



City of Nedlands

MINUTES

Audit, Risk and Improvement Committee Meeting

Wednesday 11 February 2026

These Minutes are Subject to Confirmation

Prior to acting on any resolution of the Council contained in these Minutes, a check should be made of the Ordinary Meeting of Council following this meeting to ensure that there has not been a correction made to any resolution.



Information

Audit, Risk and Improvement Committee Meetings are run in accordance with the City of Nedlands Standing Orders Local Law. If you have any questions in relation to the agenda, procedural matters, addressing the Committee or attending these meetings please contact the Governance Officer on 9273 3500 or governance@nedlands.wa.gov.au

Public Question Time

Public question time at an Audit, Risk and Improvement Committee Meeting is available for members of the public to ask a question about items on the agenda. Questions asked by members of the public are not to be accompanied by any statement reflecting adversely upon any Council Member, Committee Member or Employee.

Questions should be submitted via the online form available on the City's website: [Public question time | City of Nedlands](#)

Questions may be taken on notice to allow adequate time to prepare a response and all answers will be published in the minutes of the meeting.

Addresses by Members of the Public

Members of the public may make presentations or ask questions on items contained within the agenda. Presentations are limited to 3 minutes. Members of the public must complete the online registration form available on the City's website: [Public Address Registration Form | City of Nedlands](#)

The Presiding Member will determine the order of speakers to address the Council, and the number of speakers is to be limited to 2 in support and 2 against any item on an Audit, Risk and Improvement Committee Meeting Agenda. The Public address session will be restricted to 15 minutes unless the Council, by resolution decides otherwise.

Disclaimer

Members of the public who attend Audit, Risk and Improvement Committee Meetings should not act immediately on anything they hear at the meetings, without first seeking clarification of Council's position. For example, by reference to the confirmed Minutes of Council meeting. Members of the public are also advised to wait for written advice from the Council prior to taking action on any matter that they may have before Council.

Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.



Table of Contents

1	DECLARATION OF OPENING.....	4
2	PRESENT AND APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED).....	4
3	PUBLIC QUESTION TIME.....	5
4	ADDRESSES BY MEMBERS OF THE PUBLIC.....	5
5	DISCLOSURES OF FINANCIAL INTEREST.....	5
6	DISCLOSURES OF INTERESTS AFFECTING IMPARTIALITY.....	5
7	DECLARATIONS BY MEMBERS THAT THEY HAVE NOT GIVEN DUE CONSIDERATION TO PAPERS	5
8	CONFIRMATION OF MINUTES	5
8.1	Audit, Risk and Improvement Committee Meeting held Wednesday, 3 December 2025.....	5
9	FINANCE	6
9.1	OAG - Audit Issues Log.....	6
10	RISK.....	9
11	MAJOR PROJECTS	10
12	CONFIDENTIAL ITEMS.....	11
12.1	Operational Risk Register Update.....	13
12.2	Mid-Year Budget Review 2025/26.....	14
13	ANY OTHER BUSINESS.....	15
14	DATE OF NEXT MEETING	16
15	DECLARATION OF CLOSURE.....	17



1 DECLARATION OF OPENING

I am now pleased to declare this Audit, Risk and Improvement Committee Meeting of the City of Nedlands open at 12:00 pm.

In opening the meeting, I acknowledge the traditional custodians of this land, the Whadjuk people of the Nyoongar Nation, and pay our respects to culture and Elders, past and present. The City of Nedlands also values the contributions made to the community over the years by people of diverse backgrounds and cultures, including those who have served and sacrificed.

2 PRESENT AND APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Commissioners

Mr D Caddy	Chair Commissioner
Ms B Sandri	Deputy Chair Commissioner
Mr C Adams	Independent Member (Chair)

Staff

Mr A Kyron	Interim Chief Executive Officer
Ms L Driscoll	Interim Director Corporate and Community Performance
Ms N Jennings	Director Special Projects Corporate Services
Mr J Allen	Coordinator Governance, Legal & Risk
Ms T Douglas	Executive Officer to CEO

Apologies

Colin Murphy	Independent Member
--------------	--------------------

Leave of Absence

Cath Hart	Commissioner
-----------	--------------

Public

1

Media

Nil

C Adams proposed a Procedural Motion.

