

MINUTES

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY AUDIT AND RISK COMMITTEE MEETING

11am, Monday 3 February 2025
Virtual Meeting – MS Teams

1. Present

- Mr Peter Brass, Independent Member, Chairman
- Cr Malcolm Herrmann, Adelaide Hills Council
- Mr Greg Pattinson, City of Playford
- Mr David Hitchcock, Executive Officer
- MS Whiney Sadow (DeanNewberry)
- Mr Anton Bure (DeanNewberry)

2. Apologies

Nil

3. Minutes from previous meeting

GAC24/06 Minutes of the Previous Meeting

Moved: Cr M Herrmann

Seconded: Mr G Pattinson

That the minutes of the previous GRFMA Audit Committee meeting held on Wednesday 12 December 2024 as per copies supplied to members, be adopted as a true and correct record of the meeting.

CARRIED UNANIMOUSLY

4. Business arising from the Minutes

4.1 Actions on Previous Resolutions

Nil

The meeting discussed further matters relating to cyber security insurance and cost increases to MYOB subscriptions with a view to include expense provision in the 2025/26 GRFMA draft Budget.

5. General Business

5.1 Budget Review 2 (BR2)

GAC25/01 Budget Review 2 (BR2)

Moved: Cr M Herrmann

Seconded: Mr G Pattinson

That the Audit and Risk Committee notes GRFMA 2024/2025 Budget Review 2 as amended, and that the amended documents be provided to the 20th of February 2025 GRFMA meeting for consideration.

CARRIED UNANIMOUSLY

Items for consideration for amending BR2 were.

- The 2024/25 budget included expenditure of \$290,000 for completion of the Gawler River Flood Management Business Case ISA Gate 2 recommendations, which is unlikely to be fully expended in 2024/25. The meeting requested that the current provision remain in the budget and any unspent balance be recognised as a liability at the 2024/25 EOFY balance statements. This will provide for unspent cash to be allocated to completion of Business Case requirements in the 2025/26 financial year.

5.2 2025/2026 GRFMA draft Annual Business Plan and draft 2025/206 Budget

GAC25/02 2025/2026 GRFMA Draft Annual Business Plan and Draft 2025/206 Budget

Moved: Mr G Pattinson

Seconded: Cr M Herrmann

That the Audit and Risk Committee endorses the Draft 2025/2026 GRFMA Annual Business Plan and Draft 2025/2026 Budget as amended and that the amended documents be provided to the 20th of February 2025 GRFMA meeting for consideration.

CARRIED UNANIMOUSLY

Items for consideration for amending the 2025/2026 GRFMA draft Annual Business Plan and draft 2025/206 Budget were.

2025/2026 GRFMA Draft Annual Business Plan

Amend the document to reflect:

- *The farm gate output of the Gawler River floodplain horticultural areas is estimated to be at least \$500 million. (Page 3)*
- *Mr S Fielding remains the constituent council representative, City of Playford. (Page 5)*
- *The GRFMA is experienced in flood management. (Page 2)*

2025/2026 GRFMA Draft Budget

- The meeting requested any unspent balance expenditure of \$290,000 for completion of the Gawler River Flood Management Business Case ISA Gate 2 recommendations, be recognised as a liability at the 2024/25 EOFY balance statements. This will provide for unspent cash to be allocated to completion of Business Case requirements in the 2025/26 financial year.
- Provision of \$7,000 be included for GRFMA Cyber Security insurance.
- Provision of \$1,000 be included to accommodate MYOB subscriptions.
- Additional information to be provided in the report to the GRFMA Board that identifies:
 - 2025/2026 Constituent Councils have materially reduced, from 2024/2025, which is reflected by removal of the once off Business Case contributions of \$150,000.
 - Comparative data between 2024/2025 and 2025/206 GRFMA core/operation costs to identify that suitable cost escalators have been applied to meet the relevant increase in costs.
- The meeting noted resolution by Adelaide Hills Council to seek Ministerial approval to exit GRFMA membership and requested the GRFMA Executive Officer to further consider any impact this might have on the 2025/2026 and 2026/2027 budget proposals.

5.3 External Audit Plan 2024/2025

Dean Newbery has recently been reappointed for a term of three years with a two-year option, effective 1 July 2024. Ms Samantha Creten is the Lead Audit Partner as from the 2024/2025 financial year. Mr Anton Bure, Senior Accountant, CA, Dean Newberry talked to the External Audit Plan 30 June 2025.

GAC25/03 External Audit Plan 2024/2025

Moved: Cr M Hermann

Seconded: Mr G Pattinson

That the GRFMA Audit and Risk Committee receive the External Audit Plan 30 June 2025 and notes the Key Audit Milestones Timeframe as:

- *Submission of Audit Plan to the Audit & Risk Committee January 2025*
- *Balance Date Audit Requirements Checklist to be provided to the Administration June 2025*
- *Balance Date Audit Requirements to be provided to auditors July 2025*
- *Draft Financial Statements to be provided to auditors July 2025*
- *Balance Date Audit July 2025*
- *Issue of Audit Completion Report July/August 2025*
- *Meet with Audit & Risk Committee August 2025*
- *Audit Report and Independence Declaration to be issued by auditors August 2025*

CARRIED UNANIMOUSLY

6. Confidential Items

Nil

7. Other Business

The GRFMA Audit and Risk Committee Chairman, Mr Peter Brass, noted Ms Whitney Huston will be transitioning away from the GRFMA audit process with Mr Anton Bure now undertaking that position.

Mr Brass thanked Ms Sandow for her contributions, positive working relationships and welcomed Mr Bure in the ongoing process.

The GRFMA Executive Officer, Mr David Hitchcock reiterated the comments.

8. Next Meeting

Nominally June 2025.

Previously the Annual Budget and Business Plan Review; External Audit Plan and Schedule 2025 was held in April 2024. This meeting was scheduled early (February 2025) to accommodate earlier considerations of the 2025/2026 draft Budget.

Schedule of Meetings Table

Date	Audit Committee Meeting Schedule	Action
February 2025	Annual Budget and Business Plan Review; External Audit Plan and Schedule 2025.	
June 2025	Annual cost estimates and budget variations consideration.	
August 2025	Annual Financial Statements – Audit report; 2023/2024 – Auditor to attend.	
November 2025	Operation of the Regional Subsidiary – Business Plan progress. Annual cost estimates and budget variations consideration.	
February 2026	Annual Budget and Business Plan Review; External Audit Plan and Schedule 2026.	

9. Closure

The Chairman thanked the members for their attendance and contribution.
The meeting closed at 12pm.

Chair _____ Date _____