



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

34 CHURCH STREET, SALISBURY ON

11 FEBRUARY 2025

MEMBERS PRESENT

Cr Kylie Grenfell (Chair)
Cr B Brug (Deputy Chair)
Ms L Teburea
Mr N Ediriweera
Mr D Powell

CONSULTANTS

Bentleys, Mr M Pagnozzi (item 7.2.1)
Bentleys, Mr P Kalala (item 7.2.1)

STAFF

Chief Executive Officer, Mr J Harry
Deputy Chief Executive Officer, Mr C Mansueto
Manager Governance, Mr R Deco
Audit and Risk Manager, Ms S Kinsella
Manager Technology & Digital Solutions, Ms M Collins
Cybersecurity Compliance Coordinator, Mr N Coleman

The meeting commenced at 6.30pm.

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

APOLOGIES

Nil.

LEAVE OF ABSENCE

Nil.

The Chair sought and was granted leave of the meeting to bring forward Items 7.2.1 and 7.4.1.

For Information

7.2.1 Internal Audit - Fraud and Corruption Prevention Control Process

Moved Mr D Powell
Seconded Ms L Teburea

That Council:

1. Notes the final internal audit report with management comments for Fraud and Corruption Prevention Controls as set out in attachment 1 to this report (Item no. 7.2.1, Audit and Risk Committee, 11 February 2025).

CARRIED

ORDERS TO EXCLUDE THE PUBLIC

7.4.1 Quarterly Cybersecurity Report – October to December 2024

Moved Mr N Ediriweera
Seconded Mr D Powell

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 7.4.1 Quarterly Cybersecurity Report – October to December 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*

To enable the Committee to consider the Item 7.4.1 in confidence 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.

3. *Accordingly, on this basis, the principle that meetings should be conducted in a place open to the public has been outweighed by the need to consider this matter in confidence.*

CARRIED

The meeting moved into confidence at 6:46pm.

The meeting moved out of confidence at 7:19pm.

Part 2 of the confidential decision for Item 7.4.1 Quarterly Cybersecurity Report – October to December 2024 has been released as follows:

2. *Request the Chief Executive Officer to conduct a comprehensive training session for Elected Members on information management, system access, and cybersecurity awareness and risk mitigation obligations.*

The Committee proceeded to consider the remaining Items of business.

PRESENTATION OF MINUTES

Moved Cr B Brug
Seconded Mr D Powell

The Minutes of the Audit and Risk Committee Meeting held on 12 November 2024, be taken as read and confirmed.

CARRIED

REPORTS

For Decision

7.1.1 3-Year Internal Audit Plan

Moved Cr B Brug
Seconded Mr D Powell

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 No. 7.1.1, Audit and Risk Committee, 11 February 2025).

CARRIED

7.1.2 Audit & Risk Committee Performance Self-Assessment

Moved Cr B Brug
Seconded Mr D Powell

That Council:

1. Approves the self-assessment survey questions, as set out in Attachment 1 to this report (Item No. 7.1.2, Audit and Risk Committee, 11 February 2025) for issuance to members of the Audit and Risk Committee for completion following the February 2025 Council meeting, with results to be collated and presented at the April Audit and Risk Committee meeting.

CARRIED

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

Moved Mr N Ediriweera
Seconded Ms L Teburea

That Council:

1. Notes the Audit & Risk Committee Annual Work Plan 2024/2025 as set out in Attachment 1 to this report (Item No. 7.2.2, Audit & Risk Committee, 11 February 2025).
2. Requests the Administration to consider moving 'Review significant accounting and reporting issues, changes to accounting standards and industry updates' to Q4 2024/2025 Audit and Risk Committee.

CARRIED

7.2.3 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 No. 7.2.3, Audit & Risk Committee, 11 February 2025).

CARRIED

7.2.4 Internal Audit Actions Status Update

Moved Mr N Ediriweera
Seconded Mr D Powell

That Council:

1. Notes the report and the Internal Audit - Action Register in Attachment 1 to this report (Item No. 7.2.4, Audit and Risk Committee, 11 February 2025).

CARRIED

QUESTIONS ON NOTICE

There were no Questions on Notice.

MOTIONS ON NOTICE

There were no Motions on Notice.

OTHER BUSINESS

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

Nil.

ORDERS TO EXCLUDE THE PUBLIC

MWON 1 Litigation Update

Moved Mr N Ediriweera
Seconded Cr B Brug

The Audit and Risk Committee orders

1. Pursuant to Section 90 (3)(h) and (i) of the *Local Government Act 1999*, the committee orders that the public be excluded from the meeting for the consideration Item QWON1 Litigation Update with the exception of the following persons:
 - . Chief Executive Officer
 - . Deputy Chief Executive Officer
 - . Manager Governance
 - . Audit and Risk Manager

to enable the Committee to consider Item QWON1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to Agenda Item QWON1:

- Legal advice and actual litigation
Being, information relating to legal advice and actual litigation, or litigation that the council or council committee believes on reasonable grounds will take place, involving the council or an employee of the council;

2. Accordingly, on this basis, the principle that committee meetings should be conducted in a place open to the public have been outweighed by the need to keep the information or matter confidential so to not prejudice the litigation process.

CARRIED

The meeting moved into confidence at 8:05pm.

The meeting moved out of confidence at 8:14pm.

The meeting closed at 8.16pm.

CHAIRMAN.....

DATE.....