



**Minutes of the City of Unley
Audit and Risk Committee Meeting
Tuesday, 04 March 2025, 6:30 PM
Council Chambers
181 Unley Road Unley**

PRESENT

Presiding Member Mark Davies
Independent Member Annette Martin
Independent Member Pamela Lee
Deputy Mayor Jack Gaffey
Councillor Jennifer Bonham

OFFICERS PRESENT

Chief Executive Officer, Peter Tsokas
General Manager Corporate Support, Alex Brown
Manager Governance Risk and Strategy, Natasha Jones
Manager Business Systems and Solutions, Hollie Keon
Finance Business Partner, Eddie Peters
Team Leader Financial Accounting, Chris Lapidge
Team Leader Technology Services, Jayden Lee
Principal Risk Management Officer, Jim Phillips
Strategic Finance Projects Lead, Max Murawsky
Executive Assistant Corporate Support and City Shaping, Mirette Messiha

GUESTS

Bentleys Partner, David Papa

ACKNOWLEDGEMENT

The Presiding Member welcomed Members to the meeting and opened the meeting with the Acknowledgement.

1. ADMINISTRATIVE MATTERS

1.1 APOLOGIES

Nil

1.2 LEAVE OF ABSENCE

Nil

1.3 CONFLICT OF INTEREST

Nil

1.4 MINUTES

ITEM 1.4.1

MINUTES OF THE ORDINARY AUDIT AND RISK COMMITTEE MEETING HELD TUESDAY, 12 NOVEMBER 2024

MOVED P Lee

SECONDED A Martin

That:

1. The minutes of the Ordinary Audit and Risk Committee held on Tuesday, 12 November 2024 be taken as read and signed as a correct record.

CARRIED

Resolution No. AC0031/25

1.5 DEFERRED / ADJORNED ITEMS

Nil

1.6 PRESENTATION : CYBER SECURITY UPDATE (CONFIDENTIAL)

The Presiding Member sought leave of the meeting to defer Item 1.6, Cyber Security Update Presentation, to occur after Item 2.7, and leave was granted by a two-thirds majority.

2. REPORTS

ITEM 2.1

2025 EXTERNAL AUDIT PLAN

This report provides the Audit and Risk Committee with the proposed External Audit Plan by Council's External Auditors, Bentleys, for the 2024-25 financial audit.

MOVED J Gaffey

SECONDED J Bonham

That:

1. The report titled "2025 External Audit Plan" be received.
2. The 2025 Audit Plan presented by Bentleys, Council's External Auditors, be noted.

CARRIED

Resolution No. AC0032/25

ITEM 2.2
LONG-TERM FINANCIAL PLAN 2025-35 UPDATE

This report provides an update on the preparation of the Draft 2025-26 to 2034-35 Long-Term Financial Plan, including an update on the forecast economic indicators and other proposed changes to the Draft LTFP presented to the Audit and Risk Committee in November 2024.

MOVED P Lee
SECONDED J Gaffey

That:

1. The report titled “Long-Term Financial Plan 2025-35 Update” be received.

CARRIED

Resolution No. AC0033/25

ITEM 2.3
QUARTELY STRATEGIC RISK REGISTER REVIEW (MARCH 2025)

This report informs the Audit and Risk Committee of updates to the Strategic Risk Register following the quarterly review of strategic risks by the Executive Leadership Team.

MOVED J Gaffey
SECONDED J Bonham

That:

1. The report titled “Quarterly Strategic Risk Register Review (March 2025) be received.

CARRIED

Resolution No. AC0034/25

ITEM 2.4
QUARTERLY INTERNAL AUDIT REPORT (MARCH 2025)

This report provides an update on the progress of the Internal Audit Plan for the quarter December 2024 to February 2025. It also presents an internal audit universe to inform future planning of the 3 Year Rolling Internal Audit Plan.

