

PRESENT

Ms Margaret Nicholls (Chairperson)
Mr Bryce McNair
Mr Adrian Lindner
Mr David Rosetta
Councillor D Tout – for R-1 to RP-9 (inclusive)
Councillor R Kendall
Councillor Y Braid

IN ATTENDANCE

Councillor Mayor Greg Conkey – for RP-1 to RP-6 (inclusive)	
Director, Financial Audit NSW Audit Office	Lawrissa Chan
Audit Leader, Financial Audit NSW Audit Office	Michael Kharzoo
General Manager	Peter Thompson
Manger Finance	Carolyn Rodney
Manager Risk and Governance	Ingrid Hensley
Risk and Assurance Officer	Cathy Wade
Corporate Governance Coordinator	Nicole Johnson
Director Regional Activation - for RP-1	Michael Keys

APOLOGIES

Director Corporate Services	Natalie Te Pohe
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The meeting of the Audit, Risk and Improvement Committee commenced at 8:05am.

ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge the Wiradjuri people who are the Traditional Custodians of this Land. I would also like to pay respect to the Elders both past and present of the Wiradjuri Nation and extend that respect to other Community members present.

CONFIRMATION OF MINUTES

CM-1 AUDIT, RISK AND IMPROVEMENT COMMITTEE MINUTES

Recommendation:

On the Motion of B McNair and Councillor R Kendall

That the Minutes of the proceedings of the Audit, Risk and Improvement Committee Meeting held on 21 November 2019 be confirmed as a true and accurate record, noting that the recommendations contained in the minutes of that meeting were endorsed by Council at its Ordinary Meeting on 20 January 2020 with the following amendment:

The Committee noted that a leave of absence was granted to Councillor Dallas Tout and David Rosetta at the Audit, Risk and Improvement Committee Meeting on 10 October 2019.

CARRIED

DECLARATIONS OF INTEREST

No declarations of interest were received.

Margaret Nicholls (Chairperson) entered the meeting the time being 8:15am.

REPORTS

RP-1 EXECUTIVE PRESENTATION - DIRECTOR REGIONAL ACTIVATION

Recommendation:

On the Motion of A Lindner and D Rosetta

That the Audit, Risk and Improvement Committee note the presentation by the Director Regional Activation.

CARRIED

RP-2 GENERAL MANAGER'S UPDATE

Recommendation:

On the Motion of D Rosetta and M Nicholls

That the Audit, Risk and Improvement Committee receive and note the report in relation the following:

- **Internal Audit resourcing and timeline**
- **Riverina Joint Organisation**
- **Major Projects**
- **Bushfire emergency, local government response and support, acknowledging the significant contribution by Council staff in providing assistance in the emergency response**
- **Response to union requests, industrial matters and legal update**
- **Asset and infrastructure risks**
- **Sydney Office**

CARRIED

RP-3 AUDIT OF 2019/20 FINANCIAL STATEMENTS

Recommendation:

On the Motion of D Rosetta and A Lindner

That the Audit, Risk and Improvement Committee:

- a note the NSW Audit Office's schedule for the audit of the 2019/20 Financial Statements**
- b receives a presentation from the NSW Audit Office on the Annual Engagement Plan for the audit of the 2018/19 Financial Statements**

CARRIED

RP-4 DECEMBER 2019 QUARTERLY BUDGET REVIEW

Recommendation:

On the Motion of Councillor D Tout and M Nicholls

That the Audit, Risk and Improvement Committee note the Quarterly Budget Review for the quarter ended 31 December 2019 reported to Council at the 20 January 2020 Council meeting.

CARRIED

RP-5 FRAUD ACTION PLAN

Recommendation:

On the Motion of D Rosetta and Councillor D Tout

That the Audit and Risk Committee:

- receive and note the report
- provide an update to the next meeting on unresolved items from the Fraud Action Plan 2019 that require further review
- receive the Fraud Action Plan 2020 at the May 2020 Meeting

CARRIED

RP-6 PEOPLE & CULTURE UPDATE

Recommendation:

On the Motion of Councillor D Tout and D Rosetta

That the Audit, Risk and Improvement Committee receive and note the People and Culture update and request statistics be provided on a rolling basis for comparative purposes.

CARRIED

The Mayor, Greg Conkey OAM vacated the meeting the time being 9:00am.

RP-7 GOVERNANCE AND RISK UPDATE

Recommendation:

On the Motion of M Nicholls and D Rosetta

That the Audit, Risk and Improvement Committee receive and note this Report.

CARRIED

RP-8 INTERNAL AUDIT UPDATE

Recommendation:

On the Motion of M Nicholls and A Lindner

That the Audit, Risk and Improvement Committee:

- a note the current reduced capacity of internal audit which is reflected in the level of current activity and review**
- b note the steps being undertaken to secure a dedicated internal audit resource**
- c request responsible officers identified in the Internal Audit Issues and Agreed Actions Register closely review each recommendation and provide an appropriate update to the May 2020 meeting**

CARRIED

RP-9 ARIC ACTIONS REGISTER

Recommendation:

On the Motion of Councillor R Kendall and A Lindner

That the Audit, Risk and Improvement Committee receive and note the report.

CARRIED

Councillor Dallas Tout vacated the meeting the time being 10:00am.

RP-10 PROPOSED DEVELOPMENT OF A DRAFT REGIONAL PROCUREMENT PREFERENCE POLICY

Recommendation:

On the Motion of B McNair and Councillor Y Braid

That the Audit, Risk and Improvement Committee:

- a receive and note the report and note suggested amendments**
- b note the workshop held with Councillors on 9 December 2019 and the subsequent Council report presented on 20 January 2020 including the recommendations made by Council**
- c recommends to Council that:**
 - i Council endorse the draft Regional Procurement Preference Policy – POL064 and place on public exhibition for a period of 28 days and invite public submissions for a period of 42 days on the draft Regional Procurement Preference Policy – POL064**
- d note that the Council will receive a further report following the public exhibition and submission period:**
 - i addressing any submission made in respect of the draft Regional Procurement Preference Policy – POL064**
 - ii proposing adoption of the Policy unless there are any recommended amendments deemed to be substantial and requiring a further public exhibition period**

CARRIED

RP-11 CAPITAL WORKS UPDATE

Recommendation:

On the Motion of Councillor Y Braid and B McNair

That the Audit, Risk and Improvement Committee:

- a note the contents of the report**
- b request attendance by the Director Operations at the May 2020 meeting to provide an update on the capital works program**

CARRIED

RP-12 COUNCILLORS EXPENSES AND FACILITIES POLICY - POL 025

Recommendation:

On the Motion of A Lindner and B McNair

That the Audit, Risk and Improvement Committee:

- a review and endorse the changes to Councillor Expenses and Facilities Policy (currently Payment of Expenses and Provision of Facilities to Councillors) - POL 025**
- b note comments made by the committee in regards to reimbursement timeframes, budget allocation and available facilities**

CARRIED

QUESTIONS WITH NOTICE

No Questions With Notice were received.

The Audit, Risk and Improvement Committee rose at 10:37am.