
Rous County Council

Audit, Risk and Improvement Committee Minutes

Monday, 17 October 2022

Meeting held at Rous Admin Office and via 'Teams' link.

The Chair opened the meeting at 10.03am

In attendance:

Voting Committee

- Brian Wilkinson (Independent member / Chair)
- Andrew MacLeod (Independent member)
- Cr Big Rob (Council member)

Rous County Council staff

- Phil Rudd (General Manager)
- Helen McNeil (Group Manager People and Performance)
- Geoff Ward (Group Manager Corporate and Commercial)
- Guy Bezrouchko (Project Manager – Relocation and Properties)
- Andrew Logan (Group Manager Planning and Delivery)
- Lauren Edwards (Governance and Risk Manager)
- Jonathan Patino (Finance Business Partner)
- Joe Yeadon (ICT Manager)
- Aaron McBride (Enterprise Risk Manager)

Other attendees

- Richard Watkinson (Thomas, Noble & Russell) via 'Teams'
- Mitchell Morley (InConsult) (via 'Teams') via 'Teams'

1. APOLOGIES

Nil.

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 25 July 2022 were noted as presented.

4. DISCLOSURE OF INTEREST

Nil.

ALTERING ORDER OF BUSINESS

RECOMMENDATION (Rob/Wilkinson) that the Order of Business be altered to debate the Late Reports:

- i). Financial Management report – October 2022.
- ii). Annual Financial Report and Auditor Report for the Year Ending 30 June 2022.

6.8 Financial management report – October 2022

RECOMMENDATION (Wilkinson/Rob) that the Audit, Risk and Improvement Committee receive and note the information presented in the Financial management report – October 2022 regarding:

1. The Preliminary 2021/22 End of Year Financial Summary and Budget Carry Forwards report furnished to Council's August 2022 meeting applicable for the month of 31 July 2022.
2. The investment report furnished to Council's August 2022 meeting applicable for the month of 31 July 2022.

6.9 Annual Financial Reports and Audit Reports for year ending 30 June 2022

RECOMMENDATION (Wilkinson/MacLeod) that the Committee:

1. Receive and endorse the draft 'Annual Financial Statements for the year ended 30 June 2022' and the NSW Audit Office draft 'Report on the Conduct of the Audit for the year ended 30 June 2022' to Rous County Council for adoption, subject to any material changes.
2. Receive and note the NSW Audit Office 'Engagement Closing Report for the year ended 30 June 2022'.

5. ARIC SCHEDULE OF REPORTING

ARIC Schedule of Reporting was noted.

6. REPORTS

6.1 Risk and Compliance

RECOMMENDATION (Rob/MacLeod) that the Audit, Risk and Improvement Committee receive and note the information presented in the report regarding enterprise risk management and emergency management.

6.2 Health Safety and Environment update

RECOMMENDATION (Rob/MacLeod) that the Audit, Risk and Improvement Committee receive and note the information presented in the report regarding health, safety and environment matters.

6.3 Strategy Implementation

RECOMMENDATION (Rob/MacLeod) that the Audit, Risk and Improvement Committee receive and note:

1. Performance against delivery of the actions for Year 5 of the combined Delivery program/Operational plan for the period 1 January 2022 to 30 June 2022.
2. The new 3-year Integrated Planning and Reporting Framework (incorporating the 2022/23 Budget and 'Revenue' policy).

6.4 Audit

RECOMMENDATION (Rob/McLeod) that the Audit, Risk and Improvement Committee receive and note the information presented in the report on the:

1. Commencement of the IT General Controls internal audit.
2. Progress against actions arising from internal audits.
3. Progress against actions arising from external audits.

6.5 Service reviews

RECOMMENDATION (MacLeod/Rob) that the Audit, Risk and Improvement Committee note the information provided in the report regarding the changes made to the organisation structure due to the closure of the Richmond Water Laboratories.

6.6 Corporate Systems Review

RECOMMENDATION (Wilkinson/Rob) that the Audit, Risk and Improvement Committee:

1. Receive and note the findings of the 'Corporate Systems Review'.
2. Receive and note the proposed 'Digital Transformation' next steps.

6.7 ICT Business Plan 2019 – 2021 Final Status

RECOMMENDATION (Wilkinson/Rob) that the Audit, Risk and Improvement Committee receive and note the information presented in the report regarding the closure and completion of the ICT Business Plan 2019-2021, including the treatment of outstanding items.

6.8 Annual Financial Report and Audit Report for year ending 30 June 2022

Report dealt with earlier in the meeting.

6.9 Financial management report – October 2022

Report dealt with earlier in the meeting.

6.10 Meeting schedule for 2023

RECOMMENDATION (MacLeod/Rob) that the Committee confirm meeting dates for 2023 as: 27 February; 22 May; 24 July; 16 October (financial statements) and 27 November commencing at 10.00am.

6.11 Other matters

RRECOMMENDATION (Rob/MacLeod) that the Audit Risk and Improvement Committee receive and note the information contained in this report.

7. OTHER BUSINESS ARISING

Nil.

8. CONFIRMATION OF MINTUES

i). Audit, Risk and Improvement Committee meeting minutes 17 October 2022

RECOMMENDATION (Rob/MacLeod) that the minutes of the Audit, Risk and Improvement Committee of 17 October 2022 be accepted as presented.

9. NEXT MEETING

28 November 2022 commencing 10am.

10. CLOSE OF BUSINESS

There being no further business the meeting closed at 11.43am