



**Minutes of the City of Unley
Audit Committee Meeting
Tuesday, 10 December 2019, 6.30pm
Council Chambers
181 Unley Road Unley**

PRESENT

Presiding Member D Powell (Presiding Member)
Councillor M. Broniecki
Councillor K. Anastasiadis
Independent Member N Handley
Independent Member A Martin

OFFICERS PRESENT

Chief Executive Officer, Mr P. Tsokas
General Manager Business Support & Improvement, Ms N. Tinning
Principal Risk Management Officer, Mrs LC Cataldi
Principal Governance Officer, Mrs D. Von Wald

The Presiding Member opened the meeting at 6:33pm.

ACKNOWLEDGEMENT

The Presiding Member welcomed Members to the meeting and opened the meeting with the Acknowledgement.

1. ADMINISTRATIVE MATTERS

1.1 APOLOGIES

Nil

1.2 LEAVE OF ABSENCE

Nil

1.3 CONFLICT OF INTEREST

Nil

1.4 MINUTES

ITEM 1.4.1

MINUTES OF THE ORDINARY AUDIT COMMITTEE MEETING HELD MONDAY, 11 NOVEMBER 2019

MOVED Councillor M. Broniecki

SECONDED Independent Member N Handley

That:

1. The minutes of the Ordinary Audit Committee held on Monday, 11 November 2019 be taken as read and signed as a correct record.

CARRIED UNANIMOUSLY

Resolution No. AC0012/19

1.5 DEFERRED / ADJORNED ITEMS

Nil

2. REPORTS

ITEM 2.1

2020 AUDIT COMMITTEE MEETING SCHEDULE

MOVED Independent Member N Handley

SECONDED Independent Member A Martin

That:

1. The report be received.
2. During 2020 the Audit Committee of the City of Unley will meet at 181 Unley Road Unley at 6.30pm on the dates set out below:

Tuesday 11 February 2020

Tuesday 12 May 2020

Tuesday 18 August 2020

Tuesday 13 October 2020 (Financial Statements Only)

Tuesday 8 December 2020

3. The Chief Executive Officer be authorised, after consulting with the Presiding Member of the Committee, to:

- 3.1 Reschedule the date and/or time of an Audit Committee

- meeting; or
- 3.2 Cancel an Audit Committee meeting, if it is clear that there is no business to transact for that designated meeting.

CARRIED UNANIMOUSLY

Resolution No. AC0013/19

Councillor K. Anastassiadis entered the meeting at 6:38pm.

ITEM 2.2

AUDIT COMMITTEE WORKPLAN - 2020

MOVED Independent Member A Martin

SECONDED Councillor M. Broniecki

That:

1. The report be received.
2. Subject to the amendments set out below, the Audit Committee Workplan as set out in Attachment 1 to this report (Item 2.2, Audit Committee, 10/12/2019) be adopted.
 - 2.1 A progress update against the External Audit findings be provided to the Audit Committee for information at each meeting.
 - 2.2 The Quarterly Budget Review reports and Quarterly Financial Performance Review reports, which are presented to Council, be provided to Audit Committee for information.
 - 2.3 The Quarterly Report for Council's subsidiaries be provided to the Audit Committee for information.
 - 2.4 The Policy Register be provided to the Audit Committee for information on an annual basis.

CARRIED UNANIMOUSLY

Resolution No. AC0014/19

ITEM 2.3

REVISED RISK MANAGEMENT POLICY

MOVED Independent Member A Martin

SECONDED Councillor K. Anastassiadis

That:

1. The report be received.
2. Subject to the amendments set out below, the Risk Management Policy as set out in Attachment 1 to this report (Item 2.3, Audit Committee Meeting, 10/12/2019) be recommended to Council for

endorsement:

- 2.1 Include the following definitions to mirror the definitions provided in the Risk Framework:
 - Risk treatments;
 - Risk appetite; and
 - Risk Tolerance.
- 2.2 The Risk Management Framework be amended under Section 8 to include that the Executive Management Team will monitor strategic risks “at least quarterly”, replacing “on a regular basis”.

CARRIED UNANIMOUSLY

Resolution No. AC0015/19

ITEM 2.4

STRATEGIC RISK REGISTER

MOVED Councillor K. Anastassiadis

SECONDED Independent Member N Handley

That:

1. The report be received.

ITEM 2.5

FRAUD AND CORRUPTION PREVENTION POLICY REVIEW

MOVED Councillor K. Anastassiadis

SECONDED Independent Member A Martin

That:

1. The report be received.
2. The Fraud and Corruption Prevention Policy as set out in Attachment 1 to this report (Item 2.5, Audit Committee Meeting, 10/12/2019) be recommended to Council for endorsement.

CARRIED UNANIMOUSLY

Resolution No. AC0016/19

3. OTHER BUSINESS

Nil

NEXT MEETING

Tuesday 11 February 2020 - 6:30pm

CLOSURE

The Presiding Member closed the meeting at 7:43pm.

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PRESIDING MEMBER