



# **MINUTES**

## **Audit and Risk Committee Meeting**

**25 February 2025**

**MINUTES OF YORKE PENINSULA COUNCIL  
AUDIT AND RISK COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBERS , MINLATON TOWN HALL, 57 MAIN STREET,  
MINLATON  
ON TUESDAY, 25 FEBRUARY 2025 AT 3.00PM**

Acting Chief Executive Officer, Ben Thompson, welcomed everyone to the meeting advising members that due to the Committee currently not having a Chairperson, an interim chair would need to be appointed for this meeting from amongst the Independent Members, as per the Committee's Terms of Reference.

### **APPOINTMENT OF INTERIM CHAIRPERSON**

#### **COMMITTEE RESOLUTION**

Moved: Member Trish Kirkland

Seconded: Cr Michael O'Connell

That Member Tariq Islam be appointed the Interim Chairperson for the 25 February 2025 Audit and Risk Committee Meeting.

**CARRIED 001/2025 (25/02/2025)**

### **1 WELCOME BY CHAIRPERSON**

Tariq Islam welcomed everyone to the meeting and officially declared the meeting open.

### **2 PRESENT**

Member Tariq Islam, Member Trish Kirkland (Via Microsoft Teams), Cr Michael O'Connell.

#### **Absent**

Cr Adam Meyer

#### **In Attendance**

Ben Thompson (Acting CEO), Darren Braund (Mayor), Daniel Griffin (Manager Financial Services), Bobbi Pertini (Manager People, Culture and Safety), Michael McCauley (Asset Manager), Lauren McSkimming (Minute Secretary).

### **3 LEAVE OF ABSENCE**

Nil

### **4 APOLOGIES**

Andrew Cameron (CEO)

### **5 CONFLICT OF INTEREST**

Member Tariq Islam reminded all Members of the requirement to disclose any conflict of interest in relation to any matters before Council.

Nil

**6 MINUTES OF PREVIOUS MEETING – FOR CONFIRMATION****COMMITTEE RESOLUTION**

Moved: Cr Michael O'Connell  
Seconded: Member Trish Kirkland

That the minutes of the Audit and Risk Committee Meeting held on 26 November 2024 be confirmed.

**CARRIED 002/2025 (25/02/2025)**

**7 VISITORS TO THE MEETING**

Deputy Mayor Richard Carruthers

**REPORTS****8 NEW BUSINESS****8.1 APPOINTMENT OF AUDIT AND RISK COMMITTEE PRESIDING MEMBER****PURPOSE**

To seek the Audit and Risk Committee's endorsement of a Presiding Member to the Committee and recommend to Council this appointment.

**COMMITTEE RESOLUTION**

Moved: Member Trish Kirkland  
Seconded: Cr Michael O'Connell

That the Audit and Risk Committee wait until all positions of the Committee have been filled and recommend a Presiding Member to Council after the May 2025 Committee Meeting.

**CARRIED 003/2025 (25/02/2025)**

**8.2 AUDIT AND RISK COMMITTEE REPORT TO COUNCIL****PURPOSE**

To seek Audit and Risk Committee endorsement on the draft Audit and Risk Committee Report to Council, summarising the work performed for the period 26 November 2024 to 24 February 2025.

**COMMITTEE RESOLUTION**

Moved: Cr Michael O'Connell  
Seconded: Member Tariq Islam

That the Audit and Risk Committee endorse the draft Audit and Risk Committee Report to Council for the period 26 November 2024 to 24 February 2025, as presented.

**CARRIED 004/2025 (25/02/2025)**

**8.3 AUDIT AND RISK COMMITTEE WORK PLAN 2024-2025****PURPOSE**

For the Audit and Risk Committee to consider and endorse the updated Work Plan for 2024-2025.

**COMMITTEE RESOLUTION**

Moved: Member Trish Kirkland

Seconded: Cr Michael O'Connell

That the Audit and Risk Committee endorse the updated 2024-2025 Work Plan.

**CARRIED 005/2025 (25/02/2025)**

**8.4 DECEMBER QUARTERLY BUDGET REVIEW 2024-2025****PURPOSE**

That the Audit and Risk Committee receive Council's endorsed December quarterly budget review (as at 31 December 2024) of Council's 2024/2025 Budget and associated financial statements, ratios and adjustments.

**COMMITTEE RESOLUTION**

Moved: Cr Michael O'Connell

Seconded: Member Tariq Islam

That the Audit and Risk Committee receive the 2024/2025 December Budget Review adjustments as presented in the attached Summary of Changes, Statement of Comprehensive Income and Uniform Presentation of Finances, Statement of Financial Position, Statement of Cash Flows, Statement of Changes in Equity and Financial Indicators (Ratios).

**CARRIED 006/2025 (25/02/2025)**

**8.5 INTERNAL AUDIT ACTIVITY REPORT****PURPOSE**

To provide the Audit and Risk Committee with an update on recent Internal Audit activity.

