



The Barossa Council

**MINUTES OF THE MEETING OF THE AUDIT COMMITTEE
OF THE BAROSSA COUNCIL**

held digitally via Microsoft Teams on Wednesday 31 March 2021, commencing at 3.30pm in the Council Chamber, 43-51 Tanunda Road, Nuriootpa

1. WELCOME

Mr Brass declared the meeting open at 3.30pm and welcomed all in attendance.

2. MEMBERS PRESENT

Mr Peter Brass, Mr Ian Swan, Ms Ellen Ewing, Cr Russell Johnstone

Invited Staff Members

Mr Martin McCarthy, Chief Executive Officer

Mr Mark Lague, Manager Financial Services

Ms Nicole Rudd, Risk Coordinator

Ms Jo Moen, Manager Executive Services

Ms Chris Horsell, Manager Knowledge and Technology Services (3.55pm to 4.10pm)

Ms Annette Randall, Executive and Project Support Officer (Minute Secretary)

3. APOLOGIES

Cr John Angas

4. CONFLICT OF INTEREST DECLARATIONS

None declared

5. CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

MOVED Mr Swan that the Minutes of the Audit Committee Meeting held 18 December 2020 be confirmed as a true and correct record of the proceedings of that meeting.

Seconded Cr Johnstone

CARRIED 2020-21/25

6. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

7. CONSENSUS AGENDA

8. ADOPTION OF CONSENSUS AGENDA

8.1 ITEMS FOR EXCLUSION FROM THE CONSENSUS AGENDA

8.2 RECEIPT OF CONSENSUS AGENDA

MOVED Mr Swan that the Consensus Agenda be received and noted.

Seconded Ms Ewing

CARRIED 2020-21/26

NOT CONFIRMED

9. DEBATE AGENDA

9.1.1

UPDATE – RISK MANAGEMENT PROGRAMS AND PROJECTS

B7531

Author: Manager Executive Services

Ms Moen spoke to the report and invited feedback from the Members regarding any changes or improvements to the Quarterly Risk Management Report.

MOVED Ms Ewing that the Audit Committee receives and notes report 9.1.1 Update – Risk Management Programs and Projects.
Seconded Mr Swan **CARRIED 2020-21/27**

PURPOSE

To present a report on the progress of Risk Management programs and projects.

REPORT

Risk Management Quarterly Report

Council's Risk Management Quarterly Report for Quarter 2 – 2020/21 is provided at Attachment 1 for information and noting.

Risk Management Activity Summary

1. Drug and Alcohol - causal and random testing commenced in January 2021 following the Drug and Alcohol Policy adoption and mandatory awareness training for all staff in November 2020.
2. Incident and Hazard Reporting in Skytrust - roll-out to all staff. Benefits of the project include:
 - Electronic lodgement/management of incidents/hazards (vs paper based approach).
 - Notification to HSR's/supervisor/Risk Team is automatic (which was not the case with paper based reports)
 - A robust system based workflow for each incident or hazard report from reporting through to inspection through to closeout with each step visible to all parties including the Risk Team should they need to be involved.
 - Ownership of the incident or hazard is identified at the time of the report dependent on the rating given. Supervisors are responsible for closing out low to medium incidents/hazards and the Risk Team get involved for high rated incidents/hazards.
3. 2020/21 Internal Financial Control self-assessment cycle has begun and is due to be completed prior to 30 June 2021.
4. Insurance policy review for the 2021/22 renewals has begun to ensure appropriate coverage is in place from 1 July 2021.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1: Risk Management Quarterly Report – Quarter 2, 2020/21

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Corporate Plan



How We Work – Good Governance

- 6.2 Ensure that Council's policy and process frameworks are based on principles of sound governance and meet legislative requirements.
- 6.3 Align operational strategy to strategic objectives and measure organisational performance to demonstrate progress towards achieving our goals.

NOT CONFIRMED

Legislative Requirements

Local Government Act 1999

Work Health Safety Act 2012

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Addressed within the Report.

COMMUNITY CONSULTATION

Not required under legislation or Council's Public Consultation Policy.

