

Minutes of the meeting of the Audit Committee of the City of Holdfast Bay via Electronic Means in a Virtual Meeting Room on Wednesday 6 May 2020 at 6:00pm.

PRESENT

Members

Visual and Audio presence:

Presiding Member – Councillor J Smedley
Councillor R Snewin
Mr S Spadavecchia
Mr S Tu
Ms P Davies

Staff

Visual and Audio presence:

Chief Executive Officer – Mr R Bria
General Manager Strategy and Business Services – Ms P Jackson
General Manager Community Services – Ms M Lock
General Manager Alwyndor – Ms B Davidson-Park
Manager Finance – Mr J Newton
Financial Manager Alwyndor – Ms L Humphrey

Guests

Visual and Audio presence:

Mr Tim Muhlhauser – Galpins – Partner

1. OPENING

The Presiding Member declared the meeting open at 6.00pm.

2. APOLOGIES

- 2.1 Apologies Received - Nil
- 2.2 Absent - Nil

3. DECLARATION OF INTEREST

Members were reminded to declare their interest before each item.

4. CONFIRMATION OF MINUTES

Motion

That the minutes of the Audit Committee held on 5 February 2020 be taken as read and confirmed.

Moved by Councillor Snewin, Seconded by Ms Davies

Carried

Leave of the Meeting

The Presiding Member sought leave of the meeting to propose that Item 5.1 Draft Annual Business Plan Presentation be considered in confidence at Item 9, Items in Confidence.

Leave of the Meeting was granted.

5. PRESENTATION

5.1 Draft Annual Business Plan

6. ACTION ITEMS - Nil

7. REPORTS BY OFFICERS

7.1 **Standing Items** (Report No: 109/20)

The Audit Committee was provided with a report on Standing Items.

Motion

That the Audit Committee advises Council it has received and considered a Standing Items Report addressing:

- **Monthly financial statements**
- **Risk Management and Internal control**
- **Audit – External/Internal**
- **Public Interest Disclosures – previously Whistle-Blowing**
- **Economy and efficiency audits**
- **Audit Committee Meeting Schedule**

Moved Councillor Snewin, Seconded Mr Tu

Carried

7.2 **COVID-19 Update** (Report No: 111/20)

This report presents an update to the Audit Committee on the impacts of COVID-19 and the measures of support that Council are providing to ratepayer's, as well as community and business support, that have been announced to date.

Motion

That the Audit Committee note this report.

Moved Ms Davies, Seconded Mr Spadavecchia

Carried

8. URGENT BUSINESS – SUBJECT TO THE LEAVE OF THE MEETING – Nil

9. CONFIDENTIAL ITEMS

The Presiding Member sought leave of the meeting to propose that Item 5.1 Draft Annual Business Plan Presentation be considered in confidence at Item 9, Items in Confidence.

Leave of the Meeting was granted.

5.1 Draft Annual Business Plan

Motion – Exclusion of the Public – Section 90(3)(d) Order

- 1. That pursuant to Section 90(2) of the *Local Government Act 1999* Council hereby orders that the public be excluded from attendance at this meeting with the exception of the Chief Executive Officer and Staff in attendance at the meeting in order to consider the Draft Annual Business Plan in confidence.**
- 2. That in accordance with Section 90(3) of the *Local Government Act 1999* Council is satisfied that it is necessary that the public be excluded to consider the information contained in the Draft Annual Business Plan Presentation on the following grounds:**
 - d. pursuant to Section 90(3)(d) of the Act, 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 would, on balance, be contrary to the public interest.**

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.
- 3. The Council is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.**

Moved Cr Snewin, Seconded Ms Davies

Carried

Motion - RETAIN IN CONFIDENCE – Section 91(7) Order

That the Audit Committee having considered Agenda Item 5.1 Draft Annual Business Plan Presentation in confidence under Section 90(2) and (3)(d) of the *Local Government Act 1999*, the Council, pursuant to Section 91(7) of that Act orders that the presentation be retained in confidence for a period of 12 months and that this order be reviewed every 12 months.

Moved Ms Davies, Seconded Mr Spadavecchia

Carried

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Audit Committee will be held on Monday 25 May 2020 at 6.30pm

11. CLOSURE

The Meeting closed at 8.11pm.

CONFIRMED Monday 25 May 2020

PRESIDING MEMBER