

Audit & Risk Committee Meeting Minutes

25 February 2026

Our Vision

*A City which values its heritage, cultural diversity,
sense of place and natural environment.*

*A progressive City which is prosperous, sustainable
and socially cohesive, with a strong community spirit.*

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City of
Norwood
Payneham
& St Peters

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The meeting opened at 6.30pm.

PRESENT

Committee Members Cr Grant Piggott
Ms Tami Norman (Independent Member) (Acting Presiding Member)
Mr Kym Holman (Independent Member)

Staff Mario Barone (Chief Executive Officer)
Lisa Mara (General Manager, Governance & Civic Affairs)
Andrew Hamilton (General Manager, Community Development)
Jenny McFeat (Manager, Governance)
Nicholas Carr (Manager Assets & Projects)
Marina Fischetti (Governance Officer)

Apologies Ms Cate Hart (Independent Member) (Presiding Member)
Mayor Robert Bria

Appointment of Acting Presiding Member

Mr Kym Holman moved:

That Ms Tami Norman be appointed Acting Presiding Member for this meeting.

Seconded by Cr Piggott and Carried Unanimously.

1 CONFIRMATION OF MINUTES OF THE AUDIT & RISK COMMITTEE MEETING HELD ON 13 OCTOBER 2025

Mr Kym Holman moved:

That the Minutes of the Audit & Risk Committee Meeting held on 13 October 2025 be taken as read and confirmed.

Seconded by Cr Piggott and Carried Unanimously.

2 PRESIDING MEMBER'S COMMUNICATION

Nil

3 COMMITTEE MEMBER DECLARATION OF INTEREST

Nil

4 STAFF REPORTS

4.1 RISK MANAGEMENT UPDATE

REPORT AUTHOR: Manager Governance
APPROVED BY: General Manager, Governance & Civic Affairs
ATTACHMENTS: A - D

PURPOSE OF THE REPORT

The purpose of this report is to provide the Audit & Risk Committee (the Committee) with an update on the Council's progress in the Local Government Risk Services (LGRS) Strategic Risk Services Program and associated activities.

BACKGROUND

Section 126 (4)(h) of the Local Government Act 1999 (the Act), provides that one of the functions of a Council's Audit & Risk Committee includes the following:

'reviewing and evaluating the effectiveness of policies, systems and procedures established and maintained for the identification, assessment, monitoring, management and review of strategic, financial and operational risks on a regular basis'.

This requirement aligns with the other risk management functions that are related changes to the Act which commenced on 30 November 2023. These changes mandate risk management obligations on the Council and the Chief Executive Officer.

The Council's obligation pursuant to Section 125(3) of the Act require that:

'A council must ensure that appropriate policies, systems and procedures relating to risk management are implemented and maintained in order to assist the council to carry out its activities in an efficient and orderly manner to achieve its objectives, inform appropriate decision making, facilitate appropriate prioritisation of finite resources and promote appropriate mitigation of strategic, financial and operational risks relevant to the council.'

The Chief Executive Officer's obligations in respect to Section 99(1)(ia) of the Act is *'to ensure that effective policies, systems and procedures are established and maintained for the identification, assessment, monitoring, management and annual review of strategic, financial and operational risks.'*

STRATEGIC DIRECTIONS

Not Applicable.

FINANCIAL AND BUDGET IMPLICATIONS

Not Applicable.

RISK MANAGEMENT

Not Applicable.

CONSULTATION

Elected Members

Not Applicable.

Community

Not Applicable.

Staff

Senior staff have been engaged through a number of Strategic Risk and Operational Risk workshops.

Other Agencies

Not Applicable.

DISCUSSION

As Committee Members are aware, the Council has been working towards ensuring that there are appropriate and sustainable processes in place to provide a clear and consistent approach to the management of risks which are then embedded across all areas of the organisation and the Council's decision-making processes. This important foundational work is aimed at embedding consistent practices across the organisation to support compliance with the legislative requirements associated with risk management and inform reporting to the organisation's Executive Leadership Team, the Council's the Audit & Risk Committee and the Council as required.

Council staff have been participating in the LGRS Strategic Risk Services Program (the Program) and a copy of the *LGRS Strategic Risk Services Program Scope of Works* is contained in **Attachment A**.

