



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

held on Tuesday 16 November 2021 at the Chairman's Boardroom,
7/19 Gouger Street, Adelaide

Meeting opened at 8:00am.

1. ACKNOWLEDGEMENT OF COUNTRY

2. PRESENT

Mr F Bell	Independent Chair
Cr M Stock	City of Norwood, Payneham & St Peters
Ms E Hinchey	Independent Member
Ms S Di Blasio	Independent Member

IN ATTENDANCE

Mr R Gregory	General Manager
Mr D Maywald	Manager, Business Services
Miss K Vandermoer	Finance & Executive Administration Officer
Mr J Jovicevic	Dean Newbery & Partners

3. APOLOGIES

Cr L Green	Adelaide Hills Council
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4. CONFLICTS OF INTEREST

Ms Hinchey declared a perceived conflict of interest in item 9.2, given her position on the Audit Committee of City of Burnside, and Southern Region Waste Resource Authority.

5. CONFIRMATION OF THE MINUTES – 21 September 2021

Moved Ms Hinchey that the Minutes of the previous meeting held on Tuesday 21 September 2021 be received and noted.

Seconded Ms Di Blasio

Carried

6. MATTERS ARISING FROM THE MINUTES

Nil

7. QUESTIONS WITHOUT NOTICE

Nil

8. REPORTS

8.1 FINANCIAL STATEMENTS – BUDGET REVIEW ONE

RECOMMENDATION

Moved Ms Hinchey that the Committee notes and accepts the forecasted end of year FY2022 result associated with the 2021/22 Budget Review One and recommends to the Board for endorsement.

Seconded Ms Di Blasio

Carried

Mr Jovicevic left the meeting at 8:12am.

8.2 TREASURY MANAGEMENT PERFORMANCE REPORT

RECOMMENDATION

Moved Cr Stock that the Committee recommend that the Performance Report as presented in Attachment A is endorsed and presented to the East Waste Board.

Seconded Ms Hinchey

Carried

8.3 BUSINESS CONTINUITY FRAMEWORK REVIEW

RECOMMENDATION

Moved Ms Hinchey that the Committee recommend that the revised *Business Continuity Framework*, is presented to the East Waste Board for endorsement.

Seconded Cr Stock

Carried

8.4 POLICY REVIEW SCHEDULE

RECOMMENDATION

Moved Ms Hinchey that the Committee notes and receives the Report and the Policy Review Schedule, as presented in Attachment A.

Seconded Ms Di Blasio

Carried

8.5 DRAFT POLICY DEVELOPMENT POLICY

RECOMMENDATION

Moved Ms Hinchey that the Committee recommend that the draft *Policy Development Policy*, is presented to the East Waste Board for endorsement.

Seconded Ms Di Blasio

Carried

8.6 AUDIT & RISK MANAGEMENT COMMITTEE TERMS OF REFERENCE REVIEW

RECOMMENDATION

Moved Ms Hinchey that the Committee recommends:

1. That a report be presented to the Board in relation to the implications of the Local Government reforms, specifically surrounding membership, on the Audit & Risk Management Committee Terms of Reference;

2. The Board in responding to the reform considers an appropriate transition period.

Seconded Cr Stock

Carried

Mr Gregory left the meeting at 8:29am.

8.7 GENERAL MANAGER PERFORMANCE REVIEW COMMITTEE TERMS OF REFERENCE REVIEW

RECOMMENDATION

Moved Cr Stock that the Committee recommend that the Terms of Reference as presented in Attachment A, are presented to the East Waste Board for endorsement.

Seconded Ms Hinchey

Carried

Mr Gregory returned to the meeting at 8:33am.

8.8 2022 PROPOSED MEETING SCHEDULE

RECOMMENDATION

Moved Cr Stock that the Committee receive and note the report.

Seconded Ms Di Blasio

Carried

9. CONFIDENTIAL REPORTS

9.1 TENDER ASSESSMENT

RECOMMENDATION 1

Moved Ms Hinchey that pursuant to Section 90(2) and (3) of the Local Government Act, 1999 the Committee orders that the public, with the exception of the East Waste staff present, be excluded from the meeting on the basis that the 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 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 Ms Di Blasio

Carried

RECOMMENDATION 3

Moved Ms Di Blasio that under Section 91(7) and (9) of the Local Government Act 1999 the Committee orders that the report, attachment(s), 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 Ms Hinchey

Carried

9.2 VERBAL UPDATES - VARIOUS MATTERS

RECOMMENDATION 1

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

- (h) legal advice; and
- (k) tenders for the supply of goods, the provision of services or the carrying out of works;

and the 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 Ms Hinchey

Carried

The General Manager verbally updated the Committee on various contractual, industrial relations, and governance matters.

RECOMMENDATION 2

Moved Ms Hinchey that under Section 91(7) and (9) of the Local Government Act 1999 the Committee orders that the discussion be kept confidential for a period not exceeding 12 months, after which time the order will be reviewed by the East Waste Board.

Seconded Ms Di Blasio

Carried

10. OTHER BUSINESS

Nil

11. NEXT MEETING OF THE AUDIT AND RISK MANAGEMENT COMMITTEE

The next Audit and Risk Management Committee Meeting is proposed to be held on: Tuesday 15 February 2022, at 8:00am, at the Chairman's Boardroom, Thomson Geer, 7/19 Gouger Street, Adelaide.

12. CLOSURE OF MEETING

There being no other business the meeting closed at 9:03am.

PRESIDING MEMBER

DATE
