

**MINUTES
OF THE AUDIT & RISK COMMITTEE MEETING OF THE CITY OF TEA TREE
GULLY HELD ON WEDNESDAY 29 MARCH 2023 AT 6.33PM 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, 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
Mrs F Birch	General Manager City Operations
Mr M Pereira	General Manager Community Services
Mrs M Marks	Governance & Risk Administration Officer
Mrs A Athanasiou	Risk & Audit Advisor
Mrs R Baines	Manager Finance & Rating Operations
Mr M Taylor	Interim Manager Community Wellbeing

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

1 Attendee

2.5 Record of Media in Physical Attendance

Nil

3. Confirmation of Minutes to the Previous Meeting

Moved Mr Edgecombe, Seconded Cr Unger

That the Minutes of the Audit & Risk Committee Meeting held on 7 December 2022 be confirmed as a true and accurate record of proceedings.

Carried Unanimously (4)

4. Public Forum - Nil

5. Deputations - Nil

6. Presentations - Nil

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

11.1 Internal Audit Report - Procurement Practices - Quotations (D22/193065)

Moved Mr Edgecombe, Seconded Ms Bear

That the Audit Committee receives the report titled “Internal Audit Report – Procurement Practices – Quotations”, and dated 29 March 2023, and endorses the agreed actions outlined in Attachment 1 of this report.

Carried Unanimously (5)

Strategy & Finance

11.2 Financial Sustainability Policy (D23/7322)

Moved Mr Haslam, Seconded Ms Bear

That the “Financial Sustainability Policy” as reviewed by the Audit & Risk Committee Meeting on 29 March 2023 be adopted.

Carried Unanimously (6)

11.3 Treasury Policy (D23/7324)

Moved Cr Unger, Seconded Mr Edgecombe

That the “Treasury Policy” be returned to the Audit & Risk Committee Meeting on 17 May 2023 with the changes considered at its meeting on 29 March 2023.

Carried Unanimously (7)

11.4 Disposal of Land and Assets and Acquisition of Land Policy (D23/7329)

Moved Mr Haslam, Seconded Mr Edgecombe

That the “Disposal of Land and Assets and Acquisition of Land Policy” as reviewed by the Audit & Risk Committee Meeting on 29 March 2023 be adopted.

Carried Unanimously (8)

Community Services

11.5 Internal Audit Report - Strategic Social Infrastructure Planning (D23/12217)

Moved Mr Haslam, Seconded Mr Edgecombe

1. That the Audit & Risk Committee receives the report titled “Internal Audit Report – Strategic Social Infrastructure Planning” and dated 29 March 2023, and endorses the agreed action as follows:
 - a. That the roadmap identified in section 7 of Attachment 1 be used to inform and guide the Community Services Service Review.

Carried Unanimously (9)

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 Outcomes of the 2022 Age Care Quality Standards External Audit (D23/1237)

16.2 2022 Risk Evaluation - LGA Workers Compensation Scheme (D23/1497)

16.3 Internal Audit Agreed Actions Update (D23/6511)

16.4 Internal Audit Plan Status Update (D23/6513)

17. Status Report on Council and Committee Resolutions

17.1 Status Report on Audit & Risk Committee Resolutions (D23/10192)

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

18. Other Business - Nil

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

20. Date of Next Ordinary Meeting

17 May 2023

The Presiding Member declared the meeting closed at 8.18pm.

Confirmed.....
Presiding Member 17 May 2023