

Rous County Council

Audit, Risk and Improvement Committee Minutes

Monday, 22 November 2021

The Chair opened the meeting at 10.00am

In attendance:

Voting Committee:

- Brian Wilkinson (Independent member / Chair) - via 'Teams' link
- Andrew MacLeod (Independent member) - via 'Teams' link
- Cr Darlene Cook (Council member) - present at Council offices

Rous County Council:

- Phillip Rudd (General Manager) - present at Council offices
- Helen McNeil (Group Manager People & Performance) - present at Council offices
- Guy Bezrouchko (Group Manager Corporate & Commercial) - present at Council offices
- Natalie Woodhead-Tiernan (Finance Manager) - present at Council offices
- Lauren Edwards (Governance and Risk Manager) - present at Council offices
- Jonathan Patino (Finance Business Partner) - present at Council offices
- Tim Allen (ICT Manager) - via 'Teams' link

Other attendees:

- Geoff Dwyer and (Thomas Noble & Russell) - via 'Teams' link
- Richard Watkinson (Thomas, Noble & Russell) - via 'Teams' link

1. APOLOGIES

Adam Nesbitt (Group Manager Operations); Andrew Logan (Group Manager Planning and Delivery); Gearoid Fitzgerald (Audit Office NSW).

2. ACKNOWLEDGEMENT OF COUNTRY

Council showed its respect and acknowledged the Traditional Custodians of the Land, of all Elders, on which this meeting took place.

3. MINUTES OF PREVIOUS MEETING

Minutes of the meeting held 18 October 2021 were noted as presented.

4. DISCLOSURE OF INTEREST

Nil.

5. STANDARD REPORTS

i). Risk and compliance

RECOMMENDATION [32/21] (MacLeod/Cook) that the Audit, Risk and Improvement Committee receive and note the information presented in this report regarding enterprise risk management and progress of actions in the 2021 Risk Management Plan.

ii). Governance

RECOMMENDATION [33/21] (Cook/MacLeod) that the Audit, Risk and Improvement Committee:

1. Receive and note the information presented in the report on:
 - a. Policy and delegations review status.
 - b. The results in the attached 'Model Code of Conduct Complaints Statistics' report.
 - c. The governance of Council's section 355 Committee.
2. Endorse the attached 2021 minutes of the volunteer floodgate operator program.

iii). Work Health and Safety

RECOMMENDATION [34/21] (Wilkinson/MacLeod) that the Audit, Risk and Improvement Committee receive and note the information presented in this report regarding Work Health Safety systems, compliance and reviews.

iv). Audit

RECOMMENDATION [35/21] (Cook/MacLeod) that the Audit, Risk and Improvement Committee receive and note the information presented in this report on:

1. Progress against actions arising from internal audits.
2. Progress against actions arising from external audits.

v). Financial management

RECOMMENDATION [36/21] (MacLeod/Wilkinson) that the Audit, Risk and Improvement Committee receive and note the information presented in the Financial management report – November 2021 regarding:

1. Annual Financial Statements for year ending 30 June 2021 issued to the Office of Local Government.
2. Audit Office of NSW Management letter on the final phase of the audit for year ended 30 June 2021.
3. The quarterly budget review report furnished to Council's October 2021 meeting applicable for the quarter ending 30 September 2021.
4. The investment report furnished to Council's October 2021 meeting applicable for the month of 30 September 2021.

Geoff Dwyer (Thomas, Noble and Russell) and Richard Watkinson (Thomas, Noble and Russell) left at 10.38am.

vi). Service reviews

RECOMMENDATION [37/21] (Wilkinson/MacLeod) that the Audit, Risk and Improvement Committee note the information provided in the report regarding the completion of the organisation structure and resourcing review as determined on 18 October 2021.

vii). ICT Business Plan 2019-2021 status update

RECOMMENDATION [38/21] (Cook/MacLeod) that the Audit, Risk and Improvement Committee:

1. Receive and note the information presented in this report regarding the status of delivery of action items in the ICT Business Plan 2019-2021.
2. Receive a further report at the March 2022 meeting.

viii). Other Matters

RECOMMENDATION [39/21] (MacLeod/Cook) that the Audit, Risk and Improvement Committee receive and note the information contained in the report.

6. CONFIRMATION OF MINTUES

i). Audit, Risk and Improvement Committee meeting minutes 22 November 2021

RECOMMENDATION [40/21] (MacLeod/Cook) that the minutes of the Audit, Risk and Improvement Committee of 22 November 2021 be accepted as presented.

7. NEXT MEETING

Monday, 28 March 2022.

8. CLOSE OF BUSINESS

There being no further business the meeting closed at 11.05am