MOVED A Martin
SECONDED P Lee

That:

1. The report titled "Quarterly Internal Audit Report (March 2025)" be received.

CARRIED

Resolution No. AC0035/25

ITEM 2.5
OPEN AUDIT ACTIONS

The purpose of this paper is to provide an update on open audit action both Internal and External Audit recommendations

MOVED P Lee
SECONDED J Gaffey

That:

1. The report titled "Open Audit Actions" be received.

CARRIED

Resolution No. AC0036/25

ITEM 2.6
UPDATE TO THE 2025 AUDIT COMMITTEE WORKPLAN

This report provides the an update to the 2025 Audit and Risk Committee Workplan (the Workplan).

MOVED J Bonham
SECONDED P Lee

That:

1. The report titled "Update to the 2025 Audit Committee Workplan" be received.

CARRIED

Resolution No. AC0037/25

ITEM 2.7
REPORT SUMMARISING THE ACTIVITIES OF THE AUDIT AND RISK COMMITTEE

This report summarises the work of the Audit and Risk Committee during the period preceding the meeting and the outcomes of the meeting held on 4 March 2025.

MOVED J Gaffey
SECONDED P Lee

That:

1. The report titled "The Activities of the Audit and Risk Committee" be received.

CARRIED

Resolution No. AC0038/25

ITEM 1.6
CYBER SECURITY UPDATE PRESENTATION

MOVED J Gaffey
SECONDED J Bonham

That:

1. Pursuant to section 90(2) and (3)(e) of the *Local Government Act 1999*, the Audit and Risk Committee orders that the public be excluded from attendance at the part of the meeting relating to Agenda Item 1.6, except for the following persons:
 - Peter Tsokas, Chief Executive Officer
 - Alex Brown, General Manager Corporate Support
 - Natasha Jones, Manager Governance Risk and Strategy
 - Hollie Keon, Manager Business Systems and Solutions
 - Eddie Peters, Finance Business Partner
 - Chris Lapidge, Team Leader Financial Accounting,
 - Jayden Lee, Team Leader Technology Services,
 - Jim Phillips, Principal Risk Management Officer
 - Max Murawsky, Strategic Finance Projects Lead
 - Mirette Messiha, Executive Assistant Corporate Support and City Shaping

To enable the Audit and Risk Committee to receive a presentation on Item 1.6 in confidence on the basis that Audit and Risk Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive and discuss in confidence the following information or matter relating to Item 1.6 because:

- matters affecting the security of the council, members or employees of the council, or council property, or the safety of any person.

CARRIED

Resolution No. AC0039/25

The doors to the Audit and Risk Committee Meeting were closed at 7:26 PM.

MOVED P Lee
SECONDED J Gaffey

That:

1. Pursuant to section 91(7) of the *Local Government Act 1999* the Audit and Risk Committee orders that any document(s) relating to Agenda Item 1.6 Cyber Security Overview (Presentation), shall be kept confidential, being document(s) relating to a matter dealt with by the Council on a confidential basis under sections 90(2) and 90(3)(e).
 - matters affecting the security of the council, members or employees of the council, or council property, or the safety of any person.
2. This order shall operate:
 - Until revoked by the Chief Executive Officer and be reviewed every 12 months (if the confidentiality period is longer than 12 months in duration)
3. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, the Audit and Risk Committee delegates to the Chief Executive Officer the power to revoke this order in whole or in part.

CARRIED

Resolution No. AC0040/25

The doors to the Audit and Risk Committee Meeting were opened at 7:47 PM.

3. OTHER BUSINESS

- 3.1 The Presiding Member noted the release of the ESCOSA Local Government Advice Report and requested the Administration prepare a report for the Audit and Risk Committee in response to the recommendations included within the Report.

NEXT MEETING

Tuesday 8 April 2025 – 7:00 PM

CLOSURE

The Presiding Member closed the meeting at 7:49 PM.

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PRESIDING MEMBER