

Minutes

Audit & Risk Management Committee

Date & Time: Friday 21 January 2022 at 1:00pm

Location: via Webex

Meeting Opened: 13.00

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

Lauren McKee	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 – 22 October 2021

Motion:	ARMC00129
Moved:	Claudia Goldsmith
Seconded:	Elizabeth Williams

The Audit & Risk Management Committee endorse the minutes of the meeting held 22 October 2021 as reviewed by the Committee on 21 January 2022.

CARRIED

5. Business Arising

5.1. Audit & Risk Management Committee Annual Work Plan 2022

Motion:	ARMC00130
Moved:	Kellie Knight-Stacey
Seconded:	Claudia Goldsmith

The Audit & Risk Management Committee note the A&RMC Annual Work Plan 2022 as presented on 21 January 2022.

CARRIED

5.2. A&RMC Annual Activity Report 2020-2021

Motion: ARMC00131
Moved: Elizabeth Williams
Seconded: Trish Kirkland

The Audit & Risk Management Committee note the A&RMC Annual Activity Report 2020-2021 as presented on 21 January 2022, subject to review and update of the dates with the final document redistributed to the Committee.

CARRIED

5.3. Policy Register

Motion: ARMC00132
Moved: Claudia Goldsmith
Seconded: Kellie Knight-Stacey

The Audit & Risk Management Committee note the Policy Register as presented on 21 January 2022.

CARRIED

5.4. Asset Revaluation

Motion: ARMC00133
Moved: Claudia Goldsmith
Seconded: Trish Kirkland

The Audit & Risk Management Committee:

- *Receive and note the Asset Revaluation Report.*
- *Recommended the Executive Officer undertake a further review of asset classifications and present the findings of the review and an updated Asset Accounting Policy at the next Audit Committee meeting in March 2022 for further consideration.*

CARRIED

5.5. Risk Management Framework

Motion: ARMC00134
Moved: Elizabeth Williams
Seconded: Trish Kirkland

The Audit & Risk Management Committee:

- *Note the Risk Management Review is a free service to the Board from the Local Government Risk Services.*
- *Recommend the Board endorse the FRACA Agreed Scope of Works as reviewed by the Committee on 21 January 2022.*

CARRIED

6. Reports

6.1. Audit Report 2020-2021

Motion: ARMC00135
Moved: Claudia Goldsmith
Seconded: Trish Kirkland

The Audit & Risk Management Committee note the Audit Report 2020-2021.

CARRIED

6.2. Budget Review Q2 2021-2022

Motion: ARMC00136
Moved: Elizabeth Williams
Seconded: Kellie Knight-Stacey

The Audit & Risk Management Committee:

- *Receive and note the Budget Review Q2 2021-2022; and*
- *That the Authority Board considers the future of Council contributions and will provide a plan to the constituent Councils to address the identified budget shortfalls for implementation prior to the start of Q3 2021-2022.*

CARRIED

6.3. Strategic Plan 2023-2032

Motion: ARMC00137
Moved: Claudia Goldsmith
Seconded: Trish Kirkland

The Audit & Risk Management Committee recommend amendments to the report in relation to spelling errors, accuracy of references to related Council Plans, updating the term financial burden to financial contribution and ensuring references to external documents relate to the latest version in the plan.

CARRIED

6.4. Policy Review – Allowances and Reimbursement of Expenses

Motion: ARMC00138
Moved: Claudia Goldsmith
Seconded: Trish Kirkland

The Audit & Risk Management Committee recommend:

- *The Executive Officer refer to the Alexandrina Governance Officer for guidance on required inclusions in the Policy in relation to the Authority's legislative requirements.*
- *That the Policy is then presented back to the Committee for further review at the next Audit Committee meeting in March 2022.*

CARRIED

7. Confidential Reports

7.1. YMCA Q2 Performance Report

Motion: ARMC00139
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 the FRACA Administration Officer, on the basis that it will receive and consider item 7.1 YMCA Q2 Performance Report.

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

7.2. Unsolicited Proposal

Motion: ARMC00141
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 and the FRACA Administration Officer, on the basis that it will receive and consider item 7.2 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.

CARRIED

8. Next Meeting: 18 March 2022, Alexandrina Council – Large Meeting Room

9. Meeting Closed: 15.00

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.