to a critical incident at the Fleurieu Aquatic Centre.

CARRIED

9. Next Meeting: 8 March 2024 – Alexandrina Council, Large Meeting Room

10. Meeting Closed: 14:57 pm

It should be noted that in accordance with the legal advice received by the Authority dated 26 August 2020, all reports, minutes, attachments, and associated documents from items deliberated by the Authority in confidence, will automatically remain in confidence in perpetuity, unless a resolution of the Board is made to release such items. Items may also be removed from confidence under delegation. At the conclusion of each agenda item that is considered by the Authority in confidence, the default position is for the return to open / public meeting, until such time as a further resolution is made to return to confidential meeting procedures.