



**MINUTES OF AUDIT AND RISK COMMITTEE MEETING HELD IN WITTBER & DR
RUBY DAVY ROOMS, SALISBURY COMMUNITY HUB, 34 CHURCH STREET,
SALISBURY ON**

12 AUGUST 2025

MEMBERS PRESENT

Cr Kylie Grenfell (Chair)
Cr B Brug (Deputy Chair)
Ms L Teburea
Mr N Ediriweera
Mr D Powell

STAFF

Chief Executive Officer, Mr J Harry
Deputy Chief Executive Officer, Mr C Mansueto
A/Manager Governance, Ms S Kinsella
General Manager Community Development, Ms B O'Brien

The meeting commenced at 6.31pm.

The Chairman welcomed the Elected Members, members of the public and staff to the meeting.

APOLOGIES

No apologies were received.

LEAVE OF ABSENCE

Nil.

The Chair sought leave of the meeting to bring forward Items 7.4.1 as the first item of business. Leave was granted.

ORDERS TO EXCLUDE THE PUBLIC

7.4.1 Quarterly Cybersecurity Report - April to June 2025

Moved Mr D Powell

Seconded Ms L Teburea

That the Audit and Risk Committee:

1. *Orders that pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) and (e) of the Local Government Act 1999, that it is appropriate and necessary to exclude the public for the consideration of Agenda Item 7.4.1 Quarterly Cybersecurity Report – April to June 2025 with the exception of the following persons:*

- *Chief Executive Officer*
- *Deputy Chief Executive Officer*
- *A/ Governance Manager*
- *General Manager Community Development*

On the basis:

- *it relates to information the disclosure of which 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*
 - *information the disclosure of which would, on balance, be contrary to the public interest; and*
 - *matters affecting the security of the council, members or employees of the council, or council property; or the safety of any person.*
2. *In weighing up the factors related to disclosure,*
 - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*
 - *non-disclosure of the matter and discussion of this item in confidence would protect commercial negotiations and Council's commercial position*

*the public's interest is best served by not disclosing the **Quarterly Cybersecurity Report - April to June 2025** item and discussion at this point in time.*

CARRIED

The meeting moved into confidence at 6:31pm.

The meeting moved out of confidence at 6:51pm.

PRESENTATION OF MINUTES

Moved Cr B Brug
Seconded Ms L Teburea

The Minutes of the Audit and Risk Committee Meeting held on 15 April 2025, be taken as read and confirmed.

CARRIED

REPORTS

For Decision

7.1.1 3-Year Internal Audit Plan

Moved Chair K Grenfell
Seconded Mr N Ediriweera

That Council:

1. Approves the updates made to the 3-year Internal Audit Plan 2025 to 2028 as set out in Attachment 1 of the report (Item 7.1.1, Audit and Risk Committee, 12 August 2025).

CARRIED

Cr K Grenfell vacated the chair and left the meeting at 7.04pm.

Deputy Chairman, Cr B Brug assumed the chair at 7.04pm.

For Information

7.2.1 Internal Audit Actions Status Update

Moved Mr D Powell
Seconded Ms L Teburea

That Council:

1. Notes the report and the Internal Audit - Action Register in Attachment 1 to this report (Item 7.2.1, Audit and Risk Committee, 12 August 2025).

CARRIED

Cr K Grenfell returned to the meeting and assumed the Chair at 7:07pm.

7.2.2 Risk Management and Internal Control Activities

Moved Cr B Brug
Seconded Mr N Ediriweera

That Council:

1. Notes the updates on Risk Management and Internal Control activities as set out in the report (Item 7.2.2, Audit and Risk Committee, 12 August 2025).

CARRIED

7.2.3 Audit and Risk Committee - Annual Report 2024/25

Moved Mr D Powell
Seconded Cr B Brug

That the Audit and Risk Committee in accordance with its statutory functions:

1. Approves the Audit and Risk Committee annual report for the 2024/25 financial year as set out in Attachment 1 to this report (Item 7.2.3, Audit and Risk Committee, 12 August 2025).
2. Notes the report from the Chief Executive Officer on the Council's Internal Audit process, in accordance with Section 99(1)(b) of the Local Government Act 1999 as set out in Attachment 2 of the report (Item 7.2.3, Audit and Risk Committee, 12 August 2025).

CARRIED

7.2.4 Audit and Risk Committee Annual Work Plan - 2025/2026

Moved Ms L Teburea
Seconded Cr B Brug

That Council:

1. Notes the Audit & Risk Committee Annual Work Plan 2025/2026 as set out in Attachment 1 to this report (Item No. 7.2.4, Audit & Risk Committee, 12 August 2025).

CARRIED

QUESTION ON NOTICE

There were no Questions on Notice.

MOTIONS ON NOTICE

There were no Motions on Notice.

OTHER BUSINESS

(Questions Without Notice, Motions Without Notice, CEO Update)

There were no Other Business Items.

The meeting closed at 7:20pm.

CHAIRMAN.....

DATE.....