



MINUTES

of

SPECIAL AUDIT COMMITTEE MEETING

Pursuant to the provisions of Section 87 of the
Local Government Act 1999

to be held in

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

On

WEDNESDAY 22 FEBRUARY 2023 AT 5:30PM

MINUTES

22 FEBRUARY 2023

The presiding member declared the meeting open at 5:30pm.

1. ATTENDANCE RECORD

1.1 Present

Mr Ross Haslam (Presiding Member)

Mr Colin Scarlett

Cr Steven Rypp

Cr Liz Trotter

In Attendance

Mayor Melissa Jones

Acting Chief Executive Officer, Scott Reardon

Group Manager Corporate Services, Vikki Purtle

Group Manager Public Relations and Community Services, Sarah Spencer

Council Secretariat, Danielle Edwards

1.2 Apologies

1.3 Not Present / Leave of Absence

Nil.

2. DECLARATIONS OF INTEREST

Nil.

3. REPORTS REQUIRING DECISION OF COMMITTEE

3.1 ERA Water Budget Review Two 2022-23

AC15/22-23

Moved: Cr Trotter

Seconded: Mr Scarlett

1. That the Audit Committee receives and notes ERA Water Budget Review Two for the 2022-23 financial year and the variances contained within it.
2. That the Audit Committee, having considered ERA Water's Budget Review Two and Budgeted Financial Statements as detailed in Attachment A to this report, provides the following comments for Councils consideration:
 - The Audit Committee considers the below two matters and the results to be optimistic for the revised budget;
 - Assessment of all revenue and expense items
 - Financial results show that there has been an improvement of \$79,000
 - The Audit Committee considers the discrepancy in the volume of water sales to be a concern (from budgeted to actual).
 - The Audit Committee is aware that ERA Water is a key issue of concern for the Town of Walkerville in the short to medium term.
 - The Audit Committee recommends to Council that Council request more frequent reporting on water sales, preferably monthly.

CARRIED

3.2 Budget Review Two 2022-23

AC16/22-23

Moved: Cr Rypp

Seconded: Cr Trotter

1. That the Audit Committee receives and notes the Budget Review Two 2022-23 report and the adjustments proposed.
2. That the Audit Committee recommends that the adjustments be presented to Council for their consideration and / or adoption including the below amendments;
 - 39 Smith Street capital project status to be amended from 'On time/on budget' to 'not commenced/not committed'.
 - That Administration include details of any interest accrued for the 39 Smith Street Grant in future reports.
 - That the Audit Committee acknowledges the amount held in the LGFA deposits for Levi Caravan Park.

CARRIED

3.2 Internal Audit Report – Credit Card Review

AC17/22-23

Moved: Mr Scarlett

Seconded: Cr Rypp

That the Audit Committee receives and notes the “Internal Audit Report – Credit Card Review”.

CARRIED

4. REPORTS REQUIRING DISCUSSION AND / OR PRESENTED FOR INFORMATION

4.1 Audit Committee Schedule of Meetings 2023

AC18/22-23

Moved: Cr Rypp

Seconded: Cr Trotter

That the Audit Committee receive and note the revised schedule of meetings for the calendar year 2023 as follows, further noting that meetings will be held on Thursday evenings at Council Chambers, 66 Walkerville Terrace, Walkerville commencing 5:30pm. Revisions to the previous schedule of meetings for the calendar year 2022 include the change in meeting start time from 4:00pm to 5:30pm. Revised schedule of meetings for the calendar year 2023 are as follows:

1. 22 February 2023, 5:30pm (Special Meeting)
2. Workshop (Informal Gathering) 23 March 2023, 5:30pm
3. 27 April 2023, 5:30pm
4. 11 May 2023, 5:30pm
5. 1 June 2023, 5:30pm
6. 10 August 2023, 5:30pm
7. 5 October 2023, 5:30pm

CARRIED

5. STANDING AGENDA ITEMS

Nil.

6. CONFIDENTIAL REPORTS

6.1 Appointment of Independent Member – Audit Committee

AC19/22-23

Moved: Mr Scarlett

Seconded: Cr Trotter

Recommendation (Public)

Pursuant to section 90(3)(b).

Pursuant to section 90(2) of the *Local Government Act 1999* (the **Act**) the Audit Committee orders that all members of the public, except Mayor Melissa Jones, Acting Chief Executive Officer Scott Reardon, Group Manager Corporate Services Vikki Purtle, Group Manager Public Relations & Community Services Sarah Spencer and Council Secretariat Danielle Edwards be excluded from attendance at the meeting for Agenda Item 6.1.

The Audit Committee is satisfied that pursuant to sections 90(3) of the Act, the information to be received, discussed and considered in relation to this Agenda Item is information relating to the personal affairs of living person.

CARRIED

The time being 6:26pm the meeting moved into confidence.

The Presiding Member called to suspend standing orders until 6:32pm.

SUPPORTED

AC20/22-23

Moved: Mr Scarlett

Seconded: Cr Trotter

Recommendation (Confidential)

That having considered the information provided by the Selection Panel (Attachment A) the Audit Committee recommend that Council appoint applicant Michele Bennetts as an Independent Member of the Town of Walkerville Audit Committee for a term of 21 months commencing 1 March 2023 and concluding 9:00am 31 December 2024.

CARRIED

AC21/22-23

Moved: Cr Rypp

Seconded: Cr Trotter

Recommendation (Public)

Pursuant to section 91(7)

That having considered Agenda Item 6.1 in confidence under section 90(2), 90(3)(b),(h)&(k) of the Act, the Audit 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 for a period of 5 years, and that pursuant to section 91(9)(c) of the Act the Audit Committee delegates to the Acting Chief Executive Officer the review and power to revoke this Order;

and

That the Audit Committee resolves to end its confidential deliberations pursuant to section 90(2) of the Act and re-admit the public.

CARRIED

The time being 6:32pm the meeting moved out of confidence.

7. CLOSURE

The presiding member declared the meeting closed at 6:33pm.