

## **PRESENT**

Ms Margaret Nicholls (Chairperson)  
Mr Adrian Lindner  
Mr Bryce McNair  
Mr David Rosetta  
Councillor D Tout  
Councillor R Kendall

## **IN ATTENDANCE**

General Manager	Peter Thompson
Chief Audit Executive	Kaushie Jaya
Director Corporate Services	Natalie Te Pohe
Manager Risk and Governance	Ingrid Hensley
Governance Coordinator	Nicole Johnson

The meeting of the Audit, Risk and Improvement Committee commenced at 8:30am.

## **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 Councillor D Tout and A Lindner

**That the Minutes of the proceedings of the Audit, Risk and Improvement Committee Meeting held on 25 February 2021 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 14 December 2020.**

**CARRIED**

## **DECLARATIONS OF INTEREST**

No declarations of interest were received.

## **PROCEDURAL MOTION - ENGLOBO**

***Recommendation:***

On the Motion of D Rosetta and B McNair

**That the Audit, Risk and Improvement Committee Meeting adopt RP-3, RP-5, RP-7, RP-9, RP-10 and RP-12 as recommended in the business papers.**

**CARRIED**

## **REPORTS**

### **RP-1 PRESENTATION - OFFICE OF LOCAL GOVERNMENT NSW**

Lana Hall, Principal Policy Officer, Governance, Office of Local Government NSW entered the meeting and presented to the Committee the time being 8:55am.

***Recommendation:***

On the Motion of Councillor R Kendall and D Rosetta

**That the Audit, Risk and Improvement Committee note the presentation by Lana Hall, Principal Policy Officer, Governance, Office of Local Government NSW in relation to the proposed Risk Management and Internal Audit Framework.**

**CARRIED**

Lana Hall vacated the meeting the time being 9:25am.

### **RP-2 PRESENTATION FROM COUNCIL'S EXTERNAL INVESTMENT ADVISOR - IMPERIUM MARKETS**

Michael Chandra, Council's Investment Advisor, Imperium Markets entered the meeting and presented to the Committee the time being 9:25am.

Carolyn Rodney, Manager Finance & Zac Wilson, Senior Financial Accountant entered the meeting the time being 9:25am.

***Recommendation:***

On the Motion of Councillor R Kendall and D Rosetta

**That the Audit, Risk and Improvement Committee receive a presentation from Council's independent investment advisor, Imperium Markets.**

**CARRIED**

Michael Chandra and Zac Wilson vacated the meeting the time being 9:45am.

**RP-3 BUSINESS ARISING FROM ARIC MEETING ON 25 FEBRUARY 2021**

***Recommendation:***

On the Motion of Councillors D Rosetta and B McNair

**That the Audit, Risk and Improvement Committee note the actions being taken to address outstanding business arising from the October, November 2020 ARIC meetings and the meeting on 25 February 2021.**

**CARRIED**

**RP-4 GENERAL MANAGER'S UPDATE**

***Recommendation:***

On the Motion of A Lindner and B McNair

**That the Audit, Risk and Improvement Committee receive and note the written update provided by the General Manager in relation to:**

- **Litigation commenced by Alan Eldridge**
- **Water for Lake Albert**
- **Organisation Structure Review**
- **Code of Conduct Issues**
- **Community Satisfaction Survey**

**CARRIED**

**RP-5 INTERNAL AUDIT UNIVERSE**

***Recommendation:***

On the Motion of Councillors D Rosetta and B McNair

**That the Audit, Risk and Improvement Committee:**

- a note the revised Audit Universe incorporating the 3-year Strategic Internal Audit Plan for 2021/22 to 2023/24.**
- b approve revised Audit Universe incorporating the 3-year Strategic Internal Audit Plan (SIAP) for 2021/22 to 2023/24**

**CARRIED**

**RP-6 STRATEGIC INTERNAL AUDIT PLAN AND ANNUAL INTERNAL AUDIT PLAN**

***Recommendation:***

On the Motion of Councillors R Kendall and A Lindner

**That the Audit, Risk and Improvement Committee, in accordance with the Wagga Wagga City Council: Audit, Risk & Improvement Committee Charter, Internal Audit Charter and Internal Audit Manual:**

- a review the three-year Strategic Internal Audit Plan (incorporating the Annual Internal Audit Plan) 2021/22 to 2023/24**
- b approve the three-year Strategic Internal Audit Plan (incorporating the Annual Internal Audit Plan) 2021/22 to 2023/24**

**CARRIED**

**RP-7 MARCH 2021 QUARTERLY BUDGET REVIEW**

***Recommendation:***

On the Motion of D Rosetta and B McNair

**That the Audit, Risk and Improvement Committee note the Quarterly Budget Review for the quarter ended 31 March 2021 reported to Council at the 26 April 2021 Council meeting.**

**CARRIED**

**RP-8 COUNCIL POLICIES - FINANCE**

***Recommendation:***

On the Motion of Councillors M Nicholls and B McNair

**That the Committee note the proposed minor updates to the Debt Management Policy (POL 017) and the Related Party Disclosures Policy (POL 031) which are proposed to be approved under the General Manager's delegation.**

**CARRIED**

Carolyn Rodney vacated the Meeting the time being 10:15am.

