



**MINUTES OF THE MEETING OF THE AUDIT & RISK MANAGEMENT COMMITTEE  
OF THE EASTERN WASTE MANAGEMENT AUTHORITY**

held on Tuesday 17 September 2019 in Meeting Room 2, City of Norwood Payneham & St Peters, 175 The Parade, Norwood

Meeting opened at 8:34am.

**1. PRESENT**

Mr Paul Di Iulio	Chairperson
Mr Tim Muhlhausler	Independent Member
Mr Mario Barone	Committee Member
Cr G Piggott	Committee Member

**IN ATTENDANCE**

Mr Rob Gregory	General Manager
Mr Shane Raymond	Manager, Corporate Services
Ms Kelly Vandermoer	Finance & Executive Administration Officer
Mr John Jovicevic	Dean Newbery & Partners
Mr D Papa	Bentleys

**2. APOLOGIES**

Nil

**3. CONFLICTS OF INTEREST**

Nil

**4. CONFIRMATION OF THE MINUTES – 11 JUNE 2019**

Moved Mr Barone that the Minutes of the previous meeting held on Tuesday 11 June 2019 be received and noted.

Seconded Mr Muhlhausler

**Carried**

**5. MATTERS ARISING FROM THE MINUTES**

Nil

**6. QUESTIONS WITHOUT NOTICE**

Nil

**7. STAFF REPORTS**

**7.1 EAST WASTE FINANCIAL STATEMENTS YEAR ENDING 30 JUNE 2019**

**RECOMMENDATION**

Moved Mr Barone that the Committee recommend;

1. That the draft FY2019 audited Financial Statements as presented in Attachment A are endorsed and forwarded to the East Waste Board.

2. That the Board wait until Budget Review 1, where it can be considered in context, before making a decision regarding the treatment of the operating surplus.

Seconded G Piggott

**Carried**

*Mr Papa left the meeting at 9:07am.*

## **7.2 REGULATION 10 FINANCIAL REPORT 2018**

### **RECOMMENDATION**

Moved Mr Muhlhausler that the Committee recommend that the Regulation 10 Financial Report as presented in Attachment A is endorsed and forwarded to the East Waste Board.

Seconded Mr Piggott.

**Carried**

## **7.3 DRAFT ANNUAL REPORT 2018/19**

### **RECOMMENDATION**

Moved Mr Muhlhausler that the Committee note and receive the draft of the 2018/2019 East Waste Annual Report and recommend for presentation to the East Waste Board.

Seconded Mr Barone

**Carried**

## **7.4 REVIEW RISK REGISTERS**

### **RECOMMENDATION**

Moved Mr Muhlhausler that the Committee supports the presentation of the reviewed East Waste Risk Registers to the East Waste Board for their review and endorsement.

Seconded Cr Piggott

**Carried**

## **7.5 PUBLIC INTEREST DISCLOSURE ACT 2018 POLICY/PROCEDURE**

### **RECOMMENDATION**

Moved Mr Barone that the Committee note the DRAFT East Waste Public Interest Disclosure Act 2018 Policy/Procedure, as amended, and recommends it to the East Waste Board for endorsement. The amendments being:

1. The Manager, Corporate Services is made East Waste's responsible Officer, rather than the General Manager; and,
2. The Audit & Risk Committee are referenced in clause 3.5

Seconded Cr Piggott

**Carried**

## **7.6 INDEPENDENT MEMBER TERM EXPIRY**

### **RECOMMENDATION**

Moved Cr Piggott that the Committee;

1. Notes the Report and recommends to the East Waste Board to consider sourcing a new Independent Member by approaching Member Councils (in writing) seeking their recommendation of suitably qualified person(s)

2. The Board review the Terms of Reference to ensure a process is in place that ensures the expiry of the terms of tenure for the independent members is staggered to minimise the loss of knowledge and expertise of the independent members all at the same time.

Seconded Mr Barone

**Carried**

## **7.7 AUDIT IMPLEMENTATION PROGRESS REPORT**

### **RECOMMENDATION**

Moved Mr Barone That the Committee notes the finalisation of actions of the 2018 Accounts Payable and Payroll Audit recommendations.

Seconded Mr Muhlhausler

**Carried**

## **8. CONFIDENTIAL REPORTS**

### **8.1 RFQ 2019/01 – PROVISION OF KERBSIDE BIN AUDIT SERVICES**

#### **RECOMMENDATION 1**

Moved Mr Muhlhausler that pursuant to Section 90(2) and (3) of the Local Government Act, 1999 the East Waste Audit & Risk Committee orders that the public, with the exception of the East Waste staff present, be excluded from the meeting on the basis that the East Waste Audit & Risk Committee will receive, discuss and consider:

- k) tenders for the supply of goods, the provision of services or the carrying out of works;

and the East Waste Audit & Risk Committee is satisfied that, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the information confidential.

Seconded Cr Piggott

**Carried**

#### **RECOMMENDATION 3**

Moved Mr Barone under Section 91(7) and (9) of the Local Government Act 1999 the East Waste Audit & Risk Committee orders that the report, attachment(s), discussion and minutes be kept confidential until the contract is executed.

Seconded Mr Muhlhausler

**Carried**

## **9. OTHER BUSINESS**

### **9.1 RECRUITMENT OF INDEPENDENT CHAIR (verbal)**

Mr Gregory provided a verbal update regarding the progress of the recruitment of a new Independent Chairperson.

Moved Mr Muhlhausler that The Committee acknowledge the input of both Independent Chairperson, Brian Cunningham, and Independent Member, Leigh Hall, for their role on the East Waste Audit & Risk Committee.

Seconded Mr Barone

**Carried**

**10. NEXT MEETING OF THE AUDIT AND RISK MANAGEMENT COMMITTEE**

The next Audit and Risk Management Committee Meeting is to be held on Tuesday 19 November, 2019, commencing 8:30am, Location TBA

**11. CLOSURE OF MEETING**

There being no other business the meeting closed at 9:37am.

**PRESIDING MEMBER**

\_\_\_\_\_

**DATE**

\_\_\_\_\_