9.1.2

TREASURY MANAGEMENT REVIEW

B2237

Author: Senior Accountant

Mr Lague spoke to the report.

MOVED Mr Swan that the report on Council's 2020 Treasury Management activities be received and noted.

Seconded Ms Ewing

CARRIED 2020-21/28

PURPOSE

Pursuant to Section 140 of the Local Government Act 1999, and in accordance with Council's Treasury Management Policy, Council must undertake an annual performance review of its Treasury Management activities.

REPORT

The key principles within Council's Treasury Management Policy are as follows:

Council will:

- Maintain target ranges for its Net Financial Liabilities ratio;
- Generally only borrow funds when it needs cash and not specifically for particular projects;
- Not retain and quarantine money for particular future purposes unless required by legislation or agreement with other parties;
- Apply any funds that are not immediately required to meet approved expenditure (including funds that are required to be expended for specific purposes but are not required to be kept in separate bank accounts) to reduce its level of borrowings or to defer and/or reduce the level of new borrowings that would otherwise be required.

Comments regarding the 2020 performance with regard to the above principles are outlined below:

Net Financial Liabilities Ratio

Council's policy regarding its net financial liabilities is that they shall not exceed 100% of total operating revenue (adopted February 2010).

As at 30 June 2020, Council's net financial liabilities represented 13% of total operating revenue, and it is projected to increase to 50.1% as at 30 June 2021 (as per September 2020 Budget Review). Accordingly, Council is currently operating within its policy threshold.

Loan Borrowings

Council's policy relative to loan borrowings states that the use of internal reserves be considered prior to consideration of external loan borrowings. The total variable borrowings for Nuriootpa Centennial Park Authority and Council that are currently available is \$5.16m - currently no funds have been drawn down on these facilities. One new fixed debenture loan was borrowed by NCPA in 2020 (Debenture 116). It was utilised to pay off the Cash Advance Debenture (110) for

NOT CONFIRMED

NCPA which was due to close in June 2020 and to take advantage of a lower fixed interest rate of 2.05%.

The use of internal cash reserves has continued to be used in funding Council's capital works programs and has subsequently minimised the net interest cost to Council.

A summary of the fixed interest rate borrowings provided through the Local Government Finance Authority are shown below:

Debenture Loan Summary				
No.	Loan Amount	Interest Rate	Final Payment Date	Principal Outstanding as at 31 December 2020
101	2,500,000	6.24%	15/03/21	125,615
102	5,000,000	6.62%	16/10/21	505,608
103	100,000	6.80%	15/11/21	10,214
104	2,900,000	6.90%	15/03/22	439,410
105	7,000,000	7.02%	16/11/24	4,326,580
106	2,000,000	6.85%	15/04/26	973,663
107*	113,000	4.75%	16/07/22	27,030
108*	515,000	6.20%	15/01/34	410,073
109*	125,000	5.30%	15/09/29	86,324
112*	180,000	4.25%	15/12/27	133,702
113*	80,000	4.50%	15/02/28	63,204
114	1,750,000	3.60%	15/08/28	1,448,091
116●	1,000,000	2.05%	15/06/30	954,695
				9,504,209

* Loans approved by Council, provided for the Community to Clubs, Societies or Groups. The repayments to Council are on schedule for the community loans outstanding - a total principal balance at 31 December 2020 of \$744,839.

- NCPA debenture loan

Variable interest rate borrowings (Cash Advance Debentures)

Nuriootpa Centennial Park Authority CA111 was fully paid off in 2020. CA110 ended in June and a new fixed debenture loan was taken out to pay off the cash advance, to take advantage of lower interest rates (Debenture 116 as detailed above).

