



# **MINUTES**

**Audit, Risk and Improvement  
Committee Meeting**

**Wednesday, 15 October 2025**

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**MINUTES OF BALRANALD SHIRE COUNCIL  
AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBERS, MARKET STREET BALRANALD  
ON WEDNESDAY, 15 OCTOBER 2025 AT 12.30PM**

**1 OPENING OF MEETING**

The meeting opened at 12.30pm

**2 ACKNOWLEDGMENT OF COUNTRY**

We pay our respect to the Traditional Custodians of the Lands where we hold this meeting to Elders past, present and emerging.

**PRESENT:****Committee:**

Kerry Phillips (Chairperson), Ross Earl and Cr Iain Lindsay-Field.

**Other:**

Mr Stephen Prowse, Brett Hanger, Manuel Moncada, Dominika Ryan, Yan Yang, Craig Richardson, Damien Connell and Scott Howe.

**Staff:**

Peter Bascomb (Interim Chief Executive Officer), Edna Mendes (Chief Financial Officer), Hodi Beauliv (Executive Manager: Community & Governance), Christine McKinley (WHS & Risk Officer) and Laurie Knight (Finance Consultant)

**3 APOLOGIES**

Ms Leanne Austin

**APOLOGY**

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**COMMITTEE RESOLUTION 2025/2**

Moved: Chair Person Kerry Phillips

Seconded: Member Ross Earl

That the apology received from Leanne Austin be accepted and leave of absence granted.

**CARRIED**

**4 DISCLOSURE OF INTEREST Nil****5 MINUTES OF PREVIOUS MEETING**

**5.1 MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON WEDNESDAY, 17 SEPTEMBER 2025**

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**COMMITTEE RESOLUTION 2025/3**

Moved: Member Ross Earl

Seconded: Chair Person Kerry Phillips

That the Minutes of the Audit Risk and Improvement Committee Meeting held on Wednesday, 17 September 2025 be received and noted.

**CARRIED**

**6 REPORTS****6.1 AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON THURSDAY 3 APRIL 2025**

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**COMMITTEE RESOLUTION 2025/4**

Moved: Member Ross Earl

Seconded: Chair Person Kerry Phillips

That the Minutes of the Audit Risk and Improvement Committee Meeting held on Thursday 3 April 2025 be received noted.

**CARRIED**

**6.2 CEO UPDATE****COMMITTEE RESOLUTION 2025/5**

Moved: Chair Person Kerry Phillips

Seconded: Member Ross Earl

That ARIC note the risks raised by the CEO.

**CARRIED**

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**6.3 CONTINUOUS IMPROVEMENT PROGRAM AND STATEWIDE MUTUAL UPDATE****COMMITTEE RESOLUTION 2025/6**

Moved: Chair Person Kerry Phillips

Seconded: Member Ross Earl

That the committee note the presentation from Statewide Mutual on the Continuous Improvement Program and open insurance claims.

**CARRIED**

**Attachments**

1 Statewide Risk Update

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**6.4 ENTERPRISE RISK MANAGEMENT POLICY, FRAMEWORK AND STRATEGIC RISK REGISTER****COMMITTEE RESOLUTION 2025/7**

Moved: Chair Person Kerry Phillips

Seconded: Member Ross Earl

That ARIC notes and endorses Council's new Enterprise Risk Management Policy, Framework and Strategic Risk Register to be presented to the October Council meeting for adoption.

**CARRIED**

**Attachments**

2 Enterprise Risk Management Review

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**6.5 FY25 ANNUAL STATEMENTS****COMMITTEE RESOLUTION 2025/8**

Moved: Chair Person Kerry Phillips

Seconded: Member Ross Earl

That ARIC notes the status of the Annual Financial Statements for year ending 30 June 2025.

**CARRIED**

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**6.6 INTERNAL AUDITOR UPDATE****COMMITTEE RESOLUTION 2025/9**

Moved: Chair Person Kerry Phillips

Seconded: Member Ross Earl

That ARIC note the internal auditor's update.

**CARRIED**

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**6.7 PERFORMANCE IMPROVEMENT ORDERS UPDATE****COMMITTEE RESOLUTION 2025/10**

Moved: Chair Person Kerry Phillips

Seconded: Member Ross Earl

That the Committee note the Performance Improvement Orders update endorsed by Council and submitted to the Office of Local Government.

**CARRIED**

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**7 ITEMS WITHOUT NOTICE**

The Chair requested updates regarding financial position as at 30 september 2025, and if significant incidents are recorded associated with WHS, Fraud and ICT.

**8 NEXT MEETING** Liaise with officers for a face to face meeting late January or early February 2026.

**9 CLOSE**

**The Meeting closed at 2.45pm.**