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**MINUTES OF ROUS COUNTY COUNCIL AUDIT RISK AND IMPROVEMENT COMMITTEE HELD MONDAY, 14 OCTOBER 2024 AT ADMINISTRATION OFFICE, 218-232 MOLESWORTH STREET, LISMORE**

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**1 MEETING OPENING**

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The Chair opened the meeting at 09:59am

In attendance:

Voting Committee:

- Laurie Lefcourt, Audit Risk and Improvement Committee Chair (via 'Teams')
- Andrew MacLeod, Independent member
- Raymond Wong, Audit Risk and Improvement Committee (via 'Teams')

Non-voting Committee:

- Nil

Rous County Council:

- Phillip Rudd, General Manager
- Helen McNeil, Group Manager Organisational Services
- Geoff Ward, Group Manager Transformation and Strategy Group
- Jonathan Patino, Finance Manager
- Lauren Edwards, Governance and Risk Manager
- Joseph Yeadon, ICT Manager (via 'Teams')
- Vicky Scott, Financial Accountant
- Alison O'Toole, Management Accountant
- Robyn Waldron, Secretary

Other attendees:

- Richard Watkinson, Thomas Noble & Russell
- Ben Rogers, Thomas Noble & Russell
- Quentin Wong, Audit Office of NSW

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**2 ACKNOWLEDGEMENT OF COUNTRY**

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

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**3 APOLOGIES / LEAVE OF ABSENCE**

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Nil.

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**4 DISCLOSURE OF INTEREST**

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Nil.

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## 5 IN-CAMERA SESSION BETWEEN THE COMMITTEE AND AUDITOR

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*Richard Wilkinson, Ben Rogers (TNR) and Quentin Wong (Audit Office) joined the meeting at 9.27am*

*Rous staff left the meeting at 10:30am for the Committee and Auditors to have an in-camera session.*

*Rous staff rejoined the meeting at 10:40am*

Richard Wilkinson presented the audit findings to the committee and thanked Rous for their continued collaboration throughout the process.

*Richard Wilkinson, Ben Rogers and Quentin Wong left the meeting at 10:58am*

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## 6 MINUTES OF PREVIOUS MEETING

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Minutes of the meeting held 22 July 2024 provided for information.

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## 7 AUDIT

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### 7.1 Audited Financial Reports for the year ended 30 June 2024

**RESOLVED** (MacLeod/Wong) That the Committee:

1. Receive and endorse the attached draft 'Annual Financial Statements for the year ended 30 June 2024' and the NSW Audit Office draft 'Engagement Closing Report for the year ended 30 June 2024' to Rous County Council for adoption.
2. Receive and note the NSW Audit Office Management Letter for the year ended 30 June 2024'.

<b>Audited Financial Reports for the year ended 30 June 2024 (Resolution)</b>		
For	Laurie Lefcourt, Andrew MacLeod and Raymond Wong	3
Against	None	0
Abstain	None	0
Conflict of Interests	None	0
Absent	None	0
<b>Carried</b>		

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## 8 NON-STANDARD REPORTS

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Nil.

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## 9 CONFIRMATION OF MINUTES

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**Audit, Risk and Improvement Committee meeting minutes 14 October 2024**

**RESOLVED** (MacLeod/Wong) that the Minutes of the meeting held 14 October 2024 be confirmed as presented.

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<b>Confirmation of Minutes 14 October 2024 (Resolution)</b>		
For	Laurie Lefcourt, Andrew MacLeod and Raymond Wong	3
Against	None	0
Abstain	None	0
Conflict of Interests	None	0
Absent	None	0
<b>Carried</b>		

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**10 OTHER BUSINESS ARISING**

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Nil.

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**11 NEXT MEETING**

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25 November 2024

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**12 CLOSE OF BUSINESS**

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There being no further business the meeting closed at 11:05am