A summary of the variable interest rate borrowings are shown below:

Cash Advance Debentures Summary						
No.	Council/ NCPA	Total Facility Loan Amount	Total amount borrowed	Current Interest Rate	Facility End Date	Principal Outstanding as at 31 December 2020
CA70	Council	1,000,000	0	2.05%	15/04/23	0
CA110	NCPA	1,000,000	Closed	2.05%	15/06/20	0
CA111	NCPA	260,000	0	2.05%	15/03/21	0
CA115	Council	3,000,000	0	* 1.45%	15/05/30	0
CA117	Council	900,000	0	* 1.45%	15/10/23	0

* COVID special rate for 3 years only

Council Funded Loans

Council has previously approved external loans not included in the Debenture Loan Summary table that have been paid from Council funds:

- 1) Barossa Valley Machinery Preservation Society Inc
- 2) Nuriootpa Centennial Park Authority (NCPA). The current adopted long term financial plan (LTFP) includes a \$130k repayment in 2021/22 and the loan is to be fully repaid during 2023/24. The NCPA loan repayment schedule is subject to an annual review of

NOT CONFIRMED

their LTFP, checking the operational and capital expenditure, cash flow requirements and the financial sustainability of the business. The NCPA loan is charged at the current cash advance loan interest rate. The Council Funded loan summary is shown in the following table:

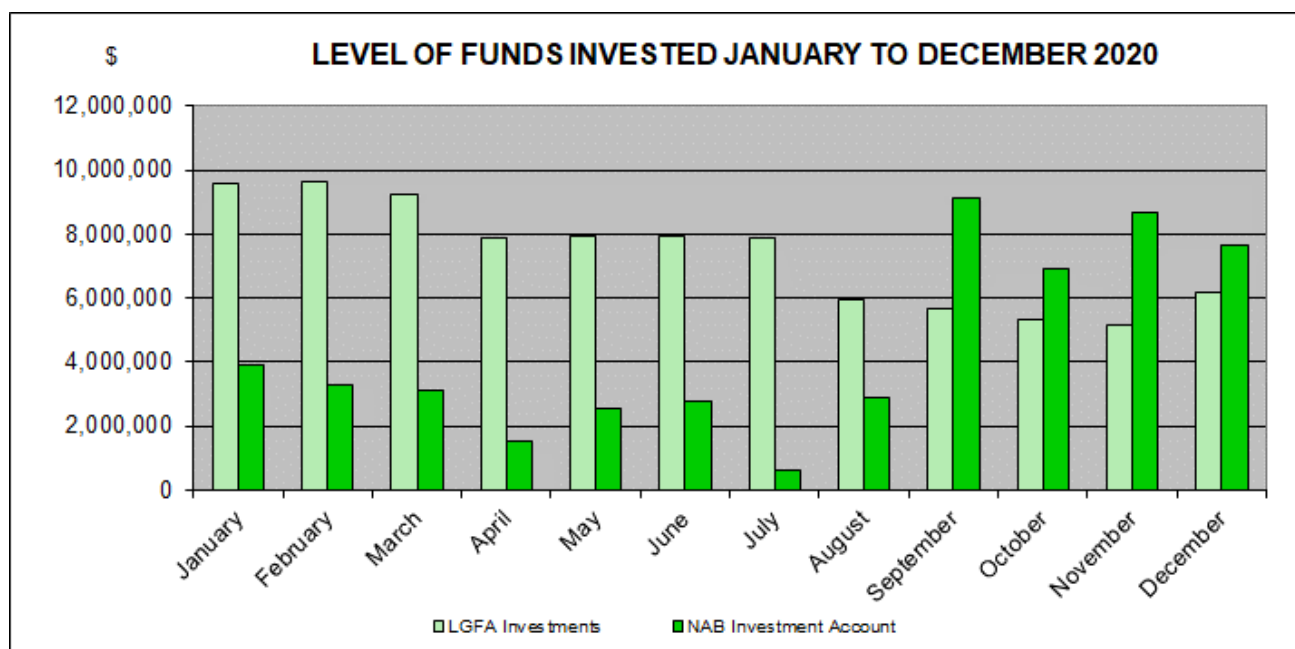
Council Funded Loan Summary				
Name.	Total Facility Loan Amount	Current Interest Rate	Facility End Date	Principal Outstanding as at 31 December 2020
Barossa Valley Machinery Preservation Society Inc	25,000	4.30%	8/11/28	20,813
Nuriootpa Centennial Park Authority	650,000	2.05%	2023/24	520,000
				540,813

