

MINUTES

of the

Audit Committee Meeting



**Adelaide
Plains
Council**

Held, pursuant to the provisions of the
Local Government Act 1999, in the

**Council Chamber
Redbanks Road
Mallala**

on

Monday 4 September 2023 at 4.30pm

The Chairperson formally declared the meeting open at 4.30pm.

1 ACKNOWLEDGEMENT OF COUNTRY

The Audit Committee of the Adelaide Plains Council acknowledges that we meet 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 relationship with the land and we acknowledge that they are of continuing importance to the Kurna people living today.

2 ATTENDANCE RECORD

2.1 Present

Mr Alan Rushbrook (Chairperson)

Mr Peter Fairlie-Jones (Independent Member)

Mayor Mark Wasley

Deputy Mayor Marcus Strudwicke

Councillor Margherita Panella (*by electronic means*)

Also in Attendance

Chief Executive Officer

Mr James Miller

Director, Finance

Mr Rajith Udugampola

Accountant

Ms Carmel Vandermolen

Executive Assistant to the Mayor and Chief Executive Officer

Ms Susan Cook

Governance Administration Officer/Minute Taker

Ms Stacie Shrubsole

3 MINUTES**3.1 CONFIRMATION OF MINUTES – AUDIT COMMITTEE MEETING – 3 JULY 2023****COMMITTEE RESOLUTION 2023/050**

Moved: Deputy Mayor Strudwicke

Seconded: Mayor Wasley

“that the minutes of the Audit Committee Meeting held on Monday 3 April 2023 (MB Folios 265 to 272, inclusive), be accepted as read and confirmed.”

CARRIED

4 BUSINESS ARISING

At the request of the Chairperson, the Director, Finance provided a verbal update to the Committee in relation to the 2023/2024 Annual Business Plan and Budget adoption process.

5 DECLARATION OF MEMBERS' INTEREST

Nil

6 REPORTS FOR DECISION**6.1 POLICY REVIEW – RATING POLICY****COMMITTEE RESOLUTION 2023/051**

Moved: Mayor Wasley

Seconded: Mr Fairlie-Jones

“that the Audit Committee, having considered Item 6.1 – *Policy Review – Rating Policy*, dated 4 September 2023, receives and notes the report and in doing so recommends to the Council that the updated Rating Policy as presented in Attachment 1 to this report, be adopted.”

CARRIED

6.2 POLICY REVIEW – PROCUREMENT POLICY**COMMITTEE RESOLUTION 2023/052**

Moved: Deputy Mayor Strudwicke

Seconded: Mr Fairlie-Jones

“that the Audit Committee, having considered Item 6.2 – *Policy Review – Procurement Policy*, dated 4 September 2023, receives and notes the report and in doing so recommends to the Council that it:-

1. Rescind the current Procurement Policy as presented as Attachment 1 to this Report; and
2. Adopt the proposed Procurement Policy as presented as Attachment 2 to this Report subject to the following amendment: -

- the inclusion of a requirement that all exemptions approved by the Chief Executive Officer pursuant to Clause 8 of the policy be reported to the Audit Committee on a bi-annual basis.”

CARRIED

6.3 DRAFT FRAUD, CORRUPTION, MISCONDUCT AND MALADMINISTRATION PREVENTION POLICY

COMMITTEE RESOLUTION 2023/053

Moved: Mayor Wasley

Seconded: Deputy Mayor Strudwicke

“that the Audit Committee, having considered Item 6.3 – *Draft Fraud, Corruption, Misconduct and Maladministration Prevention Policy*, dated 4 September 2023, receives and notes the report and in doing so recommends to the Council that the draft Fraud, Corruption, Misconduct and Maladministration Prevention Policy as presented in Attachment 1 to this report, be adopted.”

