

Minutes of the meeting of the Audit Committee of the City of Holdfast Bay held in the Kingston Room on Wednesday 7 October 2020 at 6:00pm.

Members

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

Staff

Chief Executive Officer – Mr R Bria
General Manager Strategy and Business Services – Ms P Jackson
General Manager City Asserts – Mr H Lacy
General Manager Alwyndor – MS B Davidson-Park
Manager Finance – Mr J Newton
Financial Manager Alwyndor – Ms L Humphrey
Team Leader Asset Management – Ms C Evans
Manager Engineering – Mr M de Heus

Guests

Mr Anthony Tickle – Audit Director, BDO
Mr Mark Booth – Director, BRM Advisory – *Visual and Audio Presence*

1. OPENING

The Presiding Member declared the meeting open at 6.01pm.

2. APOLOGIES

- 2.1 Apologies Received - Nil
- 2.2 Absent – Mr S Tu was absent at the start of the meeting.

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 Wednesday 9 September 2020 be taken as read and confirmed.

Moved by Councillor Snewin , Seconded by Mr Spadavecchia

Carried

5. PRESENTATIONS - Nil

Leave of the Meeting

The Presiding Member sought leave of the meeting to move Item 7.3 in the Agenda to be considered before Item 6.1 Action Item List – 7 October 2020.

Leave of the Meeting was granted.

7.3 2019-20 General Purpose Financial Statements (Report No: 305/20)

The financial statements for the year ended 30 June 2020 have been completed and audited by Council's auditor, BDO, who have indicated that an unqualified audit opinion will be provided and that there are no material issues arising from the audit. They were presented to the Audit Committee for review.

Motion

That the Audit Committee inform Council it has reviewed the General Purpose Financial Reports for the year ending 30 June 2020, as required under Section 126(4)(a) of the Local Government Act 1999, and found them to present fairly the state of affairs of the Council as required under the Local Government (Financial Management) Regulations 2011.

Moved Ms Davies, Seconded Councillor Snewin

Carried

6. ACTION ITEMS

6.1 Action Item List – 7 October 2020

7. REPORTS BY OFFICERS

7.1 **Standing Items** (Report No: 306/20)

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**
- **Economy and Efficiency Audits**
- **Audit Committee Meeting Schedule**

Moved Mr Spadavecchia, Seconded Ms Davies

Carried

Mr Tu joined the meeting at 6.13pm.

7.2 Asset Management Plan Review (Report No: 306/20)

Asset Management Plans (AMPs) provide a snapshot of the current and future state of Council's infrastructure, and ensure council is maintaining and renewing its assets in a cost effective and sustainable manner.

The AMPs had been reviewed and updated to include the latest asset condition and inventory data, and approved council projects. The forecast indicates Council's assets are generally in good condition, however a small increase to capital renewal expenditure is required over the next 10 years. Council has five AMPs being; Buildings, Stormwater, Transport, Open Space & Coastal and Plant and Equipment.

The total renewal expenditure forecast over the next 10 years is \$83.2 Mil.

The results of the AMPs inform the Long Term Financial Plan (LTFP). Council is legislatively required to update its AMPs prior to February 2021.

Motion

That the Audit Committee recommends the revised Asset Management Plans 2020 to Council for approval to undertake public consultation.

Moved Mr Tu, Seconded Mr Spadavecchia

Carried

Item 7.3 was considered before Item 6.1 Action Item Item List – 7 October 2020 as per leave of the meeting following Item 5 Presentations.

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

9. CONFIDENTIAL ITEMS

9.1 Waste Contract (Report No: 312/20)

Motion – Exclusion of the Public – Section 90(3)(b) 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 Report No: 312/20 Waste Contract 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 Report No: 312/20 Waste Contract on the following grounds:

- b. 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 and the disclosure of the information could prejudice Council's commercial position.

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.

Moved Mr Tu, Seconded Mr Spadavecchia

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

That having considered Agenda Item 9.1 Waste Contract – Report No 312/20 in confidence under section 90(2) and (3)(b) of the Local Government Act 1999, this order is subject to Section 91(7) of the Act orders that the report, attachments and minutes be retained in confidence for a period of 18 months and the Chief Executive Officer is authorised to release the documents when the purchase order is issued to the successful tenderer.

Moved Councillor Snewin, Seconded Ms Davies

Carried

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Audit Committee is to be confirmed.

11. CLOSURE

The Meeting closed at 7.39 pm.

CONFIRMED

PRESIDING MEMBER