Investments

Council currently holds investments with National Australia Bank (NAB) and the Local Government Finance Authority (LGFA). Council's total investments as at 31 December 2020 were:

	Variable Interest Rate \$'000	≤ 1 year Fixed \$'000	> 1 year ≤ 5 years \$'000	> 5 years \$'000	TOTAL \$'000	Interest Rate Range 2020
LGFA	4,489	1,684	0	0	6,173	0.30% to 1.75%
NAB Investment A/c	7,630	0	0	0	7,630	0.45% to 1.25%
TOTAL	12,119	1,684	0	0	13,803	

The level of funds invested during the year is presented in the graph below. The graph excludes Council's separate operating bank account which was maintained at minimum working capital levels in accordance with the Policy. Due to the uncertainty of COVID19, investments were not fixed with the LGFA during this time, but Council utilised the NAB investment account. Fixed investments with the LGFA are likely to be built up over the coming months, depending on cash flow requirements and any changing situations with COVID19.



NOT CONFIRMED

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Policy

Treasury Management Policy

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



How We Work – Good Governance

Corporate Plan

- 6.2 Ensure that Council's policy and process frameworks are based on principles of sound governance and meet legislative requirements.
- 6.3 Align operational strategy to strategic objectives and measure organisational performance to demonstrate progress towards achieving our goals.
- 6.16 Provide contemporary internal administrative and business support services in accordance with mandated legislative standards and good practice principles.

Legislative Requirements

Local Government Act 1999, Section 140

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial

A review of investments and borrowings is required as per the Treasury Management Policy and Local Government Act

COMMUNITY CONSULTATION

No separate consultation is required under Council's Public Consultation Policy.

9.1.3

2021/22 AUDIT COMMITTEE BUDGET

B11571

MOVED Mr Swan that for the 2021/22 draft Audit Committee budget, the Audit Committee recommend Council:

- (1) Include a \$0 (Nil) amount for Consultants and Training;
- (2) Consider and approves the other budgets listed in this report during the budget processes.

Seconded Ms Ewing

CARRIED 2020-21/29

PURPOSE

To consider a draft 2021/22 budget for the Audit Committee's operations.

REPORT

The budget for 2021/22 is being prepared by completing the base budget for activities that are externally and internally required by the Audit Committee.

In the Audit Committee budget, two items that require review are Consultant and Training/Seminar expenditure.

In the past, consultants have been used to undertake reviews and compliance checks for taxation and accounting, along with purchase and implementation of the internal control tracking tool. The training budget has previously been used by Independent Members to attend LGA programs.

NOT CONFIRMED

A proposed 2021/22 budget to support the operations of the Audit Committee is outlined in the following table:

Audit Committee Financial Statement as at 28 February 2021:

	February 2021 YTD Actuals	Budget Review 2020/21 Q2	Budget % YTD	Draft 2021/22 Budget
496 - Audit Committee				
Salaries & related costs (preparation of reports/agendas, attendance at meetings – CEO, Director C&CS, Manager Financial Services, Minute Secretary)	15,336	22,868	67%	23,325 *
Consultants (provision for sundry project work undertaken as part of Committee work plan or specifically requested by Council)	0	0	0%	0
Training / Seminar expenses	0	1,000	0%	1,000 ~
Sitting Fees (Independent Members)	3,275	5,965	55%	6,055 #
Advertising	0	700	0%	700 ~
Total 496 - Audit Committee	18,611	30,533	61%	31,080

- * Provides for expected increase for salary costs for Enterprise Agreement. Depending on cost centre allocations, this amount may change when the budget is finalised.
- ~ Training and advertising expenses provide for one independent member appointment if required.
- # Provides for Sitting Fees as follows: Chairperson \$595 and Independent Members x 2 - \$385 to attend 4 meetings each and annual report attendance at Council meeting for the Chairperson; to be considered and approved by Council – only provided for Audit Committee members' information.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Policy

Budget & Business Plan and Review Policy

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Corporate Plan



How We Work – Good Governance

- 6.4 Ensure that decisions regarding expenditure of Council's budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.
- 6.16 Provide contemporary internal administrative and business support services in accordance with mandated legislative standards and good practice principles.

