



**MINUTES OF AUDIT AND RISK COMMITTEE MEETING HELD IN WITTBER
& DR RUBY DAVY ROOMS, SALISBURY COMMUNITY HUB,
34 CHURCH STREET, SALISBURY ON**

12 NOVEMBER 2024

MEMBERS PRESENT

Cr Kylie Grenfell (Chair)
Cr B Brug (Deputy Chair)
Ms P Davies
Mr N Ediriweera
Mr D Powell

CONSULTANTS

Galpins, Ms J Burnham (item 7.2.1)
Bentleys, Mr M Pagnozzi (item 7.2.2)

STAFF

Chief Executive Officer, Mr J Harry
Deputy Chief Executive Officer, Mr C Mansueto
Manager Governance, Mr R Deco
Audit & Risk Manager, Ms S Kinsella
Manager Technology & Digital Solutions, Ms M Collins
Cybersecurity Compliance Coordinator, Mr N Coleman
Manager Strategic Development Projects, Ms S Klein
General Manager City Development, Ms M English

The meeting commenced at 6:30pm.

The Chairman welcomed the Elected Members and staff to the meeting.

APOLOGIES

Nil.

LEAVE OF ABSENCE

Nil.

PRESENTATION OF MINUTES

Moved Mr D Powell
Seconded Ms P Davies

The Minutes of the Audit and Risk Committee Meeting held on 9 October 2024, be taken as read and confirmed.

CARRIED

The Chair sought and was granted leave of the meeting to bring forward items 7.4.1, 7.4.2, 7.2.1 and 7.2.2.

ORDERS TO EXCLUDE THE PUBLIC

7.4.1 Salisbury City Centre - Prudential Report

Moved Mr D Powell
Seconded Ms P Davies

The Audit and Risk Committee Orders:

1. *Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) of the Local Government Act 1999, that it is necessary and appropriate to exclude the public for the consideration of Agenda 7.4.1 Salisbury City Centre – Prudential Report with the exception of the following persons:*

- *Chief Executive Officer*
- *Deputy Chief Executive Officer*
- *Manager Governance*
- *Audit & Risk Manager*
- *Manager Technology & Digital Solutions*
- *Cybersecurity Compliance Coordinator*
- *Manager Strategic Development Projects*
- *General Manager City Development*

On the basis:

- it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and

- information the disclosure of which would, on balance, be contrary to the public interest.

2. *In weighing up the factors related to disclosure,*
 - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*
 - Non-disclosure of this report at this time will protect Council's commercial position.*

*On that basis the public's interest is best served by not disclosing Item 7.4.1 **Salisbury City Centre - Prudential Report** and*

discussion at this point in time.

3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

CARRIED

7.4.2 Quarterly Cybersecurity Report - July to September 2024

Moved Mr D Powell
Seconded Ms P Davies

The Audit and Risk Committee Orders:

1. *Pursuant to Section 90(2) and (3)(e) of the Local Government Act 1999, that it is necessary and appropriate to exclude the public for the consideration of Agenda 7.4.2 Quarterly Cybersecurity Report - July to September 2024 with the exception of the following persons:*
 - *Chief Executive Officer*
 - *Deputy Chief Executive Officer*
 - *Manager Governance*
 - *Audit & Risk Manager*
 - *Manager Technology & Digital Solutions*
 - *Cybersecurity Compliance Coordinator*

On the basis:

- *it relates to matters affecting the security of the council, members or employees of the council, or council property; or the safety of any person.*
2. *In weighing up the factors related to disclosure,*
 - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*

*On that basis the public's interest is best served by not disclosing Item 7.4.2 **Quarterly Cybersecurity Report - July to September 2024** and discussion at this point in time.*

3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

CARRIED

The meeting moved into confidence at 6:31pm.

The meeting moved out of confidence at 7:15pm.

The Committee proceeded to consider Items 7.2.1 and 7.2.2 which the Chairman brought forward as the next Items of business.

