

**MINUTES
OF THE AUDIT & RISK COMMITTEE MEETING OF THE CITY OF TEA TREE
GULLY HELD ON WEDNESDAY 17 MAY 2023 AT 6.31PM IN THE CIVIC
CENTRE, 571 MONTAGUE ROAD, MODBURY**

1. Opening and Welcome

The Presiding Member welcomed members to the meeting.

2. Attendance Record:

2.1 Present – Physical Attendance

Crs I Zagladov (*Presiding Member*), R Unger (*entered 6.32pm*), Mr R Haslam, Mr D Edgecombe and Ms D Bear.

2.2 Apologies

Nil

2.3 Record of Officers in in Physical Attendance onsite

Mr R McMahon	Chief Executive Officer
Mr J Robbins	General Manager Strategy & Finance
Ms I Cooper	Manager Corporate Governance
Mrs M Marks	Risk Officer
Ms R Baines	Manager Finance & Rating Services
Mr S Simpson	Team Leader Financial Accounting
Mr W Richards	Manager IT Solutions

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

Nil

2.4 Record of Number of Persons in the Public Gallery – Physical Attendance

Nil

2.5 Record of Media in Physical Attendance

Nil

3. Confirmation of Minutes to the Previous Meeting

Moved Mr Edgecombe, Seconded Mr Haslam

That the Minutes of the Audit & Risk Committee Meeting held on 29 March 2023 be confirmed as a true and accurate record of proceedings.

Carried Unanimously (10)

4. Public Forum - Nil

5. Deputations - Nil

6. Presentations

6.1 Presentation - Cyber Security related activities for 2023 (D23/34420)

Mr Wayne Richards, Manager IT Solutions presented an update on Cyber Security related activities for 2023 relative to the City of Tea Tree Gully.

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 - Nil

City Operations - Nil

Corporate Services - Nil

Strategy & Finance

11.1 Treasury Policy (D23/30380)

Moved Mr Haslam, Seconded Mr Edgecombe

That the Committee recommends to Council:

That the “Treasury Policy” as reviewed by the Audit & Risk Committee Meeting on 17 May 2023 be adopted.

Carried Unanimously (11)

11.2 Draft Annual Business Plan 2023-2024 (D23/30717)

Ms Rebecca Baines, Manager Finance & Rating Services presented on the Draft Annual Business Plan 2023-24.

Moved Mr Edgecombe, Seconded Ms Bear

1. That after consideration of the report entitled “Draft Annual Business Plan 2023-2024” and dated 17 May 2023, the Audit & Risk Committee notes that the 2023-2024 draft budget meets the targets included in Council’s Financial Sustainability Policy:
 - a) Operating surplus ratio (target 0%-15%) - being 6.6% for 2023-2024
 - b) Asset Sustainability ratio (target 90%-110%) - being 104.6% for 2023-2024
 - c) Net Financial Liabilities ratio (target 25%-35% over 3-5 years) - being 27.9% for 2023-2024
2. That the Audit & Risk Committee notes that:
 - a) The recent cost escalations within the construction sector have directly impacted the cost of renewing Council’s assets
 - b) To maintain the level of required investment in the replacement of assets, Council’s Long Term Financial Plan will be updated to reflect a sustainable increase rate income which will be beyond the consumer price index to address the asset renewal gap

Carried Unanimously (12)

Community Services - Nil

- 12. Notice(s) of Motions - Nil**
- 13. Motions without Notice - Nil**
- 14. Questions on Notice - Nil**
- 15. Questions without Notice - Nil**
- 16. Information Reports**

The following Information reports were received at the meeting:

16.1 Council Incident Management arrangements - high risk weather season summary (D23/2728)

16.2 Strategic Risk Register - May 2023 - Bi-annual Review (D23/16658)

16.3 Internal Audit Plan Status Update (D23/29834)

16.4 Internal Audit Agreed Actions Update (D23/30360)

16.5 Second Quarter Budget Review for Financial Year Ending 30 June 2023 (D23/31553)

16.6 Internal Control Assessment May 2023 (D23/32562)

16.7 Dogs and Cats Online system (D23/33855)

17. Status Report on Council and Committee Resolutions

17.1 Status Report on Audit & Risk Committee Resolutions (D23/29880)

The Committee received the Status Report on Audit & Risk Committee Resolutions.

18. Other Business

A verbal update was provided on emerging strategic risks regarding upcoming court proceedings as well as capital works cost escalations arising from the current economic climate.

19. Section 90(2) Local Government Act 1999 – Confidential Items - Nil

20. Date of Next Ordinary Meeting

20 September 2023

The Presiding Member declared the meeting closed at 8.04pm.

Confirmed.....
Presiding Member 20 September 2023