Legislative Requirements

Local Government (Financial Management) Regulations 2011 - Reg 9(1)(b)
LGA Information paper no. 25 – Monitoring Council Budget Performance

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial

Funding to support the operations of the Audit Committee is required to ensure resources are adequate to undertake this vital role within Council and is included in the annual budget.

NOT CONFIRMED

As part of the draft Budget 2021/22, Council has approved budget processes where costs should be reviewed with actual \$ required for that ongoing service provision. Selected costs are increased by indexation where agreements, contracts, EBA, licensing, arranged service charges etc. provide for that option, along with costs outside of Council's control, can be increased where the service provider(s) initiate increases, ie fuel, postage.

The Independent Members' Sitting Fee is not subject to agreement or contract but should ensure Council can attract and retain qualified and experienced people and receive value for service provision. It is recommended that Council increase the fee by the CPI for Adelaide, September 2020 being 1.0% (December 2020 at 0.7%), rounded up to the nearest \$5. In 2020/21, the sitting fee for the Chairperson is \$585 and Independent Members is \$380. The proposed amount for 2021/22 financial year is \$595 and \$385 respectively. The Sitting Fee will be included in the draft 2021/22 budget to be considered and approved by Council.

COMMUNITY CONSULTATION

Public Consultation will be included as part of the draft 2021/22 Budget/Business Plan consultation and adoption process.

9.1.4

REVIEW DRAFT BUDGET 2021/22 AND ANNUAL REVIEW LONG TERM FINANCIAL PLAN INDEXATION AND ASSUMPTIONS

B11571

Mr Lague spoke to the report.

MOVED Mr Swan that the Audit Committee notes the indexation and assumptions for the Annual Budget & Business Plan 2021/22 and Long Term Financial Plan 2021/22 to 2030/31.

Seconded Ms Ewing

CARRIED 2020-21/30

PURPOSE

As per the 2021/22 Annual Budget/Business Plan timetable endorsed by Council in January 2021, the Audit Committee needs to receive and can provide comment on the indexation and assumptions for the Annual Budget & Business Plan (AB&BP) 2021/22 and Long Term Financial Plan (LTFP) 2021/22 to 2030/31.

REPORT

Overview

The review of indexing and assumptions for the Annual Budget & Business Plan 2021/22 and Long Term Financial Plan (LTFP) 2021/22 to 2030/31 has been considered by Council at the information briefing Workshop on 3 February 2021. This process enables Council to take a long term view and 'set the big picture' before starting the annual budget process.

Key Assumptions and Enhancements

Each annual review process provides an opportunity to introduce new assumptions or enhance the information base as required, using the existing indexation and assumptions.

The main assumptions and indexation being considered during this early stage of budget preparation is the income and expenditure indexation. As included in the presentation paper, Council reviews the proposed rate increase and the indexation application to operational expenditure.

The LGPI (Local Government Price Index) is used as a base for the plan(s) and considering local needs and requirements to meet service levels, including external influences such as service contracts where fuel prices and employment costs may vary the service cost. The Local Government Price Index (LGPI) increase for 12 months to 31 December 2020 was 0%; (noting the Adelaide CPI for the 31 December 2020 period was 1.0%).

NOT CONFIRMED

As the cost indexation has been reducing from previous adopted Long Term Financial Plans, Council will reconsider the cost of delivering services and any changes to the level of service to ensure income or charges for the services are appropriate. The following indexation is sourced from the adopted LTFP.

Income

Rate increases to fund and ensure service level provision is maintained in line with revised sustainability requirements.

General Rate revenue increases for the 2020/21 year was reduced to 1.44%, as Council provided a lower increase to assist rate payers for financial impacts due to COVID-19. As this significantly reduced income and the future operating results, general rate revenue was then budgeted to increase at 2.75% pa from 2021/22 to 2025/26, all plus growth at 1% pa. And then from 2026/27 and the remaining years of the LTFP, an increase of 2.5% pa, all plus growth at 1% pa. During the preparation of the 2021/22 draft budget, Council Management will review the revenue and expenditure requirements and report this to Council. Council will then assess and approve the general rate revenue increases required to ensure Council's financial sustainability in the annual review of the LTFP.