**RP-9 INTERNAL AUDIT UPDATE**

**Recommendation:**

On the Motion of D Rosetta and B McNair

That the Audit, Risk and Improvement Committee receive and note the progress of the internal audit activity underway.

**CARRIED**

**RP-10 RISK MANAGEMENT AND INTERNAL AUDIT FRAMEWORK TRAINING**

**Recommendation:**

On the Motion of D Rosetta and B McNair

That the Audit, Risk and Improvement Committee (ARIC) consider attendance the Risk Management and Internal Audit Framework training course.

**CARRIED**

**RP-11 INTERNAL AUDIT IMPROVEMENT INITIATIVES REGISTER**

**Recommendation:**

On the Motion of Councillors M Nicholls and B McNair

That the Audit, Risk and Improvement Committee:

- a note the current status of the pending Internal Audit recommendations
- b approve the following requests for revision to audit action target dates

Audit Recommendation Reference	Original Target Date	Request
CA2018-1 Development Contributions 3.1.8 Development contributions, works-in-kind and planning agreements	Original Target Date: 30/04/2019 Revised Target Date: 01/06/2021	Revise the Target date to 30 September 2021
IA2018-4 Grants and Donations 2.4 Leasing & Licensing Policy	Original Target Date: 31/03/2019 Revised Target Date: 01/04/2021	Revise the Target date to 30 June 2021

**CARRIED**

**RP-12 ARIC ACTIONS REGISTER**

***Recommendation:***

On the Motion of D Rosetta and B McNair

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

**CARRIED**

**RP-13 CAPITAL WORKS UPDATE**

Darren Raeck, Director Projects & Strategy entered the Meeting the time being 10:16am.

***Recommendation:***

On the Motion of A Lindner and of Councillor R Kendall

**That the Audit, Risk and Improvement Committee note the contents of this report.**

**CARRIED**

The Committee endorsed moving RP-18 ASSET MANAGEMENT REVIEW to follow RP-13 to allow feedback from the Director Projects & Strategy.

**RP-18 ASSET MANAGEMENT REVIEW**

***Recommendation:***

On the Motion of B McNair and A Lindner

**That the committee note the update on the review of asset management at Council.**

**CARRIED**

Darren Raeck vacated the Meeting the time being 10:20am.

**RP-14 CYBER SECURITY UPDATE AND DRAFT STRATEGY**

Loris Minassian, Founder & CEO Cyber Stash Australia entered the meeting and presented to the Committee the time being 10:20am.

Reece Hamblin, Manager Information & Communications Technology Services entered the meeting the time being 10:20am.

***Recommendation:***

On the Motion of A Lindner and M Nicholls

**The Audit, Risk and Improvement Committee:**

- a receive the presentation from Cyber Stash in relation to Council’s draft Cyber Security Strategy and Implementation Plan**
- b note the outcomes identified from the recent Cyber Security Strategy completed in April 2021**
- c receive and note the additional information provided in relation to Cyber Security matters**

**CARRIED**

Councillor R Kendall vacated the Meeting the time being 10:40am.

Loris Minassian and Reece Hamblin vacated the Meeting the time being 10:45am.

**RP-15 COUNCIL'S RESPONSE TO COVID-19**

***Recommendation:***

On the Motion of A Lindner and B McNair

**That the Audit, Risk and Improvement Committee:**

- a receive and note this Report**
- b commend Council on their COVID response**

**CARRIED**

**RP-16 GOVERNANCE AND RISK UPDATE**

***Recommendation:***

On the Motion of Councillors M Nicholls and B McNair

**That the Audit, Risk and Improvement Committee defer this Report to the August 2021 ARIC Meeting.**

**CARRIED**

## **RP-17 COUNCIL'S CONTRACTOR MANAGEMENT PROCESS**

David Butterfield, Manager Procurement Services entered the Meeting the time being 10:50am.

***Recommendation:***

On the Motion of B McNair and M Nicholls

**That the Audit, Risk and Improvement Committee deferred consideration of this report to the August 2021 ARIC Meeting.**

**CARRIED**

David Butterfield vacated the Meeting the time being 10:58am.

RP-18 ASSET MANAGEMENT REVIEW was moved forward to follow RP-13.

## **RP-19 PRESENTATION - DIRECTOR OPERATIONS**

***Recommendation:***

On the Motion of Councillors B McNair and M Nicholls

**That the Audit, Risk and Improvement Committee defer the presentation by the Director Operations, Warren Faulkner to the August 2021 ARIC meeting.**

**CARRIED**

## **QUESTIONS WITH NOTICE**

The Chairperson, Marg Nicholls, requested that other audit reports which are undertaken across the organisation, including the recent Work Health & Safety Audit, be presented to the Committee at the next available meeting.

The Audit, Risk and Improvement Committee rose at 11:00am.