

MINUTES

Audit and Risk Committee Wednesday 3 December 2025



Minutes of the Audit and Risk Committee held at:

Time: 5:30 pm

Date: Wednesday 3 December 2025

Location: Level 1 Conference Room - Civic Centre
10 Watson Terrace, Mount Gambier

PRESENT: Mr Paul Duka (Presiding Member)
Cr Paul Jenner
Mr Alexander Brown

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| OFFICERS IN | Chief Executive Officer | - Mr P Simpson |
| ATTENDANCE: | General Manager Corporate and Regulatory Services | - Mrs J Fetherstonhaugh |
| | Manager Financial Services | - Ms K Rolton |
| | Procurement Business Partner | - Ms S McIntosh |
| | Executive Administrator | - Mrs S Spears |

1 ACKNOWLEDGEMENT OF COUNTRY

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR FIRST NATIONS PEOPLES HAVE WITH THE LAND.

2 APOLOGIES

COMMITTEE RESOLUTION ARC 2025/44

Moved: Cr Paul Jenner
Seconded: Alexander Brown

That the apologies from Mayor Lynette Martin and Belinda Johnson be received.

CARRIED

3 CONFIRMATION OF MINUTES

3.1 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION ARC 2025/45

Moved: Alexander Brown
Seconded: Cr Paul Jenner

That the minutes of the Audit and Risk Committee Meeting held on 5 November 2025 be confirmed as an accurate record of the proceedings of the meeting.

CARRIED

4 QUESTIONS WITHOUT NOTICE

Nil

5 REPORTS

5.1 STRATEGIC RISK REVIEW

COMMITTEE RESOLUTION ARC 2025/46

Moved: Paul Duka

Seconded: Alexander Brown

1. That the Audit and Risk Committee report titled 'Strategic Risk Review' as presented on Wednesday 3 December 2025 be noted.

CARRIED

5.2 EXTERNAL AUDIT SERVICES ENGAGEMENT 2026/2027 TO 2030/2031

COMMITTEE RESOLUTION ARC 2025/47

Moved: Cr Paul Jenner

Seconded: Alexander Brown

1. That the Audit and Risk Committee report titled 'External Audit Services Engagement 2026/2027 to 2030/2031' as presented on Wednesday 3 December 2025 be noted.
2. That the Audit and Risk Committee endorses the process to be used to appoint a new external auditor, and provided the following feedback:
 - Short listed respondents be presented back through the Audit and Risk Committee prior to appointment of external auditor.
 - Change the evaluation criteria to; Price - 30%, Methodology - 30%, Experience - 20%, and Organisational Structure/Resources - 20%.
 - Additional dot point specification surrounding communication expectations.
3. That the Chief Executive Officer or Delegate be authorised to make any necessary changes to the audit specifications arising from this meeting, together with any typographical corrections, amendments to position or organisation titles, and finalisation of the document's formatting that do not materially alter the integrity of the document.

CARRIED

5.3 EXTERNAL AUDIT MATTER - ASSET INDEXATION

COMMITTEE RESOLUTION ARC 2025/48

Moved: Cr Paul Jenner

Seconded: Alexander Brown

1. That the Audit and Risk Committee report titled 'External Audit Matter - Asset Indexation' as presented on Wednesday 3 December 2025 be noted.
2. That the Audit and Risk Committee endorse the methodology undertaken and application of the recommended indexation of 1.2% to be applied as at 1 July 2025 (in addition to previous 0.9% applied as at 30 June 2025) in alignment with asset accounting policy.
3. That the Asset Accounting Policy be updated and presented at the next Audit and Risk Committee meeting.

CARRIED

5.4 PROCUREMENT AND CONTRACT MANAGEMENT POLICY

COMMITTEE RESOLUTION ARC 2025/49

Moved: Alexander Brown

Seconded: Paul Duka

1. That the Audit and Risk Committee report titled 'Procurement and Contract Management Policy' as presented on Wednesday 3 December 2025 be noted.
2. Recommends to Council that the Procurement and Contract Management policy, 5.1 threshold table for RFQ (3) be altered to \$50,001 to \$200,000 and the RFT become \$200,001 to \$750,000.
3. That the amended Procurement and Contract Management Policy, having been reviewed by the Audit and Risk Committee on 3 December 2025 be recommended to Council for adoption.
4. That the Chief Executive Officer or Delegate be authorised to make any necessary changes to the policy arising from this meeting, together with any typographical corrections, amendments to position or organisation titles, and finalisation of the document's formatting that do not materially alter the integrity of the document.

CARRIED

5.5 ANNUAL REVIEW INVESTMENTS AND BORROWINGS

COMMITTEE RESOLUTION ARC 2025/50

Moved: Cr Paul Jenner

Seconded: Paul Duka

1. That the Audit and Risk Committee report titled 'Annual Review Investments and Borrowings' as presented on Wednesday 3 December 2025 be noted.
2. Commends and thanks Council staff on the disciplined financial management and mitigating interest rate risks.

CARRIED

5.6 ANNUAL WORK PLAN AND MEETING SCHEDULE

COMMITTEE RESOLUTION ARC 2025/51

Moved: Alexander Brown

Seconded: Cr Paul Jenner

1. That the Audit and Risk Committee report titled 'Annual Work Plan and Meeting Schedule' as presented on Wednesday 3 December 2025 be noted.
2. That the Audit and Risk Committee recommends to Council it holds at minimum 6 meetings throughout 2026, noting that meeting dates are subject to change, including additional special meeting(s) where required.

CARRIED

5.7 AUDIT AND RISK COMMITTEE MEETING REPORT

COMMITTEE RESOLUTION ARC 2025/52

Moved: Paul Duka

Seconded: Alexander Brown

1. That Audit and Risk Committee report titled 'Audit and Risk Committee Meeting Report' as presented on Wednesday 3 December 2025 be noted.

2. That the Audit and Risk Committee be provided with a summary of the outcomes of this meeting within 5 business days and will provide feedback prior to inclusion in the Council Meeting Agenda for 16 December 2025.
3. Commends Council administration on the progression of key items in relation to Strategic Risk and Procurement and Contract Management.

CARRIED

6 URGENT MOTIONS WITHOUT NOTICE

COMMITTEE RESOLUTION ARC 2025/53

Moved: Paul Duka

Seconded: Alexander Brown

That the Audit and Risk Committee thank Independent Member Belinda Johnson for her contribution and commitment to the committee over the past 4 years and wish her well in her future pursuits.

CARRIED

7 CONFIDENTIAL ITEMS

Nil

8 MEETING CLOSE

The meeting closed at 7:30 pm.

The minutes of this meeting confirmed at the Audit and Risk Committee Meeting held on 4 February 2026.

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PRESIDING MEMBER