In 2020/21 Waste Services had a combined rate revenue increase of 6.73%, this was a result of significant recycling disposal costs and the State Waste Levy increases. In the adopted LTFP, the Waste Service Rate Revenue indexation service charge is set to increase at 2.5% from 2021/22 to 2028/29 and then at 2.25% for 2029/30, plus growth for new services budgeted at 1% pa.

Community Wastewater Management Systems (CWMS) Service Rate Revenue indexation rates in the adopted LTFP was budgeted to increase in 2021/22 at 1.5% and forward years ranging from 1.5% to 2.5% for the remaining years in the LTFP.

Service charge revenue is established to recover the cost to provide the services ensuring ongoing service delivery in a sustainable manner.

Other income indexation has a base increase of 2.0%.

Expenditure

Operating expenditure indexation will be assessed individually for internal and external factors. All indexation quoted is from the adopted LTFP for 2021/22, and will be reviewed.

- employee costs increase for 2021/22 and 2022/23 was set at 2.25% and the remaining years at 2.5%; the draft budget will use existing awards, enterprise bargaining agreements and salary packaging costs and the ASU is a 2% increase pa for 2021/22 and the AWU is a 2.3% increase pa for 2021/22 and 2022/23;
- contractor, materials and other expenses will be reviewed to meet service requirements, the increase for these costs for 2021/22 and 2022/23 was set at 2.25% and the remaining years at 2.5%. Indexation will be adjusted to meet existing service requirements;
- selected costs are increased by indexation where agreements, contracts, licensing, arranged service charges, etc. provide for that option, along with costs outside of our control, inc fuel, postage; these will be considered where the relevant service provider(s) initiates the increases,
- where costs will increase but the quantum is unknown a default increase in line with LGPI,
- some areas of expenditure may actually be the same or less the expected; and
- for changes to service provision, ie. increased number of services provided (eg. no. of waste collection(s)) or usage (eg. water usage at parks and gardens).

New Initiatives

As discussed at the Council Workshop 27 January 2021, New Initiatives* (NIs) will be considered for the 2021/22 budget year; the process is as follows:

- To assess last years (and possibly prior years) New Initiatives with the knowledge that COVID-19 stopped the progress of last year's bids.

NOT CONFIRMED

- No administrative New Initiatives will be considered unless they are high or extreme risks as demonstrated (this includes normal operational service levels changes, risk and work health and safety and legislative tests) against our new Enterprise Risk Framework.
- In terms of community bids, there is absolutely not any direction that says they cannot bring matters forward, but any advice provided needs to be measured with the previous 2 dot points.

Council's existing programs include, not in any particular order and/or limited to:

- Existing service provision, governance and administration,
- Capital renewal/replacement programs,
- Revaluation and condition assessment of assets update the estimate replacement cost over the LTFP. Council's understanding and management will continually refine the operating result,
- Heavy vehicle and Plant utilisation review,
- Existing long term projects including ,
 - Solar, LED and Climate Control – efficiency, financial and environmental benefits/requirements
 - Change Program – internal program for innovative and simple systems, process and productivity improvements,
- Infrastructure Asset Management Plans due 2021,
- Strategic Management Plans,
- The Big Project(s),
- Transport renewal programs year 3 of the 3 year program,
- Asset maintenance and operational requirements

The LTFP for Capital expenditure will be reassessed, ensuring funding is allocated for renewal and replacement assets along with an allowance for new discretionary projects in the later years of the LTFP.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Nil

Policy

Budget & Business Plan and Review Policy

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Corporate Plan



How We Work – Good Governance

- 6.2 Ensure that Council's policy and process frameworks are based on principles of sound governance and meet legislative requirements.
- 6.3 Align operational strategy to strategic objectives and measure organisational performance to demonstrate progress towards achieving our goals.
- 6.4 Ensure that decisions regarding expenditure of Council's budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.
- 6.9 Provide access to Council's plans, policies and processes and communicate with the community in plain English.
- 6.16 Provide contemporary internal administrative and business support services in accordance with mandated legislative standards and good practice principles.

