MINUTES

of the

Audit & Risk Committee Meeting

Adelaide Plains Council

Held, pursuant to the provisions of the
Local Government Act 1999, in the

Council Chamber
Redbanks Road
Mallala

on

Wednesday 3 June 2026 at 2:00pm

The Chairperson formally declared the meeting open at 2:02pm.

1 ACKNOWLEDGEMENT OF COUNTRY

The Audit and Risk Committee acknowledges that we meet on the traditional country of the Kaurna people of the Adelaide Plains and pays respect to elders past, present and emerging. We recognise and respect their cultural heritage, beliefs and relationship with the land and we acknowledge that they are of continuing importance to the Kaurna people living today.

2 ATTENDANCE RECORD

2.1 Present:

Mr Alan Rushbrook (Chairperson)

Ms Julie Best (Independent Member)

Mr Peter Fairlie-Jones (Independent Member)

Mr Peter Scargill (Independent Member)

Councillor Margherita Panella (Elected Member)

Also in Attendance:

Chief Executive Officer	Mr James Miller
Chief Financial Officer	Mr Rajith Udugampola
Director Infrastructure and Environment	Mr Tom Jones
Acting Director Corporate Services	Ms Clarisse Semler-Hanlon
Acting Manager Governance	Ms Paige Graham
Acting Procurement Advisor	Ms Carmel Vandermolen
Executive Assistant to the CEO/Mayor	Ms Susan Cook
Acting Governance Administration Officer/Minute Taker	Ms Alison O'Shea

2.2 Apologies:

Nil

3 MINUTES

3.1 CONFIRMATION OF MINUTES - AUDIT & RISK COMMITTEE MEETING - 1 APRIL 2026

COMMITTEE RESOLUTION 2026/46

Moved: Mr Fairlie-Jones
Seconded: Mr Scargill

"that the minutes of the Audit and Risk Committee Meeting held on 1 April 2026 (MB Folios 403 to 413 inclusive), be accepted as read and confirmed."

CARRIED

4 BUSINESS ARISING

Nil

5 DECLARATION OF MEMBERS' INTEREST

Nil

The Chairperson sought leave of the meeting to bring forward Item 7.8 – Independent Procurement Review.
Leave was granted.

7.8 INDEPENDENT PROCUREMENT REVIEW

COMMITTEE RESOLUTION 2026/47

Moved: Mr Rushbrook
Seconded: Councillor Panella

"that the Audit and Risk Committee suspend meeting procedures pursuant to regulation 20(1) of the *Local Government (Procedures at Meetings) Regulations 2013* for a period of time sufficient to facilitate informal discussions in relation to item 7.8 – Independent Procurement Review."

CARRIED

The Chairperson suspended meeting procedures at 2:09pm.
The Chairperson resumed meeting procedures at 2:31pm.

COMMITTEE RESOLUTION 2026/48

Moved: Ms Best
Seconded: Mr Fairlie-Jones

"that the Audit & Risk Committee, having considered Item 7.8 – *Independent Procurement Review*, dated 3 June 2026, notes the report."

CARRIED

COMMITTEE RESOLUTION 2026/49

Moved: Mr Rushbrook
Seconded: Ms Best

"that the Audit and Risk Committee, having considered item 7.8 – Independent Procurement Review, dated 3 June 2026:-

1. **Acknowledge the Chief Executive Officer's self-reporting to the Chair of the Audit and Risk Committee of concerns surrounding the procurement of the Payble software product and desire to have those processes externally reviewed.**
2. **Note the findings and conclusions drawn from independent review, undertaken by Morris Forensic, dated 27 May 2026.**
3. **Note that the administration is undertaking a review of its internal processes and procedures with a view of implementing improvements which align with the findings of the review.**
4. **Provide a report to the next committee meeting with a workplan to address the recommendations of the review."**

CARRIED

6 REPORTS FOR DECISION

6.1 UPDATE - AUDIT & RISK COMMITTEE ANNUAL WORKS PROGRAM 2025/2026

COMMITTEE RESOLUTION 2026/50

Moved: Mr Fairlie-Jones
Seconded: Mr Scargill

"that the Audit and Risk Committee, having considered Item 6.1 – *Update - Audit & Risk Committee Annual Works Program 2025/2026*, dated 3 June 2026, notes the report and in doing so recommends to Council that it acknowledge the progress made to complete the activities identified for Audit and Risk Committee during 2025/2026 Financial Year."

CARRIED

6.2 DRAFT 2026/2027 ANNUAL BUSINESS PLAN & BUDGET

COMMITTEE RESOLUTION 2026/51

Moved: Mr Rushbrook
Seconded: Mr Scargill

"that the Audit & Risk Committee suspend meeting procedures pursuant to regulation 20(1) of the *Local Government (Procedures at Meetings) Regulations 2013* for a period of time sufficient to facilitate informal discussions in relation to item 6.2 – Draft 2026/2027 Annual Business Plan & Budget."