Associated with progressing through the Program, the Council has also adopted an updated Risk Management Policy and Procedure, which together provide the Council's Risk Management Framework. The Risk Management Policy is contained within **Attachment B** and the Risk Management Procedure is contained within **Attachment C**.

The Risk Management Procedure is particularly important to ensure consistent processes to support an integrated, systemic approach to risk management across the Council. While the Council has a risk management framework that has been in place for many years, its implementation tended to be based on a 'siloes approach' rather than embedded consistently across the organisation.

Most importantly, while risk management has always formed a key component in decision-making at all levels within the organisation, the updated framework documents and participation in the Program, now supports a more robust and effective set of policies, systems and procedures that have been put in place to enable effective reporting on these as required by the amendments to the legislation.

Current progress is approximately six (6) months behind the indicative timeline that is included in the Scope of Works. In part, this delay is due to the additional assistance being provided by Chris Sweet, the LGRS Strategic Risk Consultant, which has been invaluable in entering information into the centralised Risk Management system. The delay will not make a material difference, as it is important that processes are effectively and robustly embedded before moving on to the next part of the process.

Importantly, the Council now has a central Strategic Risk Register with owners for each risk as determined by the Executive Leadership Team. Each respective risk owner has undertaken an initial rating of the risk based on instruction and information that has been provided by LGRS and in accordance with the Council's Risk Management Procedure. While each risk has documented controls in place to manage the risk, more work is being done on understanding the effectiveness of these controls. It is likely this work will continue through the development of the Operational Risk Registers.

This process is important to achieve consistency across the organisation and to ensure there is transparency of the risks to support the risk management and reporting process.

The Strategic Risk Register is contained within **Attachment D**.

OPTIONS

Not Applicable.

This report is provided for information purposes only.

CONCLUSION

Significant progress has been made on implementing a systemic risk management framework within the Council. Ensuring this framework is embedded will ensure consistent and robust risk management application and reporting.

RECOMMENDATION

That the report be received and noted.

Mr Kym Holman moved:

That the report be received and noted.

Seconded by Cr Piggott and carried unanimously.

4.2 2026-2027 ANNUAL BUSINESS PLAN & BUDGET OBJECTIVES AND PARAMETERS

REPORT AUTHOR: Manager Governance
APPROVED BY: General Manager, Governance & Civic Affairs
ATTACHMENTS: A

PURPOSE OF THE REPORT

The purpose of this report is to present the Council's 2026-2027 Annual Business Plan & Budget Objectives and Parameters to the Audit & Risk Committee.

BACKGROUND

Section 126(4)(b) of the *Local Government Act 1999* (the Act), prescribes that one of the functions of the Council's Audit & Risk Committee (the Committee) is to propose and provide information relevant to a review of the Council's Annual Business Plan.

In addition, Section 126(4)(f) of the Act prescribes that the Committee review the adequacy of the Council's financial management systems and practices on a regular basis. The Annual Business Plan and Budget are critical to the Council's financial management practices.

The Council is in the process of preparing the Draft 2026-2027 Annual Business Plan & Budget based on the requirements of Section 123 of the Act. To this end, the Objectives and Parameters that will be applied to the development of the draft 2026-2027 Annual Business Plan & Budget, were approved by the Council at the Meeting held on 3 February 2026.

STRATEGIC DIRECTIONS

CityPlan 2030 Alignment

Not Applicable.

FINANCIAL AND BUDGET IMPLICATIONS

Not Applicable.

RISK MANAGEMENT

Not Applicable.

CONSULTATION

Elected Members

Elected Members receive the Minutes from the Audit & Risk Committee Meetings and consider any recommendations that are made by the Audit & Risk Committee to the Council.

Community

Not Applicable.

Staff

Not Applicable.

Other Agencies

Not Applicable.