Procedural Motion and Council Decision

The Committee APPROVE the leave of absence request of Colin Murphy for the 11 March 2026 Audit Risk and Improvement Committee Meeting.

Reason:

In accordance with meeting procedures.



Moved: Commissioner Sandri **Seconded:** Commissioner Caddy

CARRIED UNANIMOUSLY 3-0

For: Commissioner Caddy, Commissioner Sandri and C Adams

Against: Nil

3 PUBLIC QUESTION TIME

Nil

4 ADDRESSES BY MEMBERS OF THE PUBLIC

Nil

5 DISCLOSURES OF FINANCIAL INTEREST

Nil

6 DISCLOSURES OF INTERESTS AFFECTING IMPARTIALITY

Nil

7 DECLARATIONS BY MEMBERS THAT THEY HAVE NOT GIVEN DUE CONSIDERATION TO PAPERS

Nil

8 CONFIRMATION OF MINUTES

8.1 Audit, Risk and Improvement Committee Meeting held Wednesday, 3 December 2025

Committee Recommendation and Decision

The Minutes of the Audit, Risk and Improvement Committee Meeting held Wednesday, 3 December 2025 are to be **CONFIRMED**.

Moved: Commissioner Sandri **Seconded:** Commissioner Caddy

CARRIED UNANIMOUSLY 3-0



For: Commissioner Caddy, Commissioner Sandri and C Murphy
Against: Nil



9 FINANCE

9.1 OAG - Audit Issues Log

Report Number	ARC01.02.26
Applicant	City of Nedlands
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Authority/Discretion	Information
Contributing Officer	Andrew Van Rooyen - Chief Information Officer
Responsible Officer	Mark Ponton - Acting Coordinator Accounting Services
Director	Lorraine Driscoll - Interim Director Corporate and Community Performance
Attachments	<ol style="list-style-type: none">1. CONFIDENTIAL REDACTED - 2024 Finance audit log - Jan 26 [9.1.1]2. CONFIDENTIAL REDACTED - 2024 IT audit log - Jan 26 [9.1.2]

Purpose

The purpose of this report is to provide the Audit Risk and Improvement Committee (ARIC) with an update on progress with remediating the audit observations made by the OAG during the audit of the Financial Report for 2023/24.

Committee Recommendation and Decision

The Committee **RECEIVES** the report on the status update on the City's OAG Audit Issues Log.

Moved: Commissioner Sandri **Seconded:** Commissioner Caddy

CARRIED UNANIMOUSLY 3-0

For: Commissioner Caddy, Commissioner Sandri and C Murphy

Against: Nil

Background

At the ARIC meeting held on 06 August 2025 (Report ARC79.08.25) members resolved to request that a report be provided to the September 2025 ARIC meeting for an audit log with all observations to be included, a status update, responsible position and expected completion date. These were transferred to a schedule and progress will be reported to each ARIC meeting.

Discussion



The Administration has prepared the schedule containing all observations from the 2023/24 audit which includes items from prior years that were not observed by the auditor to be complete. Attachment 1 (Finance) and Attachment 2 (Information Systems) each contain a schedule which describes the observation, risk rating, current status, percentage completion and associated dates.

As at the date of this report, 2 of the 7 issues for Finance were complete and 3 of the 7 ICT general observations were complete. The remaining items are in progress or under review to determine appropriate actions.

The Administration has consulted with the OAG to determine an approach to closing out the audit issues. The OAG has advised that the Administration may choose its own method to close out an issue and record it as such in its records, however the OAG will independently review evidence of completion during a subsequent audit.

Consultation

Nil

Strategic Implications

This item is strategically aligned to the City of Nedlands Council Plan 2023-33 vision and desired outcomes as follows:

Vision: Sustainable and responsible for a bright future

Performance

11. Effective leadership and governance.

Budget/Financial Implications

Nil

Legislative and Policy Implications

An update to the Procurement of Goods and Services Policy (Council Policy) is required to address the documentation of verbal quotes (Financial Audit issue#2).

Decision Implications

Nil

Conclusion



The identified audit list items are be addressed.