CARRIED

The Chairperson suspended meeting procedures at 2:36pm.
The Chairperson resumed meeting procedures at 3:43pm.

The Chairperson sought leave of the meeting to adjourn for 5 minutes.
Leave was granted.

The Chairperson adjourned the meeting at 3:43pm.

Mr Fairlie-Jones left the meeting at 3:43pm.
Mr Fairlie-Jones returned to the meeting at 3:45pm.

Mr Scargill left the meeting at 3:45pm.
Mr Scargill returned to the meeting at 3:47pm.

The Chairperson resumed the meeting at 3:48pm.

COMMITTEE RESOLUTION 2026/52

Moved: Ms Best
Seconded: Mr Fairlie-Jones

"that the Audit and Risk Committee, having considered Item – *Draft 2026/2027 Annual Business Plan & Budget*, dated 3 June 2026 notes the report and the Draft 2026/2027 Annual Business Plan, Budget and Rating Policy, as contained in Attachment 1 to this report."

CARRIED

COMMITTEE RESOLUTION 2026/53

Moved: Mr Rushbrook
Seconded: Mr Scargill

"that the Audit and Risk Committee, having considered Item – *Draft 2026/2027 Annual Business Plan & Budget*, dated 3 June 2026, recommends that the Council consider comprehensive modelling on the proposed capping to enable Council to fully understand the short and long-term impact of a small value cap on general rates before it decides to continue the use of the rates capping proposed in the 2026/27 Annual Business plan. Should the modelling indicate significant impacts on the rating structure consideration be given to undertaking consultation with the community on the proposed changes."

CARRIED

COMMITTEE RESOLUTION 2026/54

Moved: Ms Best
Seconded: Mr Fairlie-Jones

"that the Audit and Risk Committee requests that future Draft Annual Business Plan & Budgets be presented to the committee prior to the adoption by the Council for public consultation."

CARRIED

6.3 REVIEW - AUDIT & RISK COMMITTEE TERMS OF REFERENCE

Mr Rushbrook, Fairlie-Jones, Scargill and Ms Best declared a general conflict of interest in relation to item 6.3 on the basis the Terms of Reference refer to sitting fees of members. Mr Rushbrook, Fairlie-Jones, Scargill and Ms Best declared they would remain in the meeting and vote on the matter ensuring to put aside any private interest in accordance with their role as an independent member.

COMMITTEE RESOLUTION 2026/55

Moved: Councillor Panella
Seconded: Mr Scargill

"that the Audit and Risk Committee, having considered Item 6.3 – *Review - Audit & Risk Committee Terms of Reference*, dated 3 June 2026, receives and notes the report and in doing so endorses the updated Audit and Risk Committee Terms of Reference and recommends to Council that the Audit and Risk Committee Terms of Reference, presented as Attachment 1 to this report be adopted, with the following changes:

1. **4.5 clarify member must be able to be seen and heard;**
2. **3.1 (a)i change 'the Mayor, and Deputy Mayor and CEO' to "a panel of two members and in addition the CEO;".**
3. **3.3 (b) change 'if the Mayor or Deputy Mayor' to 'if a Council Member';**
4. **5.2 (a) add to end 'unless Council appoints an internal auditor'."**

CARRIED

6.4 POLICY REVIEW - INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT ACCOUNTING POLICY

COMMITTEE RESOLUTION 2026/56

Moved: Mr Scargill
Seconded: Ms Best

"that the Audit and Risk Committee, having considered Item 6.4 – *Policy Review - Infrastructure, Property, Plant & Equipment Accounting Policy*, dated 3 June 2026, receives and notes the report and in doing so recommends to the Council that the updated Infrastructure, Property, Plant & Equipment Accounting Policy as presented in Attachment 1 to this report be adopted subject to following change:

1. **Paragraph 3.1 change 'owned by' to 'owned or leased by'."**

CARRIED

6.5 POLICY REVIEW - FUNDING POLICY

COMMITTEE RESOLUTION 2026/57

Moved: Mr Fairlie-Jones
Seconded: Ms Best

"that the Audit and Risk Committee, having considered Item 6.5 – *Policy Review - Funding Policy*, dated 3 June 2026, receives and notes the report and in doing so recommends to the Council that the updated Funding Policy as presented in Attachment 1 to this report be adopted."

CARRIED

7 REPORTS FOR INFORMATION

7.1 COUNCILS STATE OF READINESS/COMPLIANCE FOR SECOND ESCOSA REVIEW

COMMITTEE RESOLUTION 2026/58

Moved: Ms Best
Seconded: Mr Fairlie-Jones

"that the Audit and Risk Committee, having considered Item 7.1 – *Councils State of Readiness/Compliance for second ESCOSA Review*, dated 3 June 2026, notes the report."

