



# **MINUTES**

of

## **AUDIT COMMITTEE MEETING**

held in

**WALKERVILLE COUNCIL CIVIC CENTRE  
COUNCIL CHAMBER  
66 WALKERVILLE TERRACE GILBERTON**

on

**THURSDAY 28 JANUARY 2021 AT 3.00PM**

**MINUTES**  
28 January 2021

*The meeting was declared open at 3.00pm*

Preliminaries

*For the time being the Worship the Mayor assumed the position of Presiding Member until such time as the Presiding Member is appointed.*

*The Presiding Member read the Emergency Management Procedure.*

**1. ATTENDANCE RECORD**

1.1 Present

Ross Haslam (Presiding Member)  
Colin Scarlett  
David Hitchcock  
Cr Stephen Furlan  
Cr Conrad Wilkins  
Mayor Elizabeth Fricker

In Attendance

Group Manager Corporate Services, Monique Palmer  
Business Analyst (Property and Contracts), Scott Reardon  
Acting Council Secretariat, Rae Pluck

1.2 Apologies

Chief Executive Officer, Kiki Cristol

1.3 Not Present / Leave of Absence

Nil.

**2. APPOINTMENT OF PRESIDING MEMBER**

2.1 Appointment of Presiding Member

**AC19/20-21**

**Moved: Cr Conrad Wilkins**  
**Seconded: Cr Stephen Furlan**

1. That clause 6.1 of the Audit Committee Terms of Reference be amended to provide for the appointment of the Presiding Member for the term of their tenure.
2. That Ross Haslam be appointed as the Presiding Member to the Audit Committee for the duration of their tenure.

**CARRIED**

**3. CONFIRMATION OF MINUTES**

**Moved:** Cr Stephen Furlan  
**Seconded:** Cr Conrad Wilkins

**AC20/20-21**

The minutes of the Audit Committee meeting of 26 October 2020 be confirmed as a true and accurate record of the proceedings.

**CARRIED**

**4. DECLARATIONS OF INTEREST**

The Committee **NOTED** a declared interest by Cr Stephen Furlan in respect of item 6.2 Smith & Fuller EOI Evaluation Panel Appointment.

**5. STAFF REPORTS REQUIRING DECISION OF COMMITTEE**

5.1 Annual Treasury Report

**Moved:** Cr Conrad Wilkins  
**Seconded:** Cr Stephen Furlan

**AC21/20-21**

1. That the Audit Committee receives and notes the Annual Treasury Report.
2. That the Audit Committee recommends to Council to fix \$3.5M for 5 years.

**CARRIED**

5.2 Budget Review 2 2020 / 2021 (BR2)

**Moved:** David Hitchcock  
**Seconded:** Cr Conrad Wilkins

**AC22/20-21**

1. That the Audit Committee receive and note Budget Review two (2) for the 2020/2021 financial year and the variances contained within it.
2. That the Audit Committee recommends that the adjustments be presented to Council for their considerations and / or adoption.

**CARRIED**

**6. STAFF REPORTS PRESENTED FOR INFORMATION**

6.1 ERA Water Budget Review 1 & LTFP

**Moved:** Cr Conrad Wilkins  
**Seconded:** David Hitchcock

**AC23/20-21**

1. That the Audit Committee receives and notes ERA Water Budget Review one (1) & Long Term Financial Plan for the 2020/2021 financial year and the variances contained within it.
2. That the Audit Committee reiterate its concern to the ERA with the current financial position and the LTFP.
3. That the Audit Committee convene a meeting following receipt of the papers and / or outcomes following the February ERA Board meeting.

**CARRIED**

6.2 Smith & Fuller EOI Evaluation Panel Appointment

**Moved:** Cr Stephen Furlan

**Seconded:** Cr Conrad Wilkins

**AC24/20-21**

That the Audit Committee receive and note the 39 Smith & 44 Fuller Street EOI Evaluation Panel Appointment report.

**CARRIED**

6.3 Audit Committee Schedule of Meetings 2021

**Moved:** Cr Conrad Wilkins

**Seconded:** Cr Stephen Furlan

**AC25/20-21**

That Audit Committee receive and note the schedule of meetings for the calendar year 2021 as follows:

**CARRIED**

**7. STANDING AGENDA ITEMS**

7.1 Audit Committee Work Program

**Moved:** David Hitchcock

**Seconded:** Colin Scarlet

**AC26/20-21**

That the Audit Committee receive and note the Audit Committee Work Program for 2020 / 2021.

**CARRIED**

7.2 Outstanding Audit Committee Resolutions / Action Report

The Committee suggested that item 4.1 Insurance required attention and the Group Manager Corporate Services, Monique Palmer agreed to review this item.

**Moved:** Colin Scarlett  
**Seconded:** Cr Conrad Wilkins

**AC27/20-21**

That the Audit Committee receive and note the list of Audit Committee resolutions currently being processed as at 22 January 2021.

**CARRIED**

*The time being 4.15 pm Cr Stephen Furlan left the chamber.*

*The time being 4.19 pm Cr Stephen Furlan returned to the chamber.*

**8. CONFIDENTIAL REPORTS**

8.1 Tender External Auditor

**Recommendation (Public)**

Pursuant to s90(3)(b)

**Moved:** Cr Conrad Wilkins  
**Seconded:** David Hitchcock

**AC28/20-21**

Pursuant to section 90(2) of the *Local Government Act 1999* the Committee orders that all members of the public, except Group Manager Corporate Services Monique Palmer, Business Analyst (Property and Contracts), Scott Reardon and Acting Council Secretariat, Rae Pluck be excluded from attendance at the meeting for Agenda Item 8.1 Tender External Auditor.

The Committee is satisfied that, pursuant to section 90(3)(b) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is: conducting business; proposing to conduct business; and would prejudice the commercial position of the Council.

In addition, the Committee has further considered that the information would on balance be contrary to the public interest because the disclosure of Council's commercial position may severely prejudice Council's ability to negotiate a cost effective proposal for the benefit of the Council and the community in this matter.

**CARRIED**

*The time being 4.19 pm the meeting moved into confidence.*

**Recommendation (Confidential)**

**Moved:** Cr Stephen Furlan

**Seconded:** Cr Conrad Wilkins

**AC29/20-21**

1. That the Committee receive and note the Evaluation & Appointment of External Financial Auditor 2021-2023 report.
2. That the Committee recommend to Council that BDO be appointed as Council's External Auditor for the period of three (3) years, with an option of a further period of up to two (2) additional financial years.

**CARRIED**

**Recommendation (Public)**

Pursuant to s.91(7)

**Moved:** Cr Conrad Wilkins

**Seconded:** David Hitchcock

**AC30/20-21**

That having considered Agenda Item 7.1 Review of Services Provided by EHA to Town of Walkerville in confidence under section 90(2) and (3)(b) of the *Local Government Act 1999*, the Committee, pursuant to section 91(7) of that Act orders that the report, attachments and minutes relevant to this Agenda Item be retained in confidence until the matter has been finalised by Council, excepting that the Committee authorises the release of the minutes to substantive party/parties to enable enactment of the resolution and that pursuant to Section 91(9)(c) of the *Local Government Act 1999*

and

That the Committee resolves to end its confidential deliberations pursuant to Section 90(2) of the *Local Government Act 1999* and re-admit the public.

**CARRIED**

*The time being 4.46 pm the meeting moved out of confidence.*

**9. CLOSURE**

*The meeting was declared closed at 4.47pm.*

*The date and time of the next meeting is to be confirmed.*