



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

held on Tuesday 19 November 2019 in the Mayor's Parlour, City of Norwood Payneham & St Peters, 175 The Parade, Norwood

Meeting opened at 8:33am.

**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

**2. APOLOGIES**

Nil

**3. CONFLICTS OF INTEREST**

Nil

**4. CONFIRMATION OF THE MINUTES – 17 SEPTEMBER 2019**

Moved Mr Muhlhausler that the Minutes of the previous meeting held on Tuesday 17 September 2019 be received and noted.

Seconded Cr Piggott

**Carried**

**5. MATTERS ARISING FROM THE MINUTES**

Nil

**6. QUESTIONS WITHOUT NOTICE**

Nil

**7. STAFF REPORTS**

**7.1 OPERATING WORKING CAPITAL REQUIREMENTRECOMMENDATION**

Moved Mr Muhlhausler that the Committee recommend;

The Committee note the annual fluctuation in the Operating Cash Flow Balance and supports the inclusion of additional information within the standing Financial Report to assist decision making around shortfalls or surpluses in funds.

Seconded Cr Piggott

**Carried**

## **7.2 FINANCIAL REPORT – BUDGET REVIEW ONE**

### **RECOMMENDATION**

Moved Cr Piggott that the Committee recommend:

1. Notes and accepts the operating surplus of \$29,000 associated with the 2019/20 Budget Review One and recommends to the Board for endorsement.
2. That for reasons of funding working capital commitments for the remainder of the FY2020, that the 2018/19 operating surplus is retained.

Seconded Mr Muhlhausler

**Carried**

## **7.3 TREASURY MANAGEMENT PERFORMANCE REPORT**

### **RECOMMENDATION**

Moved Cr Piggott that the Committee recommend that the Treasury Management Performance Report as presented in Attachment B is amended to include additional detail and is represented at the February Audit & Risk Committee Meeting.

Seconded Mr Barone

**Carried**

## **7.4 FLEET ASSET MANAGEMENT PLAN 2020-2030**

### **RECOMMENDATION**

Moved Mr Barone that the Committee:

1. Notes the DRAFT *East Waste Fleet Asset Management Plan 2020 - 2030* and recommend it to the East Waste Board for endorsement.
2. Note the benefits and rationale of extending the retention of collection fleet vehicles for a further year to an eight-year replacement cycle, and that this decision is reviewed annually by Administration, to ensure the optimum retention period is retained.
3. Support the DRAFT *East Waste Fleet Asset Management Plan 2020 - 2030* for inclusion into the upcoming revision of East Waste's Long-term Financial Plan.

Seconded Cr Piggott

**Carried**

## **7.5 LONG TERM FINANCIAL PLAN – PRINCIPLES & ASSUMPTIONS**

### **RECOMMENDATION**

Moved Mr Muhlhausler that the Committee recommends the presented draft principles and assumptions, as reviewed, be presented to the East Waste Board for their consideration and input.

Seconded Cr Piggott

**Carried**

## **7.6 INDEPENDENT MEMBER APPOINTMENT**

*Item discussed in confidence. Refer to Confidential reports.*

## **7.7 2020 PROPOSED MEETING SCHEDULE**

### **RECOMMENDATION**

Moved Mr Barone that the Committee receives and notes the report.

Seconded Mr Muhlhausler

**Carried**

## **8. CONFIDENTIAL REPORTS**

### **7.6 INDEPENDENT MEMBER APPOINTMENT**

#### **RECOMMENDATION 1**

Moved Mr Barone that pursuant to Section 90(2) and (3) of the Local Government Act, 1999 the East Waste Audit and Risk Management 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 Board 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 and Risk Management Committee is satisfied that, the principle that the meeting should 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 Mr Muhlhausler

**Carried**

#### **RECOMMENDATION 3**

Moved Cr Piggott that Under Section 91(7) and (9) of the Local Government Act 1999 the East Waste Audit and Risk Management Committee orders that the attachment, discussion and minutes be kept confidential for a period not exceeding 12 months, after which time the order will be reviewed by the East Waste Board.

Seconded Mr Muhlhausler

**Carried**

### **8.1 RFT 2019/03 – PROVISION AND MAINTENANCE OF TYRES**

#### **RECOMMENDATION 1**

Moved Cr Piggott that pursuant to Section 90(2) and (3) of the Local Government Act, 1999 the East Waste Audit and Risk Management 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 Board 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 and Risk Management Committee is satisfied that, the principle that the meeting should 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 Mr Barone **Carried**

**RECOMMENDATION 3**

Moved Mr Muhlhausler that under Section 91(7) and (9) of the Local Government Act 1999 the East Waste Audit and Risk Management Committee orders that the attachment, discussion and minutes be kept confidential for a period not exceeding 12 months, after which time the order will be reviewed by the East Waste Board.  
Seconded Cr Piggott **Carried**

**8.2 RECRUITMENT OF INDEPENDENT CHAIRPERSON (VERBAL UPDATE)**

*Mr Gregory provided the Board with a verbal update regarding the progression of the recruitment process to appoint a new Independent Chairperson.*

**9. OTHER BUSINESS**

Nil

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

The next Audit and Risk Management Committee Meeting is to be held in February 2020.

**11. CLOSURE OF MEETING**

There being no other business the meeting closed at 9:38am.

**PRESIDING MEMBER**

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**DATE**

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