DISCUSSION

The Council is in the process of preparing its Draft 2026-2027 Annual Business Plan & Budget in accordance with Section 123 of the Act. To this end, the Objectives and Parameters that will be applied to the development of the draft 2026-2027 Annual Business Plan & Budget, were approved by the Council at its Meeting held on 3 February 2026. Following consideration of the report on this matter, the Council resolved the following:

1. *That the Annual Business Plan objectives as set out in this report be adopted "in principle" for the purposes of preparing the draft 2026-2027 Annual Business Plan and Budget.*
2. *That the following budget parameters and assumptions be adopted 'in principle' for the purposes of preparing the draft 2026-2027 Annual Business Plan and Budget:*
 - *the Recurrent Operating Budget be prepared on a "business as usual" basis;*
 - *the continuation of previously recognised ongoing operational savings;*
 - *maximum Material, Contracts and Other Expenses cost escalation be set at 3%; – wages and salaries increases be set in line with the Council's Enterprise Bargaining Agreements;*
 - *fees and charges not set by Legislation be increased by a minimum of 3.0%;*
 - *new Capital Projects to be considered and approved within the context of the Annual Business Plan objectives, CityPlan 2030: Shaping Our Future, the Infrastructure and Asset Management Plan and the Council's 2024-2034 Long Term Financial Plan;*
 - *new services and one-off projects to be considered and approved within the context of the Annual Business Plan objectives, CityPlan 2030: Shaping Our Future, the Infrastructure and Asset Management Plan and the Council's 2024-2034 Long Term Financial Plan be funded through Rate Revenue increases or by expenditure savings; and*
 - *new capital projects are funded through grant funding and or long-term borrowings.*

The report that was considered by the Council at its Meeting held on 3 February 2026 is contained within Attachment A.

OPTIONS

Not Applicable. This report is provided for information purposes to provide the Committee with the opportunity to review the proposed Objectives and Parameters which will be used to inform the development of the Draft 2026 Annual Business Plan & Budget.

CONCLUSION

The development of the Council's Draft 2026-2027 Annual Business Plan and Budget, forms the platform to position the Council to achieve and maintain ongoing financial sustainability while delivering on actions aligned to the Council's strategic objectives.

The Committee provides an important role by providing independent assurance and advice to the Council on accounting, financial management, internal controls, risk management, governance.

RECOMMENDATION

That the report be received and noted.

Cr Piggott moved:

That the report be received and noted.

Seconded by Mr Kym Holman and carried unanimously.

4.3 INTERNAL AUDIT REPORT - CONTRACTOR MANAGEMENT REVIEW

REPORT AUTHOR: Manager Governance
APPROVED BY: General Manager, Governance & Civic Affairs
ATTACHMENTS: A

PURPOSE OF THE REPORT

The purpose of this report is to present the *Contractor Management Review Internal Audit Report* to the Audit & Risk Committee for information.

BACKGROUND

At its Meeting held on 10 February 2025, the Audit & Risk Committee (the Committee) noted the primary responsibility for the Internal Audit function is assigned to the Council's General Manager, Governance & Civic Affairs by the Chief Executive Officer and endorsed the 2025-2027 Internal Audit Plan (the Internal Audit Plan).

Supported by the Manager, Governance, the General Manager, Governance & Civic Affairs takes responsibility for the management of the Internal Audit program and liaising with Bentleys (SA) Pty Ltd who have been engaged since 2022 to conduct Internal Audit services for the Council.

The Internal Audit Plan identified that there would be an Internal Audit undertaken on the Council's Contractor Management practices. Bentleys therefore commenced the Contractor Management Internal Audit process from October 2025 and the final report for the Contractor Management Internal Audit was received on 2 February 2026.

Section 125A(2) of the *Local Government Act 1999* (the Act) requires that the person primarily responsible for the Internal Audit function must ensure that Internal Audit reports are provided to the Committee. This supports the Committee in their legislated role prescribed in Section 126(4)(g)(i)(B) of the Act which is to review and comment on Internal Audit reports.

The *Contractor Management Review Internal Audit Report* is therefore provided to the Committee as contained in Attachment A.

STRATEGIC DIRECTIONS

***CityPlan 2030* Alignment**

Not Applicable.

FINANCIAL AND BUDGET IMPLICATIONS

Not Applicable.

RISK MANAGEMENT

Not Applicable.

CONSULTATION

Elected Members

Elected Members receive the Minutes from the Audit & Risk Committee Meetings and consider any recommendations that are made by the Audit & Risk Committee to the Council.

Community

Not Applicable.

Staff

The preparation of this report has been informed through collaboration with the Manager, Chief Executives Office and the Council's WHS Advisor.

Other Agencies

Not Applicable.

DISCUSSION

In 2024, Local Government Risk Services (LGRS) conducted an Evaluation Review of the Council's WHS system, the results of which were assessed against key elements of the RTWSA Performance Standards for Self-Insurers (PSSI) and the Council's WHS & Injury Management procedures. A Plan with Programs (PWP) was then developed by LGRS in conjunction with Council's WHS Advisor and the Executive Leadership Team.

