



**Minutes of the City of Unley
Audit Committee Meeting
Tuesday, 08 December 2020, 6.30pm
Council Chambers
181 Unley Road Unley**

PRESENT

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

OFFICERS PRESENT

Executive Manager Office of the CEO, Ms T. Norman
Manager Finance and Procurement, Mr Alex Brown
Principal Risk Management Officer, Mrs L Cataldi

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

Independent Member Nicholas Handley declared a perceived conflict of interest in relation to Item 2.1 – Procurement Policy Review on the basis that the Procurement Framework (a supporting document to the Policy) makes reference to the Construction Industry Training Board and he holds the position of Chair of Finance, Risk and Audit Committee for that Board. He indicated he would remain in the meeting and vote in relation to the item.

1.4 MINUTES

ITEM 1.4.1

MINUTES OF THE ORDINARY AUDIT COMMITTEE MEETING HELD TUESDAY, 3 NOVEMBER 2020

MOVED Independent Member A Martin
SECONDED Councillor M. Broniecki

That:

1. The minutes of the Ordinary Audit Committee held on Tuesday, 3 November 2020 be taken as read and signed as a correct record.

CARRIED UNANIMOUSLY
Resolution No. AC0028/20

1.5 DEFERRED / ADJORNED ITEMS

Nil

2. REPORTS

ITEM 2.1

PROCUREMENT POLICY REVIEW

MOVED Councillor K. Anastassiadis
SECONDED Councillor M. Broniecki

That:

1. The Report be received.
2. Subject to the following amendment:
 - removal of reference to the less than \$50 category from the minimum procurement requirements table (Section 5.1)the Procurement Policy as set out in Attachment 1 to this report (Item 2.1, Audit Committee Meeting, 8/12/2020) be endorsed:
3. A report return to the Audit Committee to consider management of unsolicited bids within the Procurement Policy or Framework.

CARRIED UNANIMOUSLY
Resolution No. AC0029/20

**ITEM 2.2
STRATEGIC RISK REGISTER**

MOVED Councillor K. Anastasiadis
SECONDED Councillor M. Broniecki

That:

1. The report be received.

CARRIED UNANIMOUSLY
Resolution No. AC0030/20

**ITEM 2.3
OPERATIONAL RISK REGISTER**

MOVED Councillor K. Anastasiadis
SECONDED Independent Member N Handley

That:

1. The report be received.

CARRIED UNANIMOUSLY
Resolution No. AC0031/20

**ITEM 2.4
2021 AUDIT COMMITTEE MEETING SCHEDULE**

MOVED Independent Member A Martin
SECONDED Independent Member N Handley

That:

1. The report be received.
2. During 2021 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 9 February 2021
 - Tuesday 11 May 2021
 - Tuesday 10 August 2021
 - Tuesday 26 October 2021 (Financial Statements Only)
 - Tuesday 7 December 2021
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. AC0032/20

ITEM 2.5
AUDIT COMMITTEE WORKPLAN 2021

MOVED Independent Member A Martin
SECONDED Councillor M. Broniecki

That:

1. The report be received.
2. The Audit Committee Workplan as set out in Attachment 1 to this report (Item 2.5, Audit Committee Meeting, 08/12/2020) be adopted

CARRIED UNANIMOUSLY
Resolution No. AC0033/20

3. OTHER BUSINESS

TUESDAY 9 FEBRUARY 2021

CLOSURE

The Presiding Member closed the meeting at 7:53pm.

.....
PRESIDING MEMBER