

CITY OF WEST TORRENS



MINUTES

of the

AUDIT GENERAL COMMITTEE

Members: Councillor J Woodward (Presiding Member),
Councillor D Huggett
Independent Members: E Moran, A Rushbrook

of the

CITY OF WEST TORRENS

held in the Mayor's Reception Room, Civic Centre
165 Sir Donald Bradman Drive, Hilton

on

TUESDAY, 10 AUGUST 2021
at 6.00pm

Angelo Catinari
Chief Executive Officer (Acting)

City of West Torrens Disclaimer

Please note that the contents of this Committee Minutes have yet to be considered by Council and Committee recommendations may be altered or changed by the Council in the process of making the formal Council decision.

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1 MEETING OPENED

The Presiding Member declared the meeting open at 6.00pm.

1.1 Acknowledgement of Country

At the opening of the Audit General Committee Meeting, the Presiding Member stated:

"West Torrens City Council acknowledges that we are meeting on the traditional Country of the Kurna people of the Adelaide Plains and pays respect to Elders past, present, and emerging.

We recognise and respect their cultural heritage, beliefs and spiritual relationship with the land, sea, waterways and sky.

We acknowledge that they are of continuing importance to the Kurna people living today."

1.2 Evacuation Procedure

The evacuation procedures were taken as read.

1.3 Electronic Platform Meeting

The Presiding Member advised:

"This meeting is being audio livestreamed for the benefit of members of the public who wish to listen to proceedings and the recording of this meeting will be available for playback via a link on Council's website."

2 PRESENT

Committee Members:

Cr J Woodward (Presiding Member)
Councillor: D Huggett
Independent Members: E Moran, A Rushbrook

Officers:

Mr A Catinari (Chief Executive Officer - Acting)
Ms P Koritsa (General Manager Business and Community Services)
Ms L Johnson (Management Lead - LG Reform and Integrity)

3 APOLOGIES

Nil

4 DISCLOSURE STATEMENTS

Nil

5 CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the meeting of the Audit General Committee held on 8 June 2021 be confirmed as a true and correct record.

COMMITTEE RESOLUTION

Moved: Ms Elizabeth Moran

Seconded: Mr Alan Rushbrook

That the recommendation be adopted.

CARRIED

6 COMMUNICATION BY THE CHAIRPERSON

Nil

7 PRESENTATIONS

Nil

8 OUTSTANDING REPORTS/ACTIONS

8.1 Audit General Committee Work Plan

This report presented the April 2021 to October 2022 Annual Work Plan of the Audit General Committee.

RECOMMENDATION

It is recommended to the Committee that this report be received.

COMMITTEE RESOLUTION

Moved: Ms Elizabeth Moran

Seconded: Cr Daniel Huggett

That the recommendation be adopted.

CARRIED

Comment

Independent Member Mr Alan Rushbrook suggested that the Committee undertake an annual performance review. The General Manager Business and Community Services recommended that this be considered in 2022 following the commencement of the Local Government Reforms to Audit and Risk Committees. Subsequently, the Committee agreed to this suggestion.

8.2 Open Actions Update

This report presented an update on the current status of open actions from previous meetings of the Audit General Committee.

RECOMMENDATION

It is recommended to the Committee that it notes the eight (8) open actions which are currently in progress or complete.

COMMITTEE RESOLUTION

Moved: Ms Elizabeth Moran

Seconded: Cr Daniel Huggett

That the recommendation be adopted.

CARRIED

9 REPORTS OF THE CHIEF EXECUTIVE OFFICER

9.1 Financial Reporting and Sustainability

9.1.1 Financial Reporting

This report listed those finance related reports which were considered by Council between 20 May 2021 and 21 July 2021.

RECOMMENDATION

It is recommended to the Committee that the Financial Reporting report be received.

COMMITTEE RESOLUTION

Moved: Mr Alan Rushbrook

Seconded: Cr Daniel Huggett

That the recommendation be adopted.