Program Five (5) of the PWP relates to WHS Contractor Management which identified 15 actions. These actions were specifically designed to assist the Council, as a member of the Local Government Association Workers Compensation Scheme, in meeting the RTWSA PSSI.

The aim of the Contractor Management Internal Audit process that has been undertaken by Bentleys is to:

- assess the effectiveness of the Council's contractor management framework, with a focus on WHS and people-related compliance;
- identify gaps in contractor categorisation and clarify distinctions between service-based and people-based contractors;
- evaluate the clarity of management responsibilities for contractor oversight;
- review contractor performance and quality management processes; and
- address any supplementary recommendations in addition to those arising from the 2024 LGRS review.

Bentleys conducted the Internal Audit through meetings with key Council staff across the organisation and benchmarked the Council's current contractor management practices against better practices in the Local Government sector, LGRS and *ISO 45001:2018 – Occupational Health and Safety Management Systems*.

Good practices identified through the Internal Audit related to an established policy framework for contractor management practices. The policy framework includes the Council's:

- Work Health and Safety and Return to Work Policy, providing high-level scope, objectives, and principles;
- Chapter 3-11 (WHS & Contractor Management) of the Council's WHS procedure; and
- Contract Management Policy, including a requirement to engage Contractors to maintain the required level of WHS.

Specific areas that have been recommended for improvement by Bentleys are set out below

- disparate maturity levels in contractor management across the organisation;
- no centralised contractor register;
- lack of Automated Workflow for Contractor Management;
- inconsistent Contractor Induction Processes;
- lack of contractor safety monitoring; and
- lack of training and communication in contractor management.

The *Contractor Management Review Internal Audit Report* identified that high-risk or regulated services (eg infrastructure projects, St Peters Childcare Centre & Pre-School) demonstrate mature practices. However, overall contractor management is fragmented, with differing application of policies, inconsistent induction processes, and limited monitoring of safety and compliance.

To address these issues, Bentleys have recommended implementing a organisation-wide Contractor Management Framework aligned with *ISO 45001:2018 – Occupational Health and Safety Management Systems*, which includes establishing a centralised contractor register, standardising induction processes, enhancing safety monitoring, and embedding regular training and communication. Bentleys have advised that the effective implementation of these measures will improve risk management, ensure compliance with WHS obligations and promote a consistent, transparent approach to contractor oversight across the organisation

The General Manager, Governance & Civic Affairs has reviewed the draft Report and responded to the recommendations with the Implementation Actions included in the Final Report.

At the time of the Bentleys Internal Audit report being undertaken, in response to the PWP, the Council had already engaged a contractor to deliver and embed WHS Contractor Management practices fully using the capability of Skytrust which is the system Council uses to manage the WHS reporting and management processes. This work was initially designed to meet the PWP requirements, however, to assist with implementing the actions identified through the Internal Audit process, in consultation with the Council's WHS Advisor, 16 actions have been added to the contractor's scope of work which is planned to commence before the end of the financial year.

The progress of the actions taken to address the recommendations for improvement in the *Contractor Management Review Internal Audit Report* will be reported to the Committee at its July 2026 Meeting in accordance with the Committee's Work Plan and to meet the legislative requirements of Section 126(4)(c) of the Act which requires the Committee to monitor the responsiveness of the Council to previous audit recommendations.

OPTIONS

Not Applicable. The report is presented for information purposes only.

CONCLUSION

The *Contractor Management Review Internal Audit Report* identified outlines a comprehensive set of recommendations to enhance the Council's contractor management practices.

These recommendations will be addressed to effectively manage the Council's contractor management risks and ensure compliance with WHS obligations while ensuring a continuous improvement approach.

RECOMMENDATION

That the Audit & Risk Committee receive and notes the Contractor Management Review Internal Audit Report, as contained in Attachment A.

Mr Kym Holman moved:

That the Audit & Risk Committee receive and notes the Contractor Management Review Internal Audit Report, as contained in Attachment A.

Seconded by Cr Piggott and carried unanimously.

