

**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE
MINUTES OF MEETING
MONDAY 20 NOVEMBER 2023
63 MT BARKER ROAD STIRLING**

In Attendance**Members:**

Cr Malcolm Herrmann	Presiding Member
Peter Brass	Independent Member
Pamela Lee	Independent Member
Cr Melanie Selwood	Council Member

In Attendance:

Greg Georgopoulos	Chief Executive Officer
Terry Crackett	Director Corporate Services
Gary Lewis	Manager Financial Services
Jody Atkins	A/Governance and Risk Coordinator/Minute Secretary

Guests in Attendance:

Nil	
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1. COMMENCEMENT

The meeting commenced at 6.02pm.

1.1 Acknowledgement of Country

Council acknowledges that we meet on the traditional lands and waters of the Peramangk and Kurna people. We pay our respects to Elders past, present and emerging as the Custodians of this ancient and beautiful land. Together we will care for this country for the generations to come.

2. APOLOGIES/LEAVE OF ABSENCE**2.1 Apology**

David Moffatt

2.2 Leave of Absence

Nil

2.3 Absent

Nil

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3. MINUTES OF PREVIOUS MEETINGS

3.1 Audit Committee Meeting Monday, 16 October 2023

Moved Peter Brass
S/- Pamela Lee

AC44/23

That the minutes of the Audit Committee meeting held on Monday, 16 October 2023 as supplied, be confirmed as an accurate record of the proceedings of that meeting.

Carried Unanimously

Cr Melanie Selwood attended the meeting at 6.04pm.

4. PRESIDING MEMBER'S OPENING REMARKS

- Cr Malcolm Herrmann welcomed all members and staff to the meeting.
- On the recommendation of the Audit Committee, the Annual Financial Statements and End of Financial Year report were adopted by Council in October 2023.
- The Chief Executive Officer was queried regarding recruitment, he advised current shortlisting of candidates for interviews regarding the Governance and Risk Coordinator vacancy was occurring.
- Elected Members and Council staff attended a full day workshop on Saturday 18 November 2023 to develop the next Adelaide Hills Council Strategic Plan. The day was facilitated by an external party.

5. DELEGATION OF AUTHORITY

In accordance with the Audit Committee Terms of Reference, the Committee has no delegated decision-making powers. The Recommendations in Item(s) 6.1 are to be submitted to Council for consideration.

6. DECLARATION OF CONFLICT OF INTEREST BY MEMBERS OF AUDIT COMMITTEE

Nil

7. PRESENTATIONS, ACTION REPORT & WORKPLAN

7.1 Action Report and Work Plan Update

Moved Cr Melanie Selwood
S/- Pamela Lee

AC45/23

- 1. That the report of the 2023 Action Plan and Work Plan Update be received and noted.**

Carried Unanimously

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8. OFFICER REPORTS – DECISION ITEMS

8.1 Presiding Member's report

Moved Cr Malcolm Herrmann
S/- Peter Brass

AC46/23

That the report of the Presiding Member for year ended 30 November 2023 be received and noted and a copy be included in the Audit Committee meeting minutes.

Carried Unanimously

8.2 Budget Review Quarter 1 2023-24

Moved Peter Brass
S/- Pamela Lee

AC47/23

1. That the report of the 2023-24 Budget Review 1 be received and noted.
2. To recommend to Council the proposed budget adjustments presented in Budget Review 1 which result in:
 - a. A decrease in the Operating Surplus from \$1,082k to \$608k for the 2023-24 financial year.
 - b. Changes to Capital Works, reducing capital income by \$480k and decreasing capital expenditure by \$3.046 million for the 2023-24 financial year resulting in a revised capital expenditure budget for 2023-24 of \$25.46 million.

Carried Unanimously

8.3 Draft Annual Report 2022-23

Moved Pamela Lee
S/- Peter Brass

AC48/23

1. That the Draft Annual Report 2022-23 be received and noted.
2. To advise Council that the Committee has reviewed the Draft 2022-23 Annual Report, as contained in Appendix 1, in terms of the reports adequacy in meeting its legislative requirements.
3. That, on the basis of the Committee's review, and feedback to recommend the Annual Report to Council for adoption.

