

MINUTES

Audit and Risk Committee
Wednesday 5 February 2025



Minutes of City of Mount Gambier Audit and Risk Committee held at:

Time: 5:30 pm
Date: Wednesday 5 February 2025
Location: Council Chamber - Civic Centre
10 Watson Terrace, Mount Gambier

PRESENT: Mayor Lynette Martin
Mr Paul Duka (virtual)
Cr Paul Jenner
Mr Alexander Brown (virtual)
Ms Belinda Johnson

**MEMBERS AS
OBSERVERS:** Cr Mark Lovett

**OFFICERS IN
ATTENDANCE:** Chief Executive Officer - Mrs S Philpott
General Manager Corporate and Regulatory Services - Mrs J Fetherstonhaugh
Manager Financial Services - Ms K Rolton
People and Culture Coordinator - Ms L Little
Executive Administrator - Miss T Chant

Due to the Presiding Member, Paul Duka not being present in person, the Chief Executive Officer called for nominations for the position of acting Presiding Member.

COMMITTEE RESOLUTION ARC 2025/1

Moved: Mayor Lynette Martin
Seconded: Alexander Brown

Belinda Johnson be appointed as Acting Presiding Member for the meeting, due to the Presiding Member not being physically present.

CARRIED

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

Nil

3 CONFIRMATION OF MINUTES

3.1 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION ARC 2025/2

Moved: Alexander Brown
Seconded: Paul Duka

That the minutes of the Audit and Risk Committee Meeting held on 25 November 2024 be confirmed as an accurate record of the proceedings of the meeting.

CARRIED

4 QUESTIONS WITHOUT NOTICE

5 REPORTS

5.1 STRATEGIC RISK REGISTER

COMMITTEE RESOLUTION ARC 2025/3

Moved: Mayor Lynette Martin

Seconded: Cr Paul Jenner

1. That the Audit and Risk Committee report titled 'Strategic Risk Register' as presented on Wednesday 5 February 2025 be noted.

CARRIED

5.2 WORK HEALTH SAFETY (WHS) AND WELLBEING QUARTERLY REPORT - OCTOBER - DECEMBER 2024

COMMITTEE RESOLUTION ARC 2025/4

Moved: Alexander Brown

Seconded: Cr Paul Jenner

1. That the Audit and Risk Committee report titled 'Work Health Safety (WHS) and Wellbeing Quarterly Report - October - December 2024' as presented on Wednesday 5 February 2025 be noted.

CARRIED

5.3 BUDGET FRAMEWORK POLICY B300

COMMITTEE RESOLUTION ARC 2025/5

Moved: Mayor Lynette Martin

Seconded: Cr Paul Jenner

1. That the Audit and Risk Committee report titled 'Budget Framework Policy B300' as presented on Wednesday 5 February 2025 be noted.
2. That having been reviewed by the Audit and Risk Committee on 5 February 2025, the reviewed and amended Budget Policy be endorsed.

3. That the Chief Executive Officer or Delegate be authorised to make any necessary changes to the Budget 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

5.4 REVIEW OF TERMS OF REFERENCE

COMMITTEE RESOLUTION ARC 2025/6

Moved: Alexander Brown

Seconded: Mayor Lynette Martin

1. That Audit and Risk Committee report titled 'Review of Terms of Reference' as presented on Wednesday 5 February 2025 be noted.
2. That the updated Audit and Risk Committee Terms of Reference having been reviewed by the Audit and Risk Committee at its meeting on 5 February 2025, be endorsed and recommended to Council for adoption.
3. That the Chief Executive Officer or Delegate be authorised to make any necessary changes to the Terms of Reference 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 AUDIT AND RISK COMMITTEE MEETING REPORT

COMMITTEE RESOLUTION ARC 2025/7

Moved: Cr Paul Jenner

Seconded: Mayor Lynette Martin

1. That Audit and Risk Committee report titled 'Audit and Risk Committee Meeting Report' as presented on Wednesday 5 February 2025 be noted.
2. That Council write to the Minister for Local Government to seek clarity and guidelines of the intention and requirements of Section 126(8)(a) Local Government Act 1999.

CARRIED

6 URGENT MOTIONS WITHOUT NOTICE

Nil

7 CONFIDENTIAL ITEMS

Nil

8 MEETING CLOSE

The meeting closed at 6:37 pm.

The minutes of this meeting were confirmed at the Audit and Risk Committee Meeting held on 2 April 2025.

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PRESIDING MEMBER