4.4 PREVIOUS AUDIT ACTIONS - PROGRESS REPORT

REPORT AUTHOR: Manager Governance
APPROVED BY: General Manager, Governance & Civic Affairs
ATTACHMENTS: A

PURPOSE OF THE REPORT

The purpose of this report is to provide an update on the Council's progress against previous Internal Audits that have been undertaken since the commencement of the term of the current Council in 2022.

BACKGROUND

The Council's Audit & Risk Committee has been established in accordance with Section 126 of the *Local Government Act 1999* (the Act) to provide independent assurance and advice to the Council on accounting, financial management, internal controls, risk management and governance matters.

Pursuant to Section 126(4)(c) of the Act one of the functions of the Council's Audit & Risk Committee (the Committee) is to monitor the responsiveness of the Council to recommendations for improvement based on previous audits, including those raised by the Council's Auditor.

To assist the Committee with this monitoring function, a summary of the progress on implementing the recommendations for improvement from previous Internal and External Audits that have been undertaken since the commencement of this Council term in November 2022, has been prepared and is contained within **Attachment A**.

STRATEGIC DIRECTIONS

Not Applicable.

FINANCIAL AND BUDGET IMPLICATIONS

Not Applicable.

RISK MANAGEMENT

Not Applicable.

CONSULTATION

Elected Members

Elected Members receive the Minutes from the Audit & Risk Committee Meetings and consider any recommendations that are made by the Audit & Risk Committee to the Council.

Community

Not Applicable.

Staff

The preparation of this report has been informed by collaboration with the relevant staff who are charged with the responsibility of implementing the recommendations.

Other Agencies

Not Applicable.

DISCUSSION

At the Audit & Risk Committee Meeting held on 13 October 2025, the Committee approved the Committee's 2026 Work Plan, which includes a biennial review of the Council's progress against previous Internal and External Audit findings. During discussion on this matter, the preference was identified for one (1) report covering both Internal and External Audit recommendations for improvement.

To facilitate this review, staff have consolidated findings from previous audits that have been undertaken since November 2022. A standardised summary of the progress status has been used based on the implementation of the recommendation for improvement being 'In progress', 'Completed' or 'Not yet started'.

Internal Audit

Two (2) Internal Audits have been undertaken - one related to Human Resources and the other on the Council's Business Continuity Management (BCM) framework.

As required by Section 125A(2)(a) of the Act, the Committee was provided with the final report arising from each of the Internal Audits. The Human Resources Internal Audit was presented to the Committee on 1 November 2023 and the BCM Internal Audit was presented to the Committee on 13 October 2025.

The Human Resource Internal Audit identified six (6) areas for improvement, all of which have been implemented except for one (1) opportunity for improvement which remains in progress.

The BCM Internal Audit identified 22 recommendations for improvement. As raised at the last meeting of the Committee on 13 October 2025, there is a significant amount of work required by a number of staff across the organisation to implement the recommendations. This work commenced in early 2026 with Bentleys facilitating Business Impact Analysis workshops with staff.

External Audit

Unlike Internal Audits which are scoped in consultation with the Committee, the conduct of the External Audit is prescriptive and must be undertaken in accordance with Section 129 of the Act, which includes that the Council's Auditor must undertake an audit of:

- (a) the Council's financial statements within a reasonable time after the statements are referred to the auditor for the audit (and, in any event, unless there is good reason for a longer period, within 2 months after the referral); and
- (b) the controls exercised by the Council during the relevant financial year in relation to the receipt, expenditure and investment of money, the acquisition and disposal of property and the incurring of liabilities.

The timing of the above is that the final report of the audit of the internal (financial) controls is presented mid-calendar year and referred to as the 'Interim Audit' and the final report of the audit of the Council's Financial Statements is provided to the Committee and the Council in October and referred to as the Audit Completion Report.

Regulation 19 of the *Local Government (Financial Management) Regulations 2011* prescribes that both audits must be conducted by a qualified Auditor (who meets the requirements of Section 128 of the Act) and be undertaken in accordance with the *Australian Auditing Standards and Auditing Guidance Statements* established under the *Commonwealth Australian Securities and Investments Commission Act 2001*.

In addition, the Council's Auditor must provide to the Council:

- (a). an audit opinion with respect to the financial statements and the Auditor must give due consideration to the adequacy of the Council's policies, practices and procedures of internal control under Section 125 of the Act; and
- (b). an audit opinion as to whether the controls audited under subsection 129(1)(b) are sufficient to provide reasonable assurance that the financial transactions of the council have been conducted properly and in accordance with law. In forming this opinion, the Audit must assess the internal controls of the Council referred to in Section 129(1)(b) of the Act based on the criteria in the *Better Practice Model – Internal Financial Controls*.