**COMMITTEE RESOLUTION**

Moved: Member Tariq Islam

Seconded: Member Trish Kirkland

That the report be received.

**CARRIED 007/2025 (25/02/2025)**

3.31pm to 3.37pm – the meeting momentarily paused due to technological issues.

**8.6 DRAFT INFORMATION TECHNOLOGY DISASTER RECOVERY PLAN****PURPOSE**

To seek the Audit and Risk Committee's endorsement of the proposed draft Information Technology Disaster Recovery Plan.

**COMMITTEE RESOLUTION**

Moved: Cr Michael O'Connell

Seconded: Member Tariq Islam

That the Audit and Risk Committee endorse the proposed draft Information Technology Disaster Recovery Plan and recommend to Council that it be adopted as presented.

**CARRIED 008/2025 (25/02/2025)**

**8.7 POLICY REVIEW – PO183 YP LEISURE OPTIONS DIGNITY OF RISK AND DUTY OF CARE POLICY****PURPOSE**

To seek the Audit and Risk Committee's endorsement of the proposed update of PO183 YP Leisure Options Dignity of Risk and Duty of Care Policy.

**COMMITTEE RESOLUTION**

Moved: Member Trish Kirkland

Seconded: Cr Michael O'Connell

That the Audit and Risk Committee endorse the proposed updated PO183 YP Leisure Options Dignity of Risk and Duty of Care Policy, as presented.

**CARRIED 009/2025 (25/02/2025)**

**8.8 DRAFT YORKE PENINSULA COUNCIL'S COMMUNITY EMERGENCY MANAGEMENT PLAN 2025-2029****PURPOSE**

To seek the Audit and Risk Committee's endorsement of the draft Yorke Peninsula Council's Community Emergency Management Plan 2025-2029.

**COMMITTEE RESOLUTION**

Moved: Cr Michael O'Connell

Seconded: Member Tariq Islam

That the Audit and Risk Committee endorse the draft Yorke Peninsula Council's Community Emergency Management Plan 2025-2029, as presented.

**CARRIED 010/2025 (25/02/2025)**

**8.9 DRAFT YORKE PENINSULA COUNCIL'S INCIDENT OPERATIONS ARRANGEMENTS****PURPOSE**

To seek the Audit and Risk Committee's endorsement of the draft Yorke Peninsula Council's Incident Operation Arrangements Plan

**COMMITTEE RESOLUTION**

Moved: Member Tariq Islam  
Seconded: Cr Michael O'Connell

That the Audit and Risk Committee endorse the draft Yorke Peninsula Council's Incident Operations Arrangements 2025-2029, as presented.

**CARRIED 011/2025 (25/02/2025)**

**8.10 FINAL LOCAL GOVERNMENT ASSOCIATION MUTUAL LIABILITY SCHEME RISK PROFILING REPORT****PURPOSE**

To provide the Audit and Risk Committee with an overview of the recent risk management review conducted by the Local Government Association Mutual Liability Scheme (LGAMLS) as part of its risk profiling program. The review assessed Yorke Peninsula Council's risk management systems to identify potential risk exposures and areas for improvement.

**COMMITTEE RESOLUTION**

Moved: Member Trish Kirkland  
Seconded: Cr Michael O'Connell

That the Audit and Risk Committee receive the report.

**CARRIED 012/2025 (25/02/2025)**

**8.11 LONG TERM FINANCIAL PLAN – ANNUAL REVIEW****PURPOSE**

To update the Audit and Risk Committee (Committee) on the annual review of Council's current Long Term Financial Plan 2026-2035 (LTFP).

3.54pm to 4.25pm – Manager Financial Services provided a presentation on the Long Term Financial Plan to the Committee.

**COMMITTEE RESOLUTION**

Moved: Member Trish Kirkland  
Seconded: Cr Michael O'Connell

That the report be received, and the revised Draft Long Term Financial Plan 2026-2035 be recommended to Council for endorsement.

**CARRIED 013/2025 (25/02/2025)**

**8.12 2025 TRANSPORT ASSET MANAGEMENT PLAN REVIEW**

**PURPOSE**

To update the Audit and Risk Committee on the status of the 2025 review of Council's Transport Asset Management Plan.

**COMMITTEE RESOLUTION**

Moved: Cr Michael O'Connell

Seconded: Member Tariq Islam

That the report be received.

**CARRIED 014/2025 (25/02/2025)**

**9 NEW AND EMERGING RISKS / ISSUES**

- State and Local Government Funding

**10 GENERAL BUSINESS**

Nil

**11 NEXT MEETING**

Tuesday 27 May 2025

**12 CLOSURE**

The Meeting closed at 5.02pm.

The minutes of this meeting were confirmed at the Audit and Risk Committee Meeting held on 27 May 2025.

*R Reiman*

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**CHAIRPERSON**