

# **MINUTES**

**Minutes of the Audit & Governance Committee  
Held Tuesday 21 August 2018 – 6.30pm  
Civic 1<sup>st</sup> Floor Meeting Room  
181 Unley Road Unley**

## **MEMBERS PRESENT**

Mr J Rawson, Presiding Member  
Mr E Parker, Independent Member  
Councillor Michael Rabbitt  
Councillor Rob Sangster

## **OFFICERS PRESENT**

Chief Executive Officer, Mr P Tsokas  
Executive Manager Office of the CEO, Ms T Norman  
Manager Finance and Procurement, Mrs S Taylor  
Manager Strategic Assets, Mr A Wood  
Executive Assistant to Business Support & Improvement, Mrs L Blyth

## **OBSERVERS**

Councillor Don Palmer

## **WELCOME**

In the absence of the Presiding Member the Executive Manager Office of the CEO welcomed members to the meeting and called for a nomination for Acting Presiding Member.

Moved Mr E Parker

Seconded Cr R Sangster

1. That Cr Rabbitt act as Presiding Member of the Audit and Governance Committee until the arrival of the Presiding Member to enable the meeting to proceed.

**CARRIED UNANIMOUSLY**

**APOLOGIES**

Independent Member, Mr S Tu

**ITEM 84**

**CONFLICT OF INTEREST**

Nil

**ITEM 85**

**CONFIRMATION OF MINUTES**

MOVED

SECONDED

That:

1. The minutes of the Audit and Governance Committee Meeting held on Tuesday 22 May 2018, as printed and circulated, be taken as read and signed as a correct record.

**CARRIED UNANIMOUSLY**

**ITEM 86**

**PROCUREMENT SAVINGS IDENTIFIED**

*Mr J Rawson entered the meeting at 6.38pm and assumed the Chair.*

MOVED Cr M Rabbitt

SECONDED Cr R Sangster

That it be recommended to Council, that:

1. The report be received.

**CARRIED UNANIMOUSLY**

**ITEM 87**

**CONFIDENTIALITY MOTION FOR ITEM 88 – CENTENNIAL PARK CEMETERY  
AUTHORITY OPERATING BUDGET 2018 – 19**

MOVED Cr R Sangster

SECONDED Mr E Parker

That:

1. Pursuant to Section 90(2) and (3)(d)(i) and (ii) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because it relates to information the disclosure of which:
  - Could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
  - Would, on balance, be contrary to the public interest.
2. In weighing up the factors related to disclosure:
  - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations; and
  - non-disclosure of this item at this time will enable Council to consider the Centennial Park Cemetery Authority (CPCA) Operating Budget 2018-19 without compromising the CPCA's commercial position.

On that basis, the public's interest is best served by not disclosing Item 88 – Centennial Park Cemetery Authority Operating Budget 2018-19 and discussion at this point in time.

3. Pursuant to Section 90(2) of the *Local Government Act 1999* it is recommended the Council orders that all members of the public be excluded, with the exception of:
  - staff of the City of Unley on duty in attendance;
  - Ms Janet Miller, Chief Executive Officer Centennial Park Cemetery Authority; and
  - Ms Marisa Riccio, Director Hood Sweeney

**CARRIED UNANIMOUSLY**

*The Committee moved into confidence at 6.43 PM*

**ITEM 88**

**CENTENNIAL PARK CEMETERY AUTHORITY OPERATING BUDGET 2018 - 19**

Item 88, page 5, is confidential and has been removed from the public minutes

*The Committee moved out of confidence at 7.09 PM*

**ITEM 89**

**CONFIDENTIALITY MOTION TO REMAIN IN CONFIDENCE FOR ITEM 88 –  
CENTENNIAL PARK CEMETARY AUTHORITY OPERATING BUDGET 2018 - 19**

MOVED Cr M Rabbitt

SECONDED Mr E Parker

That:

1. Pursuant to Section 91(7) of the *Local Government Act 1999* the following elements of Item 88 – Centennial Park Cemetery Authority Operating Budget 2018-19, considered at the Audit and Governance Committee Meeting on 14 August 2018:

- Minutes
- Report
- Attachment

remain confidential until 31 January 2020 and not available for public inspection until the cessation of that period.

2. Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, the power to revoke the order under Section 91(7) prior to any review or as a result of any review is delegated to the Chief Executive Officer.

**CARRIED UNANIMOUSLY**

**ITEM 90**

**CONFIDENTIALITY MOTION FOR ITEM 91 – CENTENNIAL PARK CEMETERY  
AUTHORITY – COMMERCIAL INVESTMENT**

MOVED Cr R Sangster

SECONDED Mr E Parker

That:

1. Pursuant to Section 90(2) and (3)(d)(i) and (ii) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because it relates to information the disclosure of which:
  - Could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
  - Would, on balance, be contrary to the public interest.
2. In weighing up the factors related to disclosure:
  - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations; and
  - non-disclosure of this item at this time will enable Council to consider a commercial investment proposal from the Centennial Park Cemetery Authority (CPCA) without compromising the CPCA's commercial position in relation to the proposal.

On that basis, the public's interest is best served by not disclosing Item 91 – Centennial Park Cemetery Authority – Commercial Investment and discussion at this point in time.
3. Pursuant to Section 90(2) of the *Local Government Act 1999* it is recommended the Council orders that all members of the public be excluded, with the exception of:
  - staff of the City of Unley on duty in attendance;
  - Ms Janet Miller, Chief Executive Officer Centennial Park Cemetery Authority; and
  - Ms Marisa Riccio, Director Hood Sweeney

**CARRIED UNANIMOUSLY**

*The Committee moved in to confidence at 7.12 PM*

**ITEM 91**

**CENTENNIAL PARK CEMETERY AUTHORITY – COMMERCIAL INVESTMENT**

Item 91, page 8, is confidential and has been removed from the public minutes

*The Committee moved out of confidence at 8.19 pm*

## **ITEM 92**

### **CONFIDENTIALITY MOTION TO REMAIN IN CONFIDENCE FOR ITEM 91 – CENTENNIAL PARK CEMETERY AUTHORITY – COMMERCIAL INVESTMENT**

MOVED Cr M Rabbitt

SECONDED Mr E Parker

That:

1. Pursuant to Section 91(7) of the *Local Government Act 1999* the following elements of Item 91 – Centennial Park Cemetery Authority – Commercial Investment, considered at the Audit and Governance Committee Meeting on 21 August 2018:

- Minutes
- Report
- Attachment

remain confidential until 18 August 2023 and not available for public inspection until the cessation of that period.

2. Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, the power to revoke the order under Section 91(7) prior to any review or as a result of any review is delegated to the Chief Executive Officer.

**CARRIED UNANIMOUSLY**

## **VERBAL UPDATE**

Verbal updates in relation to:

- Depreciation (Roads)
- Credit Card Report

were provided to the Committee



**ITEM 92**

**MOTION WITHOUT NOTICE - DEPRECIATION (ROADS)**

MOVED Mr E Parker

SECONDED Cr M Rabbitt

1. A report to be included as part of the Certificate of Completion, explaining the reason for the decrease in the written down value of roads with the explanation of the accounting treatment approved and signed off by the External Auditors.

**CARRIED UNANIMOUSLY**

**CORRESPONDENCE**

- Letter from Auditors, BDO Audit (SA) Pty Ltd

**NEXT MEETING DATE**

Tuesday 16 October 2017 – 6.30pm

The Meeting closed 9.05 pm