



RISK MANAGEMENT AND AUDIT COMMITTEE MINUTES

LITCHFIELD COUNCIL COMMITTEE MEETING

Minutes of Meeting

held in the Executive Meeting Room, Litchfield

on Tuesday, 5 May 2020 at 10.00am

Present	Garry Lambert Kirsty Sayers Hunt (Councillor) Doug Barden (Councillor) Mayor Maree Bredhauer	Chairperson Committee Member Committee Member (from 10.05am)
Staff	Daniel Fletcher Silke Maynard Nadine Nilon David Jan	Chief Executive Officer Director Community and Corporate Services Director of Infrastructure and Operations Governance and Risk Advisor

Presenters Nil

1. OPENING OF THE MEETING

The Chairperson, Garry Lambert opened the Meeting at 10.00am.

2. APOLOGIES AND LEAVE OF ABSENCE

Nil.

3. DISCLOSURES OF INTEREST

No disclosures of interest were declared.

4. CONFIRMATION OF MINUTES

Moved: Cr Sayers-Hunt

Seconded: Cr Barden

Carried

THAT the full minutes, including confidential, of the Risk Management and Audit Committee Meeting held 17 March 2020, 6 pages, be confirmed.

5. BUSINESS ARISING FROM THE MINUTES

Moved: Cr Sayers-Hunt

Seconded: Cr Barden

Carried

THAT Council receives and notes the Action Sheet.

6. PRESENTATIONS

Nil.

7. ACCEPTING OR DECLINING LATE ITEMS

Nil.

8. OFFICERS REPORTS

8.1 Procurement Improvement Committee Update

Moved: Cr Barden

Seconded: Cr Sayers-Hunt

Carried

THAT RMAC:

1. Note the content of this report.
2. Note minutes from the Procurement Improvement Committee dated 15 April 2020.
3. Note the updated Procurement Improvement Committee action item list.

8.2 Review 3-year internal audit program and progress update

Moved: Cr Sayers-Hunt

Seconded: Cr Barden

Carried

THAT RMAC:

1. Endorses the updated internal audit plan; and
2. Notes the progress on the implementation of the Internal audit program.

8.3 Draft External Audit Plan

Moved: Cr Sayers-Hunt
Seconded: Cr Barden
Carried

THAT RMAC:

1. notes the expected timeline for the External Audit of Litchfield Council's Financial Statements; and
2. receives the Merit Partners Draft Audit Plan for the financial year ending 30 June 2020.

8.4 DRAFT FIN01 Asset Disposal

Moved: Cr Barden
Seconded: Cr Sayers-Hunt
Carried

THAT RMAC endorses DRAFT FIN01 Asset Disposal policy for presentation to Council for adoption.

8.3 DRAFT FIN08 Risk Management Policy

Moved: Cr Sayers-Hunt
Seconded: Cr Barden
Carried

THAT RMAC endorse DRAFT FIN08 Risk Management policy for presentation for Council approval.

9. OTHER BUSINESS

RMAC would like to,

1. thank all staff under the guidance of the CEO in the work they have done and staff, and
2. Thanks, the CEO Group specifically for the guidance they have provided throughout the process

10. CONFIDENTIAL ITEMS

Nil.

11. CLOSE OF MEETING

The Chair closed the meeting at 10.32am.

MINUTES TO BE CONFIRMED

Tuesday 4 August 2020.

Garry Lambert

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Chair Person

Garry Lambert