Carried Unanimously

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8.4 Auditors Completion Report

Moved Peter Brass
S/- Pamela Lee

AC49/23

That the report of the Audit Completion dated 25 October 2023 be received and noted

Carried Unanimously

8.5 Annual Investment Performance 2022-2023

Moved Cr Melanie Selwood
S/- Cr Malcolm Herrmann

AC50/23

That the report of the Investment Performance for 2022-2023 be received and noted.

Carried Unanimously

8.6 Treasury Policy Review

Moved Peter Brass
S/- Pamela Lee

AC51/23

1. That the report of the Review of the Treasury Policy be received and noted.
2. To recommend to Council the adoption of the Treasury Policy as detailed at Appendix 1.

Carried Unanimously

8.7 Debt Recovery Policy Review

Moved Peter Brass
S/- Pamela Lee

AC52/23

1. That the report of the Debt Recovery Policy be received and noted.
2. To recommend to Council the adoption of the Debt Recovery Policy as detailed in Appendix 1

Carried Unanimously

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8.8 Audit Committee's Self-Assessment Review

Moved Cr Malcolm Herrmann
S/- Peter Brass

AC53/23

The Audit Committee resolves that the report of the Audit Committee Self-Assessment 2023 be received and noted.

Carried Unanimously

8.9 Audit Committee Meeting Dates 2024

Moved Cr Malcolm Herrmann
S/- Cr Melanie Selwood

AC54/23

1. That the report of the Audit Committee Meeting Dates for 2024 be received and noted.
2. To approve the Audit Committee meeting schedule, timings, and locations for 2024 as follows:

Commencement	6.00pm
Meeting Dates and Locations	19 February 2024, 63 Mt Barker Road, Stirling
	15 April 2024, 63 Mt Barker Road, Stirling
	20 May 2024, 63 Mt Barker Road, Stirling
	19 August 2024, 63 Mt Barker Road, Stirling
	14 October 2024, 63 Mt Barker Road, Stirling
	18 November 2024, 63 Mt Barker Road, Stirling

Carried Unanimously

9. INFORMATION FOR NOTING

9.1 Accounting Standards on Environmental, Social and Governance Reporting

Moved Pamela Lee
S/- Cr Selwood

AC55/23

That the report of the Accounting Standards on Environmental, Social and Governance be received and noted.

Carried Unanimously

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9.2 Financial Capacity Review – BRM Report

**Moved Peter Brass
S/- Cr Melanie Selwood**

AC56/23

That the report of the Financial Capacity review – BRM dated October 2023 be received and noted.

Carried Unanimously

9.3 Letter - Hon Geoff Brock MP – ESCOSA review

**Moved Cr Malcolm Herrmann
S/- Cr Melanie Selwood**

AC57/23

That the letter from Hon Geoff Brock MP – ESCOSA Review dated 25 October 2023 be received and noted.

Carried Unanimously

10. QUESTIONS WITHOUT NOTICE

Nil

11. CONFIDENTIAL ITEMS

Nil

12. NEXT MEETING

The next ordinary meeting of the Audit Committee will be held on Monday 19 February 2024 from 6.00pm at 63 Mt Barker Road, Stirling.

Additional Speech from Cr Malcolm Herrmann, Presiding Member:

Tonight, is Independent Member Peter Brass's last meeting. As far as I can establish, Peter was first appointed in 2007 and has continued to be a member until 2023. During this time, he was also appointed as the Presiding Member in 2015 and 2016. Between 2016 and 2023, Peter has attended all but one (1) of the 50 meetings held. Peter has brought a breadth of skills and experience to assist the committee in its deliberations. His particular skills in risk management, internal controls and cyber security have been greatly appreciated. His deep interest in Long Term Financial Planning, Asset Management Planning and experience with other Audit Committees have assisted the Committee and Council to maintain financial stability. Thank you, Peter.

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The Presiding Member wished members the compliments of the season and a safe, relaxing Christmas and New Year.

13. CLOSE MEETING

The meeting closed at 7.20pm.