

Minutes

Audit & Risk Management Committee

Date & Time: Friday 18 March 2022 at 1:00pm

Location: Alexandrina Council, Large Meeting Room; Webex

Meeting Opened: 13:03

1. Present

Peter van der Eijk	Independent Chairperson
Trish Kirkland	FRACA Board Member
Claudia Goldsmith	Independent Member
Kellie Knight-Stacey	Group Manager Governance and Finance, City of Victor Harbor
Elizabeth Williams	General Manager Resources, Alexandrina Council

In Attendance

Danielle Leckie	Acting Executive Officer, FRACA
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2. Apologies

Nil

3. Conflicts of Interest

Nil

4. Minutes of Previous Meeting

4.1. A&RMC Minutes – 21 January 2022

Motion:	ARMC00143
Moved:	Elizabeth Williams
Seconded:	Claudia Goldsmith

The Audit & Risk Management Committee endorse the minutes of the meeting held 21 January 2022 as reviewed by the Committee on 18 March 2022.

CARRIED

5. Business Arising

5.1. Audit & Risk Management Committee Annual Work Plan 2022

Motion:	ARMC00144
Moved:	Claudia Goldsmith
Seconded:	Elizabeth Williams

The Audit & Risk Management Committee:

- Note the updated A&RMC Annual Work Plan 2022 as presented on 18 March 2022;*
- Note changes to the work plan are dependent on the timing of the appointment of the Executive Officer; and*

- *Recommend the Board incorporate the risks associated with the continuity of the Executive Officer role into the Strategic Risk Register.*

CARRIED

6. Reports

6.1. Asset Revaluation

Motion: ARMC00145
 Moved: Claudia Goldsmith
 Seconded: Kellie Knight-Stacey

The Audit & Risk Management Committee:

- *Receive and note the Asset Revaluation Request for Quote and recommend the matter be progressed subject to the following amendments:*
 - *Inclusion of a staged breakdown of deliverables;*
 - *Provision of timelines to achieve a 30 June 2022 completion;*
 - *Utilisation of LGA Procurement, including assessment of quotes.*
- *Recommend the Authority Board await the outcome of Stage 1 of the Asset Revaluation prior to finalising the Asset Accounting Policy review;*
- *Recommend the Authority Board delegates the Audit & Risk Management Committee to review and approve Stage 1 recommendations from the request for quote to determine the scope of Stage 2 revaluations.*

CARRIED

6.2. Policy Review – Allowances and Reimbursement of Expenses

Motion: ARMC00146
 Moved: Kellie Knight-Stacey
 Seconded: Trish Kirkland

The Audit & Risk Management Committee recommends to the Authority Board the adoption of the Allowances and Reimbursement of Expenses policy as reviewed and amended by the Committee on 18 March 2022.

CARRIED

7. Confidential Reports

7.1. Audit & Risk Management Committee Confidential Minutes – 21 January 2022

Motion: ARMC00147
 Moved: Trish Kirkland
 Seconded: Claudia Goldsmith

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 Executive Officer, on the basis that it will receive and consider item 7.1 Audit & Risk Management Committee Confidential Minutes – 21 January 2022.

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.

CARRIED

James Lomax, Regional Development Manager YMCA, entered the meeting at 13.55 at left at 14.29

7.2. Annual Budget 2022-2023

Motion: ARMC00148
Moved: Kellie Knight-Stacey
Seconded: Elizabeth Williams

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 Executive Officer and James Lomax, Regional Development Manager YMCA, on the basis that it will receive and consider item 7.2 Annual Budget 2022-2023.

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.

CARRIED

7.3 Competitive Neutrality Review

Motion: ARMC00150
Moved: Elizabeth Williams
Seconded: Claudia Goldsmith

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 Executive Officer, on the basis that it will receive and consider item 7.3 Competitive Neutrality Review.

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.

CARRIED

8. Next Meeting: 22 April 2022, City of Victor Harbor, Encounter Room

9. Meeting Closed: 14:58

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.