



MINUTES

of

AUDIT & RISK COMMITTEE MEETING

held in

MEETING ROOM 1855

On

MONDAY 10 FEBRUARY 2025 AT 6.00PM

MINUTES

10 FEBRUARY 2025

The presiding member declared the meeting open at 6.00pm.

1. OPENING, WELCOME AND ACKNOWLEDGEMENT OF COUNTRY

Town of Walkerville would like to acknowledge the Kaurna people as the traditional custodians of the land we are meeting on today, and respect their spiritual relationship with their country.

We recognise the many generations of stewardship the Kaurna people have provided to this land, and respect that their cultural heritage and beliefs are as important today as they were for their ancestors.

2. DECLARATIONS OF INTEREST BY COMMITTEE MEMBERS

1. Ms. Michele Bennetts declared a conflict of interest due to her self-nomination for the Acting Presiding Member of the Audit and Risk Committee.

Ms Michele Bennetts left the room at 6.01pm.

Ms Michele Bennetts entered the room at 6.03pm.

2. All Elected Members declared a general conflict of interest in Item 10.1 - Internal Control Manual.

3. APPOINTMENT OF PRESIDING MEMBER OF AUDIT & RISK COMMITTEE

ARC01/02/25

Moved: Mr Roberto Bria

Seconded: Cr Trotter

1. The Committee, by way of a two-thirds majority vote, nominated Ms Michele Bennetts to Act as Presiding Member until such time the Committee resolves to appoint a new Presiding Member.
2. Ms Michele Bennetts took the seat of Acting Presiding Member at 6.03PM.

CARRIED

4. ATTENDANCE RECORD

4.1 Present

Ms Michele Bennetts (Presiding Member)
Mayor Melissa Jones
Cr Liz Trotter
Mr Roberto Bria

Staff in Attendance

Chief Executive Officer, Andrew Johnson
Group Manager Finance, Muhammad Jawad
Group Manager Assets and Infrastructure, James Kelly
Team Leader People, Governance & Risk, Jim Dickens
Policy Development Officer, Brittany Hensley

4.2 Apologies

Nil.

4.3 Not Present / Leave of Absence

Nil.

5. **CONFIRMATION OF MINUTES**

5.1 Audit and Risk Committee Meeting Minutes held on 14 October 2024

ARC02/02/25

Moved: Mayor Jones

Seconded: Roberto Bria

That the minutes of the Audit and Risk Committee Meeting held on 14 October 2024 be confirmed as a true and accurate record of the proceedings.

Jim Dickens entered the room at 6:05pm

CARRIED

5.2 Special Audit and Risk Committee Meeting Minutes held on 09 December 2024

ARC03/02/25

Moved: Mayor Jones

Seconded: Cr Trotter

That the minutes of the Special Audit and Risk Committee Meeting held on 09 December 2024 be confirmed as a true and accurate record of the proceedings.

CARRIED

6. **BUSINESS ADJOURNED**

Nil.

7. MAJOR PROJECT VERBAL UPDATE

James Kelly provided the Audit & Risk Committee with a verbal update on the status of Councils Major Projects.

James Kelly left the room at 6:33pm.

8. NEW AND EMERGING RISKS

9. DECISION REPORTS

9.1 ERA Water Budget Review 1 & 2 FY 2024/25

ARC04/02/25

Moved: Cr Trotter

Seconded: Mr Roberto Bria

1. That the Audit & Risk Committee receives and notes ERA Water Budget Review 1 report as provided at Attachment A.
2. That the Audit & Risk Committee receives and notes ERA Water Budget Review 2 report as provided at Attachment B.
3. That the Audit & Risk Committee recommends to Council to approve variations mentioned in ERA Water Budget Review 1 report.

CARRIED

9.2 Audit & Risk Committee Resolution Register

ARC05/02/25

Moved: Mr Roberto Bria

Seconded: Mayor Jones

That the Audit and Risk Committee receives and notes the Audit and Risk Resolution Register dated 03 February 2025 as a true and accurate record. The Committee confirms that it is satisfied all decisions marked as 'complete' have been fully enacted, except for resolution ARC054/12/24, which should be amended to 'in progress' to reflect its current status, to the satisfaction of the Audit and Risk Committee.