CARRIED

6.4 DRAFT ANNUAL WORK PROGRAM FOR 2023/2024 FINANCIAL YEAR

COMMITTEE RESOLUTION 2023/54

Moved: Mr Fairlie-Jones

Seconded: Councillor Panella

“that the Audit Committee, having considered Item 6.4 – *Draft Annual Work Program for 2023/2024 Financial Year*, dated 4 September 2023, receives and notes the report and in doing so adopts Draft 2023/2024 Audit Committee Work Program and instructs the Chief Executive Officer to bring back a report to the next meeting of the Audit Committee setting out timeframes and priorities.”

CARRIED

6.5 APPOINTMENT OF EXTERNAL AUDITORS FOR 2023/2024 FINANCIAL YEAR AUDIT

COMMITTEE RESOLUTION 2023/055

Moved: Deputy Mayor Strudwicke

Seconded: Mayor Wasley

“that the Audit Committee, having considered Item 6.5 – *Appointment of External Auditors for 2023/2024 Financial Year Audit*, dated 4 September 2023, receives and notes the report and in doing so recommend to the Council that it authorise the Chief Executive Officer to extend the contract for the provision of audit service with Tim Muhlhausler of Galpins Accountants, Auditors & Business Consultants by one (1) year to include audit of 2023/2024 Financial Year.”

CARRIED

7 REPORTS FOR INFORMATION**7.1 COMMITTEE RESOLUTIONS****COMMITTEE RESOLUTION 2023/056****Moved: Mayor Wasley****Seconded: Councillor Panella**

“that the Audit Committee, having considered Item 7.1 – *Committee Resolutions*, dated 4 September 2023, receives and notes the report.”

CARRIED**7.2 ACCOUNTING TREATMENT OF THE LAND PURCHASED IN TWO WELLS****COMMITTEE RESOLUTION 2023/057****Moved: Mr Fairlie-Jones****Seconded: Deputy Mayor Strudwicke**

“that the Audit Committee, having considered Item 7.2 – *Accounting Treatment of the Land Purchased in Two Wells*, dated 4 September 2023, receives and notes the report.”

CARRIED**7.3 CHIEF EXECUTIVE OFFICER CREDIT CARD EXPENSES FOR THE PERIOD 1 JANUARY 2023 TO 30 JUNE 2023****COMMITTEE RESOLUTION 2023/058****Moved: Mayor Wasley****Seconded: Mr Fairlie-Jones**

“that the Audit Committee, having considered Item 7.3 – *Chief Executive Officer Credit Card Expenses for the period 1 January 2023 to 30 June 2023*, dated 4 September 2023, receives and notes the report.”

CARRIED**7.4 LEAVE LIABILITY AS AT 30 JUNE 2023****COMMITTEE RESOLUTION 2023/059****Moved: Mr Fairlie-Jones****Seconded: Deputy Mayor Strudwicke**

“that the Audit Committee, having considered Item 7.4 – *Leave Liability as at 30 June 2023*, dated 4 September 2023, receives and notes the report.”

CARRIED

7.5 REVIEW OF COUNCIL INVESTMENT AND BORROWINGS 2022-2023

COMMITTEE RESOLUTION 2023/060

Moved: Deputy Mayor Strudwicke

Seconded: Mayor Wasley

“that the Audit Committee, having considered Item 7.5 – Review of Council Investment and Borrowings 2022-2023, dated 4 September 2023, receives and notes the report.”

CARRIED

7.6 OVERDUE COUNCIL RATES AS AT 30 JUNE 2023

COMMITTEE RESOLUTION 2023/061

Moved: Mayor Wasley

Seconded: Councillor Panella

“that the Audit Committee, having considered Item 7.6 – Overdue Council Rates as at 30 June 2023, dated 4 September 2023, receives and notes the report.”

CARRIED

8 QUESTIONS WITHOUT NOTICE

Nil

9 MOTIONS WITHOUT NOTICE

Nil

10 URGENT BUSINESS

Nil

11 NEXT MEETING

Monday 16 October 2023 at 4.00pm.

12 CLOSURE

There being no further business, the Chairperson declared the meeting closed at 6.09pm.

Confirmed as a true record.

Chairperson:.....

Date: ___/___/___