

CITY OF



MITCHAM

AGENDA

FOR THE

AUDIT COMMITTEE INDEPENDENT MEMBER SELECTION COMMITTEE

TO BE HELD ON

TUESDAY 18 JUNE 2019

COMMENCING AT 4:00PM

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AUDIT COMMITTEE INDEPENDENT MEMBER SELECTION COMMITTEE

AGENDA
18 JUNE 2019

AGENDA FOR A MEETING OF THE AUDIT COMMITTEE INDEPENDENT MEMBER SELECTION COMMITTEE TO BE HELD IN THE THE COMMITTEE ROOM, 131 BELAIR ROAD, TORRENS PARK ON TUESDAY, 18 JUNE 2019 AT 4:00PM.

MEMBERSHIP: *Chairperson W Reynolds (Chair), Member Heather Holmes-Ross and Member Tim Muhlhausler*

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WADE REYNOLDS
GENERAL MANAGER CORPORATE SERVICES AND INNOVATION



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STAFF IN ATTENDANCE:

WELCOME

BUSINESS

1. MEMBERS' DECLARATIONS OF INTERESTS

The Presiding Member will ask if any Committee Member wishes to disclose an interest in relation to any item being considered at the meeting.

2. CONFIRMATION OF MINUTES

**2.1 AUDIT COMMITTEE INDEPENDENT MEMBER SELECTION COMMITTEE
MEETING - 21 MAY 2019**

RECOMMENDED that the Minutes of the Audit Committee Independent Member Selection Committee Meeting held on 21 May 2019 be confirmed.



3. DECISION REPORTS

3.1 AUDIT COMMITTEE - INDEPENDENT MEMBER SELECTION

Report Author/Manager: Jamie Barrett

General Manager: Kate O'Neill

(Meeting Date: 18 June 2019)

(Location: Council Wide)

(Consultant Used: \$Nil)

PROPOSAL

To make an appointment to the position of Independent Member of the Audit Committee for the term of three (3) years, following an interview process.

OPTIONS

Option 1 (Staff Recommendation)

1. That the Audit Committee Independent Member Selection Committee appoints <<name>> to the position of Independent Member of the Audit Committee, effective from the August 2019 Committee Meeting.
2. This position is paid in accordance with the sitting fees of the Audit Committee, as established by Council from time to time.
3. That the successful candidate is advised of this decision.
4. Once the successful candidate has accepted the position, the unsuccessful candidates be advised and thanked for their interest in the City of Mitcham Audit Committee.

Option 2

That an expression of interest process be undertaken, with a focus on <<skill>> skill set / experience.

BACKGROUND

The Audit Committee Terms of Reference was endorsed by Council on 27 November 2018 and provides membership of up to five (5) members and must include at least three (3) members who are not a member of Council (Independent Members)

Independent Member, Mr Gary Button's term on Audit Committee concluded on 28 February 2019 at which time Mr Button retired from the Committee, thus creating a vacancy to be filled by an Independent Member.

Council at its meeting on 26 January 2019 established the Audit Committee Independent Selection Committee, which has delegated authority to short-list, interview and determine the selection of suitable independent candidates for membership of the Audit Committee.



Membership of this committee includes the Mayor (Dr Heather Holmes-Ross), the Independent Chair of the Audit Committee (Mr Tim Muhlhausler) and the Executive Officer of the Audit Committee (Mr Wade Reynolds).

The Independent Member position was advertised on Seek, Council's website and The Advertiser on 29 March 2019, closing on 12 April 2019.

33 applicants for the position were received.

The Executive Officer to the Audit Committee reviewed all applications and determined an initial short list. This short list and all applications were forwarded to the other Committee Members.

The Selection Committee met on 21 May 2019 at which they considered all applications received and the initial shortlist and determined who to invite to interview.

The selection criteria asked for an experienced professional across a range of disciplines including finance, risk management, corporate governance etc

The following applicants were interviewed:

- Applicant 1 – Ms Paul Davies, Tuesday 4 June
- Applicant 2 – Ms Amanda Harfield, Tuesday 4 June
- Applicant 3 – Mr Mark Labaz, Thursday 6 June
- Applicant 4 – Ms Christine Hahn, Thursday, 6 June

Due to competing / urgent priorities, the Executive Officer was not available to participate in the interviews and the Deputy Executive Officer of the Audit Committee (Ms Kate O'Neill) stepped in.

Attachments:

Nil

STRATEGIC OBJECTIVES

Goal 3 Dynamic & Prosperous Economy

Objective 3.3 We work collaboratively with neighbouring Councils, State Government and private sector partnerships.

DISCUSSION

The Committee is required to consider the interviews and determine the successful candidate.

Following the Committee's consideration and determination the successful candidate will be advised as will the unsuccessful candidates.

The successful candidate will commence in the role at the next Audit Committee meeting scheduled for August 20 2019.



Community Implications

The Community are provided with transparency and independent oversight of Council's financial, risk and governance environments.

Environmental / Heritage Implications

Nil

Cost Shifting Implications / Legislative Cost Imposts

Nil

Impact on Budget including Lifecycle Costing

There are no budgetary implications in relation to undertaking this appointment process, the audit committee membership and sitting fees are encompassed in the recurrent operating budget.

Risk Management / WHS Assessment

Nil

Legal / Policy Implications

Nil

Engagement

There is no requirement to undertake engagement or consultation with Elected Members or the Community on the appointment of Independent Members of the Audit Committee. The Selection Panel has the delegated authority to make the appointment.

CONCLUSION

Due to the expiration of office for Independent Member Gary Button a vacant position is now available for the Audit Committee for which Council has received 33 applications to consider for shortlisting and interview.

RECOMMENDATION – ITEM 3.1

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4. NEXT MEETING

The next meeting of the Audit Committee Independent Member Selection Committee is to be determined in consultation with the Chair.

CLOSE: