

MINUTES

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY AUDIT COMMITTEE MEETING

12:00pm Thursday 7 December 2023
Online Meeting – MS Teams

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. Minutes of the Previous Meeting

GAC23/18 Minutes of the Previous Meeting

Moved: Cr M Herrmann

Seconded: Mr. G Pattinson

That the minutes of the previous GRFMA Audit Committee meeting held on 7 August 2023, as per copies supplied to members, be adopted as a true and correct record of that meeting.

CARRIED UNANIMOUSLY

4. Business Arising from the Minutes

4.1 Actions on Previous Resolutions

Nil

5. General Business

5.1 Progress Report GRFMA Strategic Plan and Business Plan 2023/2024

GAC23/19 Progress Report GRFMA Strategic Plan and Business Plan 2023/2024

Moved: Cr M Herrmann

Seconded: Mr. G Pattinson

That the GRFMA Audit Committee receives and notes the GRFMA Strategic Plan and Business Plan 2023/2024 progress report.

CARRIED UNANIMOUSLY

5.2 Bruce Eastick North Para Flood Mitigation Dam Revaluation

GAC23/20 Bruce Eastick North Para Flood Mitigation Dam Revaluation

Moved: Cr M Herrmann

Seconded: Mr. G Pattinson

That the GRFMA Audit Committee:

- 1. Receives the Asset Revaluation Report 2023/2024 'Bruce Eastick North Para Flood Mitigation Dam (North Projects)'.*
- 2. Recommends appropriate adjustments be made in the GRFMA financial records to be included in the 2023/2024 financial year financial statements.*
- 3. Recommends that the Executive Officer undertake review of the Dam Valuation Policy, by March 2024, to reflect outcomes of the revaluation process.*
- 4. Recommends the Executive Officer correspond with all constituent councils to advise of the new valuation for the Bruce Eastick North Para Flood Mitigation Dam asset and annual depreciation value.*

CARRIED UNANIMOUSLY

Members requested that Constituent Councils be advised of this matter following the 14/12/2023 GRFMA Meeting.

5.3 GRFMA 2023/2024 Budget Review 1

GAC23/21 GRFMA 2023/2024 Budget Review 1

Moved: Mr. G Pattinson

Seconded: Cr M Herrmann

That the GRFMA Audit Committee:

- 1. Notes GRFMA 2023/2024 Budget Review 1.*
- 2. Requests the Executive Officer provide the documents to the 14 December 2023 GRFMA meeting for consideration as its amended and current budget for the period ended 30 June 2024.*

CARRIED UNANIMOUSLY

Members noted the budget variation to the cost of insurance and queried if the new corporate approach to delivery of GRFMA required separate liability insurance cover by LUVROK Pty Ltd.

The Executive Officer provided advice that the LGA Mutual Liability Scheme had previously advised that regardless of how the EO is engaged as long as it is on the terms of the Authority, cover is provided.

A copy of the relevant email advice dated Tuesday 20/06/2023 4:02 PM is inserted for formal record.

Hi David

Hope the email finds you well.

We note that Pt 10 of the Charter sets out the powers of the Board to appoint an Executive Officer. With that status, the EO of the GRFMA is covered by GRFMA's membership to the LGAMLS. Clause 10.1 notes that the EO is appointed by the Authority's terms and conditions. This means that regardless of how the EO is engaged as long as it is on the terms of the Authority cover is provided.

10. ADMINISTRATIVE MATTERS

10.1 There will be an Executive Officer of the Authority appointed by the Authority on terms and conditions to be determined by the Authority.

Under Insurance at Clause 8.1 indemnity is provided for the (contracted) EO role and then at 8.3 applies – that any negligence on behalf of the EO, the GRFMA as the Principal will rely on its membership to the LGAMLS.

Insurance

1. The Principal warrants that at all times during the engagement, as an "authorised officer" for the purposes of the engagement, the Contractor is indemnified by the Principal for the purposes of public liability and professional indemnity, and is not required to separately obtain such insurances.
2. At all times during the engagement the Consultant must obtain and hold a current drivers licence and current comprehensive vehicle insurance for the term of the Contract.
3. If by reason of the Consultant's default or negligence the Principal claims under the *Local Government Association Mutual Liability Scheme* or under insurance held by the Principal, the Consultant must bear any excess or deductible incurred in respect of that claim.

This means that any claim for civil liability made against the EO of GRFMA will lie instead with the GRFMA.

Change by way of how you are engaged does not alter the protection you currently have.

Kind regards

Kirsty Gold | Scheme Manager | Local Government Association Mutual Liability Scheme
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Mutual Liability Scheme
Local Government Association
 of South Australia

LGRS is a division of JLT Risk Solutions Pty Ltd (ABN 69 009 098 864 AFS Licence No: 226827) and is a business of Marsh McLennan

5.4 Matters Referred from the GRFMA Board

GAC23/22 Appointment of External Auditor

Moved: Mr G Pattinson

Seconded: Cr M Herrmann

That the GRFMA Audit Committee recommends to the GRFMA Board that Dean Newbery Pty Ltd be reappointed as GRFMA external auditor for a term of three years with a two year option, effective 1 July 2024, with the requirement that the Lead Audit Partner be rotated.

CARRIED UNANIMOUSLY

GAC23/23 Audit and Risk Committee**Moved: Cr M Herrmann****Seconded: Mr G Pattinson**

That the GRFMA Audit Committee recommends to the GRFMA Board that the title of the GRFMA Audit Committee be changed to the GRFMA Audit and Risk Committee as from 1st April 2024 and that current terms of reference remain unchanged.

CARRIED UNANIMOUSLY**6. Balance Date Audit Management Letter: Financial Year Ended 30 June 2023****GAC23/23 Balance Date Audit Management Letter****Moved: Cr M Herrmann****Seconded: Mr G Pattinson**

That the GRFMA Audit Committee notes the external auditor has issued an unqualified audit report within the Balance Date Audit Management Letter dated 16/11/2023.

CARRIED UNANIMOUSLY

Next meeting to be held in the first week of April 2024.

Date	Audit Committee meeting schedule	Action
April 2024	Annual Budget and Business Plan Review; External Audit Plan and Schedule 2024	
June 2024	Annual cost estimates and budget variations consideration.	
August 2024	Annual Financial Statements – Audit report; 2023/2024 – Auditor to attend.	
November 2024	Operation of the Regional Subsidiary – Business Plan progress. Annual cost estimates and budget variations consideration.	
February 2025	Annual Budget and Business Plan Review; External Audit Plan and Schedule 2025	

7. Closure

The Chair thanked the members for their attendance and contributions and wished compliments of the festive season and closed the meeting at 12.47 pm.

Chair _____ Date _____