

WATTLE RANGE COUNCIL

Minutes of the Audit & Risk Committee Meeting of Wattle Range Council held in the Committee Room, George Street, Millicent on Tuesday, 19 March 2019 at 2.30 pm.

1. PRESENT

Committee Members

Mr Michael Schultz
His Worship the Mayor (Des Noll)
Cr Glenn Brown
Cr John Drew
Cr Graham Slarks [arrived at 2.45 pm]

Council Staff

Mr Ben Gower (Chief Executive Officer)
Mr Paul Duka (Director Corporate Services)
Mr Aaron Peek (Manager Finance)
Mrs Emily Strother (Finance Officer)

2. ELECTION OF PRESIDING MEMBER

2.1 Nominations called for the Position of Presiding Member

Cr Drew moved that Michael Schultz be nominated as Presiding Member for a term of four years ceasing 11 November 2022.

Cr Brown seconded

CARRIED

3. APOLOGIES

NIL

4. CONFIRMATION OF THE MINUTES

4.1 Audit Committee Meeting – 9 October 2018 (Folio 4974 to Folio 7976)

Cr Brown moved that the Minutes be taken as presented and confirmed.

Cr Drew seconded

CARRIED

5. MATTERS ARISING FROM THE MINUTES

Action: Bring the Motor Vehicle Policy back to the Audit Committee as a priority.

6. DISCLOSURE OF INTERESTS

NIL

7. BUSINESS

[Cr Slarks attended the meeting at 2.45 pm]

7.1 Audit & Risk Committee Charter

Mayor Noll moved that the Committee recommends to Council that it adopt the reviewed Audit & Risk Committee Charter as presented.

Cr Drew seconded

CARRIED

Action: In discussing the Charter, the Audit & Risk Committee asked that a dedicated Risk Management heading and associated functions be integrated into the Audit & Risk Committee Work Plan and that a standard agenda item be added to the Agenda.

7.2 Audit Committee Work Plan

Cr Brown moved that the Committee receive and note the updated Audit & Risk Committee Annual Work Plan.

Mayor Noll seconded

CARRIED

Action: Prepare an annual timetable of legislated compliance of the Audit & Risk Committee.

7.3 2018/19 Mid-Year Budget Review 2

Cr Brown moved that the Committee receive and note the information provided in Mid-Year Budget Review 2 as adopted by Council on 12 February 2019.

Cr Drew seconded

CARRIED

8. CORRESPONDENCE

8.1. Correspondence External Auditor

Cr Brown moved that the Committee receive and note the correspondence from the External Auditor.

Cr Drew seconded

CARRIED

9. IN CONFIDENCE

9.1 Annual Review of Confidential Orders

Mayor Noll moved:

1. Pursuant to Sections 90(2) and 90(3)(e) of the *Local Government Act 1999*, the Audit & Risk Committee orders that the public be excluded from attendance at that part of this meeting relating to Item 9.1 – Annual Review of Confidential Orders, excepting the following persons:

- Mr BJ Gower – Chief Executive Officer
- Mr PA Duka – Director Corporate Services
- Mr AC Peek – Manager Finance
- Mrs EL Strother – Finance Officer

to enable the Audit & Risk Committee to consider Item 9.1 – Annual Review of Confidential Orders in confidence on the basis the Audit & Risk Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to Item 9.1 – Annual Review of Confidential Orders:

- Matters affecting the security of the Council members or employees of the Council, or Council property, or the safety of any person

Specifically, the present matters relate to:

- Council's internal controls
2. Accordingly, on this basis, the principle that meetings of the Audit & Risk Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

Cr Brown seconded

CARRIED

Mayor Noll moved:

1. Pursuant to Section 97(7) of the *Local Government Act, 1999* the Audit & Risk Committee orders **that the following documents (or part) shall be kept confidential** being documents (or part) relating to a matter dealt with by the Audit & Risk Committee on a confidential basis under Sections 90(2) and 90(3)(e) of the Act:

- **The Report and Attachments of Item No. 7.1 Interim Audit Management Letter – Dean Newbery & Associates of 4 October 2016**

On the grounds that the documents (or part) relates to the security of the Council, members or employees of the Council, or Council property or the safety of any person.

Specifically, the present matter relates to Council's internal controls.

This order shall operate until **further order of the Audit & Risk Committee** and will be reviewed at least annually in accordance with the Act.

2. Pursuant to Section 91(9)(c) of the Act, the Council delegates to the Chief Executive Officer the power to revoke this order and must advise the Council of the revocation of this order as soon as possible after such revocation has occurred.

Cr Brown seconded

CARRIED

Mayor Noll moved that having considered Agenda Item 9.1 *Annual Review of Confidential Orders* in confidence under section 90(2) and (3)(e) of the *Local Government Act 1999*, the Audit & Risk Committee pursuant to section 91(7) of that Act orders that the **Minutes, Report and Attachments** related to this item **be released to the public**.

Cr Brown seconded

CARRIED

10. GENERAL BUSINESS

Nil

11. DATE OF NEXT MEETING

Tuesday, 7 May 2019 at 2.30 pm

Meeting closed at 4.30 pm

Taken as presented and confirmed.

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CHAIRPERSON

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DATE