Minutes of the Victor Harbor Horse Tram Authority Audit Committee Meeting For meeting Tuesday 10 August 2021 Commencing at 12:15pm, Encounter Room



### 1. Attendance

### **Present**

John Morgan (Independent Member) (Chair) Kate Christ (Independent Member) Laura Hodgson (Independent Member) Nigel Catt Rachel Kennedy (Via Zoom)

### In attendance

Megan Whibley (General Manager VHHTA) Tamar Herron (Minute secretary VHHTA)

### **Commencement**

The meeting commenced at 12:15pm

### 2. Apologies

Nil

### 3. Conflict of Interest

Nil

## 4. Minutes of the Previous Meeting

## 4.1 Minutes - VHHTA Board Meeting – 11 May 2021

AC015 Moved: Rachel Kennedy Seconded: Kate Christ

That the minutes of the previous Victor Harbor Horse Tram Authority Audit Committee meeting held Tuesday, 11 May 2021 be confirmed as a true and accurate record.

CARRIED

### 5. Business Arising

Nil



### 6. Reports for Receiving and Noting only

#### 6.1 **Action List Report**

AC016

Moved:

**Rachel Kennedy** Seconded: Laura Hodgson

That the Audit Committee receive and note the Action List and report.

## CARRIED

Action: Rename the Audit Committee to the Audit and Risk Committee to more accurately reflect the role and duties of the Committee.

Action: Recommend to Authority Board AC meeting dates for Tuesday 15 February 2022, Tuesday 12 April 2022 and Tuesday 16 August 2022.

Action: John Morgan to email Risk Register example. Authority to explore its own risk register and that of Council's in preparation for Risk Management October meeting.

## 7. Reports for Decision

#### 7.1 **Draft Audited Financial Statements 2020-21**

AC017 Nigel Catt Moved: Seconded: Kate Christ

> That the Victor Harbor Horse Tram Authority Audit Committee defer the Draft Audited Financial Statements 2020-21 Report to a Special Meeting to be held at a time yet to be determined.

> > CARRIED

## 8. Presentations

Nil

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### 9. Discussion Items - No decision(s)

9.1 Changes to Committee Membership - Terms of Reference.Discussion around the changes that have been made to Audit CommitteeMembership and renaming the Audit Committee to be called the Audit and RiskCommittee.

At 1:01pm Rachel Kennedy left the meeting due to technical issues. At 1:04pm Rachel Kennedy joined the meeting.

## 9.2 Budget template styles

Discussion around the format to be used as a budget template. The General Manager will produce reports in the style of the Council with attention given to the latest budget review. Discussion around alphabetical order presentation of financial versus other alternatives.

### 10. Correspondence Received

Nil

11. Urgent Business without Notice

12. Confidential Item(s)

Nil

# 13. Next Meetings

Special Meeting – date and time yet to be determined – via Zoom Tuesday 12 October 2021, 10am - Risk Management Meeting – Encounter Room

## 14. Meeting Closed.

1:19pm

**Please be advised** that filming, photography and audio recording may take place at this meeting when the public and media are not lawfully excluded under Section 90 of the Local Government Act 1999.