

Audit & Risk Management Committee

Date & Time: Friday 21 April 2023, 1.30pm
Location: Large Meeting Room, Alexandrina Council

Meeting Opened: 13:34 pm

1. Present

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

In Attendance

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

2. Apologies

Nil

3. Conflicts of Interest

Nil

4. Minutes of Previous meeting

4.1. A&RMC Minutes

Motion: ARMC0245
Moved: Claudia Goldsmith
Seconded: Trish Kirkland

The Audit & Risk Management Committee endorse the minutes of the meeting held 24 March 2023.

CARRIED

5. Business Arising

5.1. A&RMC Annual Work Plan 2023

Motion: ARMC0246
Moved: Trish Kirkland
Seconded: Stephanie Juhas

The Audit & Risk Management Committee:

- *receive and note the updated Annual Work Plan 2023 as presented at Attachment 5.1a subject to confirmation of the May meeting date; and*
- *recommend that the Board outsource the Legislative Compliance Review to ensure that the changes required are identified and relevant documents updated for presentation.*

CARRIED

5.2. Asset Revaluation

Motion: ARMC0247
Moved: Claudia Goldsmith
Seconded: Vicki Tomlinson

The Audit & Risk Management Committee;

- *receive and note the report;*
- *recommend that an item be included in the Committee's Annual Work Plan to reflect ongoing improvement to the Asset Valuation methodology for future valuations; and*
- *recommend that the Authority Board adopt the proposed valuations of land and buildings as at 1 July 2022 as contained within the Certificate of Value at Attachment 5.2b*

CARRIED

5.3. Policy Review – Disposal of Land and Assets

Motion: ARMC0248
Moved: Stephanie Juhas
Seconded: Claudia Goldsmith

The Audit & Risk Management Committee:

- *recommend the amendment to the disposal of Plant and Equipment and Furniture and Fittings by the Executive Officer in line with the Delegations Policy (page 5 of current policy);*
- *recommend that the Delegations Policy be updated to provide the Executive Officer with the authority to dispose of Plant and Equipment and Furniture and Fittings in line with the Policy; and*
- *recommend that the Authority Board endorse the Disposal of Land and Assets Policy v2.0 as reviewed and amended by the Committee on 21 April 2023.*

CARRIED

6. Verbal Report

6.1. Acting Executive Officer – Kellie Knight-Stacey

Kellie Knight-Stacey provided a general update regarding work undertaken in the role of Acting Executive Officer.

7. Reports

7.1. Risk Management Framework

Motion: ARMC0249
Moved: Trish Kirkland
Seconded: Stephanie Juhas

The Audit and Risk Management Committee:

- *receive and note the report;*
- *note the scope of work for services to be provided by Local Government Risk Services as presented at attachment 7.1a of this report;*
- *note the facilitated risk management training is scheduled for 11 May 2023 and the risk identification workshop is scheduled for 8 June 2023 for attendance by all Committee and Board members;*
- *note the draft Risk Management Appetite Statement as presented at attachment 7.1b of this report; and*
- *recommend to the Authority Board the adoption of the first version of the Risk Management Framework as reviewed by the Committee on 21 April 2023.*

CARRIED

7.2. Policy Review – Code of Conduct Board and Committee Members

Motion: ARMC0250
Moved: Stephanie Juhas
Seconded: Trish Kirkland

The Audit and Risk Management Committee recommend that the Authority Board endorse of the Code of Conduct Board and Committee Members Policy v3.0 as reviewed and amended by the Committee on 21 April 2023.

CARRIED

7.3. Policy Review – Code of Practise Meeting Procedures

Motion: ARMC0251
Moved: Trish Kirkland
Seconded: Vicki Tomlinson

The Audit & Risk Management Committee recommend to the Authority Board the adoption of the policy Code of Practice Meeting Procedures v3.0 as reviewed and amended by the Committee on 21 April 2023.

CARRIED

7.4. Policy Review – Asset Accounting

Motion: ARMC0252
Moved: Vicki Tomlinson
Seconded: Claudia Goldsmith

The Audit & Risk Management Committee recommend that the Authority Board endorse the Asset Accounting Policy v2.0 as reviewed and amended by the Committee on 21 April 2023.

CARRIED

8. Next Meeting: To be advised

9. Meeting Closed: 2:56 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.