CARRIED

9.2 Internal Controls and Risk Management Systems

Nil

9.3 Internal Audit

9.3.1 2021 - 2022 Internal Audit Program Update

This report presented the 2021 - 2022 Internal Audit Program Update.

RECOMMENDATION

It is recommended to the Committee that *2021 - 2022 Internal Audit Program Update* report be noted.

COMMITTEE RESOLUTION

Moved: Ms Elizabeth Moran

Seconded: Cr Daniel Huggett

That the recommendation be adopted.

CARRIED

9.4 External Audit

Nil

9.5 Committee Performance and Reporting

Nil

10 OTHER BUSINESS

Nil

11 CONFIDENTIAL**11.1 Kerbside Waste Management Services****Reason for Confidentiality**

The Committee is satisfied that, pursuant to Section 90(3)(g) and (j)(i) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this agenda item is:

- (g) matters that must be considered in confidence in order to ensure that the council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty.
- (j)(i) information the disclosure of which - would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official (not being an employee of the Council, or a person engaged by the Council).

Prior to moving into Confidence the Presiding Member advised the virtual attendees that the public portion of the Committee meeting livestream would be closed at 6.09pm, with the virtual meeting locked during the discussion and consideration of the Confidential Report Item 11.1 - Kerbside Waste Management Services.

RECOMMENDATION

It is recommended to the Committee that:

1. Pursuant to Section 90(2) of the *Local Government Act 1999*, the Committee orders, that the public, with the exception of the Chief Executive Officer and the members of the Executive and Management Teams in attendance at the meeting, and meeting secretariat staff, be excluded from attendance at so much of the meeting as is necessary to receive, discuss and consider in confidence, information contained within the confidential report Item 11.1 - Kerbside Waste Management Services, attachments and any associated documentation submitted by the Chief Executive Officer, specifically on the basis of the provisions of Section 90(3)(g) and (j)(i) because the [REDACTED] has directed that all communication regarding [REDACTED] (including email correspondence) be treated as confidential and not made publicly available or published (such as in the Council minutes) until the report is finalised.

2. At the completion of the confidential session the meeting be re-opened to the public.

COMMITTEE RESOLUTION

Moved: Ms Elizabeth Moran

Seconded: Mr Alan Rushbrook

That pursuant to Section 90(2) of the *Local Government Act 1999*, the Committee orders, that the public, with the exception of the Chief Executive Officer and the members of the Executive and Management Teams in attendance at the meeting, and meeting secretariat staff, be excluded from attendance at so much of the meeting as is necessary to receive, discuss and consider in confidence, information contained within the confidential report Item 11.1 - Kerbside Waste Management Services, attachments and any associated documentation submitted by the Chief Executive Officer, specifically on the basis of the provisions of Section 90(3)(g) and (j)(i) because the [REDACTED] has directed that all communication regarding [REDACTED] (including email correspondence) be treated as confidential and not made publicly available or published (such as in the Council minutes) until the report is finalised.

CARRIED

6.09pm the meeting moved into Confidence and the confidential session commenced.

Committee also resolved that:

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999*, the Audit General Committee orders that the Item 11.1 - Kerbside Waste Management Services, attachments and any associated documentation, but not the redacted Minutes arising, having been considered by the Audit General Committee in confidence under Section 90(3)(g) and (j)(i), be kept confidential and not available for public inspection until the formal report has been received and tabled in Parliament, on the basis that the [REDACTED] has directed that all communication regarding [REDACTED] (including email correspondence) be treated as confidential and not made publicly available or published (such as in the Council minutes) until the report is finalised.
2. Council delegates the power of review, but not the extension, of the confidential order to the Chief Executive Officer on a monthly basis in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

6.21pm the Confidential session closed.

Note: The Confidential Minutes are kept separately from this document.

12 NEXT MEETING

12 October 2021, 6.00pm in the Mayor's Reception Room.

13 MEETING CLOSE

The Presiding Member declared the public portion of the meeting was closed at 6.09pm and the confidential session closed at 6.21pm.