

MINUTES

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY AUDIT COMMITTEE MEETING

11 am Monday 28 November 2022

electronic meeting

1. Present

- Mr Peter Brass, Independent Member, Chair
- Cr Malcolm Herrmann, Adelaide Hills Council
- Mr Greg Pattinson, City of Playford
- Mr David Hitchcock, Executive Officer

2. Apologies

Nil

3. Previous Minutes – 8 August 2022

GAC 22/15 Previous Minutes – GRFMA Audit Committee 8 August 2022

Moved: Mr. G Pattinson
Seconded: Cr M Herrmann

That the minutes of the previous GRFMA Audit Committee meeting held on Monday 8 August 2022 be adopted as a true and correct record of that meeting.

CARRIED UNANIMOUSLY

4. Business Arising from the Minutes

Nil

Members noted the actions from previous resolutions summary and the Progress Report GRFMA Annual Business Plan 2022 – 2023 and registered concern at the continuing delay in completion of the Stormwater Management Plan (SMP) by Water Technology.

The meeting agreed that it is imperative that the draft SMP is presented to the 8 December 2022 GRFMA meeting to ensure timely consideration prior to the pending Christmas / New Year holiday break and the next available GRFMA meeting after that being 16 February 2023.

5. General Business

5.1 GRFMA Business Plan 2022-2023 and Stormwater Management Plan

GAC 22/16 GRFMA Business Plan 2022-2023 and Stormwater Management Plan

Moved: Cr M Herrmann
Seconded: Mr. G Pattinson

That the GRFMA Audit Committee

1. *Receives the progress report of the GRFMA Business Plan 2022-2023; and*
2. *Recommends further action be undertaken by GRFMA Chair, Mr. Ian Baldwin to contact Mr Steve Clark, Managing Director, Water Technology, to request provision of the Gawler River Stormwater Management Plan document to the GRFMA by close of business Friday 2 December 2022*

CARRIED UNANIMOUSLY

5.2 GRFMA 2022/2023 Budget Review 1

GAC 22/17 GRFMA 2022/2023 Budget Review 1

Moved: Mr. P Brass
Seconded: Mr. G Pattinson

That the Audit Committee:

1. *Notes GRFMA 2022/2023 Budget Review 1.*
2. *Requests the Executive Officer provide the documents to the 8 December 2022 GRFMA meeting for consideration as its amended and current budget for the period ended 30 June 2023.*
3. *Notes the GRFMA Treasury Management Policy requiring the GRFMA to maintain a minimum balance of cash reserves at any one time equivalent to 50% of the annual GRFMA Budget expenditure as determined in accordance with the approved GRFMA Business Plan as amended annually.*
4. *Recommends the GRFMA.*
 - a. *not exceed the determined cash reserve minimum balance equivalent to 50% of the annual GRFMA Budget expenditure when considering use of cash reserves for financial commitment to Project 3 'Lower Gawler River No regrets'*
 - b. *endeavour to fund indicated financial commitment to Project 3 'Lower Gawler River No regrets' from current 2022/2023 budgeted operations and should that not be possible any balance of funds utilised be recouped by the GRFMA 2023/2024 budget estimates.*

CARRIED UNANIMOUSLY

Treasury Management Policy - Cash Reserves

The GRFMA shall maintain a minimum balance of cash reserves at any one time.

Such balance to be equivalent to 50% of the annual GRFMA Budget expenditure as determined in accordance with the approved GRFMA Business Plan as amended annually.

Any Board authorisation of payments from cash reserves that are extraordinary to the Business Plan be required to be repaid by constituent council contributions within 12 months following.

The cash reserve balance shall separately identify the proportional value of Consultancy budget values and operational/maintenance Budget values. For clarity and example using the current 2022/2023 GRFMA Budget. Expenditure \$90,100 @ 50% = \$45,050

5.3 GRFMA Long Term Financial Plan and Asset Management Plan

GAC 22/18 GRFMA Long Term Financial Plan and Asset Management Plan

Moved: Mr. G Pattinson

Seconded: Cr M Herrmann

That the GRFMA Audit Committee:

1. *Endorse the final draft of the Long-Term Financial Management Plan 2023/2032 and the Asset Management Plan 2023/2032.*
2. *Recommends the GRFMA Board adopt the final documents to assist compilation of the GRFMA Annual Plans and Annual Budgets.*

CARRIED UNANIMOUSLY

6. Other Business

All members indicated their interest in reappointment to the GRFMA Audit Committee from 8 December 2022. Subject to GRFMA endorsing reappointment.

The GRFMA Executive Officer is to follow up on consultation on a proposed Disaster Levy Fund noted in LGA Circulars

7. Next Meeting

10 am Monday 6 March 2023

Date	Audit Committee meeting schedule 2022/2023	Action
28 November 2022	Operation of the Regional Subsidiary – Business Plan progress. Annual cost estimates and budget variations consideration	Completed 28/11/2022
6 March 2023	Annual Budget and Business Plan Review; External Audit Plan and Schedule 2023.	
June 2022	Annual cost estimates and budget variations consideration.	
August 2022	Annual Financial Statements – Audit report; 2022/2023 – Auditor to attend.	

8. Closure

The Chair thanked the members for their attendance, wished them compliments of the festive season and closed the meeting at 11.37 am.

Chair _____ Date _____