



# RISK MANAGEMENT AND AUDIT COMMITTEE MINUTES

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## LITCHFIELD COUNCIL COMMITTEE MEETING

### Minutes of Meeting

held in the Council Chambers, Litchfield  
on Tuesday 26 October 2021 at 10.00am

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<b>Present</b>	Garry Lambert Mark Sidey (Councillor) Mathew Salter (Councillor) Mayor Doug Barden	Chairperson Committee Member Committee Member Observer
<b>Staff</b>	Daniel Fletcher Leon Kruger Arun Dias Rebecca Taylor Bianca Hart	Chief Executive Officer General Manager Infrastructure and Operations General Manager Business Excellence Policy & Governance Program Leader Manager Corporate Services
<b>External</b>	Luke Snowdon/Cy Balmes	KPMG – Auditor

### 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: Chairperson Garry Lambert  
Seconded: Cr Sidey

THAT the full minutes of the Risk Management and Audit Committee Meeting held Tuesday 3 August 2021, 4 pages, be confirmed.

Carried

**5. BUSINESS ARISING FROM THE MINUTES**

Moved: Cr Salter  
Seconded: Cr Sidey

THAT Council receives and notes the Action Sheet.

Carried

**6. PRESENTATIONS**

Nil.

**7. ACCEPTING OR DECLINING LATE ITEMS**

Nil.

**8. OFFICERS REPORTS**

**8.1 Annual Financial Statements 2020-21**

Amended recommendation as per below. Two questions were taken on notice.

Moved: Cr Salter  
Seconded: Cr Sidey

THAT the Risk Management and Audit Committee confirms:

1. the draft Litchfield Council 2020-21 Financial Statements are suitable for certification by the Chief Executive Officer for inclusion in the Annual Report and presented to Council;
2. following an amendment to move proceeds on sale of assets from sundry income to sundry expenses, the draft Thorak Regional Cemetery Financial Statements 2020-21 are suitable for certification by the Chief Executive Officer for inclusion in the Annual Report and presented to Council; and
3. the Summary of Financials are suitable for inclusion in the Annual Report and presented to Council.

Carried

**8.2** Records Management Audit

Moved: Cr Sidey  
Seconded: Cr Salter

THAT RMAC receives and notes the Records Management Audit Report.

Carried

**8.3** Meeting Schedule and Workplan

Moved: Cr Salter  
Seconded: Cr Sidey

THAT RMAC endorse the meeting schedule and workplan for 2022.

Carried

**8.4** PACMan Committee Minutes

Moved: Cr Sidey  
Seconded: Cr Salter

THAT RMAC accept and note the minutes from the PACMan Committee meeting dated 26 August 2021 and 23 September 2021.

Carried

**9. OTHER BUSINESS**

Mayor Barden sought an update and clarity around the Long-Term Financial Model. Management clarified the distinction between the Long-Term Financial Plan and the Long-term Financial Model. Management also provided an update on the progress of the expression of interests received from potential providers.

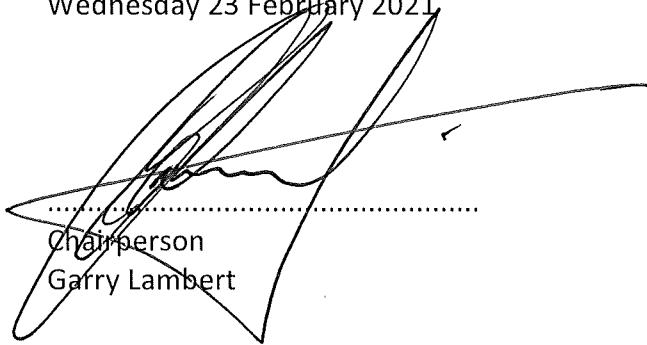
**10. CONFIDENTIAL ITEMS**

Nil.

**11. CLOSE OF MEETING**

The Chair closed the meeting at 11:16am

**MINUTES TO BE CONFIRMED**  
Wednesday 23 February 2021



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Chairperson  
Garry Lambert