

**MINUTES OF CITY OF MOUNT GAMBIER
AUDIT AND RISK COMMITTEE MEETING
HELD AT THE LEVEL 4 COMMITTEE ROOM, CIVIC CENTRE, 10 WATSON TERRACE,
MOUNT GAMBIER
ON TUESDAY, 6 DECEMBER 2022 AT 4.00 P.M.**

PRESENT: Mr Paul Duka (Presiding Member) (virtual), Mayor Lynette Martin (OAM), Cr Sonya Meziniec, Mr Alexander Brown (virtual), Ms Belinda Johnson

OFFICERS IN ATTENDANCE:	Chief Executive Officer	- Mrs S Philpott
	General Manager Corporate and Regulatory Services	- Mr D Barber
	Manager Financial Services	- Mrs J Scoggins
	Executive Administrator	- Mrs S Dohnt
	Acting Manager Organisational Development	- Ms Leanne Little

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 APOLOGY(IES)

Nil

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Alexander Brown
Seconded: Cr Sonya Meziniec

That the minutes of the Audit and Risk Committee meeting held on 26 September 2022 be confirmed as an accurate record of the proceedings of the meeting.

CARRIED

4 QUESTIONS WITHOUT NOTICE

Nil

5 REPORTS

5.1 CORRESPONDENCE RECEIVED

COMMITTEE RESOLUTION

Moved: Alexander Brown
Seconded: Belinda Johnson



1. That Audit and Risk Committee Report No. AR22/72224 titled 'Correspondence Received' as presented on 06 December 2022 be noted.

CARRIED

5.2 RISK REPORT - SEPTEMBER 2022

COMMITTEE RESOLUTION

Moved: Paul Duka
Seconded: Alexander Brown

1. That Audit and Risk Committee Report No. AR22/68368 titled 'Risk Report - September 2022' as presented on 06 December 2022 be noted.

CARRIED

5.3 WORK HEALTH, SAFETY AND WELLBEING - SEPTEMBER 2022

COMMITTEE RESOLUTION

Moved: Mayor Lynette Martin
Seconded: Cr Sonya Mezinec

1. That Audit and Risk Committee Report No. AR22/68371 titled 'Work Health, Safety and Wellbeing - September 2022' as presented on 06 December 2022 be noted.

CARRIED

5.4 REVIEW OF AUDIT AND RISK COMMITTEE TERMS OF REFERENCE

COMMITTEE RESOLUTION

Moved: Alexander Brown
Seconded: Belinda Johnson

1. That Audit and Risk Committee Report No. AR22/65115 titled 'Review of Audit and Risk Committee Terms of Reference' as presented on 06 December 2022 be noted.
2. That the Audit Committee:
 - (a) Authorises the General Manager Corporate and Regulatory Services in liaison with the Presiding Member to make any minor amendments to the draft Audit and Risk Committee Terms of Reference that the Committee identifies and to then finalise the document; and
 - (b) Recommend to Council that the draft Audit and Risk Committee Terms of Reference be adopted.

CARRIED



5.5 SELF-ASSESSMENT OF PERFORMANCE AUDIT AND RISK COMMITTEE

COMMITTEE RESOLUTION

Moved: Cr Sonya Mezinec
Seconded: Belinda Johnson

1. That Audit and Risk Committee Report No. AR22/77367 titled 'Self-assessment of Performance Audit and Risk Committee' as presented on 06 December 2022 be noted.
2. That the Audit and risk committee:
 - (a) Authorise the General Manager Corporate and Regulatory Services in liaison with the Presiding Member to make any minor amendments to the attached draft Audit and Risk Committee Self-Assessment Annual Report 2021/2022 that the Committee identifies and to then finalise the document; and
 - (b) Recommend to Council that the Audit and risk committee's Self-Assessment Report for 2021/2022 be adopted.

CARRIED

5.6 AUDIT AND RISK COMMITTEE WORK PROGRAM & MEETING SCHEDULE 2023

COMMITTEE RESOLUTION

Moved: Paul Duka
Seconded: Alexander Brown

1. That Audit and Risk Committee Report No. AR22/77371 titled 'Audit and Risk Committee Work Program & Meeting Schedule 2023' as presented on 06 December 2022 be noted.
2. That recommended meeting months (below) supplied by the Audit and Risk Committee be adopted by council, noting that the meeting dates are subject to change, including if an additional meeting is required:
 - (a) February 2023;
 - (b) March 2023;
 - (c) May 2023;
 - (d) July 2023;
 - (e) October 2023; and
 - (f) November 2023.
3. That the draft work program as reviewed by the Audit and Risk Committee for the calendar year 2023 (attached) be adopted, noting the meeting months and schedule are subject to change, including if an additional meeting is required.

CARRIED

5.7 EXTERNAL AUDIT MANAGEMENT REPORT

COMMITTEE RESOLUTION

Moved: Alexander Brown



Seconded: Cr Sonya Mezinac

1. That Audit and Risk Committee Report No. AR22/77370 titled 'External Audit Management Report' as presented on 06 December 2022 be noted.

CARRIED

5.8 ASSET ACCOUNTING POLICY REVIEW

COMMITTEE RESOLUTION

Moved: Belinda Johnson
Seconded: Alexander Brown

1. That Audit and Risk Committee Report No. AR22/82159 titled 'Asset Accounting Policy Review' as presented on 06 December 2022 be noted.
2. That the Asset Accounting Policy as attached to Report No. AR22/82159 having been reviewed by the Audit and Risk Committee on 6 December 2022 be adopted.

CARRIED

6 MOTIONS WITHOUT NOTICE

Nil

7 MEETING CLOSE

The Meeting closed at 5.02 p.m.

The minutes of this meeting were confirmed at the Audit and Risk Committee.

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PRESIDING MEMBER

