
Rous County Council

Audit, Risk and Improvement Committee Minutes

Monday, 28 November 2022

1. MEETING OPENING

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

The Chair opened the meeting at 10.00am

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) - via Teams
- Lauren Edwards (Governance and Risk Manager)
- Jonathan Patino (Finance Business Partner)
- Joe Yeadon (ICT Manager) - via Teams
- Aaron McBride (Enterprise Risk Manager) - via Teams
- Noeline Smith (Minute Taker)

Other attendees

- Mitchell Morley (InConsult) - via 'Teams'

Apologies

- Andrew Logan (Group Manager Planning and Delivery)
- Richard Watkinson (Thomas, Noble & Russell)
- Ben Rogers (Thomas Noble & Russell)

2. ACKNOWLEDGEMENT OF COUNTRY

Rous County Council acknowledges the Traditional Custodians of the land upon which we work and live. We pay our respects to the Elders of the past, present and emerging and acknowledge their continuing connection to Council who will guide us on our shared journey to the future.

ALTERING ORDER OF BUSINESS

It was agreed the presentation of the Audit report by Mitch Morley, InConsult (Item 6.1 of the agenda) be brought forward.

Mr Morley presented on the *Internal Audit Report – IT General Controls* report.

The Chair thanked Mr Morley for providing the Committee with an overview of the Internal Audit Report.

3. MINUTES OF PREVIOUS MEETING

Minutes of the meeting held 17 October 2022 were noted as presented.

4. DISCLOSURE OF INTEREST

Nil.

ARIC SCHEDULE OF REPORTING

ARIC Schedule of Reporting tabled for information.

5. PRESENTATION

Group Manager Corporate and Commercial, Geoff Ward, presented on the *Digital Strategy and Digital Transformation* (refer Item 6.3 of the Agenda).

6. REPORTS

A presentation on the following item was given to the Committee by Mitch Morley, InConsult, earlier in the meeting.

6.1 Audit

RECOMMENDATION (Wilkinson/MacLeod) that the Audit Risk and Improvement Committee receive and note the information contained in the report.

6.2 Risk and Compliance

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

A presentation on the following item was given to the Committee by Group Manager Corporate and Commercial, Geoff Ward, earlier in the meeting.

6.3 Digital Strategy and Digital Transformation

RECOMMENDATION (Rob/MacLeod) that ARIC note the Digital Strategy and introduction to Digital Transformation as presented.

6.4 Governance

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

1. Receive and note the information presented in this report on:
 - a. Policy and delegations review status.
 - b. The governance of Council's section 355 Committee.

6.5 Financial Management Report

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

1. Annual Financial Statements for year ending 30 June 2022.
2. Audit Office of NSW Management letter on the final phase of the audit for year ended 30 June 2022.
3. The Quarterly Budget Review report furnished to Council's October 2022 meeting applicable for the quarter ending 30 September 2022.
4. The Investment report furnished to Council's October 2022 meeting applicable for the month of 30 September 2022.

6.6 TCorp Loan Agreement - Waiver of Breach

RECOMMENDATION (Rob/MacLeod) that the Committee receive and note the information contained in the report on the breach of TCorp lending requirements and the additional controls staff have put in place to prevent this happening in the future.

6.7 Retail Water Bad Debt Write-off

RECOMMENDATION (Wilkinson/Rob) that the Committee note the following:

1. A request for the write-off of \$18,240.79 in water charges from the SES Capital Pty Ltd water account in relation to the property at 61 Caniaba Road, Loftville due to the reasons outlined in the report.
2. A report recommending the write-off will be submitted to Council at the 14 December 2022 Council meeting.

6.8 Other matters

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

OTHER BUSINESS ARISING

General Manager advised in relation to review of senior staff contracts.

CONFIRMATION OF MINTUES

i). Audit, Risk and Improvement Committee meeting minutes 28 November 2022

RECOMMENDATION (MacLeod/Rob) that the minutes of the Audit, Risk and Improvement Committee of 28 November 2022 be accepted as presented.

NEXT MEETING

27 February 2023 commencing 10.00am.

CLOSE OF BUSINESS

There being no further business the meeting closed at 11.20am.