



## HOPE VALE ABORIGINAL SHIRE COUNCIL

### MEETING REPORT

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ITEM NO: 6.2.3

GENERAL MEETING:

SUBJECT:

Strategic and Operational Risk Management Committee Minutes

CLASSIFICATION:

INFORMATION

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#### RECOMMENDATION

That Council note the report

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#### BUDGET & RESOURCE CONSIDERATIONS

N/a

#### BACKGROUND / DISCUSSION

The Management Team met with Peter Savage (CT Management group). This meeting facilitates the Council's Disaster Co Ordination Committee and the Workplace Health and Safety Management Committee.

The attached minutes are a record of the procedures of that meeting.

#### LINK TO CORPORATE PLAN

There is no specific link to the operational plan. However, it is considered good governance to provide for Disaster preparation within the Organisation and assess risk in terms of its daily operation.

#### CONSULTATION (Internal/External)

Management team

#### LEGAL CONSIDERATIONS

Good Liability Management

#### POLICY IMPLICATIONS

No specific Policy although Council does have a WHS policy that supports the implementation of a WHS programme.

**RISK ASSESSMENT**

Low

**ATTACHMENTS:**

Copy of the Minutes of the Operational Risk Management Committee Minutes

**REFERENCE DOCUMENT:**

Not applicable

<b>Report Prepared by:</b>  <b>Lew Rojahn</b> <b>CEO</b>  Date: 31/10/2025	<b>Report Authorised by:</b>  <b>Lew Rojahn</b> <b>CHIEF EXECUTIVE OFFICER</b>
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## **Report to Council**

### **Strategic and Operational Risk Management Committee meeting held 9th October 2025**

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The quarterly meeting of the Strategic and Operational Risk Management Committee was held in the Hope Vale office on Wednesday 9th October 2025. The meeting also facilitates the Council's Disaster Co-ordination Committee and the Workplace Health and Safety Management Committee. The meeting was chaired by Acting CEO Lou Rojahn and attended by the management team and Peter Savage (a consultant with CT Management Group). The position of Workplace Health and Safety Advisor is currently vacant.

A summary of the business items discussed is provided below:

#### **Strategic and Operational Risk Management Committee**

A review of Internal and External audit programmes and any reports or requests from the Audit Committee were considered. It was noted that the 2024-25 external audit programme has concluded without issues.

The meeting noted the requirements to meet the changes generated by the new Aged Care Act (1 July 2025) and the Child Safe Standards (1 October 2025).

The meeting reviewed progress on the revision of Council's Asset Management Plans which are nearing completion. The committee is also reviewing a number of draft operational policies which have the potential to decrease Council's insurance bill. The ongoing work to implement Cyber-Security controls was reviewed. Implementation has commenced with upgraded password protocols and the introduction of Multi-Factor Identification protocols.

#### **Disaster Co-ordination Committee**

The Committee received reports on the progress of cyclone season and fire season preparations. Noted that the Committee would like to see a partnership with Congress in regard to future fire season preparations.

Noted the delivery of mobile generators, flood lights, messaging signs, emergency response trailer and completion of work to upgrade the SES Building. Work is continuing at the Multi-Purpose Centre.

Equipment checks and checklist reviews are taking place in preparation for the cyclone season. The Disaster Management Plan has been updated and contact details will be posted to the website shortly.

#### **Workplace Health and Safety Management Committee**

The meeting noted that the Workplace Health and Safety Advisor position is vacant and requested the Director Operations to commence recruitment as per the previous arrangements.