CARRIED

7.2 SELF-ASSESSMENT OF INTERNAL FINANCIAL CONTROLS

COMMITTEE RESOLUTION 2026/59

Moved: Mr Scargill
Seconded: Mr Fairlie-Jones

"that the Audit and Risk Committee, having considered Item 7.2 – *Self-Assessment of Internal Financial Controls*, dated 3 June 2026, notes the report."

CARRIED

Councillor Panella left the meeting at 4:40pm and did not return.

7.3 UPDATE - COMMITTEE RESOLUTIONS

COMMITTEE RESOLUTION 2026/60

Moved: Mr Fairlie-Jones
Seconded: Ms Best

"that the Audit and Risk Committee, having considered Item 7.3 – *Update - Committee Resolutions*, dated 3 June 2026, notes the report."

CARRIED

7.4 UPDATE OF THE INFRASTRUCTURE AND ASSETS MANAGEMENT PLAN AND LONG-TERM FINANCIAL PLAN

COMMITTEE RESOLUTION 2026/61

Moved: Ms Best
Seconded: Mr Fairlie-Jones

"that the Audit and Risk Committee, having considered Item 7.4 – *Update of the Infrastructure and Assets Management Plan and Long-Term Financial Plan*, dated 3 June 2026, notes the report."

CARRIED

7.5 2025/2026 THIRD BUDGET UPDATE

COMMITTEE RESOLUTION 2026/62

Moved: Mr Fairlie-Jones
Seconded: Mr Scargill

"that the Audit and Risk Committee, having considered Item 7.5 – *2025/2026 Third Budget Update*, dated 3 June 2026, receives and notes the report."

CARRIED

COMMITTEE RESOLUTION 2026/63

Moved: Ms Best
Seconded: Mr Fairlie-Jones

"that the meeting be extended by 30 minutes, concluding at 5:30pm, in accordance paragraph 14 *Code of Practice – Meeting Procedures.*"

CARRIED

Ms Best left the meeting at 5:02pm.

7.6 UPDATE - COUNCIL POLICY REVIEWS

COMMITTEE RESOLUTION 2026/64

Moved: Mr Scargill
Seconded: Mr Rushbrook

"that the Audit and Risk Committee, having considered Item 7.6 – *Update - Council Policy Reviews*, dated 3 June 2026, notes the report and requests a lists of policies and their renewal date at the next Committee Meeting."

Ms Best returned to the meeting at 5:03pm.

CARRIED

7.7 RISK MANAGEMENT UPDATE

COMMITTEE RESOLUTION 2026/65

Moved: Mr Rushbrook
Seconded: Mr Scargill

"that the Audit and Risk Committee, having considered Item 7.7 – *Risk Management Update*, dated 3 June 2026, notes the report and requests a timetable for completion of tasks based on available resources."

CARRIED

7.9 GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY - JUNE 2026 UPDATE

COMMITTEE RESOLUTION 2026/66

Moved: Mr Scargill
Seconded: Mr Fairlie-Jones

"that the Audit and Risk Committee, having considered Item 7.9 – *Gawler River Floodplain Management Authority - June 2026 Update*, dated 3 June 2026, notes the report."

CARRIED

8 QUESTIONS WITHOUT NOTICE

Nil

9 MOTIONS WITHOUT NOTICE

Nil

10 URGENT BUSINESS

Nil

11 CONFIDENTIAL ITEMS

11.1 COUNCIL AGED UNITS UPDATE - WALARA PROPOSAL

COMMITTEE RESOLUTION 2026/67

Moved: Mr Fairlie-Jones
Seconded: Ms Best

"that:

1. **Pursuant to section 90(2) of the *Local Government Act 1999*, the Audit and Risk Committee orders that all members of the public, except:**
   - **Chief Executive Officer;**
   - **Chief Financial Officer;**
   - **Director Infrastructure & Environment;**
   - **Acting Director Corporate Services;**
   - **Acting Manager Governance;**
   - **Acting Procurement Advisor; and**
   - **Acting Governance Administration Officer/Minute Taker;**

be excluded from attendance at the meeting of the Audit and Risk Committee for Item 11.1 Council Aged Units Update - Walara Proposal;

2. **The Audit and Risk Committee is satisfied that pursuant to Section 90 (3) (b) of the Local Government Act 1999, Item 11.1 Council Aged Units Update - Walara Proposal concerns information of a confidential nature, discussed or considered in relation to this item is:**
   - **the disclosure of which would involve the unreasonable disclosure of information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom Council is conducting, or proposing to conduct, business, or to prejudice the commercial position of Council and would, on balance, be contrary to the public interest., on the basis that it:**
     - **Would involve disclosure of a proposal by a third party with who Council is considering doing business with prior to any agreement.**

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

CARRIED

The community was excluded from the meeting at 5:17pm.

The meeting re-opened to the community at 5:45pm.

12 NEXT MEETING

Wednesday, 5 August 2026 at 2:00pm.

13 CLOSURE

There being no further business, the Chairperson declared the meeting closed at 5:45pm.

Confirmed as a true record.

Chairperson:.....

Date: 12/8/2026