



AGENDA AUDIT & RISK MANAGEMENT

COMMITTEE MEETING

Monday, 17th February 2025 at 10.30 am

Microsoft Teams Online Meeting

Notice is hereby given that the next Audit & Risk Management Committee meeting of the N&YLGA will be held on Monday, 17th February 2025 commencing at 10.30 am.

Contents

1. Opening
 - 1.1 Meeting attendance and apologies
2. Minutes of the previous meeting
3. Business arising
 - 3.1 Committee membership vacancy
 - 3.2 Letter of confirmation for contract extension for Colin Davies
 - 3.3 Appointment of Auditor for N&YLGA
4. Budget Review
5. Any Other Business
6. Close and Next Meeting

Attachments:

- A: N&YLGA Budget Review 3 Spreadsheet 2024-25
- B: N&YLGA Budget Review 3 explanatory notes 2024-25
- C: ATA Audits – Audit Proposal to 30th June 2025
- D: Management Report as at 31st January 2025
- E: Bank Reconciliation as at 31st January 2025

1. MEETING ATTENDANCE AND APOLOGIES

Present: Committee

Mayor Rodney Reid	Wakefield Regional Council
Mayor Stephen McCarthy	District Council of Mount Remarkable
Mr Stephen Rufus	Director Corporate and Community Services Port Pirie Regional Council (Chair)
Mr Ian McDonald	Independent

In Attendance

Mrs Bridget Ransome	CEO, Northern & Yorke Local Government Association
Mr Colin Davies	Finance Officer (Tentative)

2. MINUTES OF PREVIOUS MEETING

Reports for discussion

From: Bridget Ransome, Chief Executive Officer

Recommendation:

That the minutes of the Northern & Yorke Local Government Association Audit & Risk Management Committee Meeting held on 19th November 2024 be taken as read and confirmed.

The minutes of the meeting held on 19th November 2024 were distributed to all members and were provided with the agenda for the 17th November 2025 N&YLGA meeting. The N&YLGA received and noted the minutes and they will be published on the N&YLGA website at: [Documents - Northern & Yorke Local Government Association](#)

3. BUSINESS ARISING

3.1 Committee Membership vacancy

Reports for discussion and decision

From: Bridget Ransome, Chief Executive Officer

Background

Update from the previous Minutes 19th November 2024. Advise that there have been no responses following several efforts over the past 12 months to fill the vacancy of the professionally qualified officer selected from staff of Councils and recommends that the Northern and Yorke Local Government Association progress with the committee via the current membership **and seeks to fill the vacancy.**

Recommendation: That Audit & Risk Committee members provide CEO Bridget Ransome with suggested names and contact details to progress the appointment of a professionally qualified officer from staff of Councils to the Audit & Risk Committee and that she will follow up to progress this appointment.

3.2 Letter of confirmation for contract extension for Colin Davies

Reports for discussion and decision

From: Bridget Ransome, Chief Executive Officer

Background

The minutes of the meeting of 19th November 2024 confirm an extension for a further 12 months until 31st December 2025 for Colin Davies, as Finance Officer for N&YLGA. Although the N&YLGA CEO Simon Millcock had advised Colin of the extension via email no letter confirming the extension has been provided.

Recommendation: That the new CEO of the N&YLGA Bridget Ransome provide a formal letter of confirmation of this extension to Colin Davies, Finance Officer.

3.3 Appointment of Auditor for N&YLGA

Reports for discussion and decision

From: Bridget Ransome, Chief Executive Officer

Background

The minutes of the meeting of 19th November 2024 noted the report from Simon Millcock and the update to progress to an appointment of auditors. No action appears to have been progressed as to the appointment of an Auditor since the previous meeting. Simon Millcock's recommendation is ATA Audits.

Recommendation: That ATA Audits be approved as auditors for the N&YLGA; and that the CEO of N&YLGA Bridget Ransome contact ATA Audits to confirm and progress this appointment.

4. BUDGET REVIEW

Reports for discussion and review

From: Bridget Ransome, Chief Executive Officer

Bridget Ransome, Chief Executive Officer has provided Budget Review 3 for the N&YLGAs for the 2024-25 financial year. Included with the Budget Review 3 spreadsheet are explanatory notes in support of the budget review process.

Recommendation: That the committee notes the reports and approves the budget review and subsequent recommendations.

5. ANY OTHER BUSINESS

6. CLOSE AND NEXT MEETING