

MINUTES OF THE AUDIT COMMITTEE MEETING
OF THE CITY OF TEA TREE GULLY
HELD ON WEDNESDAY 28 JULY 2021 AT 6.31PM
BY ELECTRONIC MEANS ONLY

1. Opening and Welcome⁶⁹

The Presiding Member read the Acknowledgement of Country Statement.

2. Attendance Record:

2.1 Present – Attendance via Electronic Means (audio-visual link)

Crs P Field (*Presiding Member*), R Unger, Mr R Haslam, Mr D Edgecombe and Ms D Bear.

2.2 Apologies

Nil

2.3 Record of Officers in Attendance via Electronic Means (audio-visual link)

Mr J Moyle	Chief Executive Officer
Mr R McMahon	Director Organisation Services & Excellence
Mr T Harfield	Director Assets & Environment
Ms I Cooper	Manager Governance & Policy
Mrs A Athanasiou	Risk & Audit Advisor
Mr J Robbins	Manager Finance & Rating Operations
Ms I Wilkshire	Manager City Strategy
Ms C Gill	Senior Strategy Planner
Ms H Hollamby	Manager Procurement & Contract Management
Mr J Foong	Group Coordinator Water, Waste & Environment

2.4 Record of Number of Persons in the Public Gallery

Nil

2.5 Record of Media in Physical Attendance

Nil

3. Confirmation of Minutes to the Previous Meeting

Moved Mr Haslam, Seconded Ms Bear

That the Minutes of the Audit Committee Meeting held on 26 May 2021 be confirmed as a true and accurate record of proceedings.

Carried Unanimously (69)

4. Public Forum - Nil

5. Deputations - Nil

6. Presentations

6.1 Community Wasterwater Management Scheme Update (D21/52733)

Mr Ryan McMahon, Council's Director Organisational Services & Excellence provided an update on the current CWMS Prudential Review process and related matters.

6.2 COVID-19 Update (D21/52740)

Mr Ryan McMahon, Director Organisational Services & provided a summary of the current COVID-19 restrictions and their impact on Council operations.

7. Petitions - Nil

8. Declaration of Conflicts of Interests - Nil

9. Adjourned Business - Nil

10. Motions Lying on the Table - Nil

11. Management Reports

Office of the Chief Executive Officer

11.1 Unsolicited Proposals Policy and Procurement Policy (D21/43980)

Moved Ms Bear, Seconded Mr Edgecombe

That the Audit Committee Meeting recommends to Council:

That the “Unsolicited Proposals Policy and Procurement Policy” as reviewed by the Audit Committee Meeting on 28 July 2021 be adopted.

Carried Unanimously (70)

Assets & Environment

11.2 Wynn Vale Dam Safety Audit - Stage 1 Dam Safety Assessment (D21/52677)

Moved Mr Haslam, Seconded Ms Bear

That the Audit Committee, having considered **the report titled “Wynn Vale Dam Safety Audit – Stage 1 Dam Safety Assessment” and dated 28 July 2021,** recommends to Council:

1. That Council notes the findings of Stage 1 of the Wynn Vale Dam Safety Audit as detailed in this report:
 - a. In that there are no immediate or imminent risk to the community and the environment;
 - b. And that staff have put in place operational practices to mitigate against risk identified in this report;
 - c. Which sets out priorities for Stage 2 of the Wynn Vale Dam Safety Audit which are included in Section 2.8 of this report; and
 - d. Endorses the recommendations as detailed in Section 2.8 in this report to proceed with Stage 2 Wynn Vale Dam Safety review in the 2021-22 and 2022-2023 financial years.
2. That Council commence a tree planting program at Wynn Vale Dam surrounding area without affecting the Dam works as a priority
3. That Council develop a Masterplan to improve and enhance the amenity of Wynn Vale Dam
4. That Council supports Stage 2 of Wynn Vale Dam Safety Audit as detailed in this report and to commence the work in the 2021-22 financial year at an

estimated cost of \$150,000 subject to appropriate budget allocation during Council's Quarter 1 Budget Review in 2021-2022.

Carried Unanimously (71)

Organisational Services & Excellence

11.3 Internal Audit Plan 2021-22 (D21/50149)

Moved Mr Haslam, Seconded Mr Edgecombe

That having considered the report titled "Internal Audit Plan 2021-22" and dated 28 July 2021, the proposed internal audit projects for the financial year 2021-22 be adopted as follows:

- (a) Strategic Asset Management
- (b) Bushfire Prevention and Preparedness
- (c) Fraud and Corruption

Carried Unanimously (72)

Community & Cultural Development - Nil

12. Notice(s) of Motions - Nil

13. Motions without Notice - Nil

14. Questions on Notice - Nil

15. Questions without Notice

Cr Unger asked a question in relation to an outstanding internal audit agreed action that has now been completed.

16. Information Reports

The following Information reports were received at the meeting:

16.1 Audit Committee Activities Report - 2020-21 Financial Year (D21/28104)

16.2 Internal Audit Plan Status Update (D21/48479)

16.3 Internal Audit Agreed Actions Update (D21/48963)

16.4 Audit Committee Works Program 2021-2022 Status Update July 2021 (D21/49690)

17. Status Report on Council and Committee Resolutions

17.1 Status Report on Committee Resolutions (D21/44644)

The Committee received the Status Report on Committee Resolutions.

18. Other Business

18.1 Key Emerging Risks

Moved Mr Haslam, Seconded Mr Edgecombe

1. That pursuant to Section 90(2) of the Local Government Act 1999, the Audit Committee orders that the public (except staff on duty) be excluded from the meeting to enable discussion on key emerging risks.
2. That the Audit Committee is satisfied that pursuant to section 90(3)(a),(h) and (i) of the Act, the information be received, discussed or considered in relation to this item are:
 - information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);
 - legal advice;
 - information relating to actual litigation, or litigation that the council or council committee believes on reasonable grounds will take place, involving the council or an employee of the council;
 - on the basis that the release of legal advice and strategy in relation to this matter prior to being discussed, considered and finalised by Council could **compromise Council's legal position** and/or potential litigation which would be contrary to the interest of ratepayers; and
 - on the basis that the details to be discussed have the potential to disclose personal affairs of an employee.
3. In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in the 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. The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances on the basis that the public release of this information could **compromise Council's legal position** which would be contrary to the interest of ratepayers, and potentially compromise the personal affairs of an employee.

Carried Unanimously (73)

19. Section 90(2) Local Government Act 1999 – Confidential Items – refer Other Business

20. Date of Next Ordinary Meeting

29 September 2021

The Presiding Member/Mayor declared the meeting closed at 8.17 pm.

Confirmed.....
Presiding Member 29 September 2021