All of the above requirements have been met in respect to the External Audit.

OPTIONS

Not Applicable.

The report is presented for information purposes only.

CONCLUSION

Monitoring the responsiveness of the Council to recommendations for improvement based on previous audits, is an important legislated function of the Audit & Risk Committee.

RECOMMENDATION

That the report be received and noted.

Cr Piggott moved:

That the report be received and noted.

Seconded by Mr Kym Holman and carried unanimously.

4.5 AUDIT & RISK COMMITTEE SELF-ASSESSMENT

REPORT AUTHOR: Manager Governance
APPROVED BY: General Manager, Governance & Civic Affairs
ATTACHMENTS: A - B

PURPOSE OF THE REPORT

The purpose of this report is to present the outcomes of the Audit & Risk Committee Self-Assessment.

BACKGROUND

The Terms of Reference for the Audit & Risk Committee (the Committee), requires the Committee to evaluate its performance which may include consideration on whether to recommend any updates to the to the Committee's Terms of Reference to ensure that the Committee is operating efficiently and effectively . Any changes to the Committee's Terms of Reference is required to be made by the Council on recommendation from the Committee.

The Self-Assessment template provided to all Committee Members is contained within **Attachment A**.

STRATEGIC DIRECTIONS

Not Applicable.

FINANCIAL AND BUDGET IMPLICATIONS

Not Applicable.

RISK MANAGEMENT

Not Applicable.

CONSULTATION

Elected Members

Elected Members receive a report following each Meeting of the Audit & Risk Committee which includes any recommendations that the Committee has made to the Council (where it is not already included in a separate report on the Council Meeting Agenda) and the Minutes of the Meeting.

Community

Not Applicable.

Staff

Not Applicable.

Other Agencies

Not Applicable.

DISCUSSION

On Friday 21 November 2025, all Committee Members were sent the *2025 Self-Assessment of the Audit & Risk Committee template* which is provided as **Attachment A**. Committee Members were also provided with a copy of the Committee's Terms of Reference and Work Plan.

Clause 8.3 of the Committee's Terms of Reference currently aligns the evaluation of the Committee's performance with the preparation of the Committee's Annual Report. Given the current Committee was formed in March 2025 and the Annual Report of the Committee was approved by the Committee at its July 2025 meeting (which is required to align with the Council's Annual Report preparation), it makes sense to separate the Committee's self-assessment process from the Annual Report process and undertake this assessment at the end of the calendar year.

It is therefore recommended that the Terms of Reference be amended to remove '*As part of the preparation of the Annual Report*' from Clause 8.3.

All five (5) Members of the Committee responded to the Self-Assessment and the consolidated summary of all the responses, including comments received is contained within **Attachment B**.

Following a review of the responses that have been received, no other recommendations for changes to the Audit & Risk Committee Terms of Reference are proposed.

OPTIONS

This report is primarily provided for information and to ensure that the Committee meets the requirements of its Terms of Reference. The minor amendment to the Terms of Reference is recommended to reflect the logical timing of the Committee Self-Assessment. The Committee can choose however not to support this recommendation.

Given the timing considerations of the preparation of the Committee's Annual Report which is a ostensibly a summary of the work that is undertaken by the Committee in the preceding financial year, it is recommended that the Self-Assessment process is separated from the Annual Report process.

CONCLUSION

The Self-Assessment evaluation process is an important "check in" for the Committee Members to consider their performance over the previous calendar year and identify any enhancements and/or improvements that should be made to the Committee's Terms of Reference or processes that support the effective and efficient functioning of the Committee.

RECOMMENDATION

1. *That the Audit & Risk Committee notes the consolidated summary of responses received from the Audit & Risk Committee Self-Assessment, as contained within Attachment B.*
2. *That the Audit & Risk Committee recommends to the Council that Clause 8.3 of the Audit & Risk Committee Terms of Reference, be updated to remove the words "As part of the preparation of the Annual Report" and replaced with the following:*

'The Committee will evaluate its performance, which may include consideration of these Terms of Reference, to ensure the Committee is operating at maximum effectiveness with recommendations for any changes presented to the Council for their consideration.'

