

MINUTES

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY AUDIT AND RISK COMMITTEE MEETING

12PM TUESDAY 12 AUGUST 2025

Dean Newbery

214 Melbourne Street, North Adelaide

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
- Mr Anton Bure, Senior Accountant, Dean Newbery

2. Apologies

Nil

The meeting agreed to suspend meeting procedures at 12.01pm to undertake confidential discussion with Mr Anton Bure, Senior Accountant, Dean Newbery to discuss any matters identified during the conduct of the audit.

The GRFMA Executive Officer exited the meeting at 12.01pm, to enable confidential discussion of the audit process. This procedure occurs annually to ensure transparency in the financial operations of the Authority.

The GRFMA Executive Officer returned to the meeting at 12.10pm.

3. Minutes from previous meeting

GAC25/09 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 Tuesday 10 June 2025 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

The meeting asked the GRFMA Executive Officer seek written confirmation from LGA MLS that the GRFMA Chairman, Audit and Risk Committee Chairperson, and Executive Officer are covered by public liability insurance for their GRFMA duties.

Mr. Peter Brass, Independent Member and Chairman, requested an electronic copy of the minutes from 3 February 2025 and 10 June 2025 to facilitate signature and certification as true and correct.

5. General Business

5.1 GRFMA 2024/2025 Financial Statements and Audit Report

GAC25/10 GRFMA 2024/2025 Financial Statements and Audit Report

Moved: Mr G Pattinson

Seconded: Cr M Herrmann

That the GRFMA Audit and Risk Committee:

1. *Receives and notes the audited Financial Statements as amended for 2024/2025, the Management Representation Letter and the External Audit Management Letter.*
2. *Approves the 'Certification of Auditor Independence' to be signed by the Audit and Risk Committee Chairman and Executive Officer.*
3. *Recommends that a 'Certification of Auditor Independence' also be signed by the Chief Executive Officer of each Constituent Council.*
And
4. *Recommends that the audited Financial Statements as amended for 2024/2025 be adopted by the GRFMA Board.*

CARRIED UNANIMOUSLY

Amendments to the audited Financial Statements 2024/2025 include.

- Additional wording has been added to Note 1.G to indicate that internal lending is used to offset the outstanding balance of the Cash Advance Debenture (CAD) facility. As of 30 June 2025, the outstanding CAD balance is \$303,388.

Response to items raised in the External Audit Management Letter

- *Undertake a review of the Confidential Items Register.* - Now provided
- *Undertake a review of the Solicitors Representation Letter.* - GRFMA Executive Officer to make further inquiries with Solicitors
- *Undertake a review of subsequent events since balance date.* - Noted
- *Obtain certified financial statements as required.* To be provided following adoption at the 28 August 2025 GRFMA Meeting.
- *Receipt of the signed Management Representation Letter.* - To be provided following presentation at the 28 August 2025 GRFMA Meeting.
- *Regulation 10 – Report on the financial results for the previous year compared with the estimated financial results set out in the budget presented.* This report to be presented to the October 2025 GRFMA meeting following adoption of the External Audit Report.
- *Regulation 9 – Budget Review 3. Schedule future budget reviews to ensure GRFMA Meetings can consider them within statutory deadlines.*
- *Risk Assessment Review – Insurance Cover Options for the Dam asset in the event of damage, failure, and/or natural disaster – or for third party property damage.* - The GRFMA Executive Officer to facilitate a risk-based assessment that incorporates a formal cost-benefit analysis of available market options.

5.2 GRFMA Annual Report 2024/2025

GAC25/11 GRFMA Annual Report 2024/2025

Moved: Mr G Pattinson
Seconded: Cr M Herrmann

That the GRFMA Audit and Risk Committee:

- 1. Receives and notes the GRFMA 2024/2025 Annual Report, as amended.*
- 2. Recommends that the report be adopted by the GRFMA Board and distributed to Constituent Councils.*

CARRIED UNANIMOUSLY

Amendment

- Amend page 8 of the Annual Report to state: Membership of the GRFMA Audit and Risk Committee is for two years, ending 30 June 2026.

5.3 Management Representation Letter

The meeting noted that the content of the Management Representation Letter was not confidential and agreed to consider it in the public meeting procedure.

GAC25/12 Management Representation Letter

Moved: Cr M Herrmann
Seconded: Mr G Pattinson

That the GRFMA Audit and Risk Committee note and record consideration of the Management Representation Letter which is to be provided to the 28 August 2025 GRFMA meeting

CARRIED UNANIMOUSLY

It was noted page 6 Note (12) to be recorded as *All audit correspondence has been referred to the Authority and Authority's Audit & Risk Committee.*

6. Confidential Items

Nil.

7. Other Business

The meeting noted the Adelaide Hills Council's application for Ministerial approval to exit GRFMA membership had not been supported by the Minister for Local Government.

8. Next Meeting

Nominally early October 2025 to consider BR1

Schedule of Meetings Table

Date	Audit Committee Meeting Schedule	Action
August 2025	Annual Financial Statements – Audit report; 2024/2025 – Auditor to attend.	Completed
October 2025	Operation of the Regional Subsidiary – Business Plan progress. Budget Review 1 variations consideration.	
December 2025	Budget Review 2 variations consideration.	
February 2025	Budget Review 3 variations consideration. External Audit Plan and Schedule 2027	

9. Closure

The Chairman thanked the members for their attendance and contribution.
The meeting closed at 1.05pm

Chair _____ Date _____