

AUDIT COMMITTEE MEETING

MINUTES



For the Audit Committee Meeting held on

11 December 2024

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MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairperson, Cr Johnson declared the meeting open at 2.40pm. The Chairperson alerted the meeting to the procedures for emergencies including evacuation, designated exits and muster points.

2. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

2.1 ATTENDANCE

Chairperson	Cr RW (Robert) Johnson
Councillors	Cr P (Peter) Denton
	Cr JA (Jen) Quick
	Cr LM (Lee) Casson
	Cr P (Perin) Mulcahy
	Cr DM (Daisy) Egerton-Warburton
	Cr G (George) Pollard
Chief Executive Officer	Ms LA (Linda) Gray
Acting Manager of Finance	Miss C (Chelsea) Paterson
Manager of Works	Mr G (Joe) Duina
Executive Officer	Ms J (Jo) Scott
Community Development Manager	Mrs J (Jenny) Cristinelli
Members of the Public	Nil

2.2 APOLOGIES

Nil

3. PUBLIC QUESTION TIME

3.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

3.2 PUBLIC QUESTIONS

Nil

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4.1 AUDIT COMMITTEE MEETING – 16 October 2024

Moved Cr Denton, seconded Cr Casson that the minutes from the Audit Committee Meeting held on 16 October 2024, be confirmed as a true and correct record.

CARRIED 7/0

FOR: Cr Pollard, Cr J Quick, Cr P Denton, Cr Johnson
Cr Egerton-Warburton, Cr L Casson, Cr P Mulcahy

AGAINST: Nil

5. GENERAL BUSINESS

Nil

6. MATTERS BEHIND CLOSED DOORS

Statutory Environment

Section 5.23 of the *Local Government Act 1995* allows the Council to close all or part of a Council Meeting to members of the public if the meeting or the part of the meeting deals with a range of issues, dealing with any of the following; (a) a matter affecting an employee or employees; (b) the personal affairs of any person; (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; (e) a matter that if disclosed, would reveal — (i) a trade secret; (ii) information that has a commercial value to a person; or (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; (f) a matter that if disclosed, could be reasonably expected to — (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; (ii) endanger the security of the local government's property; or (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety; (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*; and (h) such other matters as may be prescribed.

As such it is recommended that the meeting be closed to the public in order deal with these items.

A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION/AUDIT COMMITTEE DECISION

Moved Cr Quick, seconded Cr Egerton-Warburton that the meeting be closed to members of the public in accordance with section 5.23 (2) (f)(ii) endanger the security of the local government's property.

CARRIED 7/0

FOR: Cr Pollard, Cr J Quick, Cr P Denton, Cr Johnson
Cr Egerton-Warburton, Cr L Casson, Cr P Mulcahy

AGAINST: Nil

The Meeting was closed to the public at 3.42pm

13.1	POLICY UPDATE – 1.19 GOVERNANCE – CYBER SECURITY
RESPONSIBLE OFFICER:	Linda Gray Chief Executive Officer
REPORT AUTHOR:	Linda Gray Chief Executive Officer
FILE REFERENCE:	GO17
APPLICANT:	N/A
DATE OF REPORT:	2 December 2024
ATTACHMENTS:	Confidential Attachment - Policy 1.19 Governance Cyber Security

OFFICER’S RECOMMENDATION/AUDIT COMMITTEE DECISION

Moved Cr Denton, Seconded Cr Pollard that the Audit Committee recommends that the Council approve the amendments of Policy 1.19 Governance – Cyber Security to include further Risk Mitigation Measures.

OFFICER’S RECOMMENDATION/AUDIT COMMITTEE DECISION

Moved Cr Denton, seconded Cr Quick that the meeting be re-opened to the public.

CARRIED 7/0

FOR: Cr Pollard, Cr J Quick, Cr P Denton, Cr Johnson
Cr Egerton-Warburton, Cr L Casson, Cr P Mulcahy

AGAINST: Nil

The Meeting was re-opened to the public at 3.44pm.

7. CLOSURE OF MEETING

There being no further business to discuss the Chairperson, Cr Johnson declared the meeting closed at 3.44pm.