Cr Piggott moved:

- 1. That the Audit & Risk Committee notes the consolidated summary of responses received from the Audit & Risk Committee Self-Assessment, as contained within Attachment B.*
- 2. That the Audit & Risk Committee recommends to the Council that Clause 8.3 of the Audit & Risk Committee Terms of Reference, be updated to remove the words "As part of the preparation of the Annual Report" and replaced with the following:*

'The Committee will evaluate its performance, which may include consideration of these Terms of Reference, to ensure the Committee is operating at maximum effectiveness with recommendations for any changes presented to the Council for their consideration.'

Seconded by Mr Kym Holman and carried unanimously.

5 CONFIDENTIAL REPORTS

5.1 PAYNEHAM MEMORIAL SWIMMING CENTRE - PROJECT RISKS UPDATE

RECOMMENDATION 1

That pursuant to Section 90(2) and (3) of the Local Government Act 1999 the Council orders that the public, with the exception of the Council staff present, be excluded from the meeting on the basis that the Council will receive, discuss and consider:

- (b) information the disclosure of which -*
 - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and*
 - (ii) would, on balance, be contrary to the public interest.*

and the Council is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the information confidential.

Mr Kym Holman moved:

That pursuant to Section 90(2) and (3) of the Local Government Act 1999 the Council orders that the public, with the exception of the Council staff present (Chief Executive Officer, General Manager Governance & Civic Affairs, General Manager, Community Development, Manager, City Assets & Projects, Manager, Governance, Governance Officer), be excluded from the meeting on the basis that the Council will receive, discuss and consider:

- (b) information the disclosure of which -*
 - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and*
 - (ii) would, on balance, be contrary to the public interest.*

and the Council is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the information confidential.

Seconded by Cr Piggott and carried unanimously.

Cr Piggott moved:

Under Section 91(7) and (9) of the Local Government Act 1999 the Council orders that the report, discussion and minutes be kept confidential until completion of the project.

Seconded by Mr Kym Holman and carried unanimously.

5.2 PAYNEHAM MEMORIAL SWIMMING CENTRE REDEVELOPMENT PROJECT

RECOMMENDATION 1

That pursuant to Section 90(2) and (3) of the Local Government Act 1999 the Audit & Risk Committee orders that the public, with the exception of the Council staff present, be excluded from the meeting on the basis that the Audit & Risk Committee will receive, discuss and consider:

- (b) information the disclosure of which -
 - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and*
 - (ii) would, on balance, be contrary to the public interest.**
- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
 - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and*
 - (ii) would, on balance, be contrary to the public interest.**

and the Audit & Risk Committee is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the information confidential.

Mr Kym Holman moved:

That pursuant to Section 90(2) and (3) of the Local Government Act 1999 the Audit & Risk Committee orders that the public, with the exception of the Council staff present (Chief Executive Officer, General Manager Governance & Civic Affairs, General Manager, Community Development, Manager, City Assets & Projects, Manager, Governance, Michael Richardson, Director, BRM Advisory and John Jovicevic, Director, Dean Newbery)), be excluded from the meeting on the basis that the Audit & Risk Committee will receive, discuss and consider:

- (b) information the disclosure of which -
 - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and*
 - (ii) would, on balance, be contrary to the public interest.**
- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
 - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and*
 - (ii) would, on balance, be contrary to the public interest.**

and the Audit & Risk Committee is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the information confidential.

Seconded by Cr Piggott and carried unanimously.

Mr Kym Holman moved:

Under Section 91(7) and (9) of the Local Government Act 1999 the Audit & Risk Committee:

- 1. orders that the resolution and Attachments C and D (financial indicators modelling with the PMSC Only and the PMSC With Gym respectively) be released;*
- 2. orders that the report, discussion and Attachment A (Forecast Profit and Loss Statements for the PMSC), Attachment B (Prudential Report) and Attachment E (Gym Project Risks) be kept confidential until 30 June 2027; and*
- 3. authorises the Chief Executive Officer to release the above information earlier, if required.*

Seconded by Cr Piggott and carried unanimously.

6 OTHER BUSINESS

Nil

7 NEXT MEETING

Monday, 13 April 2026

8 CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 8.26pm.

Ms Cate Hart

Minutes Confirmed on _____
(date)