CARRIED

9.3 Audit and Risk Committee Report to Council

ARC06/02/25

Moved: Cr Trotter

Seconded: Mr Roberto Bria

1. That the Audit & Risk Committee recommends to Council, that the Audit & Risk Committee Report to Council, be received and noted.
2. That the Audit & Risk Committee authorises Administration to make changes to the final Report to Council of a minor technical or formatting nature prior to presenting to Council for consideration.

CARRIED

10. INFORMATION REPORTS

10.1 Internal Control Manual

ARC07/02/25

Moved: Cr Trotter

Seconded: Mr Roberto Bria

1. That the Audit & Risk Committee acknowledges and notes the draft Internal Control Manual presented in Attachment A to this report.
2. The Audit & Risk Committee recommends that Administration consider suggestions provided by Committee members and make minor technical revisions to the Internal Control Manual.

CARRIED

10.2 Internal Audit Program 2019/20 to 2022/23 – Third Progress Update

ARC08/02/25

Moved: Mr Roberto Bria

Seconded: Mayor Jones

That the Audit & Risk Committee receives and notes the progress update report on audit findings and recommendations from the Internal Audit Program 2019/20 to 2022/23.

CARRIED

10.3 2024/2025 First Quarter Budget Review

ARC09/02/25

Moved: Cr Trotter

Seconded: Mayor Jones

That the Audit & Risk Committee receives and notes the 2024/25 First Quarter Budget Review adjustments presented within this report, in accordance with Regulation 9 of the *Local Government (Financial Management) Regulations 2011*.

CARRIED

10.4 Audit & Risk Committee Works Program and ToR Tracker

ARC010/02/25

Moved: Mr Roberto Bria

Seconded: Cr Trotter

That the Audit & Risk Committee receives and notes the updated works program, policy schedule and Terms of Reference tracker, as attached to this report.

CARRIED

11. CONFIDENTIAL REPORTS

11.1 Independent Audit and Risk Committee Member recommendation

ARC11/02/25

Moved: Mayor Jones

Seconded: Cr Trotter

Pursuant to section 90(2) and 90(3)(a)

Pursuant to section 90(2) of the *Local Government Act 1999* (the Act) the Committee orders that all members of the public, except the Chief Executive Officer, Andrew Johnson; Group Manager Finance, Muhammad Jawad; Team Leader People, Governance and Risk, Jim Dickens and Policy Development Officer, Brittany Hensley be excluded from attendance at the meeting for Agenda Item 11.1 Independent Audit and Risk Committee Member recommendation.

The Committee is satisfied that pursuant to sections 90(3)(a) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead), being information regarding suitability for the position of Independent Audit and Risk Committee Member.

Accordingly, on this basis, the Committee is satisfied that the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

The time being 7.39pm the meeting moved into confidence

ARC12/02/25

Moved: Mr Roberto Bria

Seconded: Mayor Jones

That the Audit and Risk Committee recommend to Council that Mr Ninad Sinkar be appointed to the position of Audit and Risk Committee Independent Member commencing on 1 March 2025 until 31 December 2027.

The time being 7.41pm the meeting moved out of confidence

ARC13/02/25

Moved: Cr Trotter

Seconded: Mr Roberto Bria

Pursuant to section 91(7), that having considered Agenda Item 11.1 Independent Audit and Risk Committee Member recommendation, in confidence under section 90(2) & 90(3)(a) of the Act, the Committee, pursuant to section 91(7) of that Act orders that the report and all attachments to this Agenda Item be retained in confidence for a period of five years and the minutes be retained until Council has made a determination on the matter, and that pursuant to section 91(9)(c) of the Act the Committee delegates to the Chief Executive Officer the review and power to revoke this Order.

CARRIED

12. OTHER BUSINESS

13. MEETING CLOSE

The presiding member declared the meeting closed at 7.50 pm.