



# AUDIT AND RISK COMMITTEE MINUTES

for the meeting

Wednesday, 12 April 2023

in the Colonel Light Room, Adelaide Town Hall

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**Present:**

<b>Presiding Member</b>	<b>David Powell</b>
<b>Committee Members</b>	<b>The Right Honourable the Lord Mayor, Dr Jane Lomax-Smith</b>
	<b>Paula Davies</b>
	<b>Simon Rodger</b>
	<b>Councillor Jing Li</b>

**Apology -** **John Oliver**

**1 Acknowledgement of Country**

The Presiding Member stated:

‘Council acknowledges that we are meeting on traditional Country of the Kaurna people of the Adelaide Plains and pays respect to Elders past and present. We recognize and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kaurna people living today.

And we also extend that respect to other Aboriginal Language Groups and other First Nations who are present today.’

**2 Apologies and Leave of Absence**

Apology:

John Oliver

**3 Item 3 - Confirmation of Minutes**

Moved by Paula Davies,  
Seconded by Simon Rodger -

That the Minutes of the meeting of the Audit and Risk Committee held on 3 February 2023, be taken as read and be confirmed as an accurate record of proceedings.

Carried

**4 Presiding Member Reports**

Nil

**5 Presentation**

**6 Draft 2023/24 Business Plan and Budget Update**

Presentation Facilitator:

Anthony Spartalis, Manager Finance & Procurement, City of Adelaide

Precis of Topic:

Utilising the PowerPoint presentation published in the Agenda, a presentation was provided to Members on the 2023/24 Business Plan and Budget to provide details of the journey to date, the content of each Council workshop/session held to day and next steps.

During the presentation Clare Mockler, Chief Executive Officer, City of Adelaide and Anthony Spartalis responded to questions.

## 7 Reports

### 8 Item 6.1 - Risk Management Operating Guidelines

Alana Martin, Manager Governance, City of Adelaide provided an overview of the report.

Discussion ensued during which Clare Mocker, Chief Executive Officer, City of Adelaide, Steve Zaluski, Acting Chief Operating Officer, City of Adelaide and Alana Martin responded to questions.

It was then –

Moved by Paula Davies,  
Seconded by Simon Rodger -

#### THAT THE AUDIT AND RISK COMMITTEE

1. Notes the CoA Risk Management Operating Guideline as Attachment A to Item 6.1 on the Agenda for the meeting of the Audit and Risk Committee meeting held on 12 April 2023.

Carried

### 9 Item 6.1 - COO Undertaking - Timing of Risk Management Review

In response to the meeting an undertaking was given to commence the risk management review as soon as possible and prior to the Team Leader Corporate Governance appointment.

### 10 Item 6.1 - COO Undertaking - Risk Management Operating Guidelines - Review of Waterline Principle Content

In response to the meeting an undertaking was given to review the relevance of the waterline principle content in the Risk Management Operating Guidelines.

### 11 Item 6.2 - Update on Procurement and Contract Management System

Anthony Spartalis, Manager Finance & Procurement, City of Adelaide provided an overview of the report.

Discussion ensued during which Anthony Spartalis responded to questions.

It was then –

Moved by Simon Rodger,  
Seconded by Paula Davies -

#### THAT THE AUDIT AND RISK COMMITTEE

1. Notes the progress of the PCMS software upgrade project to date, as detailed in the program and timeline (Attachment A to Item 6.2 on the Agenda for the meeting of the Audit and Risk Committee held 12 April 2023) and acknowledges June 2023 as the target completion date.

Carried

## 12 Emerging Key Risks

Nil

## 13 Independent Member Discussion

Nil

## 14 Other Business

Discussion ensued

**Closure**

The meeting closed at 10.04 am

Mr David Powell  
Presiding Member  
City of Adelaide Audit and Risk Committee