Legislative Requirements

Local Government Act 1999 Section 123

Local Government (Financial Management) Regulations 2011

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial

NOT CONFIRMED

Long term financial planning is an ongoing regular process. As new information is included in the planning process, the plans are reviewed and updated.

Each annual review process provides an opportunity to introduce new assumptions or enhance the information base as required.

COMMUNITY CONSULTATION

Included as part of the draft 2021/22 Budget/Business Plan consultation and adoption process.

10. CONFIDENTIAL AGENDA

10.1

INFORMATION AND TECHNOLOGY SECURITY SYSTEMS AND MANAGEMENT - ORGANISATIONAL SECURITY MEASURES AND OPPORTUNITIES FOR IMPROVEMENT

The matter of the agenda item being Information and Technology Security Systems and Management - Organisational Security Measures and Opportunities for Improvement pursuant to Section 90(3)(e) of the Local Government being matters affecting the security of the council, members or employees of the council, or council property, or the safety of any person must be considered in confidence in order to ensure that the report identifies potential vulnerabilities that could be exploited if made public.

There is strong public interest in enabling members of the public to observe transparent and informed decision-making. This helps to ensure accountability, maintain transparency of public expenditure, facilitate public participation, assist public awareness and allow for the scrutiny of information. Attendance at a Audit Committee meeting is one means of satisfying this interest. The public will only be excluded from a committee meeting when the need for confidentiality pursuant to Section 90(2) of the Act outweighs the public interest of open decision-making.

In this matter, the reasons that receipt, consideration or discussion of the information or matter in a meeting open to the public would be contrary to the public interest are that:

- *the disclosure of certain information would prevent the efficient and effective governance of the Council or committee;*
- *the disclosure of sensitive information would be unfair or harmful.*

On balance, the above reasons which support the need for confidentiality pursuant to Section 90(2) of the Act outweighs the factors in favour of the public interest of open decision-making.

MOVED Cr Johnstone that the Audit Committee:

- (1) Under the provisions of Section 90(2) of the Local Government Act 1999, make an order that the public be excluded from the meeting with the exception of the Chief Executive Officer, Manager Financial Services, Manager Executive Services, Manager Knowledge and Technology Services, Risk Coordinator and the Minute Taker, in order to consider in confidence a report relating to Section 90(3) (e) of the Local Government Act 1999, relating to Information And Technology Security Systems And Management - Organisational Security Measures And Opportunities For Improvement, being information that must be considered in confidence in order to ensure that the Council does not disclose information that could reasonably be expected to affect the security of the council, members or employees of the council, or council property, or the safety of any person; and

NOT CONFIRMED

- (2) Accordingly, on this basis, the Committee is satisfied that public interest in conducting meetings in a place open to the public has been outweighed by the need to keep the information and discussion confidential to ensure the disclosure of certain information would not prevent the efficient and effective governance of the Council or committee; or the disclosure of sensitive information does not become unfair or harmful to Council.

Seconded Ms Ewing

CARRIED 2020-21/31

The meeting moved into Confidence at 3.55pm

MOVED Mr Swan that the Audit Committee:

- (1) Receive and note the report and attachments pertaining to the management of Council's electronic system security and request the Manager Knowledge and Technology Services to provide an annual update on security measures to the Audit Committee.
- (2) Having considered this matter in confidence under Section 90(2) of the Local Government Act 1999, makes an order pursuant to Section 91(7), that the report and all attachments of the Confidential Audit Committee meeting item held on 31 March 2021 in relation to item 10.1 *Information And Technology Security Systems And Management - Organisational Security Measures And Opportunities For Improvement* be kept confidential and not available for public inspection and authorise the Chief Executive Officer to review and revoke the order.

Seconded Ms Ewing

CARRIED ACO2018-22/1

Resumption of open Committee meeting at 4.10 pm

11. OTHER BUSINESS

Nil

12. NEXT MEETING

Date to be advised

13. CLOSURE OF MEETING

There being no further business, Mr Brass closed the meeting at 4.12pm.

Confirmed:

Chairman:

Date: