

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 via electronic means only with members of the Executive Team present in the  
Mayor's Reception Room, Civic Centre, 165 Sir Donald Bradman Drive, Hilton,  
and the Committee Members via online platform

on

**TUESDAY, 8 FEBRUARY 2022**  
**at 6.00pm**

**Terry Buss PSM**  
**Chief Executive Officer**

#### **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 Kaurna 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 Kaurna people living today."*

### 1.2 Evacuation Procedures

The evacuation procedures were read taken as read.

### 1.3 Electronic Platform Meeting

The Presiding Member advised:

*"This meeting is being conducted via virtual means and the recording of this meeting will be available for playback via a link on Council's website."*

## 2 PRESENT

### Committee Members in attendance via online platform:

Cr J Woodward (Presiding Member)

Independent Members: E Moran, A Rushbrook

### Officers in attendance from the Mayor's Reception Room:

Mr T Buss (Chief Executive Officer)

Ms P Koritsa (General Manager Business and Community Services)

Mr P Della (General Manager Corporate and Regulatory)

### Officers in attendance via online platform:

Mr A Catinari (Deputy Chief Executive Officer)

Ms L Johnson (Management Lead - LG Reform and Integrity)

## 3 APOLOGIES

### Apologies

#### Committee Member:

Cr Daniel Huggett

#### **4 DISCLOSURE STATEMENTS**

Independent Member Ms Elizabeth Moran advised the Committee that she was currently undertaking a contract of work at the Museum of South Australia as the interim Chief Financial Officer.

#### **5 CONFIRMATION OF MINUTES**

##### **RECOMMENDATION**

That the Minutes of the meeting of the Audit General Committee held on 12 October 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 Update**

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

##### **RECOMMENDATION**

It is recommended to the Committee that the Audit General Committee Work Plan Update report be received.

##### **COMMITTEE RESOLUTION**

Moved: Mr Alan Rushbrook

Seconded: Ms Elizabeth Moran

That the recommendation be adopted.

**CARRIED**

## **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 status of the six (6) actions arising from previous Committee meetings, as detailed in this report.

### **COMMITTEE RESOLUTION**

Moved: Ms Elizabeth Moran

Seconded: Mr Alan Rushbrook

That the recommendation be adopted.

**CARRIED**

### Agreed Action

The Chief Executive Officer agreed to amend the wording in Item 4 of the Audit General Committee Open Actions table from 'Local Roads to Recovery' to 'Local Roads and Community Infrastructure Program Funding'.

## **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 22 September 2021 and 31 January 2022.

### **RECOMMENDATION**

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

### **COMMITTEE RESOLUTION**

Moved: Mr Alan Rushbrook

Seconded: Ms Elizabeth Moran

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: Mr Alan Rushbrook

That the recommendation be adopted.

**CARRIED**

### **9.4 External Audit**

Nil

### **9.5 Committee Performance and Reporting**

Nil

## **10 OTHER BUSINESS**

Nil

## **11 CONFIDENTIAL**

Nil

## **12 NEXT MEETING**

12 April 2022, 6.00pm in the Mayor's Reception Room.

## **13 MEETING CLOSE**

The Presiding Member declared the meeting closed at 6.22pm.