For Information

7.2.1 Internal Audit Report - Tree Management

Moved Mr D Powell
Seconded Ms P Davies

That Council:

1. Notes the final internal audit report with management comments for the Tree Management internal audit as set out in attachment 1 to this report (Item: 7.2.1, Audit and Risk Committee, 12 November 2024).

CARRIED

7.2.2 Better Practice Review - Procurement

Moved Cr B Brug
Seconded Mr D Powell

That Council:

1. Notes the final review with management comments for the Procurement Better Practice Review as set out in attachment 1 to this report (Item: 7.2.2, Audit and Risk Committee, 12 November 2024).

CARRIED
Unanimously

Mr N Ediriweera provided a personal statement on the involvement of his employer KPMG in City of Salisbury's Internal Audit Services Tender process and confirmed that KPMG did not participate in the internal audit tender to avoid any potential conflict of interest. The meeting agreed to his request for this personal statement to be included in the minutes for transparency reasons.

REPORTS

For Decision

7.1.1 3-Year Internal Audit Plan

Moved Ms P Davies
Seconded Mr N Ediriweera

That Council:

1. Approves the updates made to the 3-year Internal Audit Plan 2024 to 2027 as set out in Attachment 1 to this report (Item: 7.1.1, Audit and Risk Committee, 12 November 2024).

CARRIED

BREAK

In accordance with the Code of Practice for Meeting Procedures, the Chair provided a break to all present. The meeting was suspended at 8:10 pm.

The meeting reconvened at 8:16pm.

Cr B Brug re-entered the meeting at 8:19pm.

7.2.3 Internal Audit - Statutory Legislative Compliance Review.

Moved Ms P Davies
Seconded Mr D Powell

That Council:

1. Notes the final audit report on the Legislative Compliance Review in relation to the *Local Government Act 1999*, Chapter 8 Administrative and financial accountability (Item: 7.2.3, Audit and Risk Committee, 12 November 2024).

CARRIED

7.2.4 Annual Report 2023-2024

Moved Mr D Powell
Seconded Mr N Ediriweera

That Council:

1. Notes that the Audit and Risk Committee received the draft Annual Report 2023/2024 as contained in Attachment 1 of this report (Item: 7.2.4, Audit and Risk Committee, 12 November 2024), subject to any changes requested.
2. Notes the audited financial statements of North Adelaide Waste Management Authority (NAWMA) for the financial year 2023/2024, in accordance with section 21(4) of the *Local Government (Financial Management) Regulations 2011*.

CARRIED

7.2.5 Risk Management and Internal Control Activities

Moved Mr N Ediriweera
Seconded Cr B Brug

That Council:

1. Notes the updates on Risk Management and Internal Control Activities detailed for 2024/2025, as set out in this report (Item: 7.2.5, Audit & Risk Committee, 12 November 2024)

CARRIED

7.2.6 Audit and Risk Committee Annual Work Plan - 2024/2025

Moved Cr B Brug
Seconded Ms P Davies

That Council:

1. Notes the Audit & Risk Committee Annual Work Plan 2024/2025 as set out in Attachment 1 to this report (Item: 7.2.6, Audit & Risk Committee, 12 November 2024).

CARRIED

7.2.7 Outstanding Actions Arising from Internal Audits

Moved Mr D Powell
Seconded Cr B Brug

That Council:

1. Notes the report and the Internal Audit - Action Register in Attachment 1 to this report (Item: 7.2.7, Audit and Risk Committee, 12 November 2024).

CARRIED

QUESTIONS ON NOTICE

There were no Questions on Notice.

MOTIONS ON NOTICE

There were no Motions on Notice.

OTHER BUSINESS

(Questions Without Notice, Motions Without Notice, CEO Update)

There were no Other Business Items.

The meeting closed at 8:38pm.

CHAIRMAN.....

DATE.....