



Adelaide Hills
COUNCIL

AUDIT COMMITTEE

NOTICE OF MEETING

To: **Presiding Member** Cr Malcolm Herrmann

Members

David Moffatt
Sarah Beesley
Pamela Lee
Cr Melanie Selwood

Notice is hereby given pursuant to the provisions under Section 87 of the *Local Government Act 1999* that the next meeting of the Audit Committee will be held on:

Monday 12 February 2024
6.00pm
63 Mt Barker Road, Stirling

A copy of the Agenda for this meeting is supplied under Section 87 of the Act.

Committee meetings are open to the public and members of the community are welcome to attend. Meetings will be conducted in accordance with the applicable COVID-19 social distancing guidelines and may result in Members participating electronically in accordance with the provisions of the Committee's Terms of Reference.

A Public notice of the Agenda for this meeting is supplied under Section 88 of the Act.

Greg Georgopoulos
Chief Executive Officer



Adelaide Hills
COUNCIL

AUDIT COMMITTEE

AGENDA FOR MEETING
Monday 12 February 2024
6.00pm
63 Mt Barker Road, Stirling

ORDER OF BUSINESS

1. COMMENCEMENT

- 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
2.2. Leave of Absence
2.3. Absent

3. MINUTES OF PREVIOUS MEETINGS

- 3.1. Audit Committee Minutes – 20 November 2023

Recommendation

That the minutes of the Audit Committee meeting held on Monday 20 November 2024, as supplied, be confirmed as an accurate record of the proceedings of that meeting.

4. PRESIDING MEMBER'S OPENING REMARKS

5. DELEGATION OF AUTHORITY

The Audit Committee operates in accordance with the relevant sections of the Local Government Act 1999, and its Terms of Reference.

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

7. PRESENTATIONS, ACTION REPORT & WORKPLAN

Nil

8. OFFICER REPORTS

Nil

9. QUESTIONS WITHOUT NOTICE

10. CONFIDENTIAL ITEMS

10.1. Amy Gillett Prudential Review

11. NEXT MEETING

The next Audit Committee meeting will be held at 6.00pm on 19 February 2024 at 63 Mount Barker Road, Stirling.

12. CLOSE MEETING

**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

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

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

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

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

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

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

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

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

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

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.

**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE
MINUTES OF MEETING
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63 MT BARKER ROAD STIRLING**

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.

**ADELAIDE HILLS COUNCIL
AUDIT COMMITTEE MEETING
Monday 12 February 2024
CONFIDENTIAL AGENDA BUSINESS ITEM**

Item: 10.1

Responsible Officer: David Collins
Manager Strategic Assets
Environment and Infrastructure

Subject: Amy Gillett Bikeway Stage 4 - Prudential Review

For: Decision

1. Amy Gillett Bikeway Stage 4 Prudential Review – Exclusion of the Public

Pursuant to section 90(2) of the *Local Government Act 1999* the Audit Committee (the Committee) orders that all members of the public, except:

- Chief Executive Officer, Greg Georgopoulos
- Acting Director Corporate Services, Gary Lewis
- Director Environment and Infrastructure, David Waters
- Minute Secretary, Jody Atkins
- Technical Support, Tom Portas
- Manager Strategic Assets, David Collins
- Michael Arman – BRM Advisory

The Committee is satisfied that it is necessary that the public, except for Council staff in attendance as specified above, be excluded to enable Council to consider the report at the meeting on the following grounds:

- (j) Section 90(3)(j) of the *Local Government Act 1999*, the information to be received, discussed, or considered in relation to this Agenda Item is information the disclosure of which –
- (i) would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official (not being an employee of the council, or a person engaged by the council); and
 - (ii) would, on balance, be contrary to the public interest.

Accordingly, on this basis the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information and discussion confidential.

2. Amy Gillett Bikeway Stage 4 Prudential Review – Confidential Item

3. Amy Gillett Bikeway Stage 4 Prudential Review – Duration of Confidentiality

Subject to the CEO, or his delegate, disclosing information or any document (in whole or in part) for the purpose of implementing Council’s decision(s) in this matter in the performance of the duties and responsibilities of office, Council, having considered Agenda Item 6.1 in confidence under sections 90(2) and 90(3)(j) of the *Local Government Act 1999*, resolves that an order be made under the provisions of sections 91(7) and (9) of the *Local Government Act 1999* to retain the Items in confidence as detailed in the Duration of Confidentiality Table below:

Item	Duration of Confidentiality NB: Item to be reviewed every 12 months if not released
Report	19 December 2024 or upon finalisation of all relevant agreements with the State and Federal Governments, whichever is the earlier.
Related Attachments	19 December 2024 or upon finalisation of all relevant agreements with the State and Federal Governments, whichever is the earlier.
Minutes	19 December 2024 or upon finalisation of all relevant agreements with the State and Federal Governments, whichever is the earlier.
Other	Nil

Notwithstanding, the fact that the Council is working with other levels of government to find a way to complete the Amy Gillett Bikeway extension within available funding levels shall not be subject to the confidentiality order.

Pursuant to section 91(9)(c) of the *Local Government Act 1999*, the Council delegates the power to revoke the confidentiality order either partially or in full to the Chief Executive Officer.