

Audit & Risk Management Committee

Date & Time: Tuesday 23 May 2023, 12.30pm
Location: Encounter Room, City of Victor Harbor

Meeting Opened: 12.54 pm

1. Present

Peter van der Eijk	Independent Chairperson
Claudia Goldsmith	Independent Member
Vicki Tomlinson	Independent Member
Stephanie Juhas	Team Leader Management Accounting, City of Victor Harbor

In Attendance

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

2. Apologies

Trish Kirkland	General Manager Resources, Alexandrina Council
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3. Conflicts of Interest

Steve Mathewson declared a general conflict of interest. He has commenced a contracted position as the Consultant Chief Information Officer with Alexandrina Council on 6 March 2023. Steve has identified he will remain in the role of Chair and undertake regular business unless a specific conflict of interest is identified in the future. Each item of business will be considered, and any identified conflicts of interest declared and addressed as appropriate.

4. Minutes of Previous meeting

4.1. A&RMC Minutes

Motion:	ARMC0253
Moved:	Vicki Tomlinson
Seconded:	Claudia Goldsmith

The Audit & Risk Management Committee endorse the minutes of the meeting held 21 April 2023.

CARRIED

5. Business Arising

5.1. A&RMC Annual Work Plan 2023

Motion:	ARMC0254
Moved:	Vicki Tomlinson
Seconded:	Stephanie Juhas

That the Audit and Risk Management Committee receive and note the updated Annual Work Plan 2023 as presented at Attachment 5.1a.

CARRIED

5.2. Delegations Policy

Motion: ARMC0257
Moved: Vicki Tomlinson
Seconded: Claudia Goldsmith

The Audit and Risk Management Committee receive and note the updated Delegations Policy.

CARRIED

6. Verbal Report

Motion: ARMC0258
Moved: Claudia Goldsmith
Seconded: Vicki Tomlinson

The Audit and Risk Management committee receive and note the verbal report as provided by the Executive Officer.

CARRIED

7. Reports

7.1. Budget Review 2022-2023 – Q3

Motion: ARMC0259
Moved: Vicki Tomlinson
Seconded: Stephanie Juhas

The Audit and Risk Management Committee recommend:

- *That the Authority Board for the period ending 31 March 2023 adopt a Budget Review with capital expenditure of \$29,130 and an operating deficit of \$549,948; and*
- *Recommend the Budget Review as at 31 March 2023 be provided to Constituent Councils with an increase to contributions across both Councils of \$108,135.*

CARRIED

8. Confidential Reports

8.1. YMCA Performance Report – Q3

Motion: ARMC0260
Moved: Claudia Goldsmith
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 the Acting Executive Officer, Kellie Knight-Stacey, and FRACA Administration Officer, Danielle Leckie, on the basis that it will receive and consider item 8.1 YMCA Performance Report – Q3.

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 –

- (i) 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*
- (ii) 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 operations of the Fleurieu Aquatic Centre.

CARRIED

8.2. Unsolicited Proposal

Motion: ARMC0255
Moved: Claudia Goldsmith
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 the Acting Executive Officer, Kellie Knight-Stacey, and Administration Officer, Danielle Leckie, on the basis that it will receive and consider item 8.2 Unsolicited Proposal.

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 –

- (i) 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*
- (ii) 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 to prevent the disclosure of commercial information of a confidential nature (not being a trade secret) as it includes information that may prejudice the commercial position of the Authority.

CARRIED

9. Next Meeting: TBC

10. Meeting Closed: 2.20 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.