Further Information

Nil



10 RISK

Nil



11 MAJOR PROJECTS

Nil



12 CONFIDENTIAL ITEMS

REASON FOR CONFIDENTIALITY

This Report is **CONFIDENTIAL** in accordance with Section 5.23(2)(a) to (h), of the Local Government Act 1995 (LG Act) which provides that the Committee may close to members of the public a meeting, or part of a meeting, if the meeting (or part meeting) deals with any of the following:

Item 12.1:

4(e) information the making public of which would be likely to endanger the security (including cyber-security) of any of the local government's property or operations;

4(f) information the making public of which would be likely to impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;

Item 12.2:

4(b) information relating to the personal affairs of an individual;

Members are reminded that, should the Committee resolve to close to members of the public that part of its meeting at which this Report and related documents is to be considered, then they are to ensure that the information remains **CONFIDENTIAL** and should not disclose the content of this Report or any related document to any other person. To do so may be an improper use of the information under section 5.93 of the LG Act.

Committee Recommendation and Decision

That, in accordance with **Section 5.23(2) of the Local Government Act 1995**, which permits the meeting to be closed to the public for business relating to the following:

- **Item 12.1: 4(e) information the making public of which would be likely to endanger the security (including cyber-security) of any of the local government's property or operations; or 4(f) information the making public of which would be likely to impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;**
- **Item 12.2: 4(b) information relating to the personal affairs of an individual;**

the Committee declares the meeting closed to the public at 12:05pm.

Moved: Commissioner Caddy

Seconded: Commissioner Sandri

CARRIED UNANIMOUSLY 3-0



For: Commissioner Caddy, Commissioner Sandri and C Murphy
Against: Nil



12.1 Operational Risk Register Update

Report Number	ARC02.02.2026
Applicant	City of Nedlands
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Authority/Discretion	Information
Contributing Officer	Mikayla Chambers - Senior Governance Officer
Responsible Officer	Jonathan Allen - Manager Governance and Risk
Director	Arthur Kyron - Acting Chief Executive Officer
Attachments	Nil

Committee Recommendation and Decision

That the Committee **RECEIVES** the status update on the Operational Risk Register (attachment 1).

Moved: Commissioner Sandri **Seconded:** Commissioner Caddy

CARRIED UNANIMOUSLY 3-0

For: Commissioner Caddy, Commissioner Sandri and C Murphy
Against: Nil



12.2 Mid-Year Budget Review 2025/26

Report Number	ARC03.02.2026
Applicant	City of Nedlands
Disclosure of Interest	Nil
Voting Requirements	Absolute Majority
Authority/Discretion	Advocacy Executive
Contributing Officer	Saman Liyanage - Management Accountant
Responsible Officer	Saman Liyanage - Management Accountant
Director	Lorraine Driscoll - Interim Director Corporate and Community Performance
Attachments	Nil

Committee Recommendation

The Committee receives the report on the 2025-26 Mid-Year Budget Review for the period ending 31 December 2025.

C Adams proposed an Alternative Motion.

Alternative Motion and Committee Decision

The Committee:

- RECEIVES** the report on the 2025-26 Mid-Year Budget Review for the period ending 31 December 2025
- INSTRUCTS** administration to critically review the following items prior to presenting the Mid-Year Budget Review to Council:
 - Employee Costs
 - Material and Contracts - other
 - Transfers to Reserves Accounts

Reason:

Gives administration the opportunity to review the items before the final Mid-Year Budget is presented to Council.

Moved: C Adams

Seconded: Commissioner Caddy

CARRIED UNANIMOUSLY 3-0

For: Commissioner Caddy, Commissioner Sandri and C Adams

Against: Nil



Committee Recommendation and Decision

That the Committee re-opens the meeting to members of the public at 12:34pm.

Moved: Commissioner Sandri **Seconded:** Commissioner Caddy

CARRIED UNANIMOUSLY 3-0

For: Commissioner Caddy, Commissioner Sandri and C Adams

Against: Nil



13 ANY OTHER BUSINESS

Nil



14 DATE OF NEXT MEETING

Committee Recommendation and Decision

The date of the next meeting of the Audit, Risk and Improvement Committee Meeting is Wednesday, 11 March 2026 at 12.00pm.

CARRIED UNANIMOUSLY 3-0

For: Commissioner Caddy, Commissioner Sandri and C Adams
Against: Nil



15 DECLARATION OF CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 12:37pm.