

**MINUTES OF CITY OF MOUNT GAMBIER  
AUDIT COMMITTEE MEETING  
HELD AT THE COMMITTEE ROOM, LEVEL 4, CIVIC CENTRE, 10 WATSON TERRACE,  
MOUNT GAMBIER  
ON MONDAY, 14 DECEMBER 2020 AT 6.01 P.M.**

**PRESENT:** Cr Sonya Mezinec, Mr Paul Duka, Ms Angela Kain

**OFFICERS IN ATTENDANCE:** Acting Chief Executive Officer - Ms B Cernovskis  
Manager Finance - Mr J Zwijnenburg  
Management Accountant - Mr C McGregor

**1 ACKNOWLEDGEMENT OF COUNTRY**

**WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.**

**2 APOLOGY(IES)**

**RECOMMENDATION**

That the apology(ies) from Mayor Lynette Martin be received.

**3 CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION**

Moved: Paul Duka  
Seconded: Angela Kain

That the minutes of the Audit Committee meeting held on 8 October 2020 be confirmed as an accurate record of the proceedings of the meeting.

**CARRIED**

**4 QUESTIONS WITHOUT NOTICE**

Nil



## 5 REPORTS

### 5.1 AUDIT COMMITTEE WORKS PROGRAM

#### COMMITTEE RESOLUTION

Moved: Cr Sonya Mezinec

Seconded: Paul Duka

1. That Audit Committee Report No. AR20/82143 titled 'Audit Committee Works Program' as presented on 14 December 2020 be noted.

**CARRIED**

### 5.2 AUDIT COMMITTEE - SITTING FEES

#### COMMITTEE RESOLUTION

Moved: Cr Sonya Mezinec

Seconded: Angela Kain

1. That Audit Committee Report No. AR20/17419 titled 'Audit Committee - sitting fees' as presented on 14 December 2020 be noted.
2. That Council amend as follows:
  - (a) The sitting fees for the ordinary meetings of the Audit Committee be increased to:
    - i. Independent Presiding Member \$300.00
    - ii. Other Independent Members \$200.00
  - (b) The sitting fees for any special meeting of the Audit Committee be increased to:
    - iii. Independent Presiding Member \$200.00
    - iv. Other Independent Members \$100.00

**CARRIED**

### 5.3 SELF-ASSESSMENT OF PERFORMANCE AUDIT COMMITTEE

#### COMMITTEE RESOLUTION

Moved: Angela Kain

Seconded: Paul Duka

1. That Audit Committee Report No. AR20/82682 titled 'Self-assessment of performance Audit Committee' as presented on 14 December 2020 be noted.
2. That the audit committee record that it is satisfied that its performance is meeting Council and other relevant Authority's standards and expectations.
3. That the audit committee's Terms of reference are updated from:  
'The size of the committee shall be three (3) members.'



To

'The size of the committee shall be between three (3) and 5 members (inclusive).'

4. That the audit committee's Terms of reference will include the following:

'A vacancy in the membership of the audit committee will not invalidate any decisions of the audit committee, provided a quorum is maintained during meetings.'

**CARRIED**

#### **5.4 AUDIT ENGAGEMENT FY2022 - FY2025**

##### **COMMITTEE RESOLUTION**

Moved: Angela Kain

Seconded: Paul Duka

1. That Audit Committee Report No. AR20/82148 titled 'Audit Engagement FY2022 - FY2025' as presented on 14 December 2020 be noted.
2. That Council considers the following matters as part of the tender process for the external audit service provider:
  - provision of potential improvement opportunities
  - inclusion of Audit Engagement Plans

**CARRIED**

#### **5.5 ANNUAL REPORT 2019-20**

##### **COMMITTEE RESOLUTION**

Moved: Cr Sonya Meziniec

Seconded: Angela Kain

1. That Audit Committee Report No. AR20/82431 titled 'Annual Report 2019-20' as presented on 14 December 2020 be noted.

**CARRIED**

#### **5.6 EMERGENCY MANAGEMENT AND RISK MANAGEMENT**

##### **COMMITTEE RESOLUTION**

Moved: Paul Duka

Seconded: Cr Sonya Meziniec

1. That Audit Committee Report No. AR20/82729 titled 'Emergency Management and Risk Management' as presented on 14 December 2020 be noted.

**CARRIED**



**5.7 QUARTERLY BUDGET REVIEW 1 2020-21**

**COMMITTEE RESOLUTION**

Moved: Cr Sonya Meziniec  
Seconded: Paul Duka

1. That Audit Committee Report No. AR20/82630 titled 'Quarterly Budget Review 1 2020-21' as presented on 14 December 2020 be noted.
2. That the Audit Committee note the adoption of the following resulting from the first quarterly Budget Review for 2020-21:

YTD quarter 1 budget review (BR1) revisions for the FY2020/21 financial year reflect:

- A \$2,082,000 forecasted operating deficit, representing a \$489,000 increased deficit from the original budget operating deficit of \$1,593,000;
- A \$10,290,000 forecast net surplus, representing a \$529,000 decrease from the original budget net surplus of \$10,819,000;
- No impairment expense within Other Comprehensive expenses at BR1.
- A \$39,098,000 forecast capital expenditure, representing a \$1,301,000 change from the original budget capital expenditure of \$37,797,000, including a budget revision carry over to 2020/21 of \$1,856,000 and an anticipated carry-over to 2021/22 of \$1,600,000

**CARRIED**

**5.8 COUNCIL BUDGET, LTFP AND AMPS REVIEW PROCESSES FOR 2021-22**

**COMMITTEE RESOLUTION**

Moved: Paul Duka  
Seconded: Angela Kain

1. That Audit Committee Report No. AR20/82421 titled 'Council budget, LTFP and AMPS review processes for 2021-22' as presented on 14 December 2020 be noted.

**CARRIED**

**6 MEETING CLOSE**

The Meeting closed at 6.46 p.m.

The minutes of this meeting were confirmed at the Audit Committee held on 15 March 2021.

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**PRESIDING MEMBER**

