



MINUTES

UNSCHEDULED MEETING OF COUNCIL

Tuesday, 5 April 2022

Held at the Swan Hill Town Hall
53-57 McCallum St, Swan Hill
Commenced at 1pm

COUNCIL:

Cr J Benham – Mayor

Cr B Moar
Cr A Young
Cr LT McPhee
Cr C Jeffery
Cr S King
Cr N McKay

Confirmed 19 April 2022

Chairperson.....

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SECTION A – PROCEDURAL MATTERS

- **Welcome**

Mayor, Councillor Jade Benham assumed the chair and declared the meeting open at 1.01pm.

- **Acknowledgement of Country**

Mayor, Councillor Jade Benham read the Acknowledgement of Country.

- **Prayer**

Cr Les McPhee read the prayer.

- **Apologies/Leaves of Absence**

Cr Chris Jeffery
Cr Stuart King

40/22 Motion

MOVED Cr McPhee

That the apologies be accepted.

SECONDED Cr Moar

The Motion was put and CARRIED

- **Directors/Officers Present**

Bruce Myers, Acting Chief Executive Officer / Director Community and Cultural Services
Helen Morris, Acting Director Corporate Services
Terri McCormick, Executive Support Officer
Sharon Lindsay, Executive Assistant

- **Disclosures of Conflict of Interest**

Nil

SECTION B – REPORTS

B.22.23 AUDIT AND RISK COMMITTEE MEMBER VACANCY

Responsible Officer: Chief Executive Officer
File Number: S15-28-01
Attachments: Nil

Declarations of Interest:

Bruce Myers - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

This report recommends an appointment to fill a vacancy on Council's Audit and Risk Committee and to appoint a Councillor as sub-delegate.

Discussion

Council has had an Audit and Risk Committee for many years. The Audit and Risk Committee operates in accordance with the Audit and Risk Committee Charter adopted by Council in August 2020.

The primary objective of the Audit and Risk Committee is to monitor and provide advice to assist Council in improving the quality and effectiveness of:

- Councils internal and external financial and performance reporting.
- Management of financial processes, and internal controls.
- Management of risks and the prevention of fraud.
- Compliance with laws and regulations as well as use of best practice guidelines.
- The Internal and External Audit functions.
- Monitor the compliance of corporate policies and procedures to the Local Government Act (LGA), Ministerial, Directors and overarching Governance Principals.

The Audit and Risk Committee has five members two are Councillors appointed by the Swan Hill Rural City and three are external independent community members also appointed by the Swan Hill Rural City Council on advice of the selection committee which comprises the two counsellor representatives, the Mayor and the Chief Executive Officer.

The chair of the Audit and Risk Committee is to be an independent community member.

The committee meets four times per year and undertakes internal audits in line with the annual rolling audit strategy.

The Audit and Risk Charter provides for community members to serve a three-year term for which they may be reappointed to two subsequent terms therefore allowing for a maximum of three terms or nine years.

Ms Rosanne Kava, a community member, advised Council on that she would be resigning from the Committee, effective 16 November 2021, as a direct result of her appointment as Acting Chief Executive Office at Council.

Council advertised the vacancy and received one applicant, who was interviewed and found to be an excellent candidate.

Having completed the interview process the selection committee recommends the appointment of Mr Bradley Hutchinson as a independent community member to the Swan Hill Rural City Council Audit and Risk Committee. Mr Hutchinson has previously worked with Lower Murray Water, and is currently employed in a senior role with Bethune Dairies.

Mr Bradley Hutchinson is personable, friendly and very interested in the key elements of governance and risk. During the interview Mr Hutchinson noted that he had been seeking a prominent role to expand his governance experience, and that opportunities such as this don't come up that often.

Given the relatively short period of time between the two vacancies, it is believed to be administratively efficient and quite appropriate given the calibre of the applicant that Council make the appointment to allow for Mr Hutchinson participation at the April Meeting.

To ensure a quorum at future meetings, it is also recommended that Council endorse the appointment of a sub-delegate Councillor in the event the main delegate is an apology.

Consultation

Not appropriate for this item.

Financial Implications

Audit Committee Members will receive a meeting allowance of \$500 plus travel per kilometre based on Australian Taxation Office rates.

The Audit and Risk Committee receives administration support from Council staff.

Social Implications

Nil.

Economic Implications

Nil.

Environmental Implications

Nil.

Risk Management Implications

An effective Internal Audit and Risk Committee will assist Council in managing the various risks that Council operations may encounter.

Council Plan Strategy Addressed

Leadership - Excellent management and administration.

Options

Council can choose to adopt or amend the recommendation.

Recommendations

That Council:

- 1. Appoint Mr Bradley Hutchinson as an independent member of the Swan Hill Rural City Council Audit and Risk Committee affective 6 April 2022 for a three-year term.**
- 2. Appoint a Councillor as sub-delegate for the Swan Hill Rural City Council Audit and Risk Committee, effective 6 April 2022, for the remainder of the current Council term.**

41/22 Motion

MOVED Cr Moar

That Council:

- 1. Appoint Mr Bradley Hutchinson as an independent member of the Swan Hill Rural City Council Audit and Risk Committee affective 6 April 2022 for a three-year term.**
- 2. Appoint Councillor McKay as delegate and remove Cr King for the Swan Hill Rural City Council Audit and Risk Committee, effective 6 April 2022, for the remainder of the current Council term.**

SECONDED Cr Young

The Motion was put and CARRIED

SECTION H – IN CAMERA ITEMS

42/22 Motion

MOVED Cr McPhee

That Council, pursuant to section 66(2)(a) of the *Local Government Act 2020* , resolve to close the meeting at 1.11pm to members of the public to consider the following items which relate to matters specified under section 3(1), as specified below:

B.22.24 IN CAMERA CONSIDERATION OF CONFIDENTIAL REPORT

(f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs

SECONDED Cr Moar

The Motion was put and CARRIED

SECTION I – DECISIONS MADE IN CAMERA

B.22.24 APPOINTMENT OF CHIEF EXECUTIVE OFFICER

MOVED Cr McPhee

As per the motion made in-camera.

SECONDED Cr Moar

THE MOTION WAS PUT AND CARRIED

There being no further business the Mayor, Councillor Benham closed the meeting at 1.22pm.