



Minutes of the Audit and Risk Committee Held in the Kingston Room, Civic Centre, 24 Jetty Road, Brighton on Wednesday 11 February 2026 at 6.00pm

MEMBERS PRESENT

Presiding Member - Councillor J Smedley
Councillor R Snewin
Ms P Davies
Ms C Garrett
Mr D Powell

GUESTS

Ms Janna Burnham, Partner, Galpins

STAFF IN ATTENDANCE

Chief Executive Officer – P Jackson
General Manager, Strategy and Corporate – A Filipi
General Manager, Alwyndor – B Davidson-Park
Manager Finance – C Blunt
Manager Strategy and Governance – S Boyd
Executive Officer – R Steventon
Executive Assistant to the General Manager Strategy and Corporate / Executive Support
Officer – L Davey

1. OPENING

The Presiding Member declared the meeting open at 6.00pm.

2. KAURNA ACKNOWLEDGEMENT

With the opening of the meeting, the Presiding Member stated:

We acknowledge Kurna people as the traditional owners and custodians of this land.

We respect their spiritual relationship with country that has developed over thousands of years, and the cultural heritage and beliefs that remain important to Kurna People today.

3. APOLOGIES

3.1 Apologies Received – Nil

3.2 Absent - Nil

4. DECLARATION OF INTEREST

Members were reminded to declare their interest before each item.

5. CONFIRMATION OF MINUTES

Motion

That the minutes of the Audit and Risk Committee held on 15 October 2025 be taken as read and confirmed.

Moved Councillor Snewin, Seconded C Garrett

Carried Unanimously

6. ACTION ITEMS - Nil

7. IN CAMERA SESSION

7.1 Internal Auditors – Galpins

Motion – Exclusion of the Public – Section 90(3)(g) Order

- 1. That pursuant to Section 90(2) of the *Local Government Act 1999* the Audit and Risk Committee hereby orders that the public and council staff be excluded from attendance at this meeting in order to consider Item 7.1 – Internal Audits – Galpins in confidence.**
- 2. That in accordance with Section 90(3) of the *Local Government Act 1999* the Audit and Risk Committee is satisfied that it is necessary that**

the public and council staff be excluded to consider the information discussed on the following grounds:

- g. pursuant to section 90(3)(g) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is information concerning matters that must be considered in confidence in order to ensure that the Audit and Risk Committee does not breach any other legal obligation or duty in that clause 17B(a) of the *Local Government (Financial Management) Regulations 2011* requires that the Audit and Risk Committee must liaise with the council's auditor on at least one occasion each year on a confidential basis.

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

- 3. The Audit and Risk Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.

Moved Councillor Snewin, Seconded C Garrett

Carried Unanimously

Staff in attendance left the meeting at 6.02pm.

Internal Auditors Galpins provided an annual reflection on the Internal Audit program to the Audit and Risk Committee members.

Ms Burnham left the meeting at 6:13pm.

Staff in attendance re-joined the meeting at 6.14pm.

8. PRESENTATIONS

8.1 2026-27 Budget Position

The Manager Finance provided a presentation on the 2026-27 Budget Position.

9. REPORTS BY OFFICERS

9.1 Standing Items (Report No: 39/26)

The Audit and Risk Committee is provided with a report on standing items at each ordinary meeting.

Motion

That the Audit and Risk Committee advises Council it has received and considered a Standing Items Report addressing:

- Monthly Financial Statements
- External Audit
- Public Interest Disclosures
- Economy and Efficiency Audits
- Council Recommendations
- Audit and Risk Committee meeting schedule

Moved D Powell, Seconded C Garrett

Carried Unanimously

9.2 Internal Audit Report (Report No: 47/26)

Work has commenced on the risk-based Internal Audit Program for 2025–26.

An updated register of the 'Audit Recommendations Outstanding Actions Update' is also provided in three sections, outlining items that have been completed, those currently in progress, and those yet to be implemented.

Motion

That the Audit and Risk Committee:

1. notes this report;
2. notes the Chief Executive Officer's intention to formally assign primary responsibility for the Internal Audit function to Adam Filipi, General Manager Strategy and Corporate, in accordance with Section 125(A)(1) of the Local Government Act 1999; and
3. recommends that administration review the internal audit program with a view to rationalising the outstanding recommendations prior to commencing future audits.

Moved C Garrett, Seconded D Powell

Carried Unanimously

9.3 **Risk Report** (Report No: 46/26)

A review of the Strategic Risk Register and high operational risks has been undertaken in line with Council's Risk Management Policy and ISO31000 (2018), to ensure an accurate reflection of the current risk position across the business, scoping both business risks and opportunities.

Council's Risk Management Policy has been reviewed and updated to strengthen Council's integrated approach. A draft version of the revised policy is provided to the Audit and Risk Committee for discussion and feedback.

Motion

That the Audit and Risk Committee:

1. **notes this report; and**
2. **reviews and provides feedback on the draft Risk Management Policy prior to its finalisation and presentation to Council for adoption.**

Moved C Garrett, Seconded Councillor Snewin

Carried Unanimously

10. **URGENT BUSINESS – SUBJECT TO THE LEAVE OF THE MEETING - Nil**

11. **CONFIDENTIAL ITEMS**

11.1 **Responsible Persons, Aged Care Act 2024** (Report No: 56/26)

Motion – Exclusion of the Public – Section 90(3)(c and d) Order

1. **That pursuant to Section 90(2) of the Local Government Act 1999 the Audit and Risk hereby orders that the public be excluded from attendance at this meeting with the exception of the Chief Executive Officer and Staff in attendance at the meeting in order to consider Report No: 56/26 Responsible Persons, Aged Care Act 2024 in confidence.**
2. **That in accordance with Section 90(3) of the Local Government Act 1999 the Audit and Risk is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 56/26 Responsible Persons, Aged Care Act 2024 on the following grounds:**
 - c. **pursuant to section 90(3)(c) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which would reveal a trade secret in that the future governance and/or management structure of Alwyndor will be discussed.**

- d. pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to confer a commercial advantage on a third party.

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

3. The Audit and Risk Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.

Moved C Garrett, Seconded D Powell

Carried Unanimously

Short Term Suspension of Meeting Procedures

The Presiding Member with the approval of two-thirds of the members present suspended the meeting procedures pursuant to Regulation 20(1) of the *Local Government (Procedures at Meetings) Regulations 2013* for a period of 10 minutes to allow the committee members to read a late report for Item 11.1 **Responsible Persons, Aged Care Act 2024** (Report 56/26).

Leave of the meeting was granted.

The meeting procedures were suspended at 7:16pm.

The meeting resumed at 7:26 pm.

Motion - RETAIN IN CONFIDENCE - Section 91(7) Order

That having considered Agenda Item 11.1 56/26 Responsible Persons, Aged Care Act 2024 in confidence under section 90(2) and (3)(c and d) of the Local Government Act 1999, the Audit and Risk Committee, pursuant to section 91(7) of that Act orders that the report, attachments and minutes be retained in confidence for a period of 18 Months. and that this order be reviewed every 12 months.

Moved Councillor Snewin, Seconded D Powell

Carried Unanimously



12. DATE AND TIME OF NEXT MEETING

The next meeting of the Audit and Risk Committee will be held on Wednesday 8 April 2026 in the Kingston Room, Civic Centre, 24 Jetty Road, Brighton.

13. CLOSURE

The Meeting closed at 7:53pm.

CONFIRMED Wednesday 8